

# APPROVED SERVICES JUSTIFICATIONS

## FISCAL YEAR 2018-19



ORANGE COUNTY TRANSPORTATION AUTHORITY

550 S. MAIN STREET, P.O. BOX 14184

ORANGE, CA 92863-1584





**FISCAL YEAR 2018-19  
LINE ITEM CONTROLLED SERVICES  
JUSTIFICATIONS**

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**Measure M2 Program..... 1**

**Rail Program..... 151**

**OC Streetcar ..... 197**

**Express Lanes ..... 211**

**Motorist Services ..... 239**

**Bus Program ..... 257**

**Administration ..... 325**

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## Measure M2 Program

### Line Item Controlled Services

Org- Key	Department / Fund Name	Obj	Line Item Description	Budget	Page No.
<b>Freeways</b>					
<b>Costa Mesa Freeway (SR-55) Improvements (Project F)</b>					
0017	Local Transport Auth Mea	7519	SR-55, I-405 to I-5 - Consultant Design Services	1,000,000	7
0017	Local Transport Auth Mea	7519	SR-55, I-405 to I-5 - Public Outreach	120,000	8
0017	Local Transport Auth Mea	7519	SR-55, I-5 to SR-91 - Environmental Support	2,000	9
0017	Local Transport Auth Mea	7519	SR-55, I-5 to SR-91 - Consultant for PA/ED Services	500,000	10
0017	Local Transport Auth Mea	7519	SR-55, I-5 to SR-91 - Public Outreach	125,000	11
0017	Local Transport Auth Mea	7629	Excess Land Maintenance - SR-55, I-405 to I-5	50,000	12
<b>Freeway Environmental Mitigation</b>					
0017	Local Transport Auth Mea	7519	Professional Services for Fire Management Plan for the M2 Pr	75,000	13
0017	Local Transport Auth Mea	7519	Strategic Management Services	20,000	14
0017	Local Transport Auth Mea	7519	Cultural Resources Support for Army Corps of Engineers (ACO	81,000	15
0017	Local Transport Auth Mea	7519	Environmental Mitigation Program Outreach	110,000	16
0017	Local Transport Auth Mea	7519	Contractor for Maintenance on Ferber Ranch Preserve	39,000	17
0017	Local Transport Auth Mea	7519	Interim Biological Monitoring for M2 EMP Preserves	100,000	18
0017	Local Transport Auth Mea	7519	Interim Biological Monitoring Support Services	65,000	19
0017	Local Transport Auth Mea	7519	Interim Land Management for Hayashi Preserve	60,000	20
0017	Local Transport Auth Mea	7519	Interim Land Management for M2 Preserves	100,000	21
0017	Local Transport Auth Mea	7519	Interim Land Manager to Perform Biological Monitoring on H	50,000	22
0017	Local Transport Auth Mea	7519	Licensed Land Survey Services Needed for EMP	100,000	23
0017	Local Transport Auth Mea	7519	OC Sheriff Dept. (Mounted Unit) Interim Land Management	75,000	24
0017	Local Transport Auth Mea	7519	On-Call M2 Environmental Support	100,000	25
0017	Local Transport Auth Mea	7519	Private Patrol for M2 EMP Conservation Properties	75,000	26
<b>I-405, San Diego Freeway from I-605 to SR-55 (Project K)</b>					
0017	Local Transport Auth Mea	7514	I-405, SR-73 to I-605 - ROW Support Services	2,250,000	27
0017	Local Transport Auth Mea	7519	I-405, SR-73 to I-605 - Permit Review Services	39,000	28
0017	Local Transport Auth Mea	7519	I-405, SR-73 to I-605 - PM Support Services	3,150,000	29
0017	Local Transport Auth Mea	7519	I-405, SR-73 to I-605 - Public Outreach	825,000	30
0017	Local Transport Auth Mea	7519	I-405, SR-73 to I-605 - PMC Support Services	14,850,000	31
0017	Local Transport Auth Mea	7629	I-405, SR-73 to I-605 - Excess Land Maintenance	50,000	32
<b>I-405, San Diego Freeway from SR-55 to I-5 (Project L)</b>					
0017	Local Transport Auth Mea	7519	I-405, I-5 to SR-55 - Consultant PA/ED Services	250,000	33
0017	Local Transport Auth Mea	7519	I-405, I-5 to SR-55 - Public Outreach	90,000	34
<b>I-5, I-405 to SR-55 (Project B)</b>					
0017	Local Transport Auth Mea	7519	I-5, I-405 to SR-55 - Environmental Support	2,000	35



# Measure M2 Program

## Measure M2 Program

### Line Item Controlled Services

Org- Key	Department / Fund Name	Obj	Line Item Description	Budget	Page No.
<b>Freeways</b>					
<b>I-5, I-405 to SR-55 (Project B)</b>					
0017	Local Transport Auth Mea	7519	I-5, I-405 to SR-55 - Public Outreach	40,000	36
0017	Local Transport Auth Mea	7519	I-5, I-405 to SR-55 - Public Outreach for Design and Right-of-	60,000	37
0017	Local Transport Auth Mea	7519	I-5, I-405 to SR-55 - Consultant PA/ED Services	500,000	38
<b>I-5, Santa Ana Freeway (Project C)</b>					
0017	Local Transport Auth Mea	7514	I-5, Avenida Pico to Vista Hermosa - ROW Support Services	50,000	39
0017	Local Transport Auth Mea	7514	I-5, SR-73 to Oso Parkway - ROW Support Services	1,105,000	40
0017	Local Transport Auth Mea	7514	I-5, Oso Parkway to Alicia Parkway - PS&E Design Contingency	250,000	41
0017	Local Transport Auth Mea	7514	I-5, Oso Parkway to El Toro Road - ROW Support Services	700,000	42
0017	Local Transport Auth Mea	7519	I-5, Avenida Pico to Avenida Vista Hermosa - PS&E Support	48,000	43
0017	Local Transport Auth Mea	7519	I-5, Avenida Pico to Avenida Vista Hermosa - Design Continge	50,000	44
0017	Local Transport Auth Mea	7519	I-5, Avenida Pico to Avenida Vista Hermosa - Public Outreach	19,200	45
0017	Local Transport Auth Mea	7519	I-5, SR-73 to Oso Parkway - Design Contingency	470,000	46
0017	Local Transport Auth Mea	7519	I-5, SR-73 to Oso Parkway - Public Outreach	52,650	47
0017	Local Transport Auth Mea	7519	I-5, Avenida Vista Hermosa to PCH - Public Outreach	12,480	48
0017	Local Transport Auth Mea	7519	I-5, Avenida Vista Hermosa to PCH - Design Contingency	50,000	49
0017	Local Transport Auth Mea	7519	I-5, PCH to San Juan Creek Road - Design Contingency	50,000	50
0017	Local Transport Auth Mea	7519	I-5, PCH to San Juan Creek Rd - Public Outreach	16,320	51
0017	Local Transport Auth Mea	7519	I-5, Oso Parkway to Alicia Parkway - ROW Support Services	350,000	52
0017	Local Transport Auth Mea	7519	I-5, Oso Parkway to Alicia Parkway - Public Outreach	95,550	53
0017	Local Transport Auth Mea	7519	I-5, Oso Parkway to El Toro Road - Additional Design Services	1,000,000	54
0017	Local Transport Auth Mea	7519	I-5, Oso Parkway to El Toro Road - Public Outreach	46,800	55
<b>I-5, Santa Ana Freeway Interchange Improvements (Project D)</b>					
0017	Local Transport Auth Mea	7519	I-5 / El Toro Road Interchange - Public Outreach	80,000	56
<b>I-5, SR-55 to SR-57 (Project A)</b>					
0017	Local Transport Auth Mea	7519	I-5, SR-55 to SR-57 - Additional Design Services	150,000	57
0017	Local Transport Auth Mea	7519	I-5, SR-55 to SR-57 - Public Outreach	120,500	58
<b>Orange Freeway (SR-57) Improvements (Project G)</b>					
0017	Local Transport Auth Mea	7519	SR-57, Katella Avenue to Lincoln Avenue - Caltrans Coop Ame	20,000	59
0017	Local Transport Auth Mea	7519	SR-57, Katella Avenue to Lincoln Avenue - CCO for Landscape	30,000	60
0017	Local Transport Auth Mea	7519	SR-57, Orangethorpe Avenue to Yorba Linda Boulevard - Envir	2,000	61
0017	Local Transport Auth Mea	7519	SR-57, Yorba Linda Boulevard to Lambert Road - CCO for Land	30,000	62
0017	Local Transport Auth Mea	7519	SR-57, Orangewood Avenue to Katella Avenue - Public Outrea	130,000	63
0017	Local Transport Auth Mea	7519	SR-57, Orangewood Avenue to Katella Avenue - Additional PA	170,000	64



## Measure M2 Program

### Line Item Controlled Services

Org- Key	Department / Fund Name	Obj	Line Item Description	Budget	Page No.
<b>Freeways</b>					
<b>Orange Freeway (SR-57) Improvements (Project G)</b>					
0017	Local Transport Auth Mea	7519	SR-57, Lambert Road to Tonner Canyon - PA/ED Design Servic	250,000	65
<b>San Gabriel (I-605) Freeway Improvements (Project M)</b>					
0017	Local Transport Auth Mea	7519	I-605 / Katella Avenue Interchange - Consultant PA/ED Servic	100,000	66
0017	Local Transport Auth Mea	7519	I-605 / Katella Avenue Interchange - Public Outreach	15,000	67
<b>SR-22 Design Build (Measure M1)</b>					
0001	General Fund	7514	SR-22 Design-Build - ROW Support Services	100,000	68
0001	General Fund	7519	SR-22 Design-Build Project Management Services	25,000	69
<b>SR-73/I-405 (Connector B) (Measure M1)</b>					
0001	General Fund	7514	SR-73/I-405 (Connector B) - ROW Support Services	25,000	70
<b>SR-91, Riverside Freeway Improvements from SR-57 to SR-55 (Project I)</b>					
0017	Local Transport Auth Mea	7519	SR-91, SR-57 to SR-55 - Public Outreach	110,000	71
0017	Local Transport Auth Mea	7519	SR-91, SR-57 to SR-55 - PA/ED Change Orders	500,000	72
<b>M2 Administration</b>					
<b>LTA - CDTFA</b>					
0017	Local Transport Auth Mea	7519	CDTFA Fees	3,614,112	110
<b>Measure M2 Administration</b>					
0017	Local Transport Auth Mea	7512	Price Review/Buy America/Audit	75,000	73
0017	Local Transport Auth Mea	7512	General On-Call Auditing Services	50,000	74
0017	Local Transport Auth Mea	7512	Annual Financial Audits	110,012	75
0017	Local Transport Auth Mea	7515	Investment Fees	546,551	76
0017	Local Transport Auth Mea	7519	Programming and Analysis	160,000	77
0017	Local Transport Auth Mea	7519	M2 Project - State and Federal Grant Writing	100,000	78
0017	Local Transport Auth Mea	7519	M2 Project - Grant Advisory Services	50,000	79
0017	Local Transport Auth Mea	7519	M2 - State and Federal Programming Support	60,000	80
0017	Local Transport Auth Mea	7519	On-Call Measure M2 Strategic Advisory Services	75,000	81
0017	Local Transport Auth Mea	7519	Measure M2/OC Go Transition - Awareness and Website	50,000	82
0017	Local Transport Auth Mea	7519	OCTAM Support	50,000	83
0017	Local Transport Auth Mea	7519	Measure M2 Strategic Management Services	10,000	84
0017	Local Transport Auth Mea	7519	Development of Website Tools and Enhancements	145,000	85
0017	Local Transport Auth Mea	7519	General Awareness in Diverse Communities of Measure M2	25,000	86
0017	Local Transport Auth Mea	7519	Measure M2 Technical Studies	100,000	87
0017	Local Transport Auth Mea	7519	Letter of Credit for Services of Interstate 405 Improvement Pr	2,840,000	88
0017	Local Transport Auth Mea	7519	Media Public Service Announcements for Measure M2	40,000	89



# Measure M2 Program

## Measure M2 Program

### Line Item Controlled Services

Org- Key	Department / Fund Name	Obj	Line Item Description	Budget	Page No.
<b>M2 Administration</b>					
<b>Measure M2 Administration</b>					
0017	Local Transport Auth Mea	7519	Cost of Issuance Expense/Underwriter's Discount	1,500,000	90
0017	Local Transport Auth Mea	7519	GIS Professional Services - Staff Augmentation for M2 Project	150,000	91
0017	Local Transport Auth Mea	7519	SB-375 and Air Quality Support	50,000	92
0017	Local Transport Auth Mea	7519	Economic Advisory Services for Taxable Sales and Other Forec	44,000	93
0017	Local Transport Auth Mea	7519	Financial Advisory Services	200,000	94
0017	Local Transport Auth Mea	7519	Taxpayer Oversight Committee Consultant	10,000	95
0017	Local Transport Auth Mea	7519	M2 Document Center Support	125,000	96
0017	Local Transport Auth Mea	7519	M2 Market Conditions Analysis	15,000	97
0017	Local Transport Auth Mea	7519	Federal Compliance Advisory Services	75,000	98
0017	Local Transport Auth Mea	7519	M2 Performance Assessment - FY 2016-18	220,000	99
0017	Local Transport Auth Mea	7519	Mobility Indicators Report Data Collection and Compilation	50,000	100
0017	Local Transport Auth Mea	7519	M2 SharePoint Project Development	100,000	101
0017	Local Transport Auth Mea	7519	Trust Services for Long Term Debt (New and Existing)	45,000	102
0017	Local Transport Auth Mea	7519	Rating Agency Fees	300,000	103
0017	Local Transport Auth Mea	7519	Measure M2 Eligibility Review	60,000	104
0017	Local Transport Auth Mea	7519	Eco Interactive Subscription and updates for OC Fundtracker	180,000	105
0017	Local Transport Auth Mea	7629	As Needed Translation Services for Measure M2	10,000	106
0017	Local Transport Auth Mea	7629	Taxpayer Oversight Committee Consultant	10,000	107
0017	Local Transport Auth Mea	7629	Taxpayer Oversight Committee Grand Jurors Association Cons	10,000	108
0017	Local Transport Auth Mea	7629	Measure M Website Enhancement	100,000	109
<b>M2 Transit</b>					
<b>Community Based Transit Circulator (Project V)</b>					
0017	Local Transport Auth Mea	7519	Project V Marketing Support	50,000	111
<b>Rail Capital Projects (Project R)</b>					
0017	Local Transport Auth Mea	7514	San Juan Creek Bridge Replacement - ROW Support Services	250,000	112
0017	Local Transport Auth Mea	7519	Metrolink/Transit Corridor Joint Development Study	275,000	113
0017	Local Transport Auth Mea	7519	San Juan Creek Bridge Replacement - Environmental Support	4,000	114
0017	Local Transport Auth Mea	7519	San Juan Creek Bridge Replacement - Project Management Su	10,000	115
0017	Local Transport Auth Mea	7519	San Juan Creek Bridge Replacement - Public Outreach	40,000	116
0017	Local Transport Auth Mea	7519	17th Street Grade Separation - Environmental Support	2,000	117
0017	Local Transport Auth Mea	7519	M2 Rail Programs Project Management Support	1,500,000	118
0017	Local Transport Auth Mea	7519	Additional M2 Rail Programs Project Management Support	370,000	119
0017	Local Transport Auth Mea	7519	LOSSAN Project Management Support	10,000	120





## Measure M2 Program

### Line Item Controlled Services

Org- Key	Department / Fund Name	Obj	Line Item Description	Budget	Page No.
<b>M2 Transit</b>					
<b>Rail Capital Projects (Project R)</b>					
0017	Local Transport Auth Mea	7519	Irvine Rail Maint. Facility - Project Management Support	10,000	121
<b>Safe Transit Stops (Project W)</b>					
0017	Local Transport Auth Mea	7519	Safe Transit Stops Evaluation	125,000	122
<b>Senior Mobility and Non-Emergency Medical Programs (Project U)</b>					
0017	Local Transport Auth Mea	7519	Senior/Reduced Fare Identification Outreach Communication	25,000	123
<b>Transit Extensions to Metrolink (Project S)</b>					
0017	Local Transport Auth Mea	7519	OCTAM Model Development and Improvements	150,000	124
0017	Local Transport Auth Mea	7519	Anaheim Fixed Guideway Environmental Support	2,000	125
<b>Streets and Roads</b>					
<b>Clean-up Highway/Street Runoff (Project X)</b>					
0017	Local Transport Auth Mea	7519	Environmental Cleanup Program Data Gathering	75,000	126
0017	Local Transport Auth Mea	7519	Environmental Cleanup Program - Strategic Management Ser	6,000	127
<b>Local Fair Share (Project Q)</b>					
0012	Orange County Unified Tr	7519	E-76 and Call Technical Review Service	100,000	128
0017	Local Transport Auth Mea	7519	Pavement Management Plan On-Call Services	93,500	129
<b>OC Bridges (Project O)</b>					
0017	Local Transport Auth Mea	7514	Lakeview Avenue Grade Separation - ROW Support Services	25,000	130
0017	Local Transport Auth Mea	7514	State College Boulevard Grade Separation - ROW Support Ser	25,000	131
0017	Local Transport Auth Mea	7514	Raymond Avenue Grade Separation - ROW Support Services	25,000	132
0017	Local Transport Auth Mea	7519	Tustin Ave/Rose Drive GS - PMC Services	5,000	133
0017	Local Transport Auth Mea	7519	Lakeview Avenue GS - PMC Services	25,000	134
0017	Local Transport Auth Mea	7519	Orangethorpe Avenue GS - PMC Services	5,000	135
0017	Local Transport Auth Mea	7519	State College Boulevard GS - PMC Services	25,000	136
0017	Local Transport Auth Mea	7519	Raymond Avenue GS - PMC Services	25,000	137
0017	Local Transport Auth Mea	7629	Placentia Avenue Grade Separation - Excess Land Maintenanc	10,000	138
<b>Regional Capacity Program (Project O)</b>					
0017	Local Transport Auth Mea	7519	2019 Congestion Management Plan - Traffic Data Collection	200,000	139
0017	Local Transport Auth Mea	7519	Regional Capacity and Traffic Signal Synchronization Program	76,250	140
0017	Local Transport Auth Mea	7519	Comprehensive Transportation Funding Program Application	62,500	141
<b>Regional Traffic Signal Synchronization (Project P)</b>					
0017	Local Transport Auth Mea	7519	Communication Study in Support of Traffic Signal Priority	200,000	142
0017	Local Transport Auth Mea	7519	Simulation Technical Support	100,000	143
0017	Local Transport Auth Mea	7519	Signal Synchronization - Project Management	400,000	144



# Measure M2 Program

## Measure M2 Program

### Line Item Controlled Services

Org- Key	Department / Fund Name	Obj	Line Item Description	Budget	Page No.
<b>Streets and Roads</b>					
<b>Regional Traffic Signal Synchronization (Project P)</b>					
0017	Local Transport Auth Mea	7519	Corridor Operational Performance Report - Traffic Data Collec	200,000	145
0017	Local Transport Auth Mea	7519	Garden Grove Boulevard Signal Synchronization - Consultant	2,637,088	146
0017	Local Transport Auth Mea	7519	Katella Avenue Signal Synchronization - Consultant Services	4,884,131	147
0017	Local Transport Auth Mea	7519	Los Alisos Boulevard Signal Synchronization - Consultant Servi	2,270,588	148
0017	Local Transport Auth Mea	7519	Main Street Signal Synchronization - Consultant Services	3,899,185	149
<b>Subtotal Services - Capital Programs</b>				<b>\$ 60,728,417</b>	



**Freeways**

**Costa Mesa Freeway (SR-55) Improvements (Project F)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: SR-55, I-405 to I-5 - Consultant Design Services  
 Quantity/Cost: 1 @ \$1,000,000 FY19-02187  
 Budget Request: \$ 1,000,000 IFAS#: 0017-7519-FF101-OKU

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Grant Funded:  STBG/RSTP Funds \$1,000,000  
 Account: 0017-6048-FF101-XJD

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

This line item is for estimated change orders for design consultant services on the SR-55 project, from I-405 to I-5. The project will add one general-purpose lane and a second High Occupancy Vehicle (HOV) lane in both directions of the SR-55.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Engineering and environmental technical expertise.

***Please explain how you arrived at the budgeted dollars requested.***

Potential change order estimated based on changes in design guidelines and criteria.

***What phase of the project does this line item support?***

Design Phase - PS&E (Plans, Specifications, and Estimates) Phase.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Design Phase - PS&E (Plans, Specifications, and Estimates) Phase.

***Is this line item rebudgeted from a prior fiscal year?***

No



# Measure M2 Program

## Freeways

### Costa Mesa Freeway (SR-55) Improvements (Project F)

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: SR-55, I-405 to I-5 - Public Outreach  
 Quantity/Cost: 1 @ \$120,000 FY19-01939  
 Budget Request: \$ 120,000 IFAS#: 0017-7519-FF101-TYP

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Improvements to the SR-55, I-405 to I-5 project are being implemented as two projects: one focused on the 4-mile stretch of the corridor between I-405 to I-5, and the other focused on the 7.5-mile stretch between I-5 and SR-91. OCTA and Caltrans are in the Design phase for the I-405 to I-5 segment, which traverses the cities of Santa Ana, Tustin and Irvine. Outreach to major businesses along the corridor such as auto dealerships, Ricoh Electronics and more than a dozen hotels is required. In addition, project information will be provided to residents throughout the project corridor and to community organizations whose members will be affected by construction activities and detours. The outreach team is also tracking community input to provide feedback to the technical team during development of the Traffic Management Plan. It may also be necessary to provide updates to the city councils of Santa Ana, Tustin, and Irvine. Additional outreach services include preparation of informational materials, community meetings, and direct mail and canvassing.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

An understanding of activities during the Design and Pre-Construction phases of a project. Familiarity with and ability to decipher technical information and communicate it in an understandable and relevant manner. Ability to identify potential problems for early resolution, to manage multimedia communications, and to establish rapport and relationships with members of the project team, stakeholders, and members of the public. Ability to plan and execute large-scale events.

***Please explain how you arrived at the budgeted dollars requested.***

Analysis of previous expenditures; review of latest schedule with PM; forecast of upcoming major milestones.

***What phase of the project does this line item support?***

Design

***What phase of the project is this line item currently in, as of January 2, 2018?***

Design

***Is this line item rebudgeted from a prior fiscal year?***

N/A



**Freeways**

**Costa Mesa Freeway (SR-55) Improvements (Project F)**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: SR-55, I-5 to SR-91 - Environmental Support  
 Quantity/Cost: 1 @ \$2,000 FY19-02027  
 Budget Request: \$ 2,000 IFAS#: 0017-7519-FF102-04L

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional services to provide environmental phase support for the SR-55, from I-5 to SR-91 project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Environmental Planner.

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous year's budget expenditure.

*What phase of the project does this line item support?*

Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Measure M2 Program

## Freeways

### Costa Mesa Freeway (SR-55) Improvements (Project F)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: SR-55, I-5 to SR-91 - Consultant for PA/ED Services  
 Quantity/Cost: 1 @ \$500,000 FY19-02186  
 Budget Request: \$ 500,000 IFAS#: 0017-7519-FF102-07H

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Grant Funded:  STBG/RSTP Funds \$500,000  
 Account: 0017-6048-FF102-XID

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

This line item is for estimated change orders for the environmental consultant services for the SR-55, I-5 to SR-91 project. This project will add one general-purpose lane in both directions of the SR-55 from I-5 to SR-22, and make operational improvements between SR-22 and SR-91.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Engineering and Environmental technical expertise.

***Please explain how you arrived at the budgeted dollars requested.***

Potential change order estimated based on changes in design guidelines and criteria.

***What phase of the project does this line item support?***

PA/ED (Environmental) Phase

***What phase of the project is this line item currently in, as of January 2, 2018?***

PA/ED (Environmental) Phase

***Is this line item rebudgeted from a prior fiscal year?***

No



**Freeways**

**Costa Mesa Freeway (SR-55) Improvements (Project F)**

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: SR-55, I-5 to SR-91 - Public Outreach  
 Quantity/Cost: 1 @ \$125,000 FY19-01940  
 Budget Request: \$ 125,000 IFAS#: 0017-7519-FF102-0IC

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The SR-55, I-5 to SR-91 project is being implemented as two projects: one focused on the 4-mile stretch of the corridor between I-405 to I-5, and the other focused on the 7.5-mile stretch between I-5 and SR-91. OCTA and Caltrans are in the Environmental phase for the I-5 to SR-91 segment, which traverses the Cities of Orange, Tustin, Santa Ana and Anaheim. Outreach to key stakeholders along the corridor such as Orange County Global Medical Center and The Village at Orange is required. In addition, project information will be provided to small business owners, community organizations and residents throughout the project corridor to encourage participation in the Environmental phase and comments during the circulation period of the Draft Environmental Document. It may be necessary to provide updates to the city councils of Orange, Tustin, Santa Ana, and Anaheim. The Public Hearing for this project will be conducted in FY 2018-19.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

An understanding of activities during the Environmental phase of a project. Familiarity with and ability to decipher technical information and communicate it in an understandable and relevant manner. Ability to identify potential problems for early resolution, to manage multimedia communications, and to establish rapport and relationships with members of the project team, stakeholders, and members of the public. Ability to plan and execute Public Hearings.

*Please explain how you arrived at the budgeted dollars requested.*

Analysis of previous expenditures; review of latest schedule with PM; forecast of upcoming major milestones.

*What phase of the project does this line item support?*

Environmental

*What phase of the project is this line item currently in, as of January 2, 2018?*

Environmental

*Is this line item rebudgeted from a prior fiscal year?*

No.



# Measure M2 Program

## Freeways

### Costa Mesa Freeway (SR-55) Improvements (Project F)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7629 Other Services

Description: Excess Land Maintenance - SR-55, I-405 to I-5  
 Quantity/Cost: 1 @ \$50,000 FY19-02589  
 Budget Request: \$ 50,000 IFAS#: 0017-7629-FF101-F17

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Provide property maintenance services on an as-needed basis for vacant and improved OCTA-owned excess and future use property. To ensure OCTA's liability is kept to a minimum and comply with federal, state, and local regulations for the maintenance of its property for various projects, including the SR-55, I-405 to I-5 project. The budget request is for costs associated with these services.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualified property maintenance services.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted dollar amount requested is based on projected expenditures for the fiscal year.

*What phase of the project does this line item support?*

Pre-Construction phase.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Pre-Construction phase.

*Is this line item rebudgeted from a prior fiscal year?*

No.





**Freeways**

**Freeway Environmental Mitigation**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Professional Services for Fire Management Plan for the M2 Preserves  
 Quantity/Cost: 1 @ \$75,000 FY19-01715  
 Budget Request: \$ 75,000 IFAS#: 0017-7519-FX001-07Q

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

A fire management plan will be needed to cover the seven OCTA Preserves. This is a requirement of the wildlife agencies and has been committed to as part of the OCTA resource management plans. The fire management plan will be developed by a consultant that specializes in these types of plans. The plans will be Preserve-specific and will include existing vegetation types and cultural resources, fire prevention recommendations, fire attach plan, safety/access related tasks, fire history, compliance with various programs and laws, standards, guidelines, assessment of fire threat, factors that increase threat, fire suppression support, framework to carry out the plan, and wildland fire management options. The deliverables will consist of separate fire management plans/documents.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Specific environmental consultant with experience in producing fire management plans for wildland properties.

*Please explain how you arrived at the budgeted dollars requested.*

Budget developed from a general consultant rate multiplied by the amount of hours anticipated to complete the plans.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No



# Measure M2 Program

## Freeways

### Freeway Environmental Mitigation

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Strategic Management Services  
 Quantity/Cost: 1 @ \$20,000 FY19-02043  
 Budget Request: \$ 20,000 IFAS#: 0017-7519-FX001-0K2

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Strategic management services for the Environmental Mitigation Program (EMP). The EMP provides comprehensive mitigation to offset environmental impacts of the M2 freeway projects.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Environmental consultant

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous year budget expenditures.

*What phase of the project does this line item support?*

Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**Freeways**

**Freeway Environmental Mitigation**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Cultural Resources Support for Army Corps of Engineers (ACOE) Permit  
 Quantity/Cost: 1 @ \$81,000 FY19-01698  
 Budget Request: \$ 81,000 IFAS#: 0017-7519-FX001-P5A

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Ensure that the OCTA M2 restoration projects and freeway projects are in compliance with the State Historic Preservation Office requirements. This is necessary for Army Corps of Engineers (ACOE) to provide a Section 404 permit (Clean Water Act). This scope also include an archaeological component to identify future management activities.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Cultural resources specialist, archaeologist, and environmental planner.

*Please explain how you arrived at the budgeted dollars requested.*

Anticipated needs for upcoming M2 freeway projects, restoration projects, and acquisition projects.

*What phase of the project does this line item support?*

Multiple

*What phase of the project is this line item currently in, as of January 2, 2018?*

Multiple

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Measure M2 Program

## Freeways

### Freeway Environmental Mitigation

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Environmental Mitigation Program Outreach  
 Quantity/Cost: 1 @ \$110,000 FY19-02392  
 Budget Request: \$ 110,000 IFAS#: 0017-7519-FX001-SGA

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

These funds have been designated to continue consultant services to perform public outreach related to the Freeway Environmental Mitigation Program (EMP). The objective of the outreach is to inform target audiences about the EMP need, status, schedule, and benefits. The primary focus would be to promote awareness and to support OCTA's outreach activities, with tasks including coordinating public meetings, 12 hike and equestrian ride tours, educational activities, Speakers Bureau efforts, and outreach materials and communications. The consultant would also coordinate all printed materials, projects boards, and web and social media content.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Public outreach experience to EMP stakeholders.

*Please explain how you arrived at the budgeted dollars requested.*

N/A

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

N/A



**Freeways**

**Freeway Environmental Mitigation**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Contractor for Maintenance on Ferber Ranch Preserve  
 Quantity/Cost: 1 @ \$39,000 FY19-02004  
 Budget Request: \$ 39,000 IFAS#: 0017-7519-FX001-TGQ

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Services include maintaining the existing operational infrastructure of the Ferber Ranch Preserve while maintaining the safety and biological integrity. Services also include weed abatement, vegetation control, herbicide and pesticide application, removal of debris and trash, installation and maintenance of fencing and gate, and inspection of access roads and trails.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Foreman, Equipment Operator, Biologist, Botanist, Geographic Information System (GIS) Specialist, and Certified Arborist.

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous years expenditures.

*What phase of the project does this line item support?*

Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Measure M2 Program

## Freeways

### Freeway Environmental Mitigation

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Interim Biological Monitoring for M2 EMP Preserves  
 Quantity/Cost: 1 @ \$100,000 FY19-01751  
 Budget Request: \$ 100,000 IFAS#: 0017-7519-FX001-TGQ

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Services include routine biological monitoring as well as focused surveys for rare and endangered species. This is requirement of the OCTA Conservation Plan to ensure the OCTA Preserves are being managed appropriately. Deliverables include monitoring reports on a routine basis (changes based on season) as well as an annual monitoring report. Services will also include an invasive species mapping and management plan for the Preserves.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Project manager, wildlife biologist (permitted by the U.S. Fish and Wildlife Service), restoration ecologist, and Geographical Information System (GIS) specialist.

*Please explain how you arrived at the budgeted dollars requested.*

Amount is based on a contract to cover five years. Anticipated to be a bit more than 1/5 in the first year due to the need of invasive species mapping and eradication plan.

*What phase of the project does this line item support?*

Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**Freeways**

**Freeway Environmental Mitigation**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Interim Biological Monitoring Support Services  
 Quantity/Cost: 1 @ \$65,000 FY19-02017  
 Budget Request: \$ 65,000 IFAS#: 0017-7519-FX001-TGQ

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Services include biological monitoring for the OCTA Ferber Ranch Preserve. Consultant provides ongoing monitoring, photo documentation, checking fence lines, providing reports (including data management recommendation), focused species surveys invasive species mapping and development of treatment plan, statistical sampling, and assistance during public outreach events.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Project manager, regulatory specialist, monitoring biologist, botanist, wildlife biologist, restoration ecologist, certified arborist, Geographical Information System (GIS) specialist, and senior advisor.

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous years expenditures and hourly rates multiplied by anticipated hours needed to complete specific reports/surveys.

*What phase of the project does this line item support?*

Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Measure M2 Program

## Freeways

### Freeway Environmental Mitigation

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Interim Land Management for Hayashi Preserve  
 Quantity/Cost: 1 @ \$60,000 FY19-01796  
 Budget Request: \$ 60,000 IFAS#: 0017-7519-FX001-TGQ

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Services include patrol and management of the OCTA Hayashi Preserve. Agreement is with the Department of Parks and Recreation and enables the staff from the adjacent Chino Hills State Park to monitor and manage the Hayashi Preserve on an interim basis, a requirement of the OCTA Conservation Plan. Work will include removing trash and debris, maintaining trails and fences, erecting fencing and signage, and implementing security programs to enforce trespassing. Work also entails invasive species mapping and abatement.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Environmental Scientist, State Park Ranger, or State Park Supervisor.

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous years' budget expenditure.

*What phase of the project does this line item support?*

Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

Yes





**Freeways**

**Freeway Environmental Mitigation**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Interim Land Management for M2 Preserves  
 Quantity/Cost: 1 @ \$100,000 FY19-01727  
 Budget Request: \$ 100,000 IFAS#: 0017-7519-FX001-TGQ

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Provide interim land management including maintenance of M2 Preserves (Hafen, O'Neill Oaks, Saddle Creek South, Aliso Canyon, and MacPherson). Assistance of similar duties may be needed on Ferber Ranch and/or Hayashi. Duties include weed abatement, tree trimming, trash removal, signage, road maintenance, fuel modification, and potential emergency response for natural disasters.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Project manager, restoration ecologist, foreman, and equipment operator.

*Please explain how you arrived at the budgeted dollars requested.*

Various

*What phase of the project does this line item support?*

Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Yes

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Measure M2 Program

## Freeways

### Freeway Environmental Mitigation

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: Interim Land Manager to Perform Biological Monitoring on Hafen, SCS, and O'Neill Oaks

Quantity/Cost: 1 @ \$50,000 FY19-02011

Budget Request: \$ 50,000 IFAS#: 0017-7519-FX001-TGQ

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Services include vegetation sampling to collect quantitative and qualitative biological monitoring of a subset (Hafen, Saddle Creek South (SCS), and O'Neill Oaks) of the OCTA Preserves. Work will include project planning, transect surveys, photopoints, data summaries, and reports. Higher level of vegetation assessment needed as part of the Conservation Plan.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Field Supervisor (Lead Biologist) and Field Assistant (Biologist).

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous years expenditure and estimated hours of work needed.

*What phase of the project does this line item support?*

Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**Freeways**

**Freeway Environmental Mitigation**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: Licensed Land Survey Services Needed for EMP  
 Quantity/Cost: 1 @ \$100,000 FY19-02071  
 Budget Request: \$ 100,000 IFAS#: 0017-7519-FX001-TGQ

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Retain licensed land surveyor (by State of California) to perform work on the Environmental Mitigation Program (EMP) Preserves.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Licensed Land Surveyor (by State of California)

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous years experience and estimated hours of work needed.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No



# Measure M2 Program

## Freeways

### Freeway Environmental Mitigation

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: OC Sheriff Dept. (Mounted Unit) Interim Land Management  
 Quantity/Cost: 1 @ \$75,000 FY19-02018  
 Budget Request: \$ 75,000 IFAS#: 0017-7519-FX001-TGQ

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This line item covers the cost to deploy Orange County Sheriff Deputies (Mounted Enforcement Unit) to patrol the OCTA Preserves for a period of five years. They coordinate and supplement the OCTA private patrol contractor and are able to get to trails and locations that are not accessible by vehicles on the Preserve via horseback.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Orange County Sheriff Deputies (Mounted Unit), Orange County Sheriff Sergeant

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous years' expenditures.

*What phase of the project does this line item support?*

Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**Freeways**

**Freeway Environmental Mitigation**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: On-Call M2 Environmental Support  
 Quantity/Cost: 1 @ \$100,000 FY19-01716  
 Budget Request: \$ 100,000 IFAS#: 0017-7519-FX001-TGQ

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

New contract to help support the Environmental Mitigation Program (EMP) for various services including, but not limited to, development of the remaining Preserve resource management plans, review and consistency check for the M2 freeway projects and Conservation Plan, and support for drafting the annual reports which are required as part of the Conservation Plan. This contract will replace an existing contract that has recently been closed out.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Project Manager, Environmental planner (Natural sciences, Biologist or regulatory specialist), and Geographical Information System (GIS) analyst.

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous years expenditures.

*What phase of the project does this line item support?*

Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

No



# Measure M2 Program

## Freeways

### Freeway Environmental Mitigation

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Private Patrol for M2 EMP Conservation Properties  
 Quantity/Cost: 1 @ \$75,000 FY19-01790  
 Budget Request: \$ 75,000 IFAS#: 0017-7519-FX001-TGQ

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Services are needed to conduct routine patrol checks on OCTA preserves in order to prevent trespassers and illegal activities. Services will consist of roving patrol to deter potential crimes in progress and various trespassers, as well as patrol checks of main access gates. Private patrol is also required to escort OCTA field staff.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Services require a trained patrol officer (at least 5 years experience) in full uniform, a clearly marked all-terrain patrol vehicle with spotlights, and cell phone for emergency contact.

***Please explain how you arrived at the budgeted dollars requested.***

Budgeted based on previous years experience.

***What phase of the project does this line item support?***

Various

***What phase of the project is this line item currently in, as of January 2, 2018?***

Various

***Is this line item rebudgeted from a prior fiscal year?***

Yes



**Freeways**

**I-405, San Diego Freeway from I-605 to SR-55 (Project K)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7514 Prof Serv-Right of Way Service

---

Description: I-405, SR-73 to I-605 - ROW Support Services  
 Quantity/Cost: 1 @ \$2,250,000 FY19-02244  
 Budget Request: \$ 2,250,000 IFAS#: 0017-7514-FK101-TZF

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Consultant shall provide overall coordination and management of the Authority, Caltrans, Federal Highway Administration (FHWA), and the contractor to assist with the development and implementation of the Right-of-Way (ROW) program. The program includes developing and preparing a comprehensive ROW acquisition plan, updating the current ROW entry agreements, licenses and permits from affected owners for purposes of performing hazardous waste, geotechnical, survey, utility potholing, appraisal inspections, securing preliminary title reports, obtaining appraisal and review appraisal services for all properties and property interests required, performing internal review of appraisals, ordering Phase I Environmental Soil Assessment Reports, and performing all other ROW services as required. The budget request is for costs associated with these services related to the general purpose lanes for the I-405, SR-73 to I-605 project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualified real estate agents, appraisers, and other Right-of-Way professionals.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted dollars requested is based on the projected expenditures for the proposed fiscal year at a rate of 75% of the M2 funding to cover costs related to the M2 Project K scope.

*What phase of the project does this line item support?*

This line item will support the design, Right-of-Way, and construction phases of work.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Design, Right-of-Way, and construction phases.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



# Measure M2 Program

## Freeways

### I-405, San Diego Freeway from I-605 to SR-55 (Project K)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: I-405, SR-73 to I-605 - Permit Review Services  
 Quantity/Cost: 1 @ \$39,000 FY19-02253  
 Budget Request: \$ 39,000 IFAS#: 0017-7519-FK101-013

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Existing Agreement with the U.S. Army Corps of Engineers for the I-405, SR-73 to I-605 project. Work includes permit application review by the U.S. Army Corps of Engineers, Los Angeles District, and Permits 404 and 214. The budget request is for costs associated with these services related to the general purpose lanes of the overall project.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

U.S. Army Corps of Engineers.

***Please explain how you arrived at the budgeted dollars requested.***

The budgeted amount requested is based on the total projected expenditures at a rate of 78% of the M2 funding to cover costs related to the M2 project K scope.

***What phase of the project does this line item support?***

This line item will support the design and construction phases of work.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Design and construction phases.

***Is this line item rebudgeted from a prior fiscal year?***

Yes.





**Freeways**

**I-405, San Diego Freeway from I-605 to SR-55 (Project K)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: I-405, SR-73 to I-605 - PM Support Services  
 Quantity/Cost: 1 @ \$3,150,000 FY19-02242  
 Budget Request: \$ 3,150,000 IFAS#: 0017-7519-FK101-HGL

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Existing Agreement with Mott MacDonald for the I-405, SR-73 to I-605 project. OCTA is responsible for managing a large number of transportation projects in Orange County including projects associated with freeway, highway, and transit modes. OCTA's management of these projects include oversight of environmental clearance, engineering, right-of-way acquisition, and construction activities. The projects include those funded by Measure M2, state, and federal funding sources. The Program Management Consultant (PMC) shall assist OCTA in this challenge by providing staff assistance and technical expertise to help manage its capital development projects. Consultant shall assist OCTA's Highway Programs in planning, managing, and controlling the overall capital development program. The PMC shall also provide OCTA additional program management staff to assist in managing individual projects. The budget request is for costs associated with these services.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Engineering and technical expertise in program management support services for highway and rail related projects.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted dollar amount requested is based on the projected expenditures for the proposed fiscal year at a rate of 75% of M2 funding to cover costs related to the M2 Project K scope.

*What phase of the project does this line item support?*

This line item will support various phases of the project, from environmental phase to construction phase.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various phases.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



# Measure M2 Program

## Freeways

### I-405, San Diego Freeway from I-605 to SR-55 (Project K)

**Division:** 03 External Affairs  
**OrgKey:** 0017 Local Transport Auth Meas-M II  
**Object:** 7519 Prof Serv-Other Prof Services

---

**Description:** I-405, SR-73 to I-605 - Public Outreach  
**Quantity/Cost:** 1 @ \$825,000 FY19-01846  
**Budget Request:** \$ 825,000 IFAS#: 0017-7519-FK101-N31

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The I-405, SR-73 to I-605 project's Pre-Construction and Construction phase Public Awareness Campaign (PAC) proactively provides information about the I-405 Improvement Project (Measure M2 (M2) Project K and the 405 Express Lanes) via written and digital communication, as well as timely responses to community questions and concerns. The project corridor is 16 miles and neighbors thousands of residents and businesses in central Orange County as well as impacts those commuting to/from Los Angeles County. The consultant will assist OCTA staff in developing and implementing a comprehensive public outreach program working in tandem with the technical team / program management and construction management consultants leading up to and through the construction phase of the entire I-405 Improvement Project. This budget item is strictly for the Measure M2 portion of the project. The overarching PAC shares with stakeholders the current project status, including schedule, construction methods, closures and detours. The PAC consultant, under OCTA direction, will continue to monitor current project sentiment, misconceptions, challenges, opportunities and preferred methods of communication regarding the I-405 Improvement Project in FY 2018-19. The PAC consultant will continue to monitor project metrics and maintain the project outreach record. The consultant will produce detailed business profiles for all businesses located within a 1/4 mile radius of the project corridor and conduct an analysis of potential impacts during bridge overcrossing reconstruction. The consultant will assist OCTA in meeting with numerous project stakeholders who live or work along the project corridor as well as each city impacted by construction. Furthermore, the consultant will coordinate open house, neighborhood and other meeting logistics and create written, graphic and digital collateral content.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

This request is based on a ramp up of activities in regards to the start of construction, bridge work commencing, etc.

*What phase of the project does this line item support?*

Construction

*What phase of the project is this line item currently in, as of January 2, 2018?*

Construction

*Is this line item rebudgeted from a prior fiscal year?*

N/A



**Freeways**

**I-405, San Diego Freeway from I-605 to SR-55 (Project K)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: I-405, SR-73 to I-605 - PMC Support Services  
 Quantity/Cost: 1 @ \$14,850,000 FY19-02239  
 Budget Request: \$ 14,850,000 IFAS#: 0017-7519-FK101-TZF

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Existing Agreement with Parsons Transportation Group, Inc. for the I-405, SR-73 to I-605 project. The Program Management Consultant (PMC) shall assist OCTA in providing staff assistance and technical expertise to help manage the project. Consultant shall assist OCTA's Highway Programs in planning, managing, and controlling the overall project from environmental phase to construction completion. The budget request is for costs associated with these services for the general purpose lanes of the overall I-405 Improvement project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualified Program Management consultants, including Right-of-Way consultants.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted dollars requested is based on the total projected expenditures at a rate of 75% of the M2 funding to cover costs related to the M2 Project K scope.

*What phase of the project does this line item support?*

This line item will support the design, right-of-way, and construction phases of work.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Design, right-of-way, and construction phases.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



# Measure M2 Program

## Freeways

### I-405, San Diego Freeway from I-605 to SR-55 (Project K)

Division: 15 Capital Programs

OrgKey: 0017 Local Transport Auth Meas-M II

Object: 7629 Other Services

Description: I-405, SR-73 to I-605 - Excess Land Maintenance

Quantity/Cost: 1 @ \$50,000

FY19-02355

Budget Request: \$ 50,000

IFAS#: 0017-7629-FK101-SKQ

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Provide maintenance services on an as-needed basis to remove debris and weeds from OCTA-owned excess and future use property. To ensure OCTA's liability is kept to a minimum and comply with federal, state, and local regulations for the maintenance of its property for various projects, including the Grade Separation Projects. The budget request is for costs associated with these services for the I-405, SR-73 to I-605 project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualified landscape maintenance services.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted amount requested is based on projected expenditures for the fiscal year.

*What phase of the project does this line item support?*

This line item will support the construction phase of work.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Construction phase.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



**Freeways**

**I-405, San Diego Freeway from SR-55 to I-5 (Project L)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: I-405, I-5 to SR-55 - Consultant PA/ED Services  
 Quantity/Cost: 1 @ \$250,000 FY19-02182  
 Budget Request: \$ 250,000 IFAS#: 0017-7519-FL101-013

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Grant Funded:  STBG/RSTP Funds \$250,000  
 Account: 0017-6048-FL101-XGD

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Estimated change orders for environmental consultant services for the I-405, I-5 to SR-55 project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Engineering & environmental technical expertise.

*Please explain how you arrived at the budgeted dollars requested.*

Potential change orders estimated based on changes in design guidelines and criteria.

*What phase of the project does this line item support?*

PA/ED (Environmental) phase

*What phase of the project is this line item currently in, as of January 2, 2018?*

PA/ED (Environmental) phase

*Is this line item rebudgeted from a prior fiscal year?*

No



# Measure M2 Program

## Freeways

### I-405, San Diego Freeway from SR-55 to I-5 (Project L)

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: I-405, I-5 to SR-55 - Public Outreach  
 Quantity/Cost: 1 @ \$90,000 FY19-01982  
 Budget Request: \$ 90,000 IFAS#: 0017-7519-FL101-OCB

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Public outreach for the I-405 freeway improvement project from I-5 to SR-55, approximately 8.5 miles in length, and currently in the environmental study phase. The project area is located within the City of Irvine and adjacent to major residential, business, commercial, and recreational destinations, including: Kaiser Permanente, UCI, Google, John Wayne Airport, and other major destinations. The requested budget amount will be used to communicate the completion of the environmental study phase with project stakeholders. The requested amount will be used primarily for a direct mail and newspaper advertisement program to inform the public of the approval of the final environmental document and approval of a preferred build alternative. Major direct costs will include designing, production/printing and postage of the direct mail program, and placing legal advertisements in local publications. Additional communications and outreach tasks during this timeframe will include, but are not limited to, the creation of: collateral materials; project webpages and online content; other essential content.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional, proven, and established public relations/communications firm with senior-level project managers, community liaisons, graphic designers, and support staff and/or sub-consultants, preferably with relevant expertise and experience. Strong line of credit and established relationships with vendors, including design firms and mailhouses.

*Please explain how you arrived at the budgeted dollars requested.*

The requested budget amount is consistent with prior projects in the Environmental (PA/ED) phase, including development of noticing and direct mailer programs for availability of the project's final environmental document.

*What phase of the project does this line item support?*

Project Approval/Environmental Document (PA/ED)

*What phase of the project is this line item currently in, as of January 2, 2018?*

Project Approval/Environmental Document (PA/ED)

*Is this line item rebudgeted from a prior fiscal year?*

N/A



**Freeways**

**I-5, I-405 to SR-55 (Project B)**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: I-5, I-405 to SR-55 - Environmental Support  
 Quantity/Cost: 1 @ \$2,000 FY19-02025  
 Budget Request: \$ 2,000 IFAS#: 0017-7519-FB101-04L

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Grant Funded:  STBG/RSTP Funds \$2,000  
 Account: 0017-6048-FB101-XFD

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional services to provide environmental support for the I-5 project, from I-405 to SR-55.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Environmental Planner.

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous years' budget expenditure.

*What phase of the project does this line item support?*

Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Measure M2 Program

## Freeways

### I-5, I-405 to SR-55 (Project B)

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: I-5, I-405 to SR-55 - Public Outreach  
 Quantity/Cost: 1 @ \$40,000 FY19-01974  
 Budget Request: \$ 40,000 IFAS#: 0017-7519-FB101-07R

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The I-5, I-405 to SR-55 project spans approximately 9 miles adjacent to the cities of Irvine and Tustin. Along this stretch, I-5 is a goods movement corridor and connects commuters with various residential, business, commercial, educational, and recreational destinations. The project area includes various interested parties, stakeholders, and interest groups. The requested budget amount will be used to communicate the completion and results of the environmental review phase. The requested budget amount will be used primarily for a direct mailer program and other related notification efforts designed to inform the public of the adopted environmental document and approval of a preferred build alternative.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Public communications and outreach firm with expertise and experience in PA/ED, and established relationships with vendors.

*Please explain how you arrived at the budgeted dollars requested.*

The requested amount is based on past expenditures for similar projects, services, and products. The requested budget amounts accounts for major direct costs, including collateral production and mailhouse services.

*What phase of the project does this line item support?*

PA/ED (Environmental)

*What phase of the project is this line item currently in, as of January 2, 2018?*

PA/ED (Environmental)

*Is this line item rebudgeted from a prior fiscal year?*

N/A





**Freeways**

**I-5, I-405 to SR-55 (Project B)**

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: I-5, I-405 to SR-55 - Public Outreach for Design and Right-of-Way  
 Quantity/Cost: 1 @ \$60,000 FY19-01971  
 Budget Request: \$ 60,000 IFAS#: 0017-7519-FB101-17P

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

This budget request is for community outreach and public communication services needed during year one of the final design and right-of-way phases of the I-5, I-405 to SR-55 project. The project area is located within the cities of Irvine and Tustin. I-5 is considered a goods movement corridor and this stretch is located adjacent to major residential, business, commercial, and recreational destinations. At its core, the purpose of services, tasks, and deliverables during this phase will be to inform the general public/interested parties about, and generate confidence in, OCTA's design and right-of-way process. The purpose of communications and outreach during this phase is to convey the design's progress and value, and inform/educate the public on the project's deliverables and benefits. Tasks and/or deliverables will include, but are not limited to, the development and production of: collateral materials; project webpages and online content; stakeholder and community presentations; direct mail program; and other essential content. Professional services will include but not be limited to: attending and memorializing project meetings; developing graphic/visual content; organizing and hosting neighborhood meetings and public information booths (pop-up events); managing project databases and mailing lists; and other supportive services. Major direct costs will include designing, production/printing, and postage.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Professional, proven, and established public relations/communications firm with senior-level project managers, community liaisons, graphic designers, and support staff and/or sub-consultants, preferably with relevant expertise and experience. Strong line of credit and established relationships with vendors, including design firms and mailhouses.

***Please explain how you arrived at the budgeted dollars requested.***

Budget request builds on previous projects/budgets of a similar type. More specifically, it provides for direct mail program along 9-mile project area/corridor. In addition, budget provides for community outreach and web-based communications centered on milestones and commensurate with the final design phase.

***What phase of the project does this line item support?***

Project Approval and Environmental Document (PA/ED)

***What phase of the project is this line item currently in, as of January 2, 2018?***

Design and Right-of-Way

***Is this line item rebudgeted from a prior fiscal year?***

N/A



# Measure M2 Program

## Freeways

### I-5, I-405 to SR-55 (Project B)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: I-5, I-405 to SR-55 - Consultant PA/ED Services  
 Quantity/Cost: 1 @ \$500,000 FY19-02181  
 Budget Request: \$ 500,000 IFAS#: 0017-7519-FB101-N09

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Grant Funded:  STBG/RSTP Funds \$500,000  
 Account: 0017-6048-FB101-XFD

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

This budget request is for estimated change orders for the environmental consultant services for the I-5, I-405 to SR-55 project.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

A firm with engineering and environmental technical expertise.

***Please explain how you arrived at the budgeted dollars requested.***

Potential change order estimated based on changes in design guidelines and criteria.

***What phase of the project does this line item support?***

PA/ED (Environmental) Phase.

***What phase of the project is this line item currently in, as of January 2, 2018?***

PA/ED (Environmental) Phase.

***Is this line item rebudgeted from a prior fiscal year?***

No



**Freeways**

**I-5, Santa Ana Freeway (Project C)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7514 Prof Serv-Right of Way Service

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Description: I-5, Avenida Pico to Vista Hermosa - ROW Support Services  
 Quantity/Cost: 1 @ \$50,000 FY19-02309  
 Budget Request: \$ 50,000 IFAS#: 0017-7514-FC101-N5R

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Acquisition and relocation of property, environmental, title, escrow, appraisal and appraisal review, excess land deposition, right-of-way engineering, negotiations, relocation assistance, and real estate property services for the I-5, Avenida Pico to Vista Hermosa project. The budget request is for costs associated with these services.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualified real estate agents, appraisers, and other right-of-way professionals.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted dollars requested is based on the projected expenditures for the proposed fiscal year.

*What phase of the project does this line item support?*

This line item will support both the right-of-way and construction phases of work.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Construction phase.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



# Measure M2 Program

## Freeways

### I-5, Santa Ana Freeway (Project C)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7514 Prof Serv-Right of Way Service

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Description: I-5, SR-73 to Oso Parkway - ROW Support Services  
 Quantity/Cost: 1 @ \$1,105,000 FY19-02310  
 Budget Request: \$ 1,105,000 IFAS#: 0017-7514-FC102-06W

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Existing Cooperative Agreement with Caltrans. Acquisition and relocation of property, environmental, title, escrow, appraisal and appraisal review, excess land deposition, right-of-way engineering, negotiations, relocation assistance, and real estate property services for the I-5, SR-73 to Oso Parkway project. The budget request is for costs associated with these services.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Qualified real estate agents, appraisers, and other right-of-way professionals.

***Please explain how you arrived at the budgeted dollars requested.***

The budgeted dollars requested is based on the projected expenditures for the proposed fiscal year.

***What phase of the project does this line item support?***

This line item will support both the right-of-way and construction phases of work.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Construction phase.

***Is this line item rebudgeted from a prior fiscal year?***

Yes.



**Freeways**

**I-5, Santa Ana Freeway (Project C)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7514 Prof Serv-Right of Way Service

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Description: I-5, Oso Parkway to Alicia Parkway - PS&E Design Contingency  
 Quantity/Cost: 1 @ \$250,000 FY19-02283  
 Budget Request: \$ 250,000 IFAS#: 0017-7514-FC105-06W

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Grant Funded:  STBG/RSTP Funds \$217,375  
 Account: 0017-6048-FC105-XFD

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Additional design services for completion of the Plans, Specifications, and Engineering (PS&E) phase and related tasks; to be added to existing Agreement with TranSystems for the I-5, Oso Parkway to Alicia Parkway project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Licensed Professional Engineer in the State of California.

*Please explain how you arrived at the budgeted dollars requested.*

This request is approximately 2.5% of the overall contract amount.

*What phase of the project does this line item support?*

Final Design

*What phase of the project is this line item currently in, as of January 2, 2018?*

Final Design

*Is this line item rebudgeted from a prior fiscal year?*

No.



# Measure M2 Program

## Freeways

### I-5, Santa Ana Freeway (Project C)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7514 Prof Serv-Right of Way Service

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Description: I-5, Oso Parkway to El Toro Road - ROW Support Services  
 Quantity/Cost: 1 @ \$700,000 FY19-02317  
 Budget Request: \$ 700,000 IFAS#: 0017-7514-FC106-N5R

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Provide Right-of-Way (ROW) services for appraisal and acquisition necessary to construct the I-5, Oso Parkway to El Toro Road project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Experienced Right-of-Way agent.

*Please explain how you arrived at the budgeted dollars requested.*

Per OCTA Cooperative Agreement with Caltrans.

*What phase of the project does this line item support?*

Final design and construction

*What phase of the project is this line item currently in, as of January 2, 2018?*

Final design

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



**Freeways**

**I-5, Santa Ana Freeway (Project C)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: I-5, Avenida Pico to Avenida Vista Hermosa - PS&E Support  
 Quantity/Cost: 1 @ \$48,000 FY19-02295  
 Budget Request: \$ 48,000 IFAS#: 0017-7519-FC101-0JV

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Grant Funded:  CMAQ \$39,451  
 Account: 0017-6045-FC101-XDB

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Existing Cooperative Agreement with Caltrans for the I-5, Avenida Pico to Avenida Vista Hermosa project. Scope of work includes design support services during construction, including reviewing design requests for information and contractor submittals, preparation of change directives and attending meetings, as needed. The budget request is for costs associated with these services.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Caltrans staff.

***Please explain how you arrived at the budgeted dollars requested.***

The budgeted dollars requested is based on the projected expenditures for the fiscal year.

***What phase of the project does this line item support?***

This line item will support the construction phase of work.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Construction phase.

***Is this line item rebudgeted from a prior fiscal year?***

No.



# Measure M2 Program

## Freeways

### I-5, Santa Ana Freeway (Project C)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: I-5, Avenida Pico to Avenida Vista Hermosa - Design Contingency  
 Quantity/Cost: 1 @ \$50,000 FY19-02280  
 Budget Request: \$ 50,000 IFAS#: 0017-7519-FC101-N5R

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Grant Funded:  CMAQ \$41,095  
 Account: 0017-6045-FC101-XDB

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Existing Agreement with Parsons Transportation Group, Inc. for the I-5, Avenida Pico to Avenida Vista Hermosa project. Scope of work includes design support services during construction, including reviewing design requests for information and contractor submittals, preparation of change directives, and attending meetings, as needed. The budget request is for costs associated with these services.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Licensed Professional Engineers.

***Please explain how you arrived at the budgeted dollars requested.***

The budgeted dollars requested is based on the projected expenditures for the fiscal year.

***What phase of the project does this line item support?***

This line item will support the construction phase of work.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Construction phase.

***Is this line item rebudgeted from a prior fiscal year?***

Yes.





**Freeways**

**I-5, Santa Ana Freeway (Project C)**

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: I-5, Avenida Pico to Avenida Vista Hermosa - Public Outreach  
 Quantity/Cost: 1 @ \$19,200 FY19-01935  
 Budget Request: \$ 19,200 IFAS#: 0017-7519-FC101-SHQ

---

Grant Funded:  Reimb From Caltrans \$19,200  
 Account: 0017-6061-FC101-XKV

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

The I-5 South County Improvement Project is a 5.7-mile project that adds a carpool lane in both directions on I-5 from Avenida Pico to San Juan Creek Road and reconstructs the Avenida Pico interchange. The project is divided into three segments. This segment, from Avenida Pico to Avenida Vista Hermosa, includes reconstruction of the Pico interchange, widening the northbound Pico on-ramp and widening Avenida Pico in the City of San Clemente. Outreach is being provided to key stakeholders including the Outlets at San Clemente, San Clemente High School, several dozen local businesses around the Pico interchange, residents, school officials, community organizations, business owners, the traveling public, and local elected officials. Additional outreach services include weekly constituent updates and special alerts, updating presentation exhibits, compiling a project contact database, tracking issues, setting up and promoting meetings, and producing ad copy and mailers. Construction on the project is expected to be completed by May 2018, with remaining activities including a completion ceremony and project closeout tasks, that are expected to continue into FY 2018-19.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Familiarity with and ability to decipher technical information and communicate it in an understandable and relevant manner. Ability to identify potential problems for early resolution, to manage multimedia communications, and to establish rapport and relationships with members of the project team, stakeholders and members of the public. Ability to plan and execute large-scale events.

***Please explain how you arrived at the budgeted dollars requested.***

Analysis of previous expenditures; review of latest schedule with PM; forecast of upcoming major milestones.

***What phase of the project does this line item support?***

Construction

***What phase of the project is this line item currently in, as of January 2, 2018?***

Construction

***Is this line item rebudgeted from a prior fiscal year?***

N/A



# Measure M2 Program

## Freeways

### I-5, Santa Ana Freeway (Project C)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: I-5, SR-73 to Oso Parkway - Design Contingency  
 Quantity/Cost: 1 @ \$470,000 FY19-02294  
 Budget Request: \$ 470,000 IFAS#: 0017-7519-FC102-06W

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Grant Funded:  STBG/RSTP Funds \$415,292  
 Account: 0017-6048-FC102-XGD

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Existing Agreement with WKE, Inc. for the I-5, SR-73 to Oso Parkway project. Scope of work includes design support services during construction, including reviewing design requests for information and contractor submittals, preparation of change directives and attending meetings, as needed. The budget request is for costs associated with these services.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Licensed Professional Engineers.

***Please explain how you arrived at the budgeted dollars requested.***

The budgeted dollars requested is based on the projected expenditures for the fiscal year.

***What phase of the project does this line item support?***

This line item will support the construction phase of work.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Construction phase.

***Is this line item rebudgeted from a prior fiscal year?***

Yes.



**Freeways**

**I-5, Santa Ana Freeway (Project C)**

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: I-5, SR-73 to Oso Parkway - Public Outreach  
 Quantity/Cost: 1 @ \$52,650 FY19-01970  
 Budget Request: \$ 52,650 IFAS#: 0017-7519-FC102-TKH

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The I-5, SR-73 to Oso Parkway project proposes to widen the I-5 in both the northbound and southbound directions and make several ramp improvements near major residential communities, retail/business centers, as well as schools and recreation areas. This budget request provides for public communications and community outreach services required during the launch/initial phase of construction. Major aspects of this first year communications and outreach plan call for the planning and implementation of a groundbreaking event and development and launch of a multimedia communications program. Professional services will include, but are not limited to: project management support; content development; graphic design; community outreach and project/staffing support. Deliverables will include, but are no limited to: groundbreaking event, including provision of staff, staging, supplies and materials; project webpage and collateral materials; community outreach; stakeholder presentations and project content; special events and promotions; database management and constituent services; other support services as needed. While segment number 2 will kick-off construction, communications and outreach services will necessarily be required for segments no. 1 and no. 3 as well.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional, proven, and established public relations/communications firm with senior-level project managers, community liaisons, graphic designers, and support staff.

*Please explain how you arrived at the budgeted dollars requested.*

Budget request provides for special event, outreach and communication services for the nearly seven mile project area/corridor, inclusive of five cities and several public and private sector stakeholders. In addition, budget provides for development and implementation of groundbreaking event and multimedia communications during the launch of construction.

*What phase of the project does this line item support?*

Construction phase.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Final Design and right-of-way.

*Is this line item rebudgeted from a prior fiscal year?*

No.



# Measure M2 Program

## Freeways

### I-5, Santa Ana Freeway (Project C)

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: I-5, Avenida Vista Hermosa to PCH - Public Outreach  
 Quantity/Cost: 1 @ \$12,480 FY19-01937  
 Budget Request: \$ 12,480 IFAS#: 0017-7519-FC103-07S

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

The I-5 South Improvement Project is a 5.7-mile project that adds a carpool lane in both directions on I-5 from Avenida Pico to San Juan Creek Road and reconstructs the Avenida Pico interchange. The project is divided into three segments. This segment, from Pacific Coast Highway to San Juan Creek Road, includes reconstruction of three bridges, widening the freeway to add one HOV lane in each direction and realigning the center median along I-5 through the cities of San Juan Capistrano, Dana Point, and San Clemente. Outreach is being provided to key stakeholders including Shore cliffs Golf Course, Shore cliffs Middle School, Pacific Coast Church, residents, community organizations, business owners, and local elected officials. Outreach services also include providing weekly constituent updates and special alerts, updating presentation exhibits, compiling a project contact database, tracking issues, setting up and promoting meetings, and producing ad copy and mailers. Construction on the project is expected to be completed by May 2018, with remaining activities including a completion ceremony and project closeout tasks, that are expected to continue into FY 2018-19.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Familiarity with and ability to decipher technical information and communicate it in an understandable and relevant manner. Ability to identify potential problems for early resolution, to manage multimedia communications, and to establish rapport and relationships with members of the project team, stakeholders and members of the public. Ability to plan and execute large-scale events.

***Please explain how you arrived at the budgeted dollars requested.***

Analysis of previous expenditures; review of latest schedule with project manager; forecast of upcoming major milestones.

***What phase of the project does this line item support?***

Construction

***What phase of the project is this line item currently in, as of January 2, 2018?***

Construction

***Is this line item rebudgeted from a prior fiscal year?***

N/A



**Freeways**

**I-5, Santa Ana Freeway (Project C)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: I-5, Avenida Vista Hermosa to PCH - Design Contingency  
 Quantity/Cost: 1 @ \$50,000 FY19-02282  
 Budget Request: \$ 50,000 IFAS#: 0017-7519-FC103-N5R

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Grant Funded:  CMAQ \$35,965  
 Account: 0017-6045-FC103-XDB

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Existing Agreement with AECOM, Inc. for the I-5, Avenida Vista Hermosa to Pacific Coast Highway (PCH) project. Scope of work includes design support services during construction, including reviewing design requests for information and contractor submittals, preparation of change directives, and attending meetings, as needed. The budget request is for costs associated with these services.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Licensed Professional Engineers.

***Please explain how you arrived at the budgeted dollars requested.***

The budgeted amount requested is based on the projected expenditures for the fiscal year.

***What phase of the project does this line item support?***

This line item will support the construction phase of work.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Construction phase.

***Is this line item rebudgeted from a prior fiscal year?***

Yes.



# Measure M2 Program

## Freeways

### I-5, Santa Ana Freeway (Project C)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: I-5, PCH to San Juan Creek Road - Design Contingency  
 Quantity/Cost: 1 @ \$50,000 FY19-02284  
 Budget Request: \$ 50,000 IFAS#: 0017-7519-FC104-N5R

---

Grant Funded:  STBG/RSTP Funds \$38,005  
 Account: 0017-6048-FC104-XDB

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Existing Agreement with TRC Solutions, Inc. for the I-5, PCH to San Juan Creek Road project. Scope of work includes design support services during construction, including reviewing design requests for information and contractor submittals, preparation of change directives and attending meetings, as needed. The budget request is for costs associated with these services.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Licensed Professional Engineers.

***Please explain how you arrived at the budgeted dollars requested.***

The budgeted dollars requested is based on the projected expenditures for the fiscal year.

***What phase of the project does this line item support?***

This line item will support the construction phase of work.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Construction phase.

***Is this line item rebudgeted from a prior fiscal year?***

Yes.



**Freeways**

**I-5, Santa Ana Freeway (Project C)**

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: I-5, PCH to San Juan Creek Rd - Public Outreach  
 Quantity/Cost: 1 @ \$16,320 FY19-01938  
 Budget Request: \$ 16,320 IFAS#: 0017-7519-FC104-N9F

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Public outreach is being provided for the I-5, PCH to San Juan Creek Road project to key stakeholders including Marriott Residence Inn, Costco, Capistrano Unified School District, residents, community organizations, business owners, and local elected officials. Outreach services also include providing weekly constituent updates and special alerts, updating presentation exhibits, compiling a project contact database, tracking issues, setting up and promoting meetings, and producing ad copy, and mailers.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Familiarity with and ability to decipher technical information and communicate it in an understandable and relevant manner. Ability to identify potential problems for early resolution, to manage multimedia communications, and to establish rapport and relationships with members of the project team, stakeholders and members of the public. Ability to plan and execute large-scale events.

*Please explain how you arrived at the budgeted dollars requested.*

Analysis of previous expenditures; review of latest schedule with PM; forecast of upcoming major milestones.

*What phase of the project does this line item support?*

Construction phase.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Construction phase.

*Is this line item rebudgeted from a prior fiscal year?*

No.





## Measure M2 Program

### Freeways

#### I-5, Santa Ana Freeway (Project C)

Division: 15 Capital Programs  
OrgKey: 0017 Local Transport Auth Meas-M II  
Object: 7519 Prof Serv-Other Prof Services

---

Description: I-5, Oso Parkway to Alicia Parkway - ROW Support Services  
Quantity/Cost: 1 @ \$350,000 FY19-02289  
Budget Request: \$ 350,000 IFAS#: 0017-7519-FC105-06W

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Right-of-Way (ROW) support services pertaining to appraisals and acquisition of land parcels adjacent to the I-5, Oso Parkway to Alicia Parkway project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualified Right-of-Way agent.

*Please explain how you arrived at the budgeted dollars requested.*

Based on actual expenditures for fiscal year 2017.

*What phase of the project does this line item support?*

Final Design / Right-of-Way Acquisition

*What phase of the project is this line item currently in, as of January 2, 2018?*

Final Design / Right-of-Way Acquisition

*Is this line item rebudgeted from a prior fiscal year?*

Yes.





**Freeways**

**I-5, Santa Ana Freeway (Project C)**

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: I-5, Oso Parkway to Alicia Parkway - Public Outreach  
 Quantity/Cost: 1 @ \$95,550 FY19-02401  
 Budget Request: \$ 95,550 IFAS#: 0017-7519-FC105-TKH

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The current public outreach consultant assists OCTA staff in developing and implementing a comprehensive public outreach program for the entire project corridor, working in tandem with the technical teams, program management and Caltrans teams throughout the design phase. This budget request provides for continued public communications and community outreach services. Under OCTA direction, the outreach consultant will continue to monitor public sentiment of the project, provide timely responses to community questions and concerns, implement a series of community presentations and produce business profiles for all businesses located within a 1/4 mile radius of the project corridor. Additionally, outreach will be developing infographics and FAQs about general project information, key roadway and ramp layouts, aesthetic plans, bridge construction phasing, and retaining wall and sound wall construction. The consultant will also write and produce written, graphic, and digital collateral content.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional services will include, but not be limited to: project management support; content development; graphic design; community outreach and project/staffing support. Deliverables will include, but not be limited to: groundbreaking event, including provision of staff, staging, supplies and materials; project webpage and collateral materialist; community outreach; stakeholder presentations and project content; special events and promotions; database management and constituent services; other support services as needed. While Segment No. 2 will kick-off construction, communications and outreach services will necessarily be required for Segments No. 1 and No. 3 as well.

*Please explain how you arrived at the budgeted dollars requested.*

Budget request is based on project length of the freeway section, inclusive of 5 cities and several public and private sector stakeholders.

*What phase of the project does this line item support?*

Final Design and Right-of-Way.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Final Design and Right-of-Way.

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Measure M2 Program

## Freeways

### I-5, Santa Ana Freeway (Project C)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: I-5, Oso Parkway to El Toro Road - Additional Design Services  
 Quantity/Cost: 1 @ \$1,000,000 FY19-02313  
 Budget Request: \$ 1,000,000 IFAS#: 0017-7519-FC106-N5R

---

Grant Funded:  STBG/RSTP Funds \$884,000  
 Account: 0017-6048-FC106-XGD

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Provide additional final design services for the I-5 widening project, from Oso Parkway to El Toro Road in south Orange County. The project will widen the I-5 in each direction to increase freeway capacity and reduce congestion in the region.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

California Professional Engineer.

***Please explain how you arrived at the budgeted dollars requested.***

Based on projected contract proposal for C-4-1426.

***What phase of the project does this line item support?***

Final Design

***What phase of the project is this line item currently in, as of January 2, 2018?***

Final Design

***Is this line item rebudgeted from a prior fiscal year?***

No



**Freeways**

**I-5, Santa Ana Freeway (Project C)**

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: I-5, Oso Parkway to El Toro Road - Public Outreach  
 Quantity/Cost: 1 @ \$46,800 FY19-02419  
 Budget Request: \$ 46,800 IFAS#: 0017-7519-FC106-TKH

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Communications will focus on general information on key roadway and ramp layout points, overall aesthetic plans, bridge plans, retaining walls and sound walls, traffic management plan highlights, and other major design elements for the I-5, Oso Parkway to El Toro Road project. Additionally, staff will identify and communicate with targeted stakeholder groups in advance of the start of project construction. The work plan will include project branding, web-based communications, social media, issue management, presentations, canvassing, meeting development and implementation, and ongoing communication support to capital projects team.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional communications and community outreach firm with experience in major capital projects.

*Please explain how you arrived at the budgeted dollars requested.*

Budget based on pre-existing and authorized independent cost estimate and total average expenditure rates on projects with a similar scope of work.

*What phase of the project does this line item support?*

All phases

*What phase of the project is this line item currently in, as of January 2, 2018?*

All phases

*Is this line item rebudgeted from a prior fiscal year?*

No.



# Measure M2 Program

## Freeways

### I-5, Santa Ana Freeway Interchange Improvements (Project D)

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: I-5 / El Toro Road Interchange - Public Outreach  
 Quantity/Cost: 1 @ \$80,000 FY19-01975  
 Budget Request: \$ 80,000 IFAS#: 0017-7519-FD102-0IA

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The El Toro Interchange Project is a high-profile project in south Orange County, involving OCTA, Caltrans, and the cities of Laguna Hills, Laguna Woods, Lake Forest and Mission Viejo. The El Toro Road interchange is a major interchange providing connectivity to residential communities and various business/shopping centers. The project is currently in the environmental review phase and the requested budget will be used for professional services and direct costs related to development and implementation of a public hearing. Professional services will include but not be limited to: project management; graphic design; development and production of meeting and collateral materials; participation in Project Development and Public Awareness Campaign meetings and other related project management and support tasks. Deliverables and direct costs will include a direct mail program, media ad campaign, neighborhood canvassing and other community-based outreach. Approximately 50% of budget will cover professional services and approximately 50% will cover direct costs. Work in FY 2018-19 will center on the public hearing and recommendation of a build alternative.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Public Relations and community outreach firm with related experience and expertise and strong line of credit, as well as established relationships, with mailhouse, interpretation and other related/required vendors.

*Please explain how you arrived at the budgeted dollars requested.*

Requested budget is consistent with previous, similar projects.

*What phase of the project does this line item support?*

PA/ED (Environmental)

*What phase of the project is this line item currently in, as of January 2, 2018?*

PA/ED (Environmental)

*Is this line item rebudgeted from a prior fiscal year?*

N/A



**Freeways**

**I-5, SR-55 to SR-57 (Project A)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: I-5, SR-55 to SR-57 - Additional Design Services  
 Quantity/Cost: 1 @ \$150,000 FY19-02338  
 Budget Request: \$ 150,000 IFAS#: 0017-7519-FA101-06R

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Grant Funded:  CMAQ \$97,860  
 Account: 0017-6045-FA101-XGB

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

A consultant to provide additional design services in support of the construction phase of the I-5, SR-55 to SR-57 project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional Engineer in California.

*Please explain how you arrived at the budgeted dollars requested.*

Estimate based on similar support services for similar projects.

*What phase of the project does this line item support?*

Construction.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Final Design.

*Is this line item rebudgeted from a prior fiscal year?*

No.



# Measure M2 Program

## Freeways

### I-5, SR-55 to SR-57 (Project A)

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: I-5, SR-55 to SR-57 - Public Outreach  
 Quantity/Cost: 1 @ \$120,500 FY19-01934  
 Budget Request: \$ 120,500 IFAS#: 0017-7519-FA101-TKG

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The I-5 Central County project is nearly 4 miles and affects the corridor cities of Santa Ana, Orange, Tustin, and Anaheim, as well as commuters traveling through Orange County. OCTA and California Department of Transportation (Caltrans) are in the Pre-Construction/Construction phase of the project, which will add a second high-occupancy vehicle (HOV) lane in each direction on I-5 between SR-55 and SR-57, and remove the Main Street HOV on- and off-ramps. Outreach to the Discovery Cube, MainPlace Mall, the Rancho Santiago Community College District, several dozen small businesses along the I-5 corridor and area community groups will be required during the construction phase. In addition, general project information and details about construction activities and detours will be provided to residents throughout the corridor as well as to the traveling public. Updates also will be provided to the Santa Ana, Orange, Tustin, and Anaheim city councils as necessary. Additional outreach services include weekly constituent updates and special alerts, developing and updating presentations, compiling a project contact database, tracking issues, setting up and promoting meetings, and producing ad copy and mailers.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Familiarity with and ability to decipher technical information and communicate it in an understandable and relevant manner. Understanding of state and federal environmental laws and associated requirements. Ability to identify potential problems for early resolution, to manage multimedia communications, and to establish rapport and relationships with members of the project team, stakeholders, and members of the public.

*Please explain how you arrived at the budgeted dollars requested.*

Analysis of previous expenditures; review of schedule with PM; forecast of upcoming major milestones.

*What phase of the project does this line item support?*

Pre-Construction/Construction

*What phase of the project is this line item currently in, as of January 2, 2018?*

Pre-Construction

*Is this line item rebudgeted from a prior fiscal year?*

N/A



**Freeways**

**Orange Freeway (SR-57) Improvements (Project G)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: SR-57, Katella Avenue to Lincoln Avenue - Caltrans Coop Amendment  
 Quantity/Cost: 1 @ \$20,000 FY19-01710  
 Budget Request: \$ 20,000 IFAS#: 0017-7519-FG101-ODN

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Amend Cooperative Agreement with Caltrans to cover possible trailing costs for Caltrans services provided for the SR-57, Katella Avenue to Lincoln Avenue project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Existing Caltrans personnel

*Please explain how you arrived at the budgeted dollars requested.*

Estimated

*What phase of the project does this line item support?*

Engineering

*What phase of the project is this line item currently in, as of January 2, 2018?*

Engineering

*Is this line item rebudgeted from a prior fiscal year?*

No



# Measure M2 Program

## Freeways

### Orange Freeway (SR-57) Improvements (Project G)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: SR-57, Katella Avenue to Lincoln Avenue - CCO for Landscape Design  
 Quantity/Cost: 1 @ \$30,000 FY19-01709  
 Budget Request: \$ 30,000 IFAS#: 0017-7519-FG101-HGT

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This line item is requested for Contract Change Orders (CCO) due to possible additional scope of work added as a result of Caltrans requests during the design process for the SR-57, Katella Avenue to Lincoln Avenue landscape project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Existing consultant design team.

*Please explain how you arrived at the budgeted dollars requested.*

Estimated based on contract expenditures.

*What phase of the project does this line item support?*

Landscape Engineering

*What phase of the project is this line item currently in, as of January 2, 2018?*

Landscape Engineering

*Is this line item rebudgeted from a prior fiscal year?*

No





**Freeways**

**Orange Freeway (SR-57) Improvements (Project G)**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: SR-57, Orangethorpe Avenue to Yorba Linda Boulevard - Environmental Support  
 Quantity/Cost: 1 @ \$2,000 FY19-02032  
 Budget Request: \$ 2,000 IFAS#: 0017-7519-FG102-04L

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional services to provide environmental support for the SR-57 project from Orangethorpe Ave. to Yorba Linda Blvd.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Engineer and Planner.

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous year's budget expenditures.

*What phase of the project does this line item support?*

Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Measure M2 Program

## Freeways

### Orange Freeway (SR-57) Improvements (Project G)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: SR-57, Yorba Linda Boulevard to Lambert Road - CCO for Landscape Design  
 Quantity/Cost: 1 @ \$30,000 FY19-01752  
 Budget Request: \$ 30,000 IFAS#: 0017-7519-FG103-HGU

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Possible Contract Change Orders (CCO) for landscape design consultant in response to Caltrans requests during the final design phase of the SR-57, Yorba Linda Boulevard to Lambert Road project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Existing consultant staff.

*Please explain how you arrived at the budgeted dollars requested.*

Amount is an estimate.

*What phase of the project does this line item support?*

Landscape Engineering

*What phase of the project is this line item currently in, as of January 2, 2018?*

Landscape Engineering

*Is this line item rebudgeted from a prior fiscal year?*

No



**Freeways**

**Orange Freeway (SR-57) Improvements (Project G)**

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: SR-57, Orangewood Avenue to Katella Avenue - Public Outreach  
 Quantity/Cost: 1 @ \$130,000 FY19-02226  
 Budget Request: \$ 130,000 IFAS#: 0017-7519-FG104-01B

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The SR-57 Freeway Improvement Project from Orangewood Ave to Katella Ave (Measure M2 Project G) spans one mile and affects the Cities of Anaheim and Orange. The project is also relevant to major destinations and employers including, the Honda Center, Angels Stadium of Anaheim, the Grove, Platinum Triangle as well as surrounding businesses and parks. During FY 18/19, capital projects outreach will coordinate and implement a communications and outreach program that leads to noticing and advertising for the availability of the Final Environmental Document anticipated for fall 2018. The noticing efforts will include a direct mail program reaching corridor stakeholders, residents and businesses, as well as a legal noticing plan in local newspapers. Additionally, under OCTA direction, the outreach consultant will provide continued support with: conducting project webpage updates; updating informational materials (i.e. fact sheet, FAQ, map, illustrations, presentations, exhibits, etc.); managing project stakeholder database; managing the public outreach plan; organizing translation services; community presentations. As part of this effort, capital projects outreach will communicate with the City of Anaheim, City of Orange, the County Flood Control District, Orange County Fire Authority, the Anaheim and Orange Chamber of Commerce’s, cycling community, as well as numerous other stakeholder, businesses, residential communities and destinations.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional, proven and established public relations/communications firm with senior-level project managers, community liaisons, graphic designers and support staff and/or sub-consultants, preferably with relevant expertise and experience. Strong line of credit and established relationships with vendors, including design firms and mailhouses.

*Please explain how you arrived at the budgeted dollars requested.*

The requested budget amount is consistent with prior projects in PA/ED phase, including development of noticing and direct mailer programs for availability of the project's final environmental document.

*What phase of the project does this line item support?*

PA/ED (Environmental)

*What phase of the project is this line item currently in, as of January 2, 2018?*

PA/ED (Environmental)

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Measure M2 Program

## Freeways

### Orange Freeway (SR-57) Improvements (Project G)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: SR-57, Orangewood Avenue to Katella Avenue - Additional PA/ED Services  
 Quantity/Cost: 1 @ \$170,000 FY19-02336  
 Budget Request: \$ 170,000 IFAS#: 0017-7519-FG104-XFD

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Additional professional engineering and environmental services for the SR-57, Orangewood Avenue to Katella Avenue project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional Engineer in California.

*Please explain how you arrived at the budgeted dollars requested.*

Approximately 10% of current contract value.

*What phase of the project does this line item support?*

Environmental Phase

*What phase of the project is this line item currently in, as of January 2, 2018?*

Environmental Phase

*Is this line item rebudgeted from a prior fiscal year?*

No



**Freeways**

**Orange Freeway (SR-57) Improvements (Project G)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: SR-57, Lambert Road to Tonner Canyon - PA/ED Design Services  
 Quantity/Cost: 1 @ \$250,000 FY19-01757  
 Budget Request: \$ 250,000 IFAS#: 0017-7519-FG105-11J

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Provide reimbursement to Caltrans for Environmental (PA/ED) design services for the SR-57 Lambert Road to Tonner Canyon truck climbing lane project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Existing Caltrans staff.

*Please explain how you arrived at the budgeted dollars requested.*

Estimated

*What phase of the project does this line item support?*

PA/ED phase

*What phase of the project is this line item currently in, as of January 2, 2018?*

Preliminary study report (PSR)

*Is this line item rebudgeted from a prior fiscal year?*

No



# Measure M2 Program

## Freeways

### San Gabriel (I-605) Freeway Improvements (Project M)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: I-605 / Katella Avenue Interchange - Consultant PA/ED Services  
 Quantity/Cost: 1 @ \$100,000 FY19-02185  
 Budget Request: \$ 100,000 IFAS#: 0017-7519-FM003-0E7

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Estimated change orders for the environmental consultant services for the I-605 / Katella Avenue Interchange project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Engineering & environmental technical expertise.

*Please explain how you arrived at the budgeted dollars requested.*

Potential change orders estimated based on changes in design guideline and criteria.

*What phase of the project does this line item support?*

PA/ED (Environmental) Phase.

*What phase of the project is this line item currently in, as of January 2, 2018?*

PA/ED (Environmental) Phase

*Is this line item rebudgeted from a prior fiscal year?*

No



**Freeways**

**San Gabriel (I-605) Freeway Improvements (Project M)**

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: I-605 / Katella Avenue Interchange - Public Outreach  
 Quantity/Cost: 1 @ \$15,000 FY19-01941  
 Budget Request: \$ 15,000 IFAS#: 0017-7519-FM003-0ID

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The I-605/Katella Avenue Interchange Project (Measure M2 Project M) will enhance safety, improve interchange traffic operations, and improve pedestrian and bicycle facilities within the interchange area in the City of Los Alamitos. OCTA and Caltrans began the Environmental phase in August 2016. Three build alternatives were analyzed that include modifications to ramps and Katella Avenue, removal of a ramp entrance and construction of braiding ramps. One alternative, which included braiding ramps, was removed from consideration. Outreach to the Rossmoor Community Services District, users of El Dorado Regional Park and Coyote Creek trails, and to the cycling community is required to encourage participation in the Environmental phase. In addition, general project information is being provided to residents adjacent to the interchange and to area businesses and community groups. It may also be necessary to provide updates to the Los Alamitos City Council. Additional outreach services include informational materials, canvassing, and direct mail to notify the public of the locally preferred alternative selected by Caltrans and OCTA. In FY 2018-19, the Final Project Report and Environmental Document will be prepared.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

An understanding of activities during the Environmental phase of a project. Familiarity with and ability to decipher technical information and communicate it in an understandable and relevant manner. Ability to identify potential problems for early resolution, to manage multimedia communications, and to establish rapport and relationships with members of the project team, stakeholders and members of the public. Ability to plan and execute Public Hearings per applicable guidelines.

*Please explain how you arrived at the budgeted dollars requested.*

Analysis of previous expenditures; review of latest schedule with Project Manager; forecast of upcoming major milestones.

*What phase of the project does this line item support?*

Environmental

*What phase of the project is this line item currently in, as of January 2, 2018?*

Environmental

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Measure M2 Program

## Freeways

### SR-22 Design Build (Measure M1)

Division: 15 Capital Programs  
 OrgKey: 0001 General Fund  
 Object: 7514 Prof Serv-Right of Way Service

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Description: SR-22 Design-Build - ROW Support Services  
 Quantity/Cost: 1 @ \$100,000 FY19-02335  
 Budget Request: \$ 100,000 IFAS#: 0001-7514-F7100-F01

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Acquisition and relocation of property, environmental, title and escrow, appraisal review, excess land deposition, right-of-way engineering, negotiations, relocation assistance, and real estate property services for the SR-22 design-build project. The budget request is for costs associated with these services.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualified real estate agents, appraisers, and right-of-way (ROW) professionals.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted dollars requested is based on the projected expenditures for the fiscal year to closeout the project.

*What phase of the project does this line item support?*

This line item will support the project closeout phase of work.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Project closeout phase.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.





**Freeways**

**SR-22 Design Build (Measure M1)**

Division: 15 Capital Programs  
 OrgKey: 0001 General Fund  
 Object: 7519 Prof Serv-Other Prof Services

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Description: SR-22 Design-Build Project Management Services  
 Quantity/Cost: 1 @ \$25,000 FY19-02075  
 Budget Request: \$ 25,000 IFAS#: 0001-7519-F7100-5DK

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Program Management Consultant to provide support services to coordinate with Caltrans and Orange County Flood Control District to perform post documentation (property transfers) for several parcels related to the State Route 22 design-build project. The budget request is for costs associated with these services.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Right-of-way consultant.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted dollars requested is based on projected expenditures to complete this phase of work for the proposed fiscal year budget.

*What phase of the project does this line item support?*

This line item will support the project closeout phase.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Project closeout phase.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



## Measure M2 Program

### Freeways

#### SR-73/I-405 (Connector B) (Measure M1)

Division: 15 Capital Programs  
OrgKey: 0001 General Fund  
Object: 7514 Prof Serv-Right of Way Service

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Description: SR-73/I-405 (Connector B) - ROW Support Services  
Quantity/Cost: 1 @ \$25,000 FY19-02345  
Budget Request: \$ 25,000 IFAS#: 0001-7514-A9111-F01

---

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

To provide right-of-way support services to reimburse the County of Orange for properties and property rights that OCTA did not acquire during construction of the SR-73/I-405 (Connector B) project. The budget request is for costs associated with these services.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Qualified real estate agents, appraisers, and right-of-way (ROW) professionals.

***Please explain how you arrived at the budgeted dollars requested.***

The budgeted dollars requested is based on the projected expenditures for the fiscal year.

***What phase of the project does this line item support?***

This line item will support the project closeout phase of work.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Project closeout phase.

***Is this line item rebudgeted from a prior fiscal year?***

Yes.



**Freeways**

**SR-91, Riverside Freeway Improvements from SR-57 to SR-55 (Project I)**

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: SR-91, SR-57 to SR-55 - Public Outreach  
 Quantity/Cost: 1 @ \$110,000 FY19-01979  
 Budget Request: \$ 110,000 IFAS#: 0017-7519-FI103-OCX

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The project proposes to increase capacity and improve operations on SR-91 from SR-55 to SR-57 in both the westbound and eastbound direction. The requested amount will be used for developing and implementing and outreach and noticing program for the project's public hearing and for communicating to the public what environmental document was adopted and which build alternative was approved. Major tasks and deliverables include the development and implementation of a public hearing, design and production of public hearing materials and collateral, a direct mailer program, canvassing efforts and related supportive outreach efforts, such as community presentations, eblasts, social media and other web-based communications. Once the Final Environmental Document is adopted and a build alternative approved, staff will issue a corridor-wide mailer informing the general public and other interested stakeholders and parties of the phase's conclusion and outcome. Completion of these services and tasks/deliverables will bring the PA/ED phase to a close, thereby commencing final design and right-of-way.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional, proven, and established public relations/communications firm with senior-level project managers, community liaisons, graphic designers and support staff and/or sub-consultants, preferably with relevant expertise and experience. Strong line of credit and established relationships with vendors, including design firms and mailhouses.

*Please explain how you arrived at the budgeted dollars requested.*

The requested budget amount is consistent with prior projects in PA/ED, including development and conduct of public hearing and direct mailer programs.

*What phase of the project does this line item support?*

Project Approval/Environmental Document

*What phase of the project is this line item currently in, as of January 2, 2018?*

Project Approval/Environmental Document

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Measure M2 Program

## Freeways

### SR-91, Riverside Freeway Improvements from SR-57 to SR-55 (Project I)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: SR-91, SR-57 to SR-55 - PA/ED Change Orders  
 Quantity/Cost: 1 @ \$500,000 FY19-01774  
 Budget Request: \$ 500,000 IFAS#: 0017-7519-FI103-N08

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Grant Funded:  Transfers in from SR91 Toll Rd \$111,100  
 Account: 0017-6521-FI103-N08  
 Grant Funded:  STBG/RSTP Funds \$388,900  
 Account: 0017-6048-FI103-XGD

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Design consultant change orders resulting from changes made to the PA/ED document that are undetermined at this time for the SR-91, SR-57 to SR-55 project. The project will add one general purpose lane eastbound on SR-91 from SR-57 to SR-55, and one general purpose lane westbound from Glassell Street to State College Boulevard.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Existing consultant staff.

***Please explain how you arrived at the budgeted dollars requested.***

This amount is estimated.

***What phase of the project does this line item support?***

PA/ED (Environmental)

***What phase of the project is this line item currently in, as of January 2, 2018?***

PA/ED (Environmental)

***Is this line item rebudgeted from a prior fiscal year?***

Yes



**M2 Administration**

**LTA - CDTFA**

Division: 02 Finance and Administration  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: CDTFA Fees  
 Quantity/Cost: 1 @ \$3,614,112 FY19-02347  
 Budget Request: \$ 3,614,112 IFAS#: 0017-7519-M0200-F17

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

California Department of Tax and Fee Administration (CDTFA) fees, pertaining to the administration of Local Transportation Authority (LTA) revenues.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

The amount is set at 1.1% of LTA fees.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No



## Measure M2 Program

### M2 Administration

#### Measure M2 Administration

Division: 01 Executive Office  
OrgKey: 0017 Local Transport Auth Meas-M II  
Object: 7512 Prof Serv-Audit

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Description: Price Review/Buy America/Audit

Quantity/Cost: 1 @ \$75,000

FY19-01083

Budget Request: \$ 75,000

IFAS#: 0017-7512-M0201-KGK

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Qualified on-call consultants are needed to provide agreed-upon procedure reviews of proposed pricing on OCTA contracts and Buy America compliance on an on-call Contract Task Order basis.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Consultants that perform price reviews or Buy America reviews should be able to demonstrate compliance with Government Auditing Standards.

***Please explain how you arrived at the budgeted dollars requested.***

On-call consulting services are used on an as-needed basis and cannot be precisely determined. The requested budget for this line item is an estimate.

***What phase of the project does this line item support?***

This line item supports the third year for contracted services.

***What phase of the project is this line item currently in, as of January 2, 2018?***

This line item is currently in its second year of the contract.

***Is this line item rebudgeted from a prior fiscal year?***

No.



**M2 Administration**

**Measure M2 Administration**

Division: 01 Executive Office  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7512 Prof Serv-Audit

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Description: General On-Call Auditing Services  
 Quantity/Cost: 1 @ \$50,000 FY19-01082  
 Budget Request: \$ 50,000 IFAS#: 0017-7512-M0201-KHL

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Qualified on-call consultants are needed to assist the Internal Audit Department with audits requiring specialization and/or to supplement audit staff. Scope of work will be developed for services as required.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Consultants that perform audits for OCTA should be able to demonstrate compliance with Government Auditing Standards.

*Please explain how you arrived at the budgeted dollars requested.*

General on-call auditing services are used on an as-needed basis and cannot be precisely determined. The requested budget for this line item is an estimate.

*What phase of the project does this line item support?*

This line item supports the second year for contracted services.

*What phase of the project is this line item currently in, as of January 2, 2018?*

This line item is currently in the first year of the contract.

*Is this line item rebudgeted from a prior fiscal year?*

No.



## Measure M2 Program

### M2 Administration

#### Measure M2 Administration

Division: 01 Executive Office  
OrgKey: 0017 Local Transport Auth Meas-M II  
Object: 7512 Prof Serv-Audit

---

Description: Annual Financial Audits

Quantity/Cost: 1 @ \$110,012

FY19-01893

Budget Request: \$ 110,012

IFAS#: 0017-7512-M0201-N10

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

An independent audit consultant is needed to examine OCTA's financial statements in accordance with Generally Accepted Auditing Standards. In addition, other mandatory audits and reports are required with regard to the Measure M Program, the Local Transportation Fund, State Route 91, and other OCTA entities. Internal Audit will recommend to the Board of Directors that the current contract option be exercised for one year.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Consultants that perform annual financial audits for OCTA should be able to demonstrate compliance with Generally Accepted Auditing Standards.

***Please explain how you arrived at the budgeted dollars requested.***

The budget is based on the incumbent firms' proposal for the option year.

***What phase of the project does this line item support?***

Option term with Vavrinek, Trine, Day & Co., LLP., Agreement C-5-3564, for one year.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Last year of the current contract.

***Is this line item rebudgeted from a prior fiscal year?***

No.





**M2 Administration**

**Measure M2 Administration**

Division: 02 Finance and Administration  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7515 Investment Fee - Port Mgr

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Description: Investment Fees  
 Quantity/Cost: 1 @ \$546,551 FY19-01090  
 Budget Request: \$ 546,551 IFAS#: 0017-7515-M0201-F17

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Investment fees that are based upon a percentage of the cash balance as projected by the Authority's Financial Planning and Analysis department.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional investment advisors.

*Please explain how you arrived at the budgeted dollars requested.*

Investment fees are based on staff's estimated rates and the cash balances for the upcoming fiscal year.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Measure M2 Program

## M2 Administration

### Measure M2 Administration

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Programming and Analysis  
 Quantity/Cost: 1 @ \$160,000 FY19-01103  
 Budget Request: \$ 160,000 IFAS#: 0017-7519-A0001-TJ4

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

See Agreement C-5-3490. Consultant shall provide, on an as-needed basis, state, federal, and local programming support services. Services include competitive grant and formula funding program coordination. Consultant will also provide monitoring and assistance with funding strategies for OCTA and Metrolink rail capital projects, as well as OC Streetcar and other Project S and Project V programs; preparation and tracking of funding program documentation and submittals; activities related to funding programs identified in Proposition 1A, Proposition 1B, the Federal Transportation Improvement Program (FTIP), and State Transportation Improvement Program (STIP); FTA, programs including new starts; review and analysis of California Transportation Commission (CTC) actions and the next Federal Transportation Reauthorization Bill.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Experience with state and federal funding programs, programming of funds, and basic understanding of air quality analysis in order to maximize state and federal funds in place of M2 program funds. Knowledge and experience with Federal Transit Administration funding and grant programs, the CTC actions, California Department of Transportation (Caltrans) processes and requirements related to programming and funding, Southern California Association of Governments (SCAG) FTIP Processing, Southern California Regional Rail Authority (Metrolink) use of funding and grants and member agency contributions, and the OCTA programming process is required.

***Please explain how you arrived at the budgeted dollars requested.***

Based on average monthly cost of services provided.

***What phase of the project does this line item support?***

Ongoing planning

***What phase of the project is this line item currently in, as of January 2, 2018?***

Ongoing planning

***Is this line item rebudgeted from a prior fiscal year?***

This line item is budgeted and used every year.



## M2 Administration

### Measure M2 Administration

**Division:** 14 Planning  
**OrgKey:** 0017 Local Transport Auth Meas-M II  
**Object:** 7519 Prof Serv-Other Prof Services

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**Description:** M2 Project - State and Federal Grant Writing  
**Quantity/Cost:** 1 @ \$100,000 FY19-01675  
**Budget Request:** \$ 100,000 IFAS#: 0017-7519-A4461-10J

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Consultant shall provide on an as-needed basis consultant services for grant writing, grant application preparation, and grant application quality control review. Consultant or consultants will work as needed, on a time and expense basis. As needed services shall include, but not be limited to the following:

- Consultant shall prepare grant applications and supporting documentation to ensure compliance with funding requirements. This may include but is not limited to developing application narratives, data, charts, tables and diagrams, letters of support, and supplemental application materials which may enhance the application.
- Consultant shall support project selection for the funding programs. This includes evaluating, reviewing and preparing an overall needs assessment for OCTA and developing a strategy for the various funding programs, including documented needs and quantitative benefits of projects.
- Consultant shall prepare technical analyses, which include but are not limited to cost-benefit analysis and air quality/greenhouse gas emission reduction analysis. These analyses must meet the grant program requirements. If available, Consultant may use existing tools for the analyses.
- Consultant shall assist OCTA in managing application deadlines to ensure timely submission.
- Consultant shall collaborate with proper stakeholders to obtain signatures, data, forms and letters of support.
- Consultant shall provide grant related research assistance.
- Consultant shall review OCTA draft grant applications for local, state and federal funding for completion, quality control, and adherence to requirements outlined in funding guidelines.
- Consultant shall provide copies of the final and completed application prior to submission of the grant.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Knowledge and experience with State of California and Federal transportation funding and grant programs, California Department of Transportation (Caltrans) processes and procedures.

***Please explain how you arrived at the budgeted dollars requested.***

Based on cost of programming consultants since this is similar to that type of work.

***What phase of the project does this line item support?***

Ongoing operations - planning

***What phase of the project is this line item currently in, as of January 2, 2018?***

We are procuring a consultant in the next 3-6 months with existing budget.

***Is this line item rebudgeted from a prior fiscal year?***

No. This is the first time this line item is being budgeted.



# Measure M2 Program

## M2 Administration

### Measure M2 Administration

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: M2 Project - Grant Advisory Services  
 Quantity/Cost: 1 @ \$50,000 FY19-01676  
 Budget Request: \$ 50,000 IFAS#: 0017-7519-A4461-10K

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Consultant or consultants shall provide, on an as-needed basis, advisory services to assist OCTA in developing successful grant applications for competitive state funding programs to meet state goals in the areas of environmental protection, greenhouse gas reduction, air quality, and/or public health, and/or disadvantaged communities, low income communities and households and overburdened communities as well as advisory services to assist in project development and reporting on successful grants. As needed services shall include, but not be limited to:

- High level strategic advice and consultation to OCTA for state goals related to environmental protection, greenhouse gas reduction, air quality, public health, disadvantaged communities, low income communities and households and/or overburdened communities.
- Review OCTA draft grant applications for state funding and make recommendations to maximize strategic advantages.
- Assist OCTA during project development to increase the proposed project’s potential for state funding.
- Assist OCTA with project reporting on state-funded projects.
- Advise OCTA on potential project funding impacts resulting from legislative and regulatory proposals and help identify potential policy strategies with CTC and Caltrans.
- Assist in the analysis of state, federal and local program guidelines and relevant legislation.
- Prepare all work in accordance with approved guidelines and required documentation in effect at the time of work assignment.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Knowledge and experience with California transportation funding and grant programs, California Department of Transportation (Caltrans) processes, requirements related to programming and funding. A minimum of 5 years of experience in funding and grant processes or a related field is required.

***Please explain how you arrived at the budgeted dollars requested.***

Based on similar support services received through other programs.

***What phase of the project does this line item support?***

Planning - ongoing operations

***What phase of the project is this line item currently in, as of January 2, 2018?***

The request for proposals was advertised.

***Is this line item rebudgeted from a prior fiscal year?***

No.



**M2 Administration**

**Measure M2 Administration**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: M2 - State and Federal Programming Support  
 Quantity/Cost: 1 @ \$60,000 FY19-01102  
 Budget Request: \$ 60,000 IFAS#: 0017-7519-A4461-P2J

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Please see Agreement C-3-1741. OCTA staff will seek similar consultant assistance to provide technical support in the preparation of funding program amendments, funding program allocation requests, air quality and environmental submittals, overall State Transportation Improvement Program (STIP) development, Federal Transportation Improvement Program (FTIP) development and amendments. Hiring this consultant is necessary to deliver the M2 program, and in particular, to meet the ordinance requirement that every effort is made to maximize state and federal funds.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Experience with state and federal funding programs, programming of funds, and basic understanding of air quality analysis.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on actual use of existing contract and anticipated work load including the additional sub-consultant for FY 2016-17.

*What phase of the project does this line item support?*

This will continue the services provided through Agreement C-3-1741 on an ongoing basis.

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



# Measure M2 Program

## M2 Administration

### Measure M2 Administration

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: On-Call Measure M2 Strategic Advisory Services  
 Quantity/Cost: 1 @ \$75,000 FY19-01138  
 Budget Request: \$ 75,000 IFAS#: 0017-7519-M0201-03R

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

As we move forward in the delivery of Measure M2 we continue to break new ground and find areas that we need to monitor, research, and analyze further. To assist us with our performance/delivery of Measure M, consultant services will be sought on an "on-call" or as-needed basis when issues or concerns are raised that require resources above or outside of current staff expertise.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

A bench of consulting firms to provide strategic advisory services for research and analysis on the performance/delivery of Measure M2.

***Please explain how you arrived at the budgeted dollars requested.***

Based on prior agreements for strategic advisory services and lessons learned on limitations.

***What phase of the project does this line item support?***

On-going monitoring of the Measure M2 30-year program that is scheduled to sunset on March 31, 2041.

***What phase of the project is this line item currently in, as of January 2, 2018?***

On-going monitoring of the Measure M2 30-year program that is scheduled to sunset on March 31, 2041.

***Is this line item rebudgeted from a prior fiscal year?***

Yes



## M2 Administration

### Measure M2 Administration

**Division:** 14 Planning  
**OrgKey:** 0017 Local Transport Auth Meas-M II  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Measure M2/OC Go Transition - Awareness and Website  
**Quantity/Cost:** 1 @ \$50,000 FY19-01697  
**Budget Request:** \$ 50,000 IFAS#: 0017-7519-M0201-03T

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

As Measure M transitions to OC Go, funding is set aside to support OC Go awareness as needed. This budget will be utilized for cost-effective, communication tools and approaches to: boost public confidence in OCTA with new tools that clearly communicate and, in some cases, educate the public as to how OCTA is spending OC Go tax dollars; enhance communications with the public about OC Go projects and programs, and who to contact for assistance; and empower the internal team to have resources to ensure OC Go is given the support needed.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Professional marketing services

***Please explain how you arrived at the budgeted dollars requested.***

Based on prior agreements for marketing services and lessons learned on limitations.

***What phase of the project does this line item support?***

Ongoing monitoring of the Measure M2 30-year program that is scheduled to sunset on March 31, 2041.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Ongoing monitoring of the Measure M2 30-year program that is scheduled to sunset on March 31, 2041.

***Is this line item rebudgeted from a prior fiscal year?***

No



# Measure M2 Program

## M2 Administration

### Measure M2 Administration

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: OCTAM Support  
 Quantity/Cost: 1 @ \$50,000 FY19-02101  
 Budget Request: \$ 50,000 IFAS#: 0017-7519-M0201-ODF

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Support projects with the application of OCTAM modeling software.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Transportation modeling application experience.

*Please explain how you arrived at the budgeted dollars requested.*

Previous work efforts.

*What phase of the project does this line item support?*

Alternatives development phase.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Project has not started.

*Is this line item rebudgeted from a prior fiscal year?*

No.





**M2 Administration**

**Measure M2 Administration**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Measure M2 Strategic Management Services  
 Quantity/Cost: 1 @ \$10,000 FY19-02044  
 Budget Request: \$ 10,000 IFAS#: 0017-7519-M0201-0K2

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Per Agreement C-5-3226; To support efforts related to the goals and objectives of the OCTA Program Management Office (PMO), responsible for achieving fully integrated and coordinated Measure M2 program delivery consistent with the requirements of OCTA's constituents and stakeholders.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Environmental Consultant

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous years' budget expenditure.

*What phase of the project does this line item support?*

Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Measure M2 Program

## M2 Administration

### Measure M2 Administration

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Development of Website Tools and Enhancements  
 Quantity/Cost: 1 @ \$145,000 FY19-01131  
 Budget Request: \$ 145,000 IFAS#: 0017-7519-M0201-0KG

---

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Staff wishes to continue a Cooperative Agreement with a vendor that offers expertise in website security, ongoing maintenance, and digital communications for OC Go's (formerly Measure M2) annual progress report, public information portal, and ongoing web content updates and maintenance.

The OC Go annual progress report highlights OC Go's progress for the year. According to the M2 Ordinance, OCTA is required to publish an annual report on how revenues have been spent and on the progress in implementing the OC Go projects. The annual report will be developed as an infographic to run as a newspaper ad as well as an online, interactive digital publication. The primary task is digital creative development and the deliverables include designing a printed and interactive online version of the annual report infographic, a Facebook ad, website banners, and drafting web content.

In addition to the annual progress report, OCTA staff will collaborate with external vendors to develop cost-effective, web-based communications tools and approaches with a visually appealing aesthetic to meet the user's needs and achieve public communications goals. Digital communications strategies, tools and techniques change rapidly, and working together with OCTA, the contractor will assist with development to optimize user experience, educate and enhance public awareness of OC-Go-funded transportation projects.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Expert-level ASP.NET framework, server-side code, and front end design including HTML5, JavaScript, jQuery, CSS3, Frameworks, and Databases

***Please explain how you arrived at the budgeted dollars requested.***

Based on cost estimates for provided task list.

***What phase of the project does this line item support?***

All phases.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Various

***Is this line item rebudgeted from a prior fiscal year?***

N/A



**M2 Administration**

**Measure M2 Administration**

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: General Awareness in Diverse Communities of Measure M2  
 Quantity/Cost: 1 @ \$25,000 FY19-01140  
 Budget Request: \$ 25,000 IFAS#: 0017-7519-M0201-ONF

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

A diversity consultant specializing in Spanish and Asian languages, and diverse cultures to assist as-needed with targeted diversity outreach activities to increase awareness and improve engagement as part of Measure M2 Awareness.

Consultant support would allow staff to better communicate with Orange County's many diverse communities which make up Orange County's population of more than 3 million. Additionally, there are thousands of communities, business, social, and other functional groups throughout Orange County that represent diversity.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Diverse community outreach services.

*Please explain how you arrived at the budgeted dollars requested.*

Based on Diversity Outreach plan.

*What phase of the project does this line item support?*

Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Measure M2 Program

## M2 Administration

### Measure M2 Administration

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Measure M2 Technical Studies  
 Quantity/Cost: 1 @ \$100,000 FY19-01137  
 Budget Request: \$ 100,000 IFAS#: 0017-7519-M0201-10S

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

As we move forward in the delivery of the Measure M2 Next 10 Delivery Plan, we continue to break new ground and find areas that we need to monitor, research, and analyze further. To assist us with our performance/delivery of Measure M2, consultant services will be sought on an "on-call" or as-needed basis when issues or concerns are raised that require resources above or outside of current staff expertise. Some examples include: market conditions analysis, federal compliance, and Senior Mobility Program review.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

A consulting firm to provide strategic advisory services for research and analysis on the performance/delivery of Measure M2.

***Please explain how you arrived at the budgeted dollars requested.***

Based on prior agreements for strategic advisory services and lessons learned on limitations.

***What phase of the project does this line item support?***

Ongoing monitoring of the Measure M2 30-year program that is set to end on March 31, 2041.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Ongoing monitoring of the Measure M2 30-year program that is set to end on March 31, 2041.

***Is this line item rebudgeted from a prior fiscal year?***

Yes.



**M2 Administration**

**Measure M2 Administration**

Division: 02 Finance and Administration  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Letter of Credit for Services of Interstate 405 Improvement Project  
 Quantity/Cost: 1 @ \$2,840,000 FY19-01133  
 Budget Request: \$ 2,840,000 IFAS#: 0017-7519-M0201-5RT

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Line of credit required for Transportation Infrastructure Finance and Innovation Act loan. There are two tranches: one maturing in 2019 for \$400 million at 26 basis points, and another maturing in 2021 for \$500 million at 36 basis points.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Need a financial institution with minimum rating requirements to provide the line of credit.

*Please explain how you arrived at the budgeted dollars requested.*

Based upon the agreement with Bank of America, N.A.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No.



## Measure M2 Program

### M2 Administration

#### Measure M2 Administration

Division: 01 Executive Office  
OrgKey: 0017 Local Transport Auth Meas-M II  
Object: 7519 Prof Serv-Other Prof Services

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Description: Media Public Service Announcements for Measure M2  
Quantity/Cost: 1 @ \$40,000 FY19-01124  
Budget Request: \$ 40,000 IFAS#: 0017-7519-M0201-5WV

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Rotating 30-second public service announcements that will appear before and after the PBS News Hour on PBS SoCal, as well as additional airings on PBS SoCal and PBS Plus in Orange County. The announcements will air before and after a transportation-related news segment on Saturdays during the PBS News Hour. The purpose is to communicate transportation information to the public. This is a very effective way to reach large audiences at a low unit cost. These low-cost PSAs can also be reused on the OCTA.net website, at public presentations, or in other project information.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

TV station that produces and airs PSAs throughout Southern California.

*Please explain how you arrived at the budgeted dollars requested.*

Based on prior contract.

*What phase of the project does this line item support?*

Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



**M2 Administration**

**Measure M2 Administration**

Division: 02 Finance and Administration  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: Cost of Issuance Expense/Underwriter's Discount  
 Quantity/Cost: 1 @ \$1,500,000 FY19-02378  
 Budget Request: \$ 1,500,000 IFAS#: 0017-7519-M0201-7YT

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This line item will cover cost of issuance expenses including the underwriter's discount for selling the bonds for the next financing. Expenses include underwriter's fees, underwriter's counsel, printing, etc.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Based on historical actuals.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No



# Measure M2 Program

## M2 Administration

### Measure M2 Administration

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: GIS Professional Services - Staff Augmentation for M2 Projects  
 Quantity/Cost: 1 @ \$150,000 FY19-01123  
 Budget Request: \$ 150,000 IFAS#: 0017-7519-M0201-AT4

---

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Provide Geographic Information System (GIS) analyses, technical information products, related business processes and work flow automation, databases and tools, and system development and maintenance to support multiple programs and projects throughout OCTA. Maintain a reasonable level of service and responsiveness by augmenting direct employees. Level workloads and provide specialized GIS-related capabilities the GIS Section does not maintain internally.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Expertise in OCTA's Esri-based GIS platform, including the use and customization of ArcGIS Desktop and ArcGIS Server products, as well as MS SQL Server databases, and modern GIS software and map-based Web site application development tools and methods, including .NET, Python, JavaScript, and HTML5.

***Please explain how you arrived at the budgeted dollars requested.***

Budget request is based on several years of actual GIS professional services expenditures and usage for the same purposes.

***What phase of the project does this line item support?***

Ongoing

***What phase of the project is this line item currently in, as of January 2, 2018?***

Ongoing

***Is this line item rebudgeted from a prior fiscal year?***

Yes.





**M2 Administration**

**Measure M2 Administration**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: SB-375 and Air Quality Support  
 Quantity/Cost: 1 @ \$50,000 FY19-01122  
 Budget Request: \$ 50,000 IFAS#: 0017-7519-M0201-F17

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Retain professional services to help address special modeling technical needs and analysis related to new requirements from SB-375 and SB-743 as developed by the State of California’s Office of Planning and Research. Deliverables include a detailed plan and modeling tools to address SB-743.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expertise in air quality modeling, including new requirements as part of California law.

*Please explain how you arrived at the budgeted dollars requested.*

The budget dollars are based on a time and expense contract that is currently in effect.

*What phase of the project does this line item support?*

This line item supports the environmental phase of M2 freeway, street, and rail projects.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Currently, the project is not under contract.

*Is this line item rebudgeted from a prior fiscal year?*

No.



# Measure M2 Program

## M2 Administration

### Measure M2 Administration

Division: 02 Finance and Administration  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Economic Advisory Services for Taxable Sales and Other Forecasts  
 Quantity/Cost: 4 @ \$11,000 FY19-02199  
 Budget Request: \$ 44,000 IFAS#: 0017-7519-M0201-F5C

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Orange County Transportation Authority requires a taxable sales/economic forecast for Orange County through the sunset of Measure M2 in 2041. This information will contain general economic data as well as projections of taxable sales transactions that serve as the main indicators of the Authority's future revenue streams.

The forecasted information obtained from the taxable sales/economic forecast is incorporated into all of the Authority's short and long-term planning models. Authority documents utilizing the economic data include the Annual Budget, the Comprehensive Business Plan, rating agency/investor presentation books, and presentations to the Board of Directors. Since the information will be incorporated in the Authority's planning documents, the consultant may be referenced in various Authority official documents and public meetings. The consultant shall also provide specific forecasted elements for each contract year including taxable sales projections, annual inflation rate, taxable sales growth, major assumptions, and significant changes from the previous forecast.

On an as-needed basis, the consultant shall provide the Authority with opinions and evaluations for issues and events that may affect or change Orange County's economy. The consultant will also be required to conduct presentations to the Authority's Board of Directors and/or other Authority related committees.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

An economist or taxable sales expert is needed to calculate the forecasts for taxable sales.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted amounts are based on contract history.

*What phase of the project does this line item support?*

This project supports the revenue forecasting for Measure M2.

*What phase of the project is this line item currently in, as of January 2, 2018?*

This project is ongoing.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



## M2 Administration

### Measure M2 Administration

**Division:** 02 Finance and Administration  
**OrgKey:** 0017 Local Transport Auth Meas-M II  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Financial Advisory Services

**Quantity/Cost:** 1 @ \$200,000

FY19-01119

**Budget Request:** \$ 200,000

IFAS#: 0017-7519-M0201-GRV

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The financial advisor may be requested to assist staff in the following areas:

- Provide creative solutions to funding, financing, restructuring, cash flow, and other monetary challenges that may arise for the M2 program, 91 Express Lanes, 405 Express Lanes, or other OCTA programs.
- Maintain and update the I-405 Improvement Project financial plan and financial model based on the issuance of M2 bonds and a Transportation Infrastructure Finance and Innovation Act (TIFIA) loan.
- Evaluate potential bond issues, restructurings, refunding, advance refunding, short-term financing mechanisms, leases, derivative products and investment strategies.
- Assist staff in soliciting and/or reviewing proposals for bond counsel, underwriter(s), issuing and paying agents, letter of credit providers, liquidity providers, trustees, printers etc., if necessary.
- Assist in the structuring of Bond issues including: rating agency / investor preparations, sizing and timing of sale, callability, maturities, reserve funds, and capitalized interest.
- Provide advice, written analysis and assistance regarding the benefits of credit enhancements and/or the use of financial products.
- Prepare written reports before and after pricing indicating market comparables (including gross spread, management fee and takedown comparables) and overall market conditions.
- Serve as OCTA's agent with respect to the pricing of the bonds and minimizing the cost of issuance.
- Provide oral and/or written updates on debt obligations to the Board of Directors and sub-committees.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert level financial services background.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted amount is based on actuals from previous years as well as anticipated advisory needs.

*What phase of the project does this line item support?*

Investment management phase.

*What phase of the project is this line item currently in, as of January 2, 2018?*

This project is ongoing.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



# Measure M2 Program

## M2 Administration

### Measure M2 Administration

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Taxpayer Oversight Committee Consultant  
 Quantity/Cost: 1 @ \$10,000 FY19-01118  
 Budget Request: \$ 10,000 IFAS#: 0017-7519-M0201-JR6

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Taxpayer Oversight Committee (TOC) is mandated by the Measure M Ordinance, which allows the TOC to contract for services to assist with its oversight responsibilities.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional support services.

*Please explain how you arrived at the budgeted dollars requested.*

Historical amount for TOC support.

*What phase of the project does this line item support?*

Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

N/A



**M2 Administration**

**Measure M2 Administration**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: M2 Document Center Support  
 Quantity/Cost: 1 @ \$125,000 FY19-01117  
 Budget Request: \$ 125,000 IFAS#: 0017-7519-M0201-NOE

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

To ensure OCTA has all of the required documentation in a centralized location and to validate that all elements of the Measure M2 Ordinance No. 3 are followed, an M2 Document Center was created. Measure M2 project and program related Staff reports as well as all project and program level documents are saved in this Document Center. Consultant services are required to maintain the document center to ensure the center works properly and that uploading of all required documents takes place in a timely manner.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert in SharePoint and basic knowledge of programming.

*Please explain how you arrived at the budgeted dollars requested.*

Based on existing contract.

*What phase of the project does this line item support?*

Ongoing.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



# Measure M2 Program

## M2 Administration

### Measure M2 Administration

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: M2 Market Conditions Analysis  
 Quantity/Cost: 1 @ \$15,000 FY19-01699  
 Budget Request: \$ 15,000 IFAS#: 0017-7519-M0201-N76

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

A sole source contract is required for an annual update to forecast and analyze market conditions for public infrastructure development in surrounding counties, Orange County, and the state of California. The consultant will develop strategies to anticipate and manage competitive cost pressures and the availability of materials, equipment, labor, and qualified professional staff and services.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Market and economic conditions forecasting.

***Please explain how you arrived at the budgeted dollars requested.***

Based on estimate using comparable analysis.

***What phase of the project does this line item support?***

Ongoing monitoring of the Measure M2 30-year program that is scheduled to sunset on March 31, 2041.

***What phase of the project is this line item currently in, as of January 2, 2018?***

On-going monitoring of the Measure M2 30-year program that is scheduled to sunset on March 31, 2041.

***Is this line item rebudgeted from a prior fiscal year?***

No.



**M2 Administration**

**Measure M2 Administration**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Federal Compliance Advisory Services  
 Quantity/Cost: 1 @ \$75,000 FY19-01700  
 Budget Request: \$ 75,000 IFAS#: 0017-7519-M0201-N7X

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

As the direct recipient of Federal Transit Administration (FTA) funds for transit services and Federal Highway Administration (FHWA) funds for highway projects in Orange County, OCTA is responsible for the daily administration and management of compliance with grant agreements, applicable FTA and FHWA circulars, and regulations. The Authority is also responsible for FTA funds that are “passed-through” to subrecipients. OCTA passes through FTA assistance to local agencies for various projects such as capital bus projects, grade separation projects, and commuter rail projects.

The objectives of the Federal Compliance Advisory Services is for assistance in implementing recommended results from the FY 2017-18 review.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The consultant selected for this review shall be knowledgeable in FTA, FHWA, Caltrans, and civil rights regulations and how they apply to recipients and subrecipients of both FTA and FHWA federal funds.

*Please explain how you arrived at the budgeted dollars requested.*

Based on prior agreements for federal compliance advisory services.

*What phase of the project does this line item support?*

On-going monitoring of the Measure M2 30-year program that is scheduled to sunset on March 31, 2041.

*What phase of the project is this line item currently in, as of January 2, 2018?*

On-going monitoring of the Measure M2 30-year program that is scheduled to sunset on March 31, 2041.

*Is this line item rebudgeted from a prior fiscal year?*

No.



# Measure M2 Program

## M2 Administration

### Measure M2 Administration

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: M2 Performance Assessment - FY 2016-18  
 Quantity/Cost: 1 @ \$220,000 FY19-01694  
 Budget Request: \$ 220,000 IFAS#: 0017-7519-M0201-N9C

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The M2 Ordinance requires that a Triennial Performance Assessment be conducted every three years. In line with the passage of the Measure M2, the second performance assessment is required to begin in July 2018 for the period from July 1, 2016 through June 30, 2018.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

A consulting firm with a technical background in research and analysis on the performance and delivery of transportation measures.

*Please explain how you arrived at the budgeted dollars requested.*

Based on the FY 2015-16 budget for the 2013-15 Performance Assessment.

*What phase of the project does this line item support?*

On-going monitoring of the Measure M2 30-year program that is planned to sunset on March 31, 2041.

*What phase of the project is this line item currently in, as of January 2, 2018?*

On-going monitoring of the Measure M2 30-year program that is planned to sunset on March 31, 2041.

*Is this line item rebudgeted from a prior fiscal year?*

No





**M2 Administration**

**Measure M2 Administration**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Mobility Indicators Report Data Collection and Compilation  
 Quantity/Cost: 1 @ \$50,000 FY19-01116  
 Budget Request: \$ 50,000 IFAS#: 0017-7519-M0201-P36

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional services to streamline the data collection and compilation for the Mobility Indicators Report scheduled to be updated in 2018. Supports the 2018 Long Range Transportation Plan (LRTP) baseline conditions analysis.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Consultant must be proficient in the collection and compilation of demographic and socio-economic data.

*Please explain how you arrived at the budgeted dollars requested.*

This budget is based on previous work done.

*What phase of the project does this line item support?*

The full project.

*What phase of the project is this line item currently in, as of January 2, 2018?*

The project has not started yet.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Measure M2 Program

## M2 Administration

### Measure M2 Administration

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: M2 SharePoint Project Development  
 Quantity/Cost: 1 @ \$100,000 FY19-01115  
 Budget Request: \$ 100,000 IFAS#: 0017-7519-M0201-S3X

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This line item provides for technical and end-user support and administration services for SharePoint which will primarily be responsible for development and support of all Measure M2 (M2) project document management sites during FY 2018-19. Two mission critical divisions, Planning and Capital Programs, will directly benefit from these services as well as other departments who contribute to M2 related document creation. A thorough analysis is required in order to ensure the existing M2 document center in SharePoint is effective, searchable, user friendly, and comprehensive.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert in SharePoint Project Development.

*Please explain how you arrived at the budgeted dollars requested.*

Based on prior year budget and discussions with the Information Systems (IS) project team.

*What phase of the project does this line item support?*

The M2 document center supports the 30-year Measure M2 program.

*What phase of the project is this line item currently in, as of January 2, 2018?*

The M2 document center supports the 30-year Measure M2 program.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## M2 Administration

### Measure M2 Administration

**Division:** 02 Finance and Administration  
**OrgKey:** 0017 Local Transport Auth Meas-M II  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Trust Services for Long Term Debt (New and Existing)

**Quantity/Cost:** 1 @ \$45,000

FY19-01106

**Budget Request:** \$ 45,000

IFAS#: 0017-7519-M0201-TT7

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Trust Services are needed to manage the ongoing oversight of the OCTA's existing and new long-term debt. The purpose of a Trustee is to have a financial institution with trust powers to act in a fiduciary capacity for the benefit of the bondholders in enforcing the terms of the bond contract. Some of the services the Trustee provides include:

- Receive and hold in trust certain funds, including but not limited to, sales tax revenues and certain bond proceeds, and allocation of the funds to various accounts and to various parties, as provided by the bond documents.
- Maintain a system for registration, exchange and transfer of the bonds.
- Invest funds held in designated accounts in qualified investment securities, as defined in the bond documents, in accordance with direction from the OCTA.
- Pay principal and interest components to bondholders from designated accounts.

The current Trustee is responsible for all long-term Measure M2 debt, including the 2010 financing plus the new 2018 issuance.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

A Trust Management Company must perform this service.

*Please explain how you arrived at the budgeted dollars requested.*

The amount is based on past experience as well as industry norms.

*What phase of the project does this line item support?*

This line item supports the debt/investment phase of Measure M2.

*What phase of the project is this line item currently in, as of January 2, 2018?*

This is an ongoing service.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Measure M2 Program

## M2 Administration

### Measure M2 Administration

Division: 02 Finance and Administration  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Rating Agency Fees  
 Quantity/Cost: 1 @ \$300,000 FY19-02363  
 Budget Request: \$ 300,000 IFAS#: 0017-7519-M0201-TUX

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA's debt program must be rated by nationally recognized rating agency firms to be included in investor portfolios. OCTA currently has over \$310 million outstanding in existing M2 debt. Also, OCTA will issue additional M2 debt for the I-405 Improvement Project during the fiscal year. The ratings will allow investors to make a credit determination on the existing and future securities.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Firm must be a nationally recognized rating agency.

*Please explain how you arrived at the budgeted dollars requested.*

Historical actuals.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No



## M2 Administration

### Measure M2 Administration

**Division:** 14 Planning  
**OrgKey:** 0017 Local Transport Auth Meas-M II  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Measure M2 Eligibility Review

**Quantity/Cost:** 1 @ \$60,000

FY19-01113

**Budget Request:** \$ 60,000

IFAS#: 0017-7519-M2050-S96

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Consultant services to provide technical assistance to OCTA staff to review Measure M2 Eligibility packages submitted by 35 local agencies in Orange County and make recommendations of changes to the Eligibility Guidelines and Web Smart Capital Improvement Program (CIP) guidelines.

**Tasks Include:**

- Develop/Attend Eligibility Workshops
- Provide guideline and technical support
- Review Local Agency Eligibility Packages
- Coordinate schedules and milestones with project managers
- Prepare report and recommendations for Annual Eligibility Review subcommittee
- Provide support for the Taxpayer Oversight Committee

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Understanding of Measure M2 Ordinance and M2 Eligibility requirements is very important. In addition, technical experience in reviewing documents such as Capital Improvement Programs, Maintenance of Effort calculations and City's compliance reports with the M2 Ordinance.

*Please explain how you arrived at the budgeted dollars requested.*

Based on the scope of work identified for the work and contract amount identified to complete all the work.

*What phase of the project does this line item support?*

Implementation

*What phase of the project is this line item currently in, as of January 2, 2018?*

Implementation

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Measure M2 Program

## M2 Administration

### Measure M2 Administration

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: Eco Interactive Subscription and updates for OC Fundtracker  
 Quantity/Cost: 1 @ \$180,000 FY19-01107  
 Budget Request: \$ 180,000 IFAS#: 0017-7519-SO002-TGZ

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This line item will support the annual sole source contract for IS subscription service. Existing cooperative agreement number A32768. It will also be used for upgrades to add modules for Master Tracking Database and non-M2 Calls for Projects to local agencies. M2 Calls for Projects are analyzed and projects are tracked through this system.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert level Microsoft ACCESS database programmer.

*Please explain how you arrived at the budgeted dollars requested.*

Based on prior year service rate, adjusted for inflation. Also includes potential for additional services that may be needed through this database.

*What phase of the project does this line item support?*

Ongoing operations

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

This line item is budgeted and used every year.



**M2 Administration**

**Measure M2 Administration**

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7629 Other Services

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Description: As Needed Translation Services for Measure M2  
 Quantity/Cost: 1 @ \$10,000 FY19-01206  
 Budget Request: \$ 10,000 IFAS#: 0017-7629-M0201-0AR

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Communications for Measure M2 and its various projects and services are necessary to keep key stakeholders and the general public updated and informed. Communication with surrounding communities, which include diverse communities, needs to be translated in language and be culturally sensitive. Translation services are needed to produce documents in a variety of languages to reach the stakeholders and general public that are affected by projects, while adhering to Title VI requirements. The amount budgeted for this item has been increased due to the substantial need for OCTA to communicate in multiple languages, with many documents now being translated, at minimum, in both Spanish and Vietnamese.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Translation services

*Please explain how you arrived at the budgeted dollars requested.*

Estimated based on historical actuals.

*What phase of the project does this line item support?*

Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Measure M2 Program

## M2 Administration

### Measure M2 Administration

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7629 Other Services

---

Description: Taxpayer Oversight Committee Consultant  
 Quantity/Cost: 1 @ \$10,000 FY19-01838  
 Budget Request: \$ 10,000 IFAS#: 0017-7629-M0201-JR6

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Taxpayer Oversight Committee (TOC) is mandated by the Measure M2 Ordinance, which allows the TOC to contract for services to assist with their oversight responsibilities.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

To be determined based on TOC need. This item is a placeholder for services that OCTA may need to provide.

*Please explain how you arrived at the budgeted dollars requested.*

The estimated amount has been consistent since the inception of Measure M2.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

N/A





**M2 Administration**

**Measure M2 Administration**

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7629 Other Services

---

Description: Taxpayer Oversight Committee Grand Jurors Association Consultant  
 Quantity/Cost: 1 @ \$10,000 FY19-01196  
 Budget Request: \$ 10,000 IFAS#: 0017-7629-M0201-JR8

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Measure M2 Ordinance mandates that the Grand Jurors Association of Orange County (GJAOC) conduct the Taxpayers Oversight Committee (TOC) new member recruitment, using existing contract C-3-2165. The responsibilities of the Grand Jurors Association include:

- Forming a five (5) member panel to screen and recommend potential candidates for TOC membership.
- Soliciting, collecting, and reviewing applications from potential candidates for membership on the TOC.
- Evaluating each potential candidate on the basis of the following criteria: commitment and ability to participate in TOC meetings; demonstrated interest and history of participation in community activities, with special emphasis on transportation-related activities; and lack of conflicts of interest with respect to the allocation of Retail Tax revenues.
- Recommending to OCTA at least three, and no more than five candidates from each District for initial membership on the TOC. Thereafter, the Panel shall recommend to the Authority at least three and no more than five candidates for filling each vacancy on the TOC.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The Measure M2 Ordinance states: The Authority shall contract with the Orange County Grand Jurors Association for the formation of a committee membership recommendation panel ("Panel") to perform the duties set forth in this subsection III-A. If the Orange County Grand Jurors' Association refuses or fails to act in such capacity, the Authority shall contract with another independent organization selected by the Authority for the formation of the Panel.

*Please explain how you arrived at the budgeted dollars requested.*

For GJAOC full and complete performance of its obligations under the Agreement and subject to the maximum cumulative payment obligation provisions set forth in Article 6, OCTA shall pay GJAOC on a \$6,000 fee annually and a per meeting fee of \$50, plus approved expenses for each GJAOC member panelist.

*What phase of the project does this line item support?*

TOC Recruitment

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Measure M2 Program

## M2 Administration

### Measure M2 Administration

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7629 Other Services

---

Description: Measure M Website Enhancement  
 Quantity/Cost: 1 @ \$100,000 FY19-01191  
 Budget Request: \$ 100,000 IFAS#: 0017-7629-M0201-N3J

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Staff wishes to enhance the existing Measure M information for Measure M2 (M2). To conduct effective online communications, along with M2 project information, the website must facilitate the aggregation, organization, presentation, and dissemination of multiple sources of project and agency data. Consultant assistance is needed to develop, enhance, and maintain an up-to-date web presence using best-practices for layout and design, interactive tools such as dashboards, and other data management.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional digital communications services

*Please explain how you arrived at the budgeted dollars requested.*

Based on estimates

*What phase of the project does this line item support?*

Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

N/A



**M2 Transit**

**Community Based Transit Circulator (Project V)**

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Project V Marketing Support  
 Quantity/Cost: 1 @ \$50,000 FY19-02394  
 Budget Request: \$ 50,000 IFAS#: 0017-7519-TV001-1AO

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Project V and special service focuses on services such as community circulator, iShuttle, and seasonal service. The goals are to provide marketing support to facilitate service operation, create public awareness and trial usage, and increase ridership. Strategies include:

1. Develop print and digital marketing collaterals
2. Conduct grassroots outreach and promotion
3. Build partnerships with targeted stakeholders
4. Implement integrated advertising campaign

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Project Manager, Professional Services/Marketing/Outreach Consultant.

*Please explain how you arrived at the budgeted dollars requested.*

Budget based on original budget request.

*What phase of the project does this line item support?*

Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Measure M2 Program

## M2 Transit

### Rail Capital Projects (Project R)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7514 Prof Serv-Right of Way Service

---

Description: San Juan Creek Bridge Replacement - ROW Support Services  
 Quantity/Cost: 1 @ \$250,000 FY19-01875  
 Budget Request: \$ 250,000 IFAS#: 0017-7514-TR022-ODM

---

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Acquisition and relocation of property, environmental, title, escrow, appraisal and appraisal review, excess land deposition, right-of-way (ROW) engineering, negotiations, relocation assistance, and real estate property services for the San Juan Creek Bridge replacement project. The budget request is for costs associated with these services.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Certified real estate agents, appraisers, and other ROW professionals.

***Please explain how you arrived at the budgeted dollars requested.***

Estimate provided by Real Estate professionals.

***What phase of the project does this line item support?***

ROW and construction phases.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Design and ROW

***Is this line item rebudgeted from a prior fiscal year?***

Yes.



**M2 Transit**

**Rail Capital Projects (Project R)**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Metrolink/Transit Corridor Joint Development Study  
 Quantity/Cost: 1 @ \$275,000 FY19-02223  
 Budget Request: \$ 275,000 IFAS#: 0017-7519-TR001-10S

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The objective of this study is to evaluate potential land-use intensification (primarily employment) surrounding high frequency Metrolink and transit stations in Orange County.

Scope tasks will include the following:

1. Project Management
2. Site Opportunity Assessments
3. Develop Potential Site Options
4. Evaluate Site Options and Identify a Preferred Site (for pilot project assessment)
5. Conduct SWOT Analysis on Preferred Site
6. Develop Appropriate Next Steps/Action Plan
7. Draft Report
8. Final Report

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

An experienced project manager with a team of qualified staff (primarily transportation and economic development planners) is required to conduct this project. The project manager and team should have experience with general transportation (and Federal Transportation Administration) joint development assessments and value capture strategies at transit oriented development sites.

*Please explain how you arrived at the budgeted dollars requested.*

Budget was developed based upon past experience from other similar studies conducted by the Planning Division.

*What phase of the project does this line item support?*

Planning

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No



# Measure M2 Program

## M2 Transit

### Rail Capital Projects (Project R)

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: San Juan Creek Bridge Replacement - Environmental Support  
 Quantity/Cost: 1 @ \$4,000 FY19-02036  
 Budget Request: \$ 4,000 IFAS#: 0017-7519-TR022-ODM

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional services to provide environmental support for the San Juan Creek Bridge replacement project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Environmental Planner.

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous year budget expenditure.

*What phase of the project does this line item support?*

Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**M2 Transit**

**Rail Capital Projects (Project R)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: San Juan Creek Bridge Replacement - Project Management Support  
 Quantity/Cost: 1 @ \$10,000 FY19-02408  
 Budget Request: \$ 10,000 IFAS#: 0017-7519-TR022-ODM

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA will be constructing a bridge and acquiring Right-of-Way (ROW) with vendor providing project management support for the San Juan Creek Bridge replacement project. Services provided include design review, rail transit support and third party coordination.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Experienced personnel with a successful history in managing complex projects and working with various groups and agencies.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on an estimated level of effort and staff hours.

*What phase of the project does this line item support?*

This program supports the project for all phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Design and ROW.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Measure M2 Program

## M2 Transit

### Rail Capital Projects (Project R)

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: San Juan Creek Bridge Replacement - Public Outreach  
 Quantity/Cost: 1 @ \$40,000 FY19-01943  
 Budget Request: \$ 40,000 IFAS#: 0017-7519-TR022-16H

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Outreach prior to and during construction will be required with bicyclists and pedestrians who regularly use the bicycle trail. In addition, outreach to tenants of the Plaza del Rio Shopping Center and businesses along Paseo Adelanto will be required. Updates to the San Juan Capistrano City Council also will be required.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Familiarity with, and ability to, decipher technical information and communicate it in an understandable and relevant manner. Ability to identify potential problems for early resolution, to manage multimedia communications, and to establish rapport and relationships with members of the project team, stakeholders and members of the public.

*Please explain how you arrived at the budgeted dollars requested.*

Analysis of original budget request, previous activities for rail outreach; review of latest schedule with project manager; forecast of upcoming major milestones.

*What phase of the project does this line item support?*

Design, Pre-Construction, Construction.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Design

*Is this line item rebudgeted from a prior fiscal year?*

N/A





**M2 Transit**

**Rail Capital Projects (Project R)**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: 17th Street Grade Separation - Environmental Support  
 Quantity/Cost: 1 @ \$2,000 FY19-02035  
 Budget Request: \$ 2,000 IFAS#: 0017-7519-TR204-F17

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional services to provide environmental support for the 17th Street Grade separation project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Environmental planning experience.

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous year budget expenditure.

*What phase of the project does this line item support?*

Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Measure M2 Program

## M2 Transit

### Rail Capital Projects (Project R)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: M2 Rail Programs Project Management Support  
 Quantity/Cost: 1 @ \$1,500,000 FY19-02059  
 Budget Request: \$ 1,500,000 IFAS#: 0017-7519-TR212-06P

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional services to assist project implementation, provide document control, review and process project invoices, write various cooperative agreements, work orders, Request for Proposals (RFP), designs, surveys, and provide rail/transit support.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Knowledge and experience with Federal Transit Administration (FTA), Federal Railroad Administration (FRA), California Public Utilities Commission (CPUC), and other related governing agencies. Need professionals in all disciplines to assist in the various types of projects in the rail department.

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous years' budget expenditure.

*What phase of the project does this line item support?*

This supports projects in all phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

This supports projects in all phases.

*Is this line item rebudgeted from a prior fiscal year?*

No.



**M2 Transit**

**Rail Capital Projects (Project R)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Additional M2 Rail Programs Project Management Support  
 Quantity/Cost: 1 @ \$370,000 FY19-02410  
 Budget Request: \$ 370,000 IFAS#: 0017-7519-TR212-1GZ

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional services to assist project implementation, provide document control, review and process project invoices, write various cooperative agreements, work orders, Requests for Proposals (RFP), designs, surveys, and provide rail/transit support.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Knowledge and experience with Federal Transit Administration (FTA), Federal Railroad Administration (FRA), California Public Utilities Commission (CPUC), and other related governing agencies. Need professionals in all disciplines to assist in the various types of projects in the rail department.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on an estimate level of effort of staff hours.

*What phase of the project does this line item support?*

This line item supports projects for all phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

This line item supports projects for all phases.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Measure M2 Program

## M2 Transit

### Rail Capital Projects (Project R)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: LOSSAN Project Management Support  
 Quantity/Cost: 1 @ \$10,000 FY19-02411  
 Budget Request: \$ 10,000 IFAS#: 0017-7519-TR213-06P

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

LOSSAN support will be used in assisting the project manager with evaluating potential grants and assisting with outside agency coordination.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Experience evaluating and writing potential grants and assist with outside agency coordination.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on the estimated level of effort and staff hours.

*What phase of the project does this line item support?*

All phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

All phases.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**M2 Transit**

**Rail Capital Projects (Project R)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Irvine Rail Maint. Facility - Project Management Support  
 Quantity/Cost: 1 @ \$10,000 FY19-02412  
 Budget Request: \$ 10,000 IFAS#: 0017-7519-TR214-1BI

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA will be constructing a new parking garage with the vendor providing project management support. Services provided include: design review, rail transit support and third party coordination.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Experienced personnel with a successful history in managing complex projects and working with various groups and agencies.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on an estimated level of effort and staff hours.

*What phase of the project does this line item support?*

This program supports the project for all phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Design

*Is this line item rebudgeted from a prior fiscal year?*

No



# Measure M2 Program

## M2 Transit

### Safe Transit Stops (Project W)

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: Safe Transit Stops Evaluation  
 Quantity/Cost: 1 @ \$125,000 FY19-02395  
 Budget Request: \$ 125,000 IFAS#: 0017-7519-TW001-1AW

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Evaluate busiest transit stops in Orange County for potential improvements, considering work-to-date by local agencies, relevant guidelines, and other recent OCTA planning projects. Work emerging from this effort would be used for a future Project W Call for Projects.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Planning and Engineering consultant.

*Please explain how you arrived at the budgeted dollars requested.*

Estimate based on prior experience and guideline development.

*What phase of the project does this line item support?*

Planning

*What phase of the project is this line item currently in, as of January 2, 2018?*

Planning

*Is this line item rebudgeted from a prior fiscal year?*

No



**M2 Transit**

**Senior Mobility and Non-Emergency Medical Programs (Project U)**

Division: 03 External Affairs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: Senior/Reduced Fare Identification Outreach Communications  
 Quantity/Cost: 1 @ \$25,000 FY19-02398  
 Budget Request: \$ 25,000 IFAS#: 0017-7519-TU002-ODX

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Marketing and public information support for senior and reduced fare identification programs (funded by Measure M2).

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional public information services.

*Please explain how you arrived at the budgeted dollars requested.*

Based on existing budget.

*What phase of the project does this line item support?*

Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Measure M2 Program

## M2 Transit

### Transit Extensions to Metrolink (Project S)

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: OCTAM Model Development and Improvements  
 Quantity/Cost: 1 @ \$150,000 FY19-01135  
 Budget Request: \$ 150,000 IFAS#: 0017-7519-TS001-ODF

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This line item would be to improve the modeling of streetcar systems and other modes in OCTAM software. It would also include further calibration improvements, tweaks, and tools for the model.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert-level regional travel demand modeling experience including development, calibration, validation, and application.

*Please explain how you arrived at the budgeted dollars requested.*

Based on the expert opinion of the modeling expert relative to the necessary time and experience level of the consultants.

*What phase of the project does this line item support?*

This supports the development phase.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Currently the contract is awaiting award.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.





**M2 Transit**

**Transit Extensions to Metrolink (Project S)**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: Anaheim Fixed Guideway Environmental Support  
 Quantity/Cost: 1 @ \$2,000 FY19-02034  
 Budget Request: \$ 2,000 IFAS#: 0017-7519-TS020-04L

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional services to provide environmental support for Anaheim Fixed Guideway.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Environmental Planner.

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous year budget expenditure.

*What phase of the project does this line item support?*

Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Measure M2 Program

## Streets and Roads

### Clean-up Highway/Street Runoff (Project X)

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Environmental Cleanup Program Data Gathering  
 Quantity/Cost: 1 @ \$75,000 FY19-01112  
 Budget Request: \$ 75,000 IFAS#: 0017-7519-MX001-0B9

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional services will be needed to assist in monitoring the effectiveness of funded Tier 1 and Tier 2 projects. For example, the approximate weight of trash and debris collected by funded Tier 1 projects will be estimated. Tier 2 projects will be analyzed to estimate the effectiveness in improving water quality and/or volume of water saved and/or diverted.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Engineer with a water quality specialty.

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous year budget expenditure and anticipated Tier 1 and Tier 2 project completions.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



**Streets and Roads**

**Clean-up Highway/Street Runoff (Project X)**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Environmental Cleanup Program - Strategic Management Services  
 Quantity/Cost: 1 @ \$6,000 FY19-02041  
 Budget Request: \$ 6,000 IFAS#: 0017-7519-MX001-0K2

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Strategic management support for the Environmental Cleanup Program (ECP). The ECP provides comprehensive funding to cities of Orange County and the County of Orange to clean up storm water runoff from the roadway system.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Environmental Consultant.

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous years' budget expenditure.

*What phase of the project does this line item support?*

Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Measure M2 Program

## Streets and Roads

### Local Fair Share (Project Q)

Division: 14 Planning  
 OrgKey: 0012 Orange County Unified Transportation Trust  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: E-76 and Call Technical Review Service  
 Quantity/Cost: 1 @ \$100,000 FY19-01127  
 Budget Request: \$ 100,000 IFAS#: 0012-7519-SQ001-TJ3

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Work being provided through an existing contract. The Orange County Transportation Authority (OCTA) requires "on call" consultant services to assist local agencies and OCTA, in processing and submitting preliminary engineering, right-of-way, and construction authorization documents that will meet the requirement of the California Department of Transportation (Caltrans) and the Federal Highway Administration (FHWA) Authorization to Proceed (E-76) approval process.

Moving forward, the consultant will also help provide a technical review projects being considered through a call for projects.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The consulting firm must have experience and technical expertise in preparing E76, which are submitted through Caltrans for FHWA to approve funding for a project. The consultant must also understand basic cost and design principles for public works projects.

*Please explain how you arrived at the budgeted dollars requested.*

Based on budget in existing contract.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

This line item is budgeted and used every year.



**Streets and Roads**

**Local Fair Share (Project Q)**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Pavement Management Plan On-Call Services  
 Quantity/Cost: 1 @ \$93,500 FY19-01132  
 Budget Request: \$ 93,500 IFAS#: 0017-7519-SQ002-TH1

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Consultant Services to provide training to local agency staff for MicroPaver and StreetSaver software. Work consists of establishing pavement management pre-qualification sites, determining the pavement condition indices based on MicroPaver methodology in accordance with the Paver Pavement Distress Identification Manuals for Asphalt Concrete and Portland Cement Concrete Pavement, and pre-qualifying calibrating consultant/vendor/local agency inspection personnel (agency inspectors).

Tasks/Deliverables:

- Selection of Pre-Qualification Sites
- Inspection of the Sites
- Inspector Test Instructions/Worksheets
- Calibration/Pre-Qualification of the Agency Inspectors
- Statistical Analysis of the Stress Data
- Details Analysis of Variance from “ground truth”
- Final Report

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Familiarity with the MicroPaver software. Experience in developing performance prediction models based on MicroPaver deterioration model. Practical knowledge of implementing MicroPaver concepts in cities and counties. Knowledge of pavement technology. Experience in analyzing distress data from selected vendors for pre-qualification tests.

*Please explain how you arrived at the budgeted dollars requested.*

Based on historical actuals, with inflation.

*What phase of the project does this line item support?*

Implementation

*What phase of the project is this line item currently in, as of January 2, 2018?*

Implementation

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Measure M2 Program

## Streets and Roads

### OC Bridges (Project O)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7514 Prof Serv-Right of Way Service

---

Description: Lakeview Avenue Grade Separation - ROW Support Services  
 Quantity/Cost: 1 @ \$25,000 FY19-02214  
 Budget Request: \$ 25,000 IFAS#: 0017-7514-SO205-PK4

---

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Acquisition and relocation of property, environmental, title, escrow, appraisal and appraisal review, excess land deposition, right-of-way engineering, negotiations, relocation assistance, and real estate property services for the project. The budget request is for costs associated with these services.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Qualified real estate agents, appraisers, and other right-of-way professionals.

***Please explain how you arrived at the budgeted dollars requested.***

The budgeted dollars requested is based on the projected expenditures for the proposed fiscal year.

***What phase of the project does this line item support?***

This line item will support both the right-of-way and construction phases of work.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Construction phase.

***Is this line item rebudgeted from a prior fiscal year?***

Yes.



**Streets and Roads**

**OC Bridges (Project O)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7514 Prof Serv-Right of Way Service

---

Description: State College Boulevard Grade Separation - ROW Support Services  
 Quantity/Cost: 1 @ \$25,000 FY19-02215  
 Budget Request: \$ 25,000 IFAS#: 0017-7514-SO207-PK4

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Acquisition and relocation of property, environmental, title, escrow, appraisal and appraisal review, excess land disposition, right-of-way engineering, negotiations, relocation assistance, and real estate property services for the project. The budget request is for costs associated with these services.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualified real estate agents, appraisers, and other right-of-way professionals.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted dollars requested is based on the projected expenditures for the proposed fiscal year.

*What phase of the project does this line item support?*

This line item will support both the right-of-way and construction phases of work.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Construction phase.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



# Measure M2 Program

## Streets and Roads

### OC Bridges (Project O)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7514 Prof Serv-Right of Way Service

---

Description: Raymond Avenue Grade Separation - ROW Support Services  
 Quantity/Cost: 1 @ \$25,000 FY19-02216  
 Budget Request: \$ 25,000 IFAS#: 0017-7514-SO208-PK4

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Acquisition and relocation of property, environmental, title, escrow, appraisal and appraisal review, excess land deposition, right-of-way engineering, negotiations, relocation assistance, and real estate property services for the project. The budget request is for costs associated with these services.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualified real estate agents, appraisers, and other right-of-way professionals.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted dollars requested is based on the projected expenditures for the proposed fiscal year.

*What phase of the project does this line item support?*

This line item will support both the right-of-way and construction phases of work.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Construction phase.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.





**Streets and Roads**

**OC Bridges (Project O)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Tustin Ave/Rose Drive GS - PMC Services  
 Quantity/Cost: 1 @ \$5,000 FY19-02200  
 Budget Request: \$ 5,000 IFAS#: 0017-7519-SO204-HGL

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Project management consultant services for the Tustin Ave/Rose Drive overcrossing. The grade separation (GS) project will include construction of a roadway over the BNSF railroad tracks.

OCTA is responsible for managing a large number of transportation projects in Orange County including projects associated with freeway, highway, and transit projects. The OCTA's management of these projects include oversight of environmental clearance, engineering, right-of-way acquisition, and construction activities. The projects include those funded by Measure M2, state and federal funding sources. The program management consultant shall assist the OCTA in this challenge by providing staff assistance and technical expertise to help manage its capital development projects. Consultant shall assist the OCTA's Highway Programs in planning, managing, and controlling the overall capital development program. The Consultant shall also provide the OCTA additional program management staff to assist in managing individual projects. The budget request is for costs associated with these services.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Engineering and technical expertise in program management support services for highways and rail related projects.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted dollar amount requested is based on the projected expenditures for the proposed fiscal year.

*What phase of the project does this line item support?*

This line item will support various phases of the project, from environmental phase to construction phase.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various phases.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



# Measure M2 Program

## Streets and Roads

### OC Bridges (Project O)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Lakeview Avenue GS - PMC Services  
 Quantity/Cost: 1 @ \$25,000 FY19-02201  
 Budget Request: \$ 25,000 IFAS#: 0017-7519-SO205-HGL

---

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Project management consultant services for the Lakeview Avenue overcrossing. The grade separation (GS) project will include construction of a roadway over the BNSF railroad tracks.

OCTA is responsible for managing a large number of transportation projects in Orange County including projects associated with freeway, highway, and transit projects. OCTA's management of these projects include oversight of environmental clearance, engineering, right-of-way acquisition, and construction activities. The projects include those funded by Measure M2, state, and federal funding sources. The program management consultant shall assist OCTA in this challenge by providing staff assistance and technical expertise to help manage its capital development projects. Consultant shall assist OCTA's Highway Programs in planning, managing, and controlling the overall capital development program. The Consultant shall also provide the OCTA additional program management staff to assist in managing individual projects. The budget request is for costs associated with these services.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Engineering and technical expertise in program management support services for highways and rail related projects.

***Please explain how you arrived at the budgeted dollars requested.***

The budgeted dollar amount requested is based on the projected expenditures for the proposed fiscal year.

***What phase of the project does this line item support?***

This line item will support various phases of the project, from environmental phase to construction phase.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Various phases.

***Is this line item rebudgeted from a prior fiscal year?***

Yes.



**Streets and Roads**

**OC Bridges (Project O)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Orangethorpe Avenue GS - PMC Services  
 Quantity/Cost: 1 @ \$5,000 FY19-02090  
 Budget Request: \$ 5,000 IFAS#: 0017-7519-SO206-HGL

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Project management consultant services for the Orangethorpe Avenue overcrossing. The grade separation (GS) project will include construction of a roadway over the BNSF railroad tracks.

OCTA is responsible for managing a large number of transportation projects in Orange County including projects associated with freeway, highway, and transit projects. The OCTA's management of these projects include oversight of environmental clearance, engineering, right-of-way acquisition, and construction activities. The projects include those funded by Measure M2, state and federal funding sources. The program management consultant shall assist the OCTA in this challenge by providing staff assistance and technical expertise to help manage its capital development projects. Consultant shall assist the OCTA's Highway Programs in planning, managing, and controlling the overall capital development program. The Consultant shall also provide the OCTA additional program management staff to assist in managing individual projects. The budget request is for costs associated with these services.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Engineering and technical expertise in program management support services for highways and rail related projects.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted dollar amount requested is based on the projected expenditures for the proposed fiscal year.

*What phase of the project does this line item support?*

This line item will support various phases of the project, from environmental phase to construction phase.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various phases.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



# Measure M2 Program

## Streets and Roads

### OC Bridges (Project O)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: State College Boulevard GS - PMC Services  
 Quantity/Cost: 1 @ \$25,000 FY19-02202  
 Budget Request: \$ 25,000 IFAS#: 0017-7519-SO207-HGL

---

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Project management consultant services for the State College Boulevard grade separation (GS) project. The project will construct a vehicular undercrossing at State College Boulevard and BNSF railroad crossing.

OCTA is responsible for managing a large number of transportation projects in Orange County including projects associated with freeway, highway, and transit projects. OCTA's management of these projects include oversight of environmental clearance, engineering, right-of-way acquisition, and construction activities. The projects include those funded by Measure M2, state, and federal sources. The program management consultant shall assist OCTA in this challenge by providing staff assistance and technical expertise to help manage its capital development projects. Consultant shall assist OCTA's Highway Programs in planning, managing, and controlling the overall capital development program. The Consultant shall also provide OCTA additional program management staff to assist in managing individual projects. The budget request is for costs associated with these services.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Engineering and technical expertise in program management support services for highway and rail projects.

***Please explain how you arrived at the budgeted dollars requested.***

The budgeted amount requested is based on the projected expenditures for the proposed fiscal year.

***What phase of the project does this line item support?***

This line item will support various phases of the project, from environmental to construction.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Various phases.

***Is this line item rebudgeted from a prior fiscal year?***

Yes.



**Streets and Roads**

**OC Bridges (Project O)**

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Raymond Avenue GS - PMC Services  
 Quantity/Cost: 1 @ \$25,000 FY19-02203  
 Budget Request: \$ 25,000 IFAS#: 0017-7519-SO208-HGL

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Project management consultant services for the Raymond Avenue grade separation (GS) project. The project will include construction of a underpass at BNSF tracks at Raymond Avenue.

OCTA is responsible for managing a large number of transportation projects in Orange County including projects associated with freeway, highway, and transit projects. OCTA's management of these projects include oversight of environmental clearance, engineering, right-of-way acquisition, and construction activities. The projects include those funded by Measure M2, state, and federal sources. The program management consultant shall assist OCTA in this challenge by providing staff assistance and technical expertise to help manage its capital development projects. Consultant shall assist OCTA's Highway Programs in planning, managing, and controlling the overall capital development program. The Consultant shall also provide OCTA additional program management staff to assist in managing individual projects. The budget request is for costs associated with these services.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Engineering and technical expertise in program management support services for highway and rail related projects.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted dollar amount requested is based on the projected expenditures for the proposed fiscal year.

*What phase of the project does this line item support?*

This line item will support various phases of the project, from environmental phase to construction phase.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various phases.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



# Measure M2 Program

## Streets and Roads

### OC Bridges (Project O)

Division: 15 Capital Programs  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7629 Other Services

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Description: Placentia Avenue Grade Separation - Excess Land Maintenance  
 Quantity/Cost: 1 @ \$10,000 FY19-01194  
 Budget Request: \$ 10,000 IFAS#: 0017-7629-SO203-SKQ

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Provide maintenance services on an as-needed basis to remove debris and weeds from OCTA-owned excess and future use property. To ensure OCTA's liability is kept to a minimum and comply with federal, state, and local regulations for the maintenance of its property for various projects, including the Grade Separation projects. The budget request is for costs associated with these services for the Raymond Avenue Grade Separation Project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualified landscape maintenance services.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted dollar amount requested is based on projected expenditures for the fiscal year.

*What phase of the project does this line item support?*

This line item will support the construction phase of work.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Construction phase

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



**Streets and Roads**

**Regional Capacity Program (Project O)**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: 2019 Congestion Management Plan - Traffic Data Collection  
 Quantity/Cost: 1 @ \$200,000 FY19-02100  
 Budget Request: \$ 200,000 IFAS#: 0017-7519-SO001-P35

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

A traffic engineering consultant is required to collect traffic data for the 2019 Congestion Management Plan (CMP).

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Traffic engineering experience.

*Please explain how you arrived at the budgeted dollars requested.*

Budget based on previous studies.

*What phase of the project does this line item support?*

All phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

It has not started.

*Is this line item rebudgeted from a prior fiscal year?*

No.





# Measure M2 Program

## Streets and Roads

### Regional Capacity Program (Project O)

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Regional Capacity and Traffic Signal Synchronization Program Assistance  
 Quantity/Cost: 1 @ \$76,250 FY19-01110  
 Budget Request: \$ 76,250 IFAS#: 0017-7519-SO001-TGS

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional services to assist OCTA in reviewing local agency applications submitted for the competitive Regional Capacity Program and Regional Traffic Signal Synchronization Program under the Comprehensive Transportation Funding Program (CTFP). Applications are reviewed to ensure that proposed projects are eligible for the funding, meet minimum requirements set forth by the CTFP guidelines and are correctly represented in the funding application.

Tasks Include:

- Assistance with application workshop and materials
- Application preparation assistance for local agencies
- Application review for cost estimates, traffic volumes, and project schedules
- Technical steering committee support

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Technical experience in performing work of a closely similar nature; experience working with public agencies; strength and stability of the firm; strength, stability, experience and technical competence of subcontractors; assessment by client references.

*Please explain how you arrived at the budgeted dollars requested.*

Amount identified in the existing Agreement C-7-1663.

*What phase of the project does this line item support?*

Implementation

*What phase of the project is this line item currently in, as of January 2, 2018?*

Implementation

*Is this line item rebudgeted from a prior fiscal year?*

Yes





**Streets and Roads**

**Regional Capacity Program (Project O)**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Comprehensive Transportation Funding Program Application Review Final Payments Review

Quantity/Cost: 1 @ \$62,500 FY19-01108

Budget Request: \$ 62,500 IFAS#: 0017-7519-SO001-TKJ

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional Engineering services to review project final reports for Comprehensive Transportation Funding Program (CTFP) projects. This includes review of project plans for consistency with OCTA guidelines, right-of-way acquisitions to determine any excess right-of-way, constructions costs including construction management, and project administration cost to ensure consistency with CTFP guidelines and eligibility for Measure M2 funds.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional Engineering license, understanding of Measure M2 Ordinance, and knowledge of CTFP guidelines and OCTA Board-approved policies to implement Measure M2 projects funded through CTFP. Ability to analyze engineering documents and alternative build or no build options.

*Please explain how you arrived at the budgeted dollars requested.*

Current contract amount identified in Agreement C-7-1803 and future needs to review approximately 300+ projects funded through CTFP.

*What phase of the project does this line item support?*

Implementation

*What phase of the project is this line item currently in, as of January 2, 2018?*

Implementation

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Measure M2 Program

## Streets and Roads

### Regional Traffic Signal Synchronization (Project P)

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Communication Study in Support of Traffic Signal Priority  
 Quantity/Cost: 1 @ \$200,000 FY19-01129  
 Budget Request: \$ 200,000 IFAS#: 0017-7519-SP001-P2U

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Review and propose potential advanced Intelligent Transportation Systems (ITS) communications in support of Traffic Signal Priority (TSP).

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Consultant must have a detailed understanding of ITS including traffic signal systems, communications, and synchronization.

*Please explain how you arrived at the budgeted dollars requested.*

The budget was derived based on past work required for communications.

*What phase of the project does this line item support?*

This line item supports TSP.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Currently the project is being planned out.

*Is this line item rebudgeted from a prior fiscal year?*

No.



**Streets and Roads**

**Regional Traffic Signal Synchronization (Project P)**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: Simulation Technical Support  
 Quantity/Cost: 1 @ \$100,000 FY19-01130  
 Budget Request: \$ 100,000 IFAS#: 0017-7519-SP001-P2U

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Support staff with microsimulation expertise. Microsimulation is a category of computerized analytical tools that perform highly detailed analysis of activities such as highway traffic flows.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Knowledge of VISSIM, Transmodeler, and Paramics.

*Please explain how you arrived at the budgeted dollars requested.*

Budgeted amount is based on the current market estimates for the work to be performed.

*What phase of the project does this line item support?*

Supports the entire project.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Project not started.

*Is this line item rebudgeted from a prior fiscal year?*

No.



# Measure M2 Program

## Streets and Roads

### Regional Traffic Signal Synchronization (Project P)

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Signal Synchronization - Project Management  
 Quantity/Cost: 1 @ \$400,000 FY19-01128  
 Budget Request: \$ 400,000 IFAS#: 0017-7519-SP001-P33

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The traffic operations section is expected to undertake multiple Measure M2 Regional Traffic Signal Synchronization projects using on-call traffic engineering consultants. The requested amount will be used to provide project management support for these projects in the coming fiscal year with the aim of balancing peak workloads and providing technical expertise not available with in-house staff.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expertise in project management, signal synchronization, and Measure M2.

*Please explain how you arrived at the budgeted dollars requested.*

Budgeted amount is based on previous projects.

*What phase of the project does this line item support?*

This supports all of the project.

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



**Streets and Roads**

**Regional Traffic Signal Synchronization (Project P)**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

Description: Corridor Operational Performance Report - Traffic Data Collection  
 Quantity/Cost: 1 @ \$200,000 FY19-02099  
 Budget Request: \$ 200,000 IFAS#: 0017-7519-SP001-P35

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Collect corridor operational performance data for signal synchronization evaluations. The data will assist with providing necessary traffic and timing data for improving traffic flow in the corridor.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Traffic engineering experience.

*Please explain how you arrived at the budgeted dollars requested.*

Previous studies were used to develop the budget.

*What phase of the project does this line item support?*

All phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

It has not started.

*Is this line item rebudgeted from a prior fiscal year?*

No.



# Measure M2 Program

## Streets and Roads

### Regional Traffic Signal Synchronization (Project P)

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Garden Grove Boulevard Signal Synchronization - Consultant Services  
 Quantity/Cost: 1 @ \$2,637,088 FY19-02462  
 Budget Request: \$ 2,637,088 IFAS#: 0017-7519-SPF23-P57

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Grant Funded:  SB1 Operating \$1,318,544  
 Account: 0017-6109-SPF23-YJJ  
 Grant Funded:  Reimb From Cities \$527,417  
 Account: 0017-6062-SPF23-XJ1

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

This line item is for consultant services for the Garden Grove Blvd. signal synchronization project. The traffic operations section is expected to start four signal synchronization projects as part of M2. Traffic Signal Synchronization is a traffic engineering technique of matching the green light times for a series of intersections to enable the maximum number of vehicles to pass through, thereby reducing stops and delays experienced by motorists. Synchronizing traffic signals ensures a better flow of traffic and minimizes gas consumption and pollutant emissions. The goal of synchronization is to get the greatest number of vehicles through the intersections with the fewest stops.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Expertise in implementing signal synchronization projects.

***Please explain how you arrived at the budgeted dollars requested.***

Budgeted amount is based on projects that were funded by Project P and identified as OCTA-led.

***What phase of the project does this line item support?***

This supports all phases of the project.

***What phase of the project is this line item currently in, as of January 2, 2018?***

The project has not started yet.

***Is this line item rebudgeted from a prior fiscal year?***

No.



**Streets and Roads**

**Regional Traffic Signal Synchronization (Project P)**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Katella Avenue Signal Synchronization - Consultant Services  
 Quantity/Cost: 1 @ \$4,884,131 FY19-02463  
 Budget Request: \$ 4,884,131 IFAS#: 0017-7519-SPF24-P57

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Grant Funded:  Reimb From Cities \$976,826  
 Account: 0017-6062-SPF24-XJ1  
 Grant Funded:  SB1 Operating \$2,442,065  
 Account: 0017-6109-SPF24-YJJ

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

This line item is to hire consultant services for the Katella Avenue signal synchronization project. Traffic Signal Synchronization is a traffic engineering technique of matching the green light times for a series of intersections to enable the maximum number of vehicles to pass through, thereby reducing stops and delays experienced by motorists. Synchronizing traffic signals ensures a better flow of traffic and minimizes gas consumption and pollutant emissions. The goal of synchronization is to get the greatest number of vehicles through the intersections with the fewest stops.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Expertise in implementing signal synchronization projects.

***Please explain how you arrived at the budgeted dollars requested.***

Budgeted amount is based on projects that were funded by Project P and identified as OCTA-led.

***What phase of the project does this line item support?***

This supports all phases of the project.

***What phase of the project is this line item currently in, as of January 2, 2018?***

The project has not started yet.

***Is this line item rebudgeted from a prior fiscal year?***

No.



# Measure M2 Program

## Streets and Roads

### Regional Traffic Signal Synchronization (Project P)

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Los Alisos Boulevard Signal Synchronization - Consultant Services  
 Quantity/Cost: 1 @ \$2,270,588 FY19-02464  
 Budget Request: \$ 2,270,588 IFAS#: 0017-7519-SPF25-P57

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Grant Funded:  SB1 Operating \$1,135,294  
 Account: 0017-6109-SPF25-YJJ  
 Grant Funded:  Reimb From Cities \$454,117  
 Account: 0017-6062-SPF25-XJ1

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

This line item is for consultant services for the Los Alisos Blvd. signal synchronization project. The traffic operations section is expected to start four signal synchronization projects as part of M2. Traffic Signal Synchronization is a traffic engineering technique of matching the green light times for a series of intersections to enable the maximum number of vehicles to pass through, thereby reducing stops and delays experienced by motorists. Synchronizing traffic signals ensures a better flow of traffic and minimizes gas consumption and pollutant emissions. The goal of synchronization is to get the greatest number of vehicles through the intersections with the fewest stops.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Expertise in implementing signal synchronization projects.

***Please explain how you arrived at the budgeted dollars requested.***

Budgeted amount is based on projects that were funded by Project P and identified as OCTA-led.

***What phase of the project does this line item support?***

This supports all phases of the project.

***What phase of the project is this line item currently in, as of January 2, 2018?***

The project has not started yet.

***Is this line item rebudgeted from a prior fiscal year?***

No.





**Streets and Roads**

**Regional Traffic Signal Synchronization (Project P)**

Division: 14 Planning  
 OrgKey: 0017 Local Transport Auth Meas-M II  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Main Street Signal Synchronization - Consultant Services  
 Quantity/Cost: 1 @ \$3,899,185 FY19-02465  
 Budget Request: \$ 3,899,185 IFAS#: 0017-7519-SPF26-P57

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Grant Funded:  SB1 Operating \$1,949,592  
 Account: 0017-6109-SPF26-YJJ  
 Grant Funded:  Reimb From Cities \$779,837  
 Account: 0017-6062-SPF26-XJ1

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

This line item is for consultant services to assist with the Main Street Signal Synchronization project. The traffic operations section is expected to start four signal synchronization projects as part of M2. Traffic Signal Synchronization is a traffic engineering technique of matching the green light times for a series of intersections to enable the maximum number of vehicles to pass through, thereby reducing stops and delays experienced by motorists. Synchronizing traffic signals ensures a better flow of traffic and minimizes gas consumption and pollutant emissions. The goal of synchronization is to get the greatest number of vehicles through the intersections with the fewest stops.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Expertise in implementing signal synchronization projects.

***Please explain how you arrived at the budgeted dollars requested.***

Budgeted amount is based on projects that were funded by Project P and identified as OCTA-led.

***What phase of the project does this line item support?***

This supports all phases of the projects.

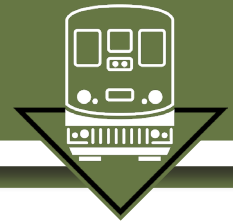
***What phase of the project is this line item currently in, as of January 2, 2018?***

The project has not started yet.

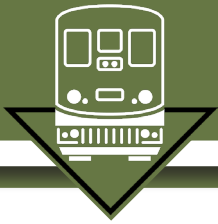
***Is this line item rebudgeted from a prior fiscal year?***

No.

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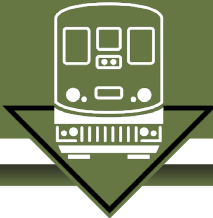


Rail					
Line Item Controlled Services					
Org- Key	Department / Fund Name	Obj	Line Item Description	Budget	Page No.
<b>Laguna Niguel to San Juan Capistrano Passing Siding</b>					
0018	Commuter Rail	7514	Laguna Niguel to San Juan Capistrano Passing Siding - Right of	165,000	153
0018	Commuter Rail	7519	Metrolink Passing and Siding Enhancements - Public Outreac	4,000	154
0018	Commuter Rail	7519	Laguna Niguel to San Juan Capistrano Passing Siding - Public	30,000	155
0018	Commuter Rail	7519	Laguna Niguel to San Juan Capistrano Passing Siding - Design	200,000	156
0018	Commuter Rail	7519	Laguna Niguel to San Juan Capistrano Passing Siding - Environ	4,000	157
0018	Commuter Rail	7519	Laguna Niguel to San Juan Capistrano Passing Siding - Project	10,000	158
<b>Orange Transportation Center Parking Expansion</b>					
0018	Commuter Rail	7519	Orange Transportation Center - Public Outreach	55,000	159
0018	Commuter Rail	7519	Orange Transportation Center - Project Management Support	10,000	160
<b>Placentia Metrolink Rail Station</b>					
0018	Commuter Rail	7514	Placentia Metrolink Station - Right of Way	50,000	161
0018	Commuter Rail	7519	Video Security Surveillance at Placentia Metrolink Station	750,000	162
0018	Commuter Rail	7519	Placentia Metrolink Station - Public Outreach	52,500	163
0018	Commuter Rail	7519	Placentia Metrolink Station - BNSF Agreement for Design Revi	1,000,000	164
0018	Commuter Rail	7519	Placentia Metrolink Station - Design Services	100,000	165
0018	Commuter Rail	7519	Placentia Metrolink Station - Project Management Consultant	100,000	166
<b>Rail Station Improvements</b>					
0018	Commuter Rail	7514	Anaheim Canyon - ROW Support	300,000	167
0018	Commuter Rail	7519	Video Security Surveillance at LN/MV Metrolink Station	450,000	168
0018	Commuter Rail	7519	Anaheim Canyon - Parking Public Outreach	18,000	169
0018	Commuter Rail	7519	Anaheim Canyon - Design Services	90,000	170
0018	Commuter Rail	7519	Anaheim Canyon - Environmental Support	2,000	171
0018	Commuter Rail	7519	Anaheim Canyon - Project Management Support	53,000	172
0018	Commuter Rail	7519	Fullerton Station Elevator - Installation Public Outreach	6,500	173
0018	Commuter Rail	7519	Station Platform Rehabilitation - Project Management Suppor	40,000	174
<b>Slope Stabilization</b>					
0018	Commuter Rail	7514	Slope Stabilization - ROW Support Services	25,000	175
0018	Commuter Rail	7519	Slope Stabilization - Design Services	80,000	176
0018	Commuter Rail	7519	Slope Stabilization - Public Outreach	50,000	177
0018	Commuter Rail	7519	Slope Stabilization - Project Management Support	10,000	178
<b>OCTA Rail Support Services</b>					
0018	Commuter Rail	7514	Tenant Review Services for LOSSAN Corridor	150,000	179
0018	Commuter Rail	7514	Engineering Services for LOSSAN Corridor	25,000	180
0018	Commuter Rail	7514	Appraisal Services for LOSSAN Corridor	25,000	181



# Rail Program

Rail					
Line Item Controlled Services					
Org- Key	Department / Fund Name	Obj	Line Item Description	Budget	Page No.
<b>OCTA Rail Support Services</b>					
0018	Commuter Rail	7514	Pacific Electric 02 - On-Call Tenant Review Services	22,500	182
0018	Commuter Rail	7515	Investment Fees	79,582	183
0018	Commuter Rail	7517	OCTA Owned Active Railroad Right of Way Maintenance	1,680,000	184
0018	Commuter Rail	7517	Pacific Electric 02 - Right of Way Maintenance Services	125,000	185
0018	Commuter Rail	7519	Metrolink Capital Improvement Public Outreach	27,500	186
0018	Commuter Rail	7519	On-Call Planning for Orange County Regional Rail	100,000	187
0018	Commuter Rail	7519	Marketing/Media and Operations Public Outreach	400,000	188
0018	Commuter Rail	7519	Climate Change Study	823,200	189
0018	Commuter Rail	7519	Right of Way Maintenance - Environmental Support for Metr	5,000	190
0018	Commuter Rail	7519	Right of Way Maintenance - Project Management Support	5,000	191
0018	Commuter Rail	7629	Rail Safety Outreach	15,000	192
0018	Commuter Rail	7629	Metrolink Special Train Operations	50,000	193
<b>SCRRRA Budget</b>					
0018	Commuter Rail	7629	Metrolink Annual Operating Subsidy	23,403,103	194
0018	Commuter Rail	7629	Metrolink Angels Express Operations	225,136	195
<b>Subtotal Services - Capital Programs</b>				<b>\$ 30,816,021</b>	



**Laguna Niguel to San Juan Capistrano Passing Siding**

Division: 15 Capital Programs  
OrgKey: 0018 Commuter Rail  
Object: 7514 Prof Serv-Right of Way Service

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Description: Laguna Niguel to San Juan Capistrano Passing Siding - Right of Way Support Services  
Quantity/Cost: 1 @ \$165,000 FY19-01922  
Budget Request: \$ 165,000 IFAS#: 0018-7514-C5051-T22

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The scope of work includes title and escrow, appraisal and appraisal review, negotiations, and other real estate services related to the Laguna Niguel - San Juan Capistrano passing siding project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professionals who have experience in federal public acquisition process and procedures.

*Please explain how you arrived at the budgeted dollars requested.*

Estimated budget support based on expected requirements.

*What phase of the project does this line item support?*

Right of way (ROW) acquisition.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Design

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Rail Program

## Laguna Niguel to San Juan Capistrano Passing Siding

Division: 03 External Affairs  
 OrgKey: 0018 Commuter Rail  
 Object: 7519 Prof Serv-Other Prof Services

Description: Metrolink Passing and Siding Enhancements - Public Outreach  
 Quantity/Cost: 1 @ \$4,000 FY19-02383  
 Budget Request: \$ 4,000 IFAS#: 0018-7519-C5051-OLD

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Metrolink Service Expansion Program (MSEP) Next 10 Delivery Plan provides for rail line and station improvements to accommodate increased service. Rail station parking lot expansions, better access to platforms through improvements to elevators and/or ramps, and passing siding projects are included.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Project Manager, Professional Services/Outreach Consultant.

*Please explain how you arrived at the budgeted dollars requested.*

Budget based on original budget request, reflects previous spending amounts, and anticipated project needs with schedules.

*What phase of the project does this line item support?*

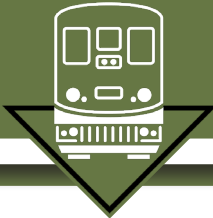
Project Approval/Environmental Document (Environmental), Design and Construction phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Design

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**Laguna Niguel to San Juan Capistrano Passing Siding**

**Division:** 03 External Affairs  
**OrgKey:** 0018 Commuter Rail  
**Object:** 7519 Prof Serv-Other Prof Services

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**Description:** Laguna Niguel to San Juan Capistrano Passing Siding - Public Outreach  
**Quantity/Cost:** 1 @ \$30,000 FY19-01933  
**Budget Request:** \$ 30,000 IFAS#: 0018-7519-C5051-16E

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA in cooperation with Metrolink and the cities of Laguna Niguel and San Juan Capistrano proposes the addition of approximately 1.8 miles of new passing siding railroad track adjacent to the existing mainline railroad track from the Laguna Niguel/Mission Viejo Metrolink Station to 500-feet north of Trabuco Creek in San Juan Capistrano.

Outreach is required during construction with auto dealerships along Camino Capistrano, Saddleback Church Rancho Capistrano and residents east and west of the project area. Updates also will need to be provided to the San Juan Capistrano and Laguna Niguel city councils.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Thorough understanding of the construction phase of a rail project. Familiarity with and ability to decipher technical information and communicate it in an understandable and relevant manner. Ability to identify potential problems for early resolution, to manage multimedia communications, and to establish rapport and relationships with members of the project team, stakeholders and members of the public.

*Please explain how you arrived at the budgeted dollars requested.*

Analysis of original budget request, previous activities for rail outreach; review of latest schedule with project manager; forecast of upcoming major milestones.

*What phase of the project does this line item support?*

Construction

*What phase of the project is this line item currently in, as of January 2, 2018?*

Design

*Is this line item rebudgeted from a prior fiscal year?*

No



# Rail Program

## Laguna Niguel to San Juan Capistrano Passing Siding

Division: 15 Capital Programs  
 OrgKey: 0018 Commuter Rail  
 Object: 7519 Prof Serv-Other Prof Services

Description: Laguna Niguel to San Juan Capistrano Passing Siding - Design Services  
 Quantity/Cost: 1 @ \$200,000 FY19-01923  
 Budget Request: \$ 200,000 IFAS#: 0018-7519-C5051-T22

Grant Funded:  FTA Other Operating Assistance \$200,000  
 Account: 0018-6037-C5051-XFB

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Additional design services to provide for issues encountered during construction of the Laguna Niguel - San Juan Capistrano passing siding project. The project proposes the addition of 1.8 miles of new passing siding track adjacent to the existing main track in the City of San Juan Capistrano and the City of Laguna Niguel which will result in reducing congestion and improving reliability.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Design professionals familiar with the project and able to provide services during the construction phase.

***Please explain how you arrived at the budgeted dollars requested.***

Approximately 10% of the contract value.

***What phase of the project does this line item support?***

Design and construction

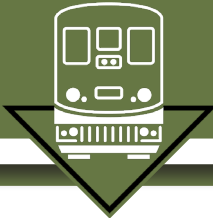
***What phase of the project is this line item currently in, as of January 2, 2018?***

Design

***Is this line item rebudgeted from a prior fiscal year?***

Yes





**Laguna Niguel to San Juan Capistrano Passing Siding**

Division: 14 Planning  
OrgKey: 0018 Commuter Rail  
Object: 7519 Prof Serv-Other Prof Services

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Description: Laguna Niguel to San Juan Capistrano Passing Siding - Environmental Support  
Quantity/Cost: 1 @ \$4,000 FY19-02039  
Budget Request: \$ 4,000 IFAS#: 0018-7519-C5051-T22

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional services to provide environmental support for activities related to the San Juan Capistrano passing siding project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Environmental planning experience.

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous year budget expenditure.

*What phase of the project does this line item support?*

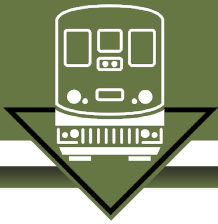
Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Rail Program

## Laguna Niguel to San Juan Capistrano Passing Siding

Division: 15 Capital Programs  
 OrgKey: 0018 Commuter Rail  
 Object: 7519 Prof Serv-Other Prof Services

Description: Laguna Niguel to San Juan Capistrano Passing Siding - Project Management Support

Quantity/Cost: 1 @ \$10,000 FY19-02413

Budget Request: \$ 10,000 IFAS#: 0018-7519-C5051-T22

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA will be constructing new track with vendor providing project management support for the Laguna Niguel to San Juan Capistrano passing siding project. Services provided include: design review, rail transit support and third party coordination.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Experienced personnel with a successful history in managing complex projects and working with various groups and agencies.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on an estimate level of effort of staff hours.

*What phase of the project does this line item support?*

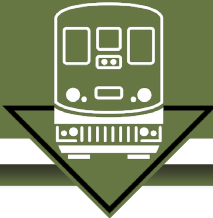
This program supports the project for all phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Design

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**Orange Transportation Center Parking Expansion**

Division: 03 External Affairs  
OrgKey: 0018 Commuter Rail  
Object: 7519 Prof Serv-Other Prof Services

Description: Orange Transportation Center - Public Outreach  
Quantity/Cost: 1 @ \$55,000 FY19-02379  
Budget Request: \$ 55,000 IFAS#: 0018-7519-T5422-OJK

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

In May 2017, OCTA and the City of Orange began constructing a new parking structure at the Orange Metrolink Station. The project is a 611 space, 5 level shared use parking structure that is located on Lemon Street between Chapman Ave and Maple St. Of the newly built spaces, 500 will be for transit use and 111 will be for City of Orange general purpose use. Construction is expected to be completed in the second half of FY 18/19. Outreach implemented a public communications campaign in FY 17/18 that continues through the end of construction to notify stakeholders of construction activities and impacts through informational material, direct mail and canvassing plan, closed circuit TV, signage and community meetings. Additionally, the outreach team will plan and implement a completion ceremony for the OCTA Board of Directors, City or Orange Council, Metrolink officials, and community members to celebrate the opening of the new station.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Project Manager, Professional Services/Outreach Consultant.

*Please explain how you arrived at the budgeted dollars requested.*

Analysis of original budget request, previous activities for rail outreach; review of latest schedule with project manager; forecast of upcoming major milestones.

*What phase of the project does this line item support?*

Construction

*What phase of the project is this line item currently in, as of January 2, 2018?*

Construction

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Rail Program

## Orange Transportation Center Parking Expansion

Division: 15 Capital Programs  
 OrgKey: 0018 Commuter Rail  
 Object: 7519 Prof Serv-Other Prof Services

Description: Orange Transportation Center - Project Management Support  
 Quantity/Cost: 1 @ \$10,000 FY19-02346  
 Budget Request: \$ 10,000 IFAS#: 0018-7519-T5422-P3F

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Project management support for construction of a new parking garage in Orange. Services provided include design review, rail transit support and third party coordination.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Experienced personnel with a successful history in managing complex projects and working with various groups and agencies.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on an estimate level of staff hour effort.

*What phase of the project does this line item support?*

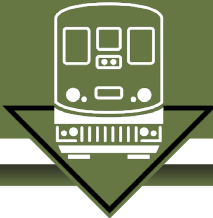
This program supports the project for all phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Construction

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**Placentia Metrolink Rail Station**

**Division:** 15 Capital Programs  
**OrgKey:** 0018 Commuter Rail  
**Object:** 7514 Prof Serv-Right of Way Service

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**Description:** Placentia Metrolink Station - Right of Way  
**Quantity/Cost:** 1 @ \$50,000 FY19-02380  
**Budget Request:** \$ 50,000 IFAS#: 0018-7514-A4472-HH1

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The scope of work includes title and escrow, appraisal and appraisal review, negotiations, and other real estate services related to the Right of Way (ROW) related to the Placentia Metrolink station. This is needed to cover potential issues during construction.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

ROW Specialist.

*Please explain how you arrived at the budgeted dollars requested.*

Estimates from OCTA ROW Department based on previous projects.

*What phase of the project does this line item support?*

Construction

*What phase of the project is this line item currently in, as of January 2, 2018?*

Design

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Rail Program

## Placentia Metrolink Rail Station

**Division:** 15 Capital Programs  
**OrgKey:** 0018 Commuter Rail  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Video Security Surveillance at Placentia Metrolink Station  
**Quantity/Cost:** 1 @ \$750,000 FY19-02326  
**Budget Request:** \$ 750,000 IFAS#: 0018-7519-A4459-TXJ

Grant Funded:  FTA Sec 5309/5339 Oper Assist \$600,000  
 Account: 0018-6031-A4459-M8P

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Design and install services for a Video Security Surveillance (VSS) system at the Placentia Metrolink station. The consultant will design the system based on the Concept of Operations approved by the city of Placentia Police Department. These upgrades will provide necessary safety and security enhancements at the station.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Must have experience designing and installing VSS.

***Please explain how you arrived at the budgeted dollars requested.***

The budget is based on similar systems that have been installed at various other Metrolink stations.

***What phase of the project does this line item support?***

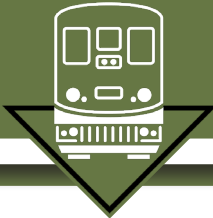
Design and install

***What phase of the project is this line item currently in, as of January 2, 2018?***

Planning

***Is this line item rebudgeted from a prior fiscal year?***

Yes



**Placentia Metrolink Rail Station**

**Division:** 03 External Affairs  
**OrgKey:** 0018 Commuter Rail  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Placentia Metrolink Station - Public Outreach  
**Quantity/Cost:** 1 @ \$52,500 FY19-01946  
**Budget Request:** \$ 52,500 IFAS#: 0018-7519-A4472-018

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA will be constructing a new Metrolink Station and multi-level parking structure in the City of Placentia. In FY 2018-19, outreach will inform the public of the upcoming and ongoing station construction, develop a stakeholder database, create and design collateral materials, and conduct stakeholder ascertainment. Extensive outreach coordination will be required with the city, Amtrak, and Metrolink. This new Metrolink station is the focal point of additional projects led by the City of Placentia including a community circulator and transit-oriented development zoning plan, therefore, additional outreach services will be required for ongoing cross-coordination with stakeholders including the public, commuters, California State University Fullerton, and businesses. In FY 2018-19, outreach will design and implement a kick-off ceremony in coordination with project partners.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Project Manager, Professional Services/Outreach Consultant.

*Please explain how you arrived at the budgeted dollars requested.*

Analysis of original budget request, previous activities for rail outreach; review of latest schedule with PM; forecast of upcoming major milestones.

*What phase of the project does this line item support?*

Construction

*What phase of the project is this line item currently in, as of January 2, 2018?*

Design

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Rail Program

## Placentia Metrolink Rail Station

Division: 15 Capital Programs  
 OrgKey: 0018 Commuter Rail  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Placentia Metrolink Station - BNSF Agreement for Design Review  
 Quantity/Cost: 1 @ \$1,000,000 FY19-02292  
 Budget Request: \$ 1,000,000 IFAS#: 0018-7519-A4472-HH1

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

An agreement with BNSF for design of rail work to be installed by BNSF, including design review of the construction plans for the Placentia Metrolink station. The line item will provide design services for the Placentia Metrolink station project, which includes design of platforms, parking, a new bus stop and passenger amenities.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

BNSF rail design engineer.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on 20% of engineer's estimate of construction costs.

*What phase of the project does this line item support?*

Design

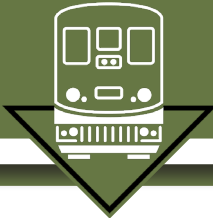
*What phase of the project is this line item currently in, as of January 2, 2018?*

Design

*Is this line item rebudgeted from a prior fiscal year?*

Yes





**Placentia Metrolink Rail Station**

Division: 15 Capital Programs  
OrgKey: 0018 Commuter Rail  
Object: 7519 Prof Serv-Other Prof Services

Description: Placentia Metrolink Station - Design Services  
Quantity/Cost: 1 @ \$100,000 FY19-02308  
Budget Request: \$ 100,000 IFAS#: 0018-7519-A4472-HH1

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Design revisions are required outside the scope of work for an existing contract with the vendor. The line item will provide design services for the Placentia Metrolink station project, which includes design of platforms, parking, a new bus stop and passenger amenities.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Design engineering firm.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on current designed plans, but city may request design changes or unknown issues may arise that will require additional design effort.

*What phase of the project does this line item support?*

Design

*What phase of the project is this line item currently in, as of January 2, 2018?*

Design

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Rail Program

## Placentia Metrolink Rail Station

Division: 15 Capital Programs  
 OrgKey: 0018 Commuter Rail  
 Object: 7519 Prof Serv-Other Prof Services

Description: Placentia Metrolink Station - Project Management Consultant Support  
 Quantity/Cost: 1 @ \$100,000 FY19-02406  
 Budget Request: \$ 100,000 IFAS#: 0018-7519-A4472-HH1

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA will be constructing a new station and parking garage with vendor providing project management support. Services provided will include review, rail transit support and third party coordination. The Placentia Metrolink station will be located on the BNSF Railway and City of Placentia-owned right-of-way (ROW). The station will include platforms, parking, a new bus stop and passenger amenities.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Experienced personnel with a successful history in managing complex projects and working with various groups and agencies.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on an estimate level of staff hours.

*What phase of the project does this line item support?*

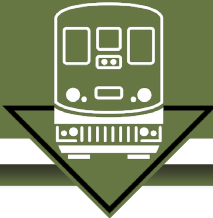
This line item supports the project for all phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Design

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**Rail Station Improvements**

Division: 15 Capital Programs  
OrgKey: 0018 Commuter Rail  
Object: 7514 Prof Serv-Right of Way Service

Description: Anaheim Canyon - ROW Support  
Quantity/Cost: 1 @ \$300,000 FY19-02358  
Budget Request: \$ 300,000 IFAS#: 0018-7514-C5061-TXD

Grant Funded:  FTA Other Operating Assistance \$265,590  
Account: 0018-6037-C5061-LJ2

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Right of Way (ROW) services for temporary construction easements at two driveway locations affected by improvements at two grade railroad crossings. The scope of work includes title and escrow, appraisal and appraisal review, negotiations, and other real estate services related to the ROW needed for construction of improvements related to Anaheim Canyon Metrolink station.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

ROW specialist.

*Please explain how you arrived at the budgeted dollars requested.*

Budget was based on estimate from OCTA ROW Department and previous experience with like projects.

*What phase of the project does this line item support?*

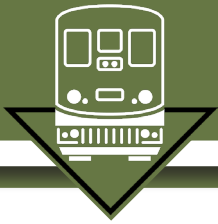
Design/ ROW

*What phase of the project is this line item currently in, as of January 2, 2018?*

Design

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Rail Program

## Rail Station Improvements

Division: 15 Capital Programs  
 OrgKey: 0018 Commuter Rail  
 Object: 7519 Prof Serv-Other Prof Services

Description: Video Security Surveillance at LN/MV Metrolink Station  
 Quantity/Cost: 1 @ \$450,000 FY19-02337  
 Budget Request: \$ 450,000 IFAS#: 0018-7519-A4459-12G

Grant Funded:  FTA Sec 5309/5339 Oper Assist \$360,000  
 Account: 0018-6031-A4459-M8P

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Design and installation of Video Security Surveillance (VSS) system at LN/MV Metrolink station per the approved concept of operation established by the city of Laguna Niguel Police Department. These upgrades will provide necessary safety and security enhancements at the station.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Must have experience with design and installation of similar VSS projects.

***Please explain how you arrived at the budgeted dollars requested.***

Cost is based on similar VSS projects but on a smaller scale because there isn't a parking structure at this site.

***What phase of the project does this line item support?***

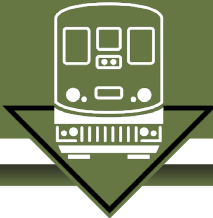
Design and install

***What phase of the project is this line item currently in, as of January 2, 2018?***

Planning

***Is this line item rebudgeted from a prior fiscal year?***

No



**Rail Station Improvements**

Division: 03 External Affairs  
OrgKey: 0018 Commuter Rail  
Object: 7519 Prof Serv-Other Prof Services

Description: Anaheim Canyon - Parking Public Outreach  
Quantity/Cost: 1 @ \$18,000 FY19-02376  
Budget Request: \$ 18,000 IFAS#: 0018-7519-C5061-OJK

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

In the design phase, the project plans to construct a second station track and platform, as well as make crossing improvements at the Anaheim Canyon Metrolink station. Outreach support in FY 2018-19 is expected, but not limited to: community meetings, slides for closed circuit TV, direct mail and canvassing plan, email campaign, media plan, website and informational materials.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Project Manager, Professional Services/Outreach Consultant.

*Please explain how you arrived at the budgeted dollars requested.*

Analysis of original budget request, previous activities for rail outreach, review of latest schedule with project manager and forecast of upcoming major milestones.

*What phase of the project does this line item support?*

Design

*What phase of the project is this line item currently in, as of January 2, 2018?*

Design

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Rail Program

## Rail Station Improvements

Division: 15 Capital Programs  
 OrgKey: 0018 Commuter Rail  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Anaheim Canyon - Design Services  
 Quantity/Cost: 1 @ \$90,000 FY19-02320  
 Budget Request: \$ 90,000 IFAS#: 0018-7519-C5061-OJR

---

Grant Funded:  FTA Other Operating Assistance \$90,000  
 Account: 0018-6037-C5061-LD1

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Design revisions to plans under an existing contract with the vendor for improvements at the Anaheim Canyon station project, which include the addition of a second station track, platform, and passenger amenities, including ticket vending machines, benches, canopies, and signage. The existing platform will also be extended to accommodate longer trains.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Design engineer.

***Please explain how you arrived at the budgeted dollars requested.***

Budget is based on 5% of the original design contract.

***What phase of the project does this line item support?***

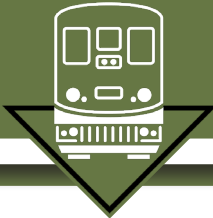
Design

***What phase of the project is this line item currently in, as of January 2, 2018?***

Design

***Is this line item rebudgeted from a prior fiscal year?***

Yes



**Rail Station Improvements**

Division: 14 Planning  
OrgKey: 0018 Commuter Rail  
Object: 7519 Prof Serv-Other Prof Services

Description: Anaheim Canyon - Environmental Support  
Quantity/Cost: 1 @ \$2,000 FY19-02037  
Budget Request: \$ 2,000 IFAS#: 0018-7519-C5061-0JR

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional Services to provide environmental support for the Anaheim Canyon station project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Environmental planning experience.

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous year budget expenditure.

*What phase of the project does this line item support?*

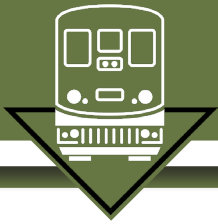
Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Rail Program

## Rail Station Improvements

Division: 15 Capital Programs  
 OrgKey: 0018 Commuter Rail  
 Object: 7519 Prof Serv-Other Prof Services

Description: Anaheim Canyon - Project Management Support  
 Quantity/Cost: 1 @ \$53,000 FY19-02407  
 Budget Request: \$ 53,000 IFAS#: 0018-7519-C5061-TXD

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA will be making station improvements to the Anaheim Canyon station with the vendor providing project management support. Services provided include review, rail transit support and third party coordination.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Experienced personnel with a successful history in managing complex projects and working with various groups and agencies.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on an estimate level of staff hour effort.

*What phase of the project does this line item support?*

This program supports the project for all phases.

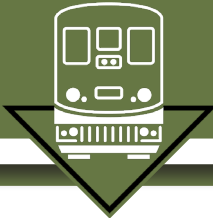
*What phase of the project is this line item currently in, as of January 2, 2018?*

Design

*Is this line item rebudgeted from a prior fiscal year?*

Yes





**Rail Station Improvements**

Division: 03 External Affairs  
OrgKey: 0018 Commuter Rail  
Object: 7519 Prof Serv-Other Prof Services

Description: Fullerton Station Elevator - Installation Public Outreach  
Quantity/Cost: 1 @ \$6,500 FY19-02374  
Budget Request: \$ 6,500 IFAS#: 0018-7519-C5062-OJK

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Fullerton Transportation Center is a Metrolink and Amtrak Station located on east Walnut Ave. between Harbor Blvd. and Lemon St. Currently, there are two existing hydraulic elevators, one on each side of the tracks to transport commuters up to the overpass bridge to access the platforms. This construction project is modifying the existing pedestrian bridge and its landings as well as other surrounding infrastructure to add two new traction elevators, resulting in one new and one existing elevator on each side of the railroad tracks for a total of four elevators (two new and two existing). Outreach support to Metrolink riders, and surrounding businesses and residents through the duration of construction activities is anticipated. After incurring significant delay, the project resumed construction in late 2017 and is expected to be completed in fiscal year 18/19. Outreach support in fiscal year 18/19 will include, but not be limited to flyer development and distribution at the residential properties across the platform from the station, coordinating service announcements with Metrolink, and public announcement coordination with the City of Fullerton public information officer.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Project Manager, Professional Services/Outreach Consultant.

*Please explain how you arrived at the budgeted dollars requested.*

Analysis of original budget request, previous activities for rail outreach; review of latest schedule with PM; forecast of upcoming major milestones.

*What phase of the project does this line item support?*

Construction

*What phase of the project is this line item currently in, as of January 2, 2018?*

Construction

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Rail Program

## Rail Station Improvements

Division: 15 Capital Programs  
 OrgKey: 0018 Commuter Rail  
 Object: 7519 Prof Serv-Other Prof Services

Description: Station Platform Rehabilitation - Project Management Support  
 Quantity/Cost: 1 @ \$40,000 FY19-02344  
 Budget Request: \$ 40,000 IFAS#: 0018-7519-C5063-1AG

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA will rehabilitate existing stations and parking garages with the vendor providing project management support. Services to be provided include design review, rail transit support and third party coordination.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Experienced personnel with a successful history in managing complex projects and working with various groups and agencies.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on an estimate level of staff hour effort.

*What phase of the project does this line item support?*

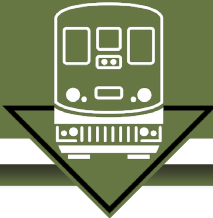
This program supports the project for all phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Planning

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**Slope Stabilization**

Division: 15 Capital Programs  
OrgKey: 0018 Commuter Rail  
Object: 7514 Prof Serv-Right of Way Service

Description: Slope Stabilization - ROW Support Services  
Quantity/Cost: 1 @ \$25,000 FY19-02240  
Budget Request: \$ 25,000 IFAS#: 0018-7514-C5052-0N9

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The scope of work includes title and escrow, appraisal and appraisal review, negotiations, and other real estate services related to the ROW Slope Stabilization project. This is needed to cover issues that may arise during construction.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professionals who have experience in federal public acquisition process and procedures.

*Please explain how you arrived at the budgeted dollars requested.*

Estimated budget support.

*What phase of the project does this line item support?*

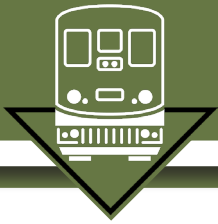
Construction

*What phase of the project is this line item currently in, as of January 2, 2018?*

Construction

*Is this line item rebudgeted from a prior fiscal year?*

No



# Rail Program

## Slope Stabilization

Division: 15 Capital Programs  
 OrgKey: 0018 Commuter Rail  
 Object: 7519 Prof Serv-Other Prof Services

Description: Slope Stabilization - Design Services

Quantity/Cost: 1 @ \$80,000

FY19-01936

Budget Request: \$ 80,000

IFAS#: 0018-7519-C5052-OJU

Grant Funded:  FTA Sec 5309/5339 Oper Assist

\$80,000

Account: 0018-6031-C5052-MD3

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Work includes additional design services to provide for unexpected issues encountered during construction. The slope stabilization project will provide improvements to the slopes and reduce risks of future damage to the rail corridor.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Design professionals who are familiar with the project, know the design, and able to provide services during the construction phase.

***Please explain how you arrived at the budgeted dollars requested.***

Approximately 10% of the contract value.

***What phase of the project does this line item support?***

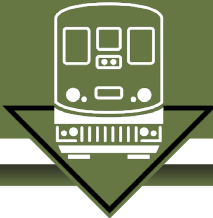
Design and construction

***What phase of the project is this line item currently in, as of January 2, 2018?***

Construction

***Is this line item rebudgeted from a prior fiscal year?***

Yes



**Slope Stabilization**

Division: 03 External Affairs  
OrgKey: 0018 Commuter Rail  
Object: 7519 Prof Serv-Other Prof Services

Description: Slope Stabilization - Public Outreach  
Quantity/Cost: 1 @ \$50,000 FY19-01945  
Budget Request: \$ 50,000 IFAS#: 0018-7519-C5052-16I

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA, in cooperation with the cities of Irvine, Lake Forest, Mission Viejo, and San Juan Capistrano intend to repair eight areas of existing erosion along the rail corridor between the Irvine Metrolink Station and Stonehill Drive in San Juan Capistrano. Work includes placement of rip-rap and geosynthetic slope and ditch protection; and construction of drainage improvements and two walls, including a soldier pile wall. Outreach will be required to generate public awareness of the projects and inform residents of construction activities, which includes some night work.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Thorough understanding of the Construction phase of a rail project. Familiarity with and ability to decipher technical information and communicate it in an understandable and relevant manner. Ability to identify potential problems for early resolution, to manage multimedia communications, and to establish rapport and relationships with members of the project team, stakeholders and members of the public.

*Please explain how you arrived at the budgeted dollars requested.*

Analysis of original budget request, previous activities for rail outreach, review of latest schedule with project manager and forecast of upcoming major milestones.

*What phase of the project does this line item support?*

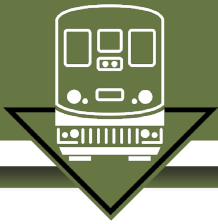
Construction

*What phase of the project is this line item currently in, as of January 2, 2018?*

Construction

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Rail Program

## Slope Stabilization

Division: 15 Capital Programs  
 OrgKey: 0018 Commuter Rail  
 Object: 7519 Prof Serv-Other Prof Services

Description: Slope Stabilization - Project Management Support

Quantity/Cost: 1 @ \$10,000

FY19-02387

Budget Request: \$ 10,000

IFAS#: 0018-7519-C5052-TYR

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Slope Stabilization project will be using a project management consultant to provide support by assisting the project manager with implementation. Services provided include design review, rail/ transit planning support and third party coordination.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Experienced personnel with a successful history in managing complex projects and working with various groups and agencies.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on an estimate level of staff hours.

*What phase of the project does this line item support?*

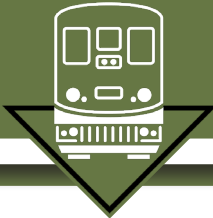
This program supports the project for all phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Project is in the procurement process.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**OCTA Rail Support Services**

Division: 15 Capital Programs  
OrgKey: 0018 Commuter Rail  
Object: 7514 Prof Serv-Right of Way Service

Description: Tenant Review Services for LOSSAN Corridor  
Quantity/Cost: 1 @ \$150,000 FY19-01085  
Budget Request: \$ 150,000 IFAS#: 0018-7514-D4803-DKM

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Tenant review services for Los Angeles - San Diego - San Luis Obispo Rail Corridor to review and audit approximately 1,000 tenant files, obtain tenant insurance, negotiate leases and perform field inspections of tenant use. The as needed services assist in reducing the OCTA liability.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous actuals for similar work.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Rail Program

### OCTA Rail Support Services

Division: 15 Capital Programs  
OrgKey: 0018 Commuter Rail  
Object: 7514 Prof Serv-Right of Way Service

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Description: Engineering Services for LOSSAN Corridor

Quantity/Cost: 1 @ \$25,000

FY19-01086

Budget Request: \$ 25,000

IFAS#: 0018-7514-D4803-QBZ

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Engineering services necessary for the Los Angeles - San Diego - San Luis Obispo Rail Corridor on an as-needed basis; includes surveying to delineate right-of-way boundaries where property encroachments may exist.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous actuals for similar work.

*What phase of the project does this line item support?*

N/A

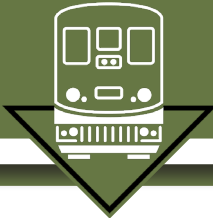
*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes





**OCTA Rail Support Services**

Division: 15 Capital Programs  
OrgKey: 0018 Commuter Rail  
Object: 7514 Prof Serv-Right of Way Service

Description: Appraisal Services for LOSSAN Corridor  
Quantity/Cost: 1 @ \$25,000 FY19-01087  
Budget Request: \$ 25,000 IFAS#: 0018-7514-D4803-QC1

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Appraisal services are necessary for the Los Angeles - San Diego - San Luis Obispo Rail Corridor to determine rental values for tenant uses on portions of property, on an as-needed basis.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous actuals for similar work.

*What phase of the project does this line item support?*

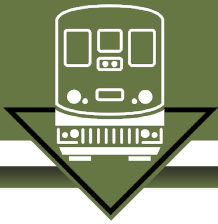
N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Rail Program

## OCTA Rail Support Services

Division: 15 Capital Programs  
 OrgKey: 0018 Commuter Rail  
 Object: 7514 Prof Serv-Right of Way Service

Description: Pacific Electric 02 - On-Call Tenant Review Services  
 Quantity/Cost: 1 @ \$22,500 FY19-02102  
 Budget Request: \$ 22,500 IFAS#: 0018-7514-T1000-OJS

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Tenant review services, revenue review and lease agreements for Pacific Electric (PE) right of way.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualified reviewing service.

*Please explain how you arrived at the budgeted dollars requested.*

Contract agreement.

*What phase of the project does this line item support?*

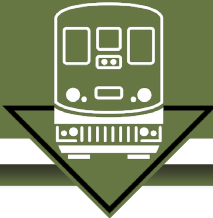
On-going

*What phase of the project is this line item currently in, as of January 2, 2018?*

On-going

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**OCTA Rail Support Services**

Division: 02 Finance and Administration  
OrgKey: 0018 Commuter Rail  
Object: 7515 Investment Fee - Port Mgr

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Description: Investment Fees  
Quantity/Cost: 1 @ \$79,582 FY19-01092  
Budget Request: \$ 79,582 IFAS#: 0018-7515-A1004-F93

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Investment fees that are based upon a percentage of the cash balance within the fiscal year.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website*

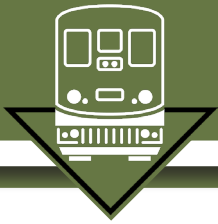
N/A

*Please explain how you arrived at the budgeted dollars requested.*

Investment Fees are based on the cash balance from the previous fiscal year to determine the budget request for the proposed fiscal year.

*What phase of the project does this line item support?*

N/A



# Rail Program

## OCTA Rail Support Services

Division: 15 Capital Programs  
 OrgKey: 0018 Commuter Rail  
 Object: 7517 ROW Maintenance Services

Description: OCTA Owned Active Railroad Right of Way Maintenance  
 Quantity/Cost: 1 @ \$1,680,000 FY19-01100  
 Budget Request: \$ 1,680,000 IFAS#: 0018-7517-D2601-AB9

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA owned railroad right of way (ROW) maintenance, weed abatement, vegetation removal, drainage and erosion repair, sign and fence installation, tree trimming and trash and debris removal.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Contract with vendor.

*Please explain how you arrived at the budgeted dollars requested.*

Amount designated in contract.

*What phase of the project does this line item support?*

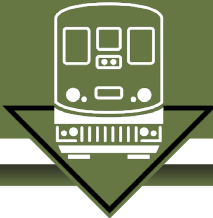
On-going

*What phase of the project is this line item currently in, as of January 2, 2018?*

On-going

*Is this line item rebudgeted from a prior fiscal year?*

Yes



OCTA Rail Support Services

Division: 15 Capital Programs
OrgKey: 0018 Commuter Rail
Object: 7517 ROW Maintenance Services

Description: Pacific Electric 02 - Right of Way Maintenance Services
Quantity/Cost: 1 @ \$125,000 FY19-01098
Budget Request: \$ 125,000 IFAS#: 0018-7517-T1000-ASA

Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.

Pacific Electric (PE) Right-of-Way (ROW) maintenance services to include weed and vegetation removal, tree trimming, drainage repair and trash and debris removal.

What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.

Regular maintenance contract.

Please explain how you arrived at the budgeted dollars requested.

Estimated annual maintenance cost based off previous actuals.

What phase of the project does this line item support?

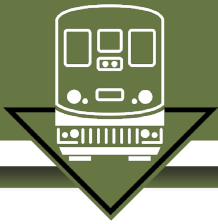
On-going

What phase of the project is this line item currently in, as of January 2, 2018?

On-going

Is this line item rebudgeted from a prior fiscal year?

Yes



# Rail Program

## OCTA Rail Support Services

Division: 03 External Affairs  
 OrgKey: 0018 Commuter Rail  
 Object: 7519 Prof Serv-Other Prof Services

Description: Metrolink Capital Improvement Public Outreach  
 Quantity/Cost: 1 @ \$27,500 FY19-02397  
 Budget Request: \$ 27,500 IFAS#: 0018-7519-A0001-OJK

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Metrolink is planning additional Capital Projects, including work on the Orange/Olive Subdivision, the OCMF maintenance facility in Irvine, the Irvine triple track project and several switch placement projects. These projects will require outreach to local businesses, residents and other community stakeholders.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Project Manager, Professional Services/Outreach Consultant.

*Please explain how you arrived at the budgeted dollars requested.*

Analysis of previous activities for rail outreach; review upcoming Metrolink projects with Director of Rail Programs.

*What phase of the project does this line item support?*

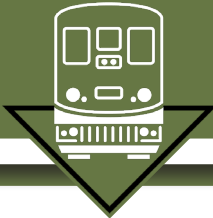
All Phases

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**OCTA Rail Support Services**

Division: 15 Capital Programs  
OrgKey: 0018 Commuter Rail  
Object: 7519 Prof Serv-Other Prof Services

Description: On-Call Planning for Orange County Regional Rail  
Quantity/Cost: 1 @ \$100,000 FY19-01104  
Budget Request: \$ 100,000 IFAS#: 0018-7519-A0001-DH6

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Planning, engineering and technical services to support commuter and intercity rail planning efforts. Services provided include, but are not limited to, rail planning and technical studies, preliminary rail engineering and conceptual design, rail operation and capital funding subsidy, rail operating and capital projects, right-of-way and general support.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Contractor is required to provide staff extension support for regional rail projects.

*Please explain how you arrived at the budgeted dollars requested.*

Contract balance amount.

*What phase of the project does this line item support?*

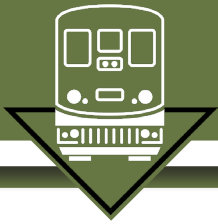
Ongoing contract task orders as needed.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Contract task orders (CTOs) are progressing.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Rail Program

## OCTA Rail Support Services

Division: 03 External Affairs  
 OrgKey: 0018 Commuter Rail  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Marketing/Media and Operations Public Outreach  
 Quantity/Cost: 1 @ \$400,000 FY19-01105  
 Budget Request: \$ 400,000 IFAS#: 0018-7519-A0001-PQ5

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Funding will allow for marketing to provide high quality customer communications; provide updates on current Metrolink programs and services, such as new fares, mobile ticketing and train schedules; and increase rail safety awareness. Funding will be used to create ridership programs focusing on OC Metrolink awareness and ridership campaigns, special events promotions, such as the Festival of Lights, Lunar New Year, Swallows Day Parade, and Ocean Festival; and special services such as the Angels Express and LA Rams. Additionally, these funds will help support OCTA's strategic plan for creating awareness and trial use of transit. To increase awareness and promote usage of Metrolink service, a professional marketing agency is needed to assist staff to develop and create a strategic marketing/communication program.

Funding will allow for the development and implementation of customer communications materials, proactive marketing, public information and outreach services for Metrolink rail service during FY 2018-19.

Development and implementation of the programs include marketing and media planning, creative design and layout (online and offline), copywriting, photography, videography, translation, media buys, digital communications, printing, and distribution of program collateral materials, and evaluation of program effectiveness as well as other functions needed to carry out the requirements of the plan.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous years expenses.

*What phase of the project does this line item support?*

N/A

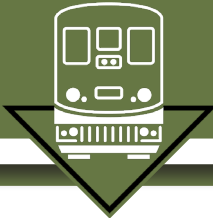
*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes





**OCTA Rail Support Services**

Division: 15 Capital Programs  
OrgKey: 0018 Commuter Rail  
Object: 7519 Prof Serv-Other Prof Services

Description: Climate Change Study  
Quantity/Cost: 1 @ \$823,200 FY19-02596  
Budget Request: \$ 823,200 IFAS#: 0018-7519-C5073-1EZ

Grant Funded:  Reimb From Caltrans \$741,625  
Account: 0018-6061-C5073-YKL

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Develop a comprehensive study to examine how climate change may negatively affect the service, operation, and infrastructure within the Orange County railroad corridor. The study will identify preventive measures that can be used in developing near term, mid-term, and long term climate change adaption strategies and assist in investment decision making.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Architecture/Engineering and planning firm that has experience in performance of a comprehensive rail corridor assessment and is familiar with climate change issues experienced by the railroad right of way owner.

*Please explain how you arrived at the budgeted dollars requested.*

Based on project estimate from grant request.

*What phase of the project does this line item support?*

This line item supports a planning study.

*What phase of the project is this line item currently in, as of January 2, 2018?*

This line item supports a planning study.

*Is this line item rebudgeted from a prior fiscal year?*

No



# Rail Program

## OCTA Rail Support Services

Division: 14 Planning  
 OrgKey: 0018 Commuter Rail  
 Object: 7519 Prof Serv-Other Prof Services

Description: Right of Way Maintenance - Environmental Support for Metrolink Projects  
 Quantity/Cost: 1 @ \$5,000 FY19-02040  
 Budget Request: \$ 5,000 IFAS#: 0018-7519-D2601-AB9

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional Services to provide environmental support for Metrolink projects.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Environmental planner.

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous year budget expenditure.

*What phase of the project does this line item support?*

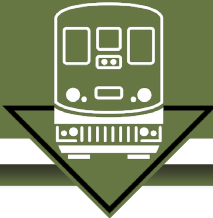
Various

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**OCTA Rail Support Services**

Division: 15 Capital Programs  
OrgKey: 0018 Commuter Rail  
Object: 7519 Prof Serv-Other Prof Services

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Description: Right of Way Maintenance - Project Management Support  
Quantity/Cost: 1 @ \$5,000 FY19-02357  
Budget Request: \$ 5,000 IFAS#: 0018-7519-D2601-AB9

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA will be using a project management consultant to provide project management support for rail capital by assisting the project manager with project implementation. Services provided include design review, rail/transit support and third party coordination.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Experienced personnel with a successful history in managing complex projects and working with various groups and agencies.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on an estimated level of effort.

*What phase of the project does this line item support?*

This program supports the project for all phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Planning

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Rail Program

## OCTA Rail Support Services

Division: 15 Capital Programs  
 OrgKey: 0018 Commuter Rail  
 Object: 7629 Other Services

Description: Rail Safety Outreach

Quantity/Cost: 1 @ \$15,000

FY19-01200

Budget Request: \$ 15,000

IFAS#: 0018-7629-A0001-0LV

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Support for California Operation Lifesaver and general rail safety outreach efforts in Orange County. These efforts will help improve knowledge of rail safety in the region.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Cost estimate based on prior years budget.

*What phase of the project does this line item support?*

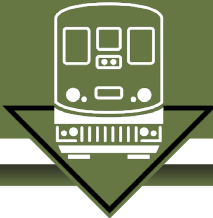
N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No



**OCTA Rail Support Services**

Division: 15 Capital Programs  
OrgKey: 0018 Commuter Rail  
Object: 7629 Other Services

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Description: Metrolink Special Train Operations  
Quantity/Cost: 1 @ \$50,000 FY19-01201  
Budget Request: \$ 50,000 IFAS#: 0018-7629-C5070-0LW

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Metrolink special event service requests and events for Lunar New Year, Rams trains, Riverside Festival of Lights, other Los Angeles event trains, and Honda Center and Angel stadium (Anaheim) events.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Amount is based upon number of anticipated trips.

*What phase of the project does this line item support?*

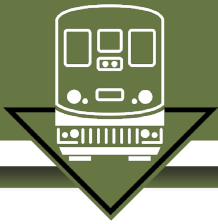
N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No



# Rail Program

## SCRRA Budget

Division: 15 Capital Programs  
 OrgKey: 0018 Commuter Rail  
 Object: 7629 Other Services

Description: Metrolink Annual Operating Subsidy

Quantity/Cost: 1 @ \$23,403,103

FY19-01199

Budget Request: \$ 23,403,103

IFAS#: 0018-7629-A0001-DS2

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Metrolink operating subsidy is OCTA's share of commuter rail service in Orange County. OCTA's share of the fiscal year 2019 Metrolink operating subsidy is for costs associated with equipment (rail car) and facilities (Los Angeles Union Station) maintenance, mobile ticketing and operating salaries. Service level for Orange County includes 54 daily trains.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

The amount is a projection provided by the Southern CA Regional Rail Authority (SCRRA).

*What phase of the project does this line item support?*

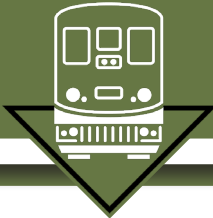
N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No



**SCRRA Budget**

**Division:** 15 Capital Programs  
**OrgKey:** 0018 Commuter Rail  
**Object:** 7629 Other Services

**Description:** Metrolink Angels Express Operations  
**Quantity/Cost:** 1 @ \$225,136 FY19-01197  
**Budget Request:** \$ 225,136 IFAS#: 0018-7629-D2141-F93

Grant Funded:  Reimbursement Fr Other Agency's \$225,136  
 Account: 0018-6053-D2141-XJZ

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA expects Metrolink to operate round trip service between Los Angeles and Anaheim for 50 weekday home games starting at 7:05 pm and round trip on IEOC for 13 Friday games. Does not include \$26,500 for Angels Transit Police Services (TPS).

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Metrolink cost estimate.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No

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OC Streetcar					
Line Item Controlled Services					
Org- Key	Department / Fund Name	Obj	Line Item Description	Budget	Page No.
<b>OC Streetcar</b>					
0017	Local Transport Auth Mea	7519	OC Streetcar Marketing Support	150,000	198
0051	Transit Development Cap	7514	OC Streetcar Right of Way Services	200,000	199
0051	Transit Development Cap	7519	OC Streetcar Station Personalization	20,000	200
0051	Transit Development Cap	7519	OC Streetcar Project Management Consultant- HDR	450,000	201
0051	Transit Development Cap	7519	OC Streetcar Vehicle Inspection Consultant	185,436	202
0051	Transit Development Cap	7519	OC Streetcar Design Services	1,000,000	203
0051	Transit Development Cap	7519	OC Streetcar RNL Station and Urban Design	20,000	204
0051	Transit Development Cap	7519	OC Streetcar Project Management Consultant- HDR	4,700,000	205
0051	Transit Development Cap	7519	OC Streetcar Quality Manager Consultant KKCS	250,000	206
0051	Transit Development Cap	7519	OC Streetcar Public Awareness Campaign	500,000	207
0051	Transit Development Cap	7519	OC Streetcar Permit Fees	150,000	208
0051	Transit Development Cap	7629	OC Streetcar Right of Way- Excess Land Maintenance	25,000	209
<b>Subtotal Services - External Affairs</b>				<b>\$ 7,650,436</b>	



## OC Streetcar

### OC Streetcar

Division: 03 External Affairs  
OrgKey: 0017 Local Transport Auth Meas-M II  
Object: 7519 Prof Serv-Other Prof Services

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Description: OC Streetcar Marketing Support

Quantity/Cost: 1 @ \$150,000

FY19-02246

Budget Request: \$ 150,000

IFAS#: 0017-7519-TS011-0HQ

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Marketing support for the OC Streetcar, including branding, Streetcar Stops, and vehicle design. These marketing costs are not federally eligible.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Professional marketing services.

***Please explain how you arrived at the budgeted dollars requested.***

Based on existing budget for the support contract.

***What phase of the project does this line item support?***

Project Development to Pre-Construction phase.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Project Development

***Is this line item rebudgeted from a prior fiscal year?***

No



**OC Streetcar**

**Division:** 15 Capital Programs  
**OrgKey:** 0051 Transit Development Cap Proj  
**Object:** 7514 Prof Serv-Right of Way Service

**Description:** OC Streetcar Right of Way Services  
**Quantity/Cost:** 1 @ \$200,000 FY19-02299  
**Budget Request:** \$ 200,000 IFAS#: 0051-7514-TS010-Z61

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Consultant services will be utilized in performing appraisals, reviewing appraisals of properties needed for the project, and negotiating agreements with property owners.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The qualified consultant will be required to have federal right of way appraisal and acquisition experience.

*Please explain how you arrived at the budgeted dollars requested.*

The budget is based on projected expenditures for the fiscal year.

*What phase of the project does this line item support?*

Construction

*What phase of the project is this line item currently in, as of January 2, 2018?*

Engineering

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# OC Streetcar

## OC Streetcar

Division: 15 Capital Programs  
 OrgKey: 0051 Transit Development Cap Proj  
 Object: 7519 Prof Serv-Other Prof Services

Description: OC Streetcar Station Personalization

Quantity/Cost: 1 @ \$20,000

FY19-02266

Budget Request: \$ 20,000

IFAS#: 0051-7519-TS010-999

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Consultant / outside agency to assist in incorporating local graphics at OC Streetcar Stops.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Understanding of local community and neighborhood preferences as it relates to aesthetic design and historical context.

*Please explain how you arrived at the budgeted dollars requested.*

Estimate based upon Streetcar Stops design.

*What phase of the project does this line item support?*

Construction

*What phase of the project is this line item currently in, as of January 2, 2018?*

Engineering

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**OC Streetcar**

**Division:** 15 Capital Programs  
**OrgKey:** 0051 Transit Development Cap Proj  
**Object:** 7519 Prof Serv-Other Prof Services

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**Description:** OC Streetcar Project Management Consultant- HDR  
**Quantity/Cost:** 1 @ \$450,000 FY19-02293  
**Budget Request:** \$ 450,000 IFAS#: 0051-7519-TS010-271

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Grant Funded:  FTA Other Operating Assistance \$148,319  
Account: 0051-6037-TS010-LI0  
Grant Funded:  Reimb From Caltrans \$193,625  
Account: 0051-6061-TS010-YHM

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Provision of technical support for coordination of the design review process for streetcar vehicles and overseeing the testing to ensure that vehicle specifications are being met in vehicle manufacturing.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Staff with qualifications in rail vehicle design and oversight of manufacturing process.

*Please explain how you arrived at the budgeted dollars requested.*

Request was developed from PMC contract cost schedule (one year professional service cost).

*What phase of the project does this line item support?*

Construction

*What phase of the project is this line item currently in, as of January 2, 2018?*

Engineering

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# OC Streetcar

## OC Streetcar

**Division:** 15 Capital Programs  
**OrgKey:** 0051 Transit Development Cap Proj  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** OC Streetcar Vehicle Inspection Consultant

**Quantity/Cost:** 1 @ \$185,436

FY19-02375

**Budget Request:** \$ 185,436

IFAS#: 0051-7519-TS010-271

Grant Funded:	<input checked="" type="checkbox"/> Reimb From Caltrans	\$124,242
Account:	0051-6061-TS010-YHM	
Grant Funded:	<input checked="" type="checkbox"/> FTA Other Operating Assistance	\$61,194
Account:	0051-6037-TS010-LI0	

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Provision of specialized services for the inspection of streetcar vehicles during the manufacturing process. The inspectors will confirm that the vehicles are being manufactured according to the technical vehicle specifications. FTA requires that grantees have inspectors at the manufacturing facility during the vehicle manufacturing process.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Professional with extensive experience inspecting and testing rail vehicles.

***Please explain how you arrived at the budgeted dollars requested.***

Request based upon other agencies' rail vehicle inspection costs.

***What phase of the project does this line item support?***

Construction

***What phase of the project is this line item currently in, as of January 2, 2018?***

Engineering

***Is this line item rebudgeted from a prior fiscal year?***

Yes



**OC Streetcar**

**Division:** 15 Capital Programs  
**OrgKey:** 0051 Transit Development Cap Proj  
**Object:** 7519 Prof Serv-Other Prof Services

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**Description:** OC Streetcar Design Services  
**Quantity/Cost:** 1 @ \$1,000,000 FY19-02281  
**Budget Request:** \$ 1,000,000 IFAS#: 0051-7519-TS010-Z82

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Grant Funded:  FTA Sec 5309/5339 Oper Assist \$192,752  
Account: 0051-6031-TS010-MJ0  
Grant Funded:  FTA Other Operating Assistance \$654,459  
Account: 0051-6037-TS010-LI0

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Engineering services to develop revised plans and /or specifications during construction to address changed conditions or design revisions. The work will include comments on contract submittals and Streetcar Stops drawings. The funds would be used to cover potential additional design fees for work that was not included in the design contract scope.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Engineers, architects and other professional staff with experience in rail projects to design the project, prepare cost estimates and develop specifications.

***Please explain how you arrived at the budgeted dollars requested.***

Budget request is an estimate of potential additional design change costs.

***What phase of the project does this line item support?***

Construction

***What phase of the project is this line item currently in, as of January 2, 2018?***

Engineering

***Is this line item rebudgeted from a prior fiscal year?***

Yes



# OC Streetcar

## OC Streetcar

**Division:** 15 Capital Programs  
**OrgKey:** 0051 Transit Development Cap Proj  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** OC Streetcar RNL Station and Urban Design

**Quantity/Cost:** 1 @ \$20,000

FY19-02268

**Budget Request:** \$ 20,000

IFAS#: 0051-7519-TS010-Z82

Grant Funded:	<input checked="" type="checkbox"/> FTA Other Operating Assistance	\$13,089
Account:	0051-6037-TS010-LI0	
Grant Funded:	<input checked="" type="checkbox"/> FTA Sec 5309/5339 Oper Assist	\$3,855
Account:	0051-6031-TS010-MJ0	

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Development of 'Aesthetic Design Concepts' for station stops and urban design features associated with the installation of the streetcar system. The deliverables include drawings, renderings, sketches and other visual materials that will illustrate the design concepts. The funds would be used to cover potential additional fees for work that was not included in the contract scope.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Staff with qualifications in architectural design, graphic design, landscape architecture, and engineering,

***Please explain how you arrived at the budgeted dollars requested.***

Budget request is ten percent of current fiscal year cost for the station and urban design services.

***What phase of the project does this line item support?***

Construction

***What phase of the project is this line item currently in, as of January 2, 2018?***

Engineering

***Is this line item rebudgeted from a prior fiscal year?***

Yes





**OC Streetcar**

**Division:** 15 Capital Programs  
**OrgKey:** 0051 Transit Development Cap Proj  
**Object:** 7519 Prof Serv-Other Prof Services

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**Description:** OC Streetcar Project Management Consultant- HDR  
**Quantity/Cost:** 1 @ \$4,700,000 FY19-02285  
**Budget Request:** \$ 4,700,000 IFAS#: 0051-7519-TS010-283

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Grant Funded:  FTA Sec 5309/5339 Oper Assist \$905,936  
Account: 0051-6031-TS010-MJ0  
Grant Funded:  FTA Other Operating Assistance \$3,075,958  
Account: 0051-6037-TS010-LI0

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Provision of program management services to support the implementation of the streetcar project. Services include assistance in overseeing the construction work, developing and updating plans and procedures, developing and monitoring the project budget and schedule, preparing reports to federal and state agencies, as well as outreach and procurement support.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Transit safety and security professionals to assist in developing the required safety and security documentation, engineers with experience in rail project implementation to oversee the design consultant, staff with federal New Starts Program experience to prepare submissions, cost estimator to update the project budget, project controls staff to monitor and report the schedule and budget, staff with experience in state and federal environmental requirements to undertake environmental work and update environmental studies.

***Please explain how you arrived at the budgeted dollars requested.***

Request was developed from PMC contract cost schedule (one year professional service cost).

***What phase of the project does this line item support?***

Construction

***What phase of the project is this line item currently in, as of January 2, 2018?***

Engineering

***Is this line item rebudgeted from a prior fiscal year?***

Yes



# OC Streetcar

## OC Streetcar

**Division:** 15 Capital Programs  
**OrgKey:** 0051 Transit Development Cap Proj  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** OC Streetcar Quality Manager Consultant KKCS

**Quantity/Cost:** 1 @ \$250,000 FY19-02279

**Budget Request:** \$ 250,000 IFAS#: 0051-7519-TS010-283

Grant Funded:	<input checked="" type="checkbox"/>	FTA Other Operating Assistance	\$163,615
Account:		0051-6037-TS010-LI0	
Grant Funded:	<input checked="" type="checkbox"/>	FTA Sec 5309/5339 Oper Assist	\$48,188
Account:		0051-6031-TS010-MJ0	

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Quality Assurance Manager to oversee the quality process of OCTA's staff and its consultants/contractors which provide services on the OC Streetcar project including the vehicle manufacturing, construction and Contract Management contracts.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Demonstrated experience in managing a quality program, including experience auditing project quality from design through construction and preparing quality status reports.

***Please explain how you arrived at the budgeted dollars requested.***

Budget is an estimate of costs of quality services required during the fiscal year based upon existing quality contract.

***What phase of the project does this line item support?***

Construction

***What phase of the project is this line item currently in, as of January 2, 2018?***

Engineering

***Is this line item rebudgeted from a prior fiscal year?***

Yes



**OC Streetcar**

**Division:** 03 External Affairs  
**OrgKey:** 0051 Transit Development Cap Proj  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** OC Streetcar Public Awareness Campaign  
**Quantity/Cost:** 1 @ \$500,000 FY19-01851  
**Budget Request:** \$ 500,000 IFAS#: 0051-7519-TS010-284

Grant Funded:  FTA Other Operating Assistance \$327,230  
Account: 0051-6037-TS010-LI0  
Grant Funded:  FTA Sec 5309/5339 Oper Assist \$96,376  
Account: 0051-6031-TS010-MJ0

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

The OC Streetcar (M2 Project S) is the first modern streetcar project to be built in Orange County. Construction is scheduled to begin in the fall of 2018 with construction and testing anticipated to be complete in 2021. An outreach consultant was selected in May 2017, to assist and support staff to develop and implement a comprehensive, multi-lingual Public Awareness Campaign (PAC) for the pre-construction and construction phases of the project. The PAC will proactively provide outreach to residents, school officials, community organizations, business owners, and local elected officials. During pre-construction, the outreach consultant will develop presentation exhibits, maintain and expand the project contact database, track issues, set up and promote meetings, and produce ads, email blasts and mailers in addition to managing the project website, digital communications and social media. Once the project moves into the construction phase, the consultant shall be responsible for regular ongoing communication regarding upcoming construction activities and assist staff in being "boots on the ground" in helping to identify and mitigate issues. Prior to and during the testing phase, the PAC consultant shall incorporate a safety message for residents, business owners, and visitors to travel around the project area. The primary objective of the campaign is to ensure the public is aware of how the project will affect traffic, parking and noise issues during the construction and to help identify strategies to mitigate the impacts to the extent possible. That awareness is built through the written and electronic media, walking flyers throughout the project area, community meetings and neighborhood level outreach. The contract will be time and expense and \$1,170,000 over five years. Approximately \$500,000 will be spent in FY 2018/19.

***Please explain how you arrived at the budgeted dollars requested.***

The level of effort reflects an intensive and sustained effort during this timeframe to build relationships in the community and establish the necessary outreach opportunities for community members to gain project knowledge and to inform the traveling public about how to safety navigate around the project area.

***What phase of the project does this line item support?***

Pre-construction including utility relocation notifications and the construction phase with contractor force in the field.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Pre-construction

***Is this line item rebudgeted from a prior fiscal year?***

N/A



# OC Streetcar

## OC Streetcar

**Division:** 15 Capital Programs  
**OrgKey:** 0051 Transit Development Cap Proj  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** OC Streetcar Permit Fees

**Quantity/Cost:** 1 @ \$150,000

FY19-02329

**Budget Request:** \$ 150,000

IFAS#: 0051-7519-TS010-Z86

Grant Funded:	<input checked="" type="checkbox"/> FTA Other Operating Assistance	\$98,169
Account:	0051-6037-TS010-LI0	
Grant Funded:	<input checked="" type="checkbox"/> FTA Sec 5309/5339 Oper Assist	\$28,913
Account:	0051-6031-TS010-MJ0	

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Cost of obtaining permits that are required for the construction of the OC Streetcar project. The permits are required by several agencies, including the Orange County Flood Control District and Army Corp of Engineers.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Experience with obtaining permits required by agencies having jurisdiction over the streetcar project, including the crossing of the Santa Ana River.

***Please explain how you arrived at the budgeted dollars requested.***

Budget request based upon permit fees required on other OCTA projects.

***What phase of the project does this line item support?***

Construction

***What phase of the project is this line item currently in, as of January 2, 2018?***

Engineering

***Is this line item rebudgeted from a prior fiscal year?***

Yes



**OC Streetcar**

**Division:** 15 Capital Programs  
**OrgKey:** 0051 Transit Development Cap Proj  
**Object:** 7629 Other Services

**Description:** OC Streetcar Right of Way- Excess Land Maintenance  
**Quantity/Cost:** 1 @ \$25,000 FY19-02322  
**Budget Request:** \$ 25,000 IFAS#: 0051-7629-TS010-999

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Provision of property maintenance services for OC Streetcar right of way acquired by project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Experiencing in maintaining property

*Please explain how you arrived at the budgeted dollars requested.*

Budget request is based upon an estimate from other property maintenance contracts.

*What phase of the project does this line item support?*

Construction

*What phase of the project is this line item currently in, as of January 2, 2018?*

Engineering

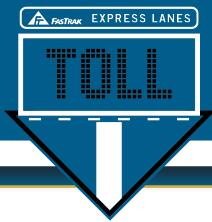
*Is this line item rebudgeted from a prior fiscal year?*

Yes

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Express Lanes					
Line Item Controlled Services					
Org- Key	Department / Fund Name	Obj	Line Item Description	Budget	Page No.
<b>91 Express Lanes</b>					
<b>91 Express Lanes Operating Expense</b>					
0036	91 Express Lanes	7512	Annual Financial Audits	310,033	212
0036	91 Express Lanes	7515	Investment Fees	129,722	213
0036	91 Express Lanes	7519	Project Management Consultants for the Back Office System	500,000	214
0036	91 Express Lanes	7519	6C Procurement/Fulfillment Service	925,000	215
0036	91 Express Lanes	7519	Trustee Services	2,750	216
0036	91 Express Lanes	7519	Consultant / Financial Advisory Services	15,000	217
0036	91 Express Lanes	7519	Consultant / Operations & Technical Support Services	320,000	218
0036	91 Express Lanes	7519	Traffic and Revenue Analysis	75,000	219
0036	91 Express Lanes	7519	Customer Newsletter and Annual Report	60,000	220
0036	91 Express Lanes	7519	91 Express Lanes Marketing Campaign	320,000	221
0036	91 Express Lanes	7519	Debt Rating Fees	10,000	222
0036	91 Express Lanes	7519	Rebate Report	15,000	223
0036	91 Express Lanes	7519	Procurement of a Pavement Management Report consultant	500,000	224
0036	91 Express Lanes	7519	Civil Infrastructure Design Services	500,000	225
0036	91 Express Lanes	7629	Network Evaluation / PCI Compliance	20,000	226
0036	91 Express Lanes	7629	Armored Car Services	10,000	227
<b>I-405 Express Lanes</b>					
<b>405 Express Lanes</b>					
0037	I-405 Express Lane	7514	I-405, SR-55 to I-605, ROW Support Services	750,000	228
0037	I-405 Express Lane	7519	I-405 Pre-Construction and Construction Phase Public Awaren	275,000	229
0037	I-405 Express Lane	7519	I-405, SR-55 to I-605 - Permits	11,000	230
0037	I-405 Express Lane	7519	I-405, SR-55 to I-605 - PM Support Services	1,050,000	231
0037	I-405 Express Lane	7519	I-405, SR-55 to I-605 - PMC Support Services	4,950,000	232
0037	I-405 Express Lane	7519	TIFIA Loan/Servicing Fees	13,000	233
0037	I-405 Express Lane	7519	Trustee Services	1,500	234
0037	I-405 Express Lane	7519	Debt Rating Fees	20,000	235
0037	I-405 Express Lane	7519	Consultant for Financial Advisory Services	75,000	236
<b>Subtotal Services - Executive Office</b>				<b>\$ 10,858,005</b>	



## Express Lanes

### 91 Express Lanes

#### 91 Express Lanes Operating Expense

Division: 01 Executive Office  
OrgKey: 0036 91 Express Lanes  
Object: 7512 Prof Serv-Audit

---

Description: Annual Financial Audits

Quantity/Cost: 1 @ \$310,033

FY19-01897

Budget Request: \$ 310,033

IFAS#: 0036-7512-B0001-N10

---

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

An independent audit consultant is needed to examine OCTA's financial statements in accordance with generally accepted auditing standards. In addition, other mandatory audits and reports are required with regard to the Measure M Program, the Local Transportation Fund, State Route 91, and other OCTA entities. Internal Audit will recommend to the Board of Directors that the current contract option be exercised for one year.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Consultants that perform annual financial audits for OCTA should be able to demonstrate compliance with generally accepted auditing standards.

***Please explain how you arrived at the budgeted dollars requested.***

The budget is based on the incumbent firms' proposal for the option year.

***What phase of the project does this line item support?***

Exercise option with Vavrinek, Trine, Day & Co., LLP., Agreement C-5-3564, for one year.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Last year of the contract.

***Is this line item rebudgeted from a prior fiscal year?***

No.





**91 Express Lanes**

**91 Express Lanes Operating Expense**

Division: 01 Executive Office  
 OrgKey: 0036 91 Express Lanes  
 Object: 7515 Investment Fee - Port Mgr

---

Description: Investment Fees  
 Quantity/Cost: 1 @ \$129,722 FY19-01091  
 Budget Request: \$ 129,722 IFAS#: 0036-7515-B0001-F36

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Investment fees that are based upon a percentage of the cash balance within the fiscal year

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Investment fees are based on the cash balance from the previous fiscal year to determine the budget request for the proposed fiscal year.

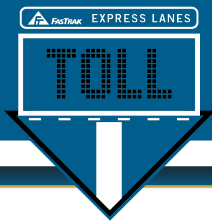
*What phase of the project does this line item support?*

N/A

N/A

*Is this line item re-budgeted from a prior fiscal year?*

No



## Express Lanes

### 91 Express Lanes

#### 91 Express Lanes Operating Expense

Division: 01 Executive Office  
OrgKey: 0036 91 Express Lanes  
Object: 7519 Prof Serv-Other Prof Services

---

Description: Project Management Consultants for the Back Office System Procurement  
Quantity/Cost: 1 @ \$500,000 FY19-02830  
Budget Request: \$ 500,000 IFAS#: 0036-7519-B0001-0D4

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Project and construction management services for the Back Office System/Customer Service Center procurement for the 91 Express Lanes.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expertise in tolling technologies and integration, toll road operations, and toll collection systems.

*Please explain how you arrived at the budgeted dollars requested.*

Based upon historical amounts.

*What phase of the project does this line item support?*

All phases

*What phase of the project is this line item currently in, as of January 2, 2018?*

Development

*Is this line item rebudgeted from a prior fiscal year?*

Yes



91 Express Lanes

91 Express Lanes Operating Expense

Division: 01 Executive Office  
 OrgKey: 0036 91 Express Lanes  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: 6C Procurement/Fulfillment Service  
 Quantity/Cost: 1 @ \$925,000 FY19-02831  
 Budget Request: \$ 925,000 IFAS#: 0036-7519-B0001-AD4

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Consultant services is needed to assist with the distribution of 6C transponders, including collaterals and brochures updates and fulfillment.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Experience in deployment of new transponder protocol from legacy system.

*Please explain how you arrived at the budgeted dollars requested.*

Estimate

*What phase of the project does this line item support?*

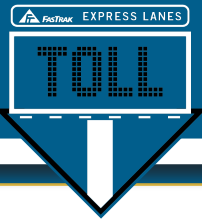
All phases

*What phase of the project is this line item currently in, as of January 2, 2018?*

Development

*Is this line item rebudgeted from a prior fiscal year?*

No



# Express Lanes

## 91 Express Lanes

### 91 Express Lanes Operating Expense

Division: 01 Executive Office  
OrgKey: 0036 91 Express Lanes  
Object: 7519 Prof Serv-Other Prof Services

---

Description: Trustee Services

Quantity/Cost: 1 @ \$2,750

FY19-01151

Budget Request: \$ 2,750

IFAS#: 0036-7519-B0001-AGJ

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Ongoing oversight of the 91 Express Lanes' tax exempt bonds by the Trustee. The purpose of a Trustee is to have a financial institution with trust powers to act in a fiduciary capacity for the benefit of the bondholders by enforcing the terms of the bond contract.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

An outside agency must serve as a trustee.

*Please explain how you arrived at the budgeted dollars requested.*

Based on prior year's amounts.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No



**91 Express Lanes**

**91 Express Lanes Operating Expense**

Division: 01 Executive Office  
 OrgKey: 0036 91 Express Lanes  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Consultant / Financial Advisory Services  
 Quantity/Cost: 1 @ \$15,000 FY19-01150  
 Budget Request: \$ 15,000 IFAS#: 0036-7519-B0001-AHA

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Financial advisory services for the debt associated with the 91 Express Lanes. The financial advisor will provide assistance with projects involving traffic and revenue studies of the 91 Express Lanes.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Based upon upcoming projects impacting the 91 Express Lanes.

*What phase of the project does this line item support?*

On-going

*What phase of the project is this line item currently in, as of January 2, 2018?*

On-going

*Is this line item rebudgeted from a prior fiscal year?*

No



## Express Lanes

### 91 Express Lanes

#### 91 Express Lanes Operating Expense

Division: 01 Executive Office  
OrgKey: 0036 91 Express Lanes  
Object: 7519 Prof Serv-Other Prof Services

---

Description: Consultant / Operations & Technical Support Services

Quantity/Cost: 1 @ \$320,000

FY19-01149

Budget Request: \$ 320,000

IFAS#: 0036-7519-B0001-CH2

---

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Consultants will provide operational, technical and strategic support for the 91 Express Lanes. Some projects may include: engineering and technical support, operational studies, evaluating emerging technological enhancements and analyzing the feasibility or potential impacts of implementation.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Toll road operations, tolling technologies, toll collection systems, system integration and installation, ITS (Intelligent Transportation System) planning.

***Please explain how you arrived at the budgeted dollars requested.***

Based upon prior year's amounts.

***What phase of the project does this line item support?***

Service provided on as-needed basis.

***What phase of the project is this line item currently in, as of January 2, 2018?***

N/A

***Is this line item rebudgeted from a prior fiscal year?***

No



**91 Express Lanes**

**91 Express Lanes Operating Expense**

Division: 01 Executive Office  
 OrgKey: 0036 91 Express Lanes  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Traffic and Revenue Analysis  
 Quantity/Cost: 1 @ \$75,000 FY19-01146  
 Budget Request: \$ 75,000 IFAS#: 0036-7519-B0001-DXT

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Consultant assistance is required to conduct traffic and revenue analysis to the 91 Express Lanes. Consultant will take into consideration any capacity improvements identified in the State Route 91 Implementation Plan.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Must have performed traffic and revenue studies in the United States.

*Please explain how you arrived at the budgeted dollars requested.*

Based upon historical amounts.

*What phase of the project does this line item support?*

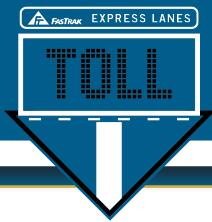
On-going

*What phase of the project is this line item currently in, as of January 2, 2018?*

On-going

*Is this line item rebudgeted from a prior fiscal year?*

No



## Express Lanes

### 91 Express Lanes

#### 91 Express Lanes Operating Expense

Division: 03 External Affairs  
OrgKey: 0036 91 Express Lanes  
Object: 7519 Prof Serv-Other Prof Services

---

Description: Customer Newsletter and Annual Report

Quantity/Cost: 1 @ \$60,000

FY19-02414

Budget Request: \$ 60,000

IFAS#: 0036-7519-B0001-H2F

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Funding will allow for the development of quarterly customer newsletters, which provide information on the 91 Express Lanes and SR-91 improvement projects as well as other programs and customer service information. Funding will also allow for quarterly toll adjustment notifications. Marketing supports implementation of Board adopted toll policy. Notification will be sent via email blast, newsletter, variable message signs, website updates and Facebook posts. Funding will allow for the development of marketing collateral and plans to create awareness of the 91 Express Lanes. (Recurring - high)

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Design and copywriting qualifications.

*Please explain how you arrived at the budgeted dollars requested.*

Based upon historical amounts.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

N/A





**91 Express Lanes**

**91 Express Lanes Operating Expense**

Division: 03 External Affairs  
 OrgKey: 0036 91 Express Lanes  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: 91 Express Lanes Marketing Campaign  
 Quantity/Cost: 1 @ \$320,000 FY19-01144  
 Budget Request: \$ 320,000 IFAS#: 0036-7519-B0001-H2H

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Funding will allow for the planning, development and execution of promotional marketing programs. Also, provide materials to create awareness and trial usage of the 91 Express Lanes, increase new accounts, increase the number of transponders per account, maintain or increase westbound toll lane usage in morning peak hours, enhance the satisfaction and perceived value from frequent users, and increase Facebook followers.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Marketing and design services.

*Please explain how you arrived at the budgeted dollars requested.*

Estimate of the following:  
 \$25K Design, \$25K Print/Production, \$60K Online ads, \$50K Mobile ads, \$60K Billboards, \$25K Outreach/Partnerships, \$25K Video and \$50 K Mobile app/website development.

*What phase of the project does this line item support?*

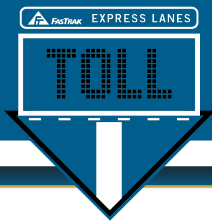
On-going

*What phase of the project is this line item currently in, as of January 2, 2018?*

On-going

*Is this line item rebudgeted from a prior fiscal year?*

N/A



## Express Lanes

### 91 Express Lanes

#### 91 Express Lanes Operating Expense

Division: 01 Executive Office  
OrgKey: 0036 91 Express Lanes  
Object: 7519 Prof Serv-Other Prof Services

---

Description: Debt Rating Fees

Quantity/Cost: 1 @ \$10,000

FY19-01143

Budget Request: \$ 10,000

IFAS#: 0036-7519-B0050-AGQ

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Annual ratings on the 91 Express Lanes' debt. The OCTA's obligations must be rated by nationally recognized rating services to be able to trade in the secondary markets. The ratings will allow investors to make a determination of whether to include the OCTA's notes in their portfolios.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Nationally recognized rating services.

*Please explain how you arrived at the budgeted dollars requested.*

Based upon historical amounts.

*What phase of the project does this line item support?*

On-going

*What phase of the project is this line item currently in, as of January 2, 2018?*

On-going

*Is this line item rebudgeted from a prior fiscal year?*

No



**91 Express Lanes**

**91 Express Lanes Operating Expense**

Division: 02 Finance and Administration  
 OrgKey: 0036 91 Express Lanes  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Rebate Report  
 Quantity/Cost: 1 @ \$15,000 FY19-02353  
 Budget Request: \$ 15,000 IFAS#: 0036-7519-B0051-F36

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

A municipal agency that issues tax-exempt debt is required to remit any arbitrage earnings to the IRS. It is good practice to prepare an arbitrage report every five years after the issuance of debt until the final maturity and make any estimated payments to the IRS. This line item is for the estimated cost to prepare the report and calculate the arbitrage amounts, if any.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Firm must have specialization in preparing arbitrage reports and calculating arbitrage earnings.

*Please explain how you arrived at the budgeted dollars requested.*

Based upon historical actuals.

*What phase of the project does this line item support?*

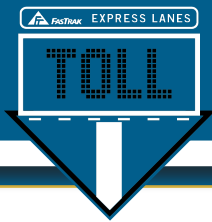
N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No



## Express Lanes

### 91 Express Lanes

#### 91 Express Lanes Operating Expense

Division: 15 Capital Programs  
OrgKey: 0036 91 Express Lanes  
Object: 7519 Prof Serv-Other Prof Services

---

Description: Procurement of a Pavement Management Report consultant  
Quantity/Cost: 1 @ \$500,000 FY19-01777  
Budget Request: \$ 500,000 IFAS#: 0036-7519-B3250-11L

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Budget funds to procure a Pavement Management Report consultant for the 91 Express Lanes

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualified to perform pavement tests and report the results in a comprehensive report of the results

*Please explain how you arrived at the budgeted dollars requested.*

Estimated based upon the prior contract and escalated to current fiscal year

*What phase of the project does this line item support?*

Maintenance

*What phase of the project is this line item currently in, as of January 2, 2018?*

Maintenance

*Is this line item rebudgeted from a prior fiscal year?*

No



91 Express Lanes

91 Express Lanes Operating Expense

Division: 01 Executive Office  
OrgKey: 0036 91 Express Lanes  
Object: 7519 Prof Serv-Other Prof Services

Description: Civil Infrastructure Design Services  
Quantity/Cost: 1 @ \$500,000 FY19-02196  
Budget Request: \$ 500,000 IFAS#: 0036-7519-B3250-TDV

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Civil design services for the 91 Express Lanes tolling infrastructure.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Civil design and engineering qualifications.

*Please explain how you arrived at the budgeted dollars requested.*

Historical

*What phase of the project does this line item support?*

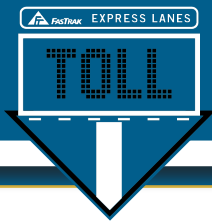
Operations

*What phase of the project is this line item currently in, as of January 2, 2018?*

Planning

*Is this line item rebudgeted from a prior fiscal year?*

No



## Express Lanes

### 91 Express Lanes

#### 91 Express Lanes Operating Expense

Division: 01 Executive Office

OrgKey: 0036 91 Express Lanes

Object: 7629 Other Services

---

Description: Network Evaluation / PCI Compliance

Quantity/Cost: 1 @ \$20,000

FY19-01211

Budget Request: \$ 20,000

IFAS#: 0036-7629-B0001-CJF

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

In order to achieve and maintain compliance with the Payment Card Industry Data Security Standards (PCI DSS), penetration tests including application layer testing and network layer penetration tests must be performed. In addition, internal and external vulnerability scans will be done.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Testing must be done by a qualified security assessor.

*Please explain how you arrived at the budgeted dollars requested.*

Based upon historical amounts.

*What phase of the project does this line item support?*

On-going

*What phase of the project is this line item currently in, as of January 2, 2018?*

On-going

*Is this line item rebudgeted from a prior fiscal year?*

No



**91 Express Lanes**

**91 Express Lanes Operating Expense**

Division: 01 Executive Office  
 OrgKey: 0036 91 Express Lanes  
 Object: 7629 Other Services

---

Description: Armored Car Services  
 Quantity/Cost: 1 @ \$10,000 FY19-01210  
 Budget Request: \$ 10,000 IFAS#: 0036-7629-B0001-DU4

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Armored car services for the 91 Express Lanes.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Based upon historical amounts.

*What phase of the project does this line item support?*

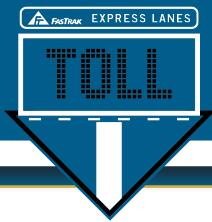
On-going

*What phase of the project is this line item currently in, as of January 2, 2018?*

On-going

*Is this line item rebudgeted from a prior fiscal year?*

No



## Express Lanes

### I-405 Express Lanes

#### 405 Express Lanes

Division: 15 Capital Programs  
OrgKey: 0037 I-405 Express Lane  
Object: 7514 Prof Serv-Right of Way Service

---

Description: I-405, SR-55 to I-605, ROW Support Services  
Quantity/Cost: 1 @ \$750,000 FY19-02267  
Budget Request: \$ 750,000 IFAS#: 0037-7514-A9510-TZF

---

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

There is an existing agreement C-2-1513 with Parsons Transportation Group, Inc. The consultant shall provide overall coordination and management of the Authority, Caltrans, FHWA, and the contractor and assist with the development and implementation of the right-of-way (ROW) program, including developing and preparing a comprehensive ROW acquisition plan, updating the current ROW entry agreements, licenses and permits from affected owners for purposes of performing hazardous waste, geotechnical, survey, utility potholing, appraisal inspections, securing preliminary title reports, obtaining appraisal and review appraisal services for all properties and property interests required, performing internal review of appraisals, ordering Phase I Environmental Soil Assessment Reports, and performing all other ROW services as required. The budget request is for costs associated with these services related to the general purpose lanes for the project.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Qualified right-of-way consultants.

***Please explain how you arrived at the budgeted dollars requested.***

The budgeted dollars requested is based on the total projected expenditures for the fiscal year at a rate of 25% of the non-M2 funding to cover costs necessary to implement to the express lanes for the project.

***What phase of the project does this line item support?***

This line item will support the right-of-way phase of work.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Right-of-way phase.

***Is this line item rebudgeted from a prior fiscal year?***

Yes.





**I-405 Express Lanes**

**405 Express Lanes**

Division: 03 External Affairs  
 OrgKey: 0037 I-405 Express Lane  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: I-405 Pre-Construction and Construction Phase Public Awareness Campaign  
 Quantity/Cost: 1 @ \$275,000 FY19-01848  
 Budget Request: \$ 275,000 IFAS#: 0037-7519-A9510-0GG

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The 405 Improvement Project's Pre-Construction and Construction Phase Public Awareness Campaign (PAC) proactively provides information about the 405 Improvement Project (Measure M2 (M2) Project K and the 405 Express Lanes) via written and digital communication, as well as timely responses to community questions and concerns. The project corridor is 16 miles and neighbors thousands of residents and businesses in central Orange County as well as impacts those commuting to/from Los Angeles County. The consultant assists OCTA staff in developing and implementing a comprehensive public outreach program working in tandem with the technical team / program management and construction management consultants leading up to and through the construction phase of the entire 405 Improvement Project. This budget item is strictly for the express lanes portion of the project and not the Measure M2 portion of the project. The public outreach program shares with stakeholders the current project status, including schedule, construction methods, closures, and detours.

The consultant will assist OCTA with meeting with numerous project stakeholders who live or work along the project corridor as well as each local city impacted by construction. The consultant will assist with special communications regarding the 405 Express Lanes, including intermediate access points, toll policy structure, and how the facility will operate. The consultant will also coordinate and attend presentations and briefings with local stakeholders. Furthermore, the consultant will coordinate open house and neighborhood meeting logistics and create written, graphic and digital collateral content to address express lanes questions. Materials will be tailored to meet the needs of various diverse communities in the project area.

This contract is time and expense and \$3,576,400 over six years. Approximately \$275,000 will be spent in FY 2018-19 in the Express Lanes portion of the outreach budget.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

This request is based on a ramp up of activities in regards to the start of construction, bridge work commencing, etc.

*What phase of the project does this line item support?*

Construction

*What phase of the project is this line item currently in, as of January 2, 2018?*

Construction

*Is this line item rebudgeted from a prior fiscal year?*

N/A



## Express Lanes

### I-405 Express Lanes

#### 405 Express Lanes

Division: 15 Capital Programs  
OrgKey: 0037 I-405 Express Lane  
Object: 7519 Prof Serv-Other Prof Services

---

Description: I-405, SR-55 to I-605 - Permits

Quantity/Cost: 1 @ \$11,000

FY19-02259

Budget Request: \$ 11,000

IFAS#: 0037-7519-A9510-013

---

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

There is an existing Memorandum of Agreements, C-6-1423 and C-6-1549 with the U.S. Army Corps of Engineers. Work includes expeditious permit application review by the U.S. Army Corps of Engineers for the project. The budget request is for costs associated with these services related to the express lanes for the project.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Not Applicable.

***Please explain how you arrived at the budgeted dollars requested.***

The budgeted dollars requested are based on the total projected expenditures at a rate of 22% of the non-M2 funding to cover costs necessary to implement the express lanes for the project.

***What phase of the project does this line item support?***

This line item will support the design and construction phases of work.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Design and construction phases.

***Is this line item rebudgeted from a prior fiscal year?***

Yes.



**I-405 Express Lanes**

**405 Express Lanes**

Division: 15 Capital Programs  
 OrgKey: 0037 I-405 Express Lane  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: I-405, SR-55 to I-605 - PM Support Services  
 Quantity/Cost: 1 @ \$1,050,000 FY19-02258  
 Budget Request: \$ 1,050,000 IFAS#: 0037-7519-A9510-HGL

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

There is an existing agreement C-5-3767 with Mott MacDonald. OCTA is responsible for managing a large number of transportation projects in Orange County including projects associated with freeway, highway, and transit projects. The OCTA’s management of these projects include oversight of environmental clearance, engineering, right-of-way acquisition, and construction activities. The projects include those funded by M2, state, and federal funding sources. The program management consultant shall assist the OCTA in this challenge by providing staff assistance and technical expertise to help manage its capital development projects. The consultant shall assist the OCTA’s Highway Programs in planning, managing, and controlling the overall capital development program. The consultant shall also provide the OCTA additional program management staff to assist in managing individual projects. The budget request is for costs associated with these services related to the express lanes of the project.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Engineering and technical expertise in program management support services for highway and rail related projects.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted dollars requested is based on the total projected expenditures at a rate of 25% of the non-M2 funding to cover costs to implement the express lanes for the project.

*What phase of the project does this line item support?*

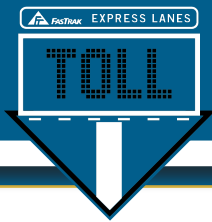
This line item will support the environmental, design, right-of-way, and construction phases of work.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Design, right-of-way, and construction phases.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



## Express Lanes

### I-405 Express Lanes

#### 405 Express Lanes

Division: 15 Capital Programs  
OrgKey: 0037 I-405 Express Lane  
Object: 7519 Prof Serv-Other Prof Services

---

Description: I-405, SR-55 to I-605 - PMC Support Services

Quantity/Cost: 1 @ \$4,950,000

FY19-02257

Budget Request: \$ 4,950,000

IFAS#: 0037-7519-A9510-TZF

---

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

The existing agreement C-2-1513 with Parsons Transportation Group, Inc. The consultant shall assist OCTA in providing staff assistance and technical expertise to help manage the project. The consultant shall assist OCTA's Highway programs in planning, managing, and controlling the overall project from environmental to construction completion. The budget request is for costs associated with these services for the express lanes of the project.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Qualified professional engineers and right-of-way consultants.

***Please explain how you arrived at the budgeted dollars requested.***

The budgeted dollars requested is based on the total projected expenditures for the fiscal year at a rate of 25% for the non-M2 funding to cover costs necessary to implement the express lanes of the project.

***What phase of the project does this line item support?***

This line item will support the design, right-of-way, and construction phases of work.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Design, right-of-way, and construction phases.

***Is this line item rebudgeted from a prior fiscal year?***

Yes.



**I-405 Express Lanes**

**405 Express Lanes**

Division: 01 Executive Office  
 OrgKey: 0037 I-405 Express Lane  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: TIFIA Loan/Service Fees  
 Quantity/Cost: 1 @ \$13,000 FY19-02254  
 Budget Request: \$ 13,000 IFAS#: 0037-7519-A9511-0LE

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Build America Bureau charges an annual servicing fee for a Transportation Infracation Finance and Innovation Act (TIFIA) loan. This is the amount for a \$629 million loan.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Based on the amount of charges in 2017.

*What phase of the project does this line item support?*

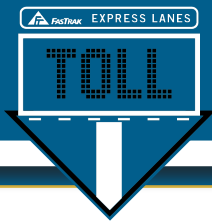
N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No



## Express Lanes

### I-405 Express Lanes

#### 405 Express Lanes

Division: 01 Executive Office  
OrgKey: 0037 I-405 Express Lane  
Object: 7519 Prof Serv-Other Prof Services

---

Description: Trustee Services

Quantity/Cost: 1 @ \$1,500

FY19-02247

Budget Request: \$ 1,500

IFAS#: 0037-7519-A9511-AGJ

---

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

A Trustee is required by the Build America Bureau for the TIFIA loan. The purpose of a Trustee is to have a financial institution with trust powers to act in a fiduciary capacity for the benefit of the lender/bondholders by enforcing the terms of the bond contract.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

An outside agency must serve as a trustee.

***Please explain how you arrived at the budgeted dollars requested.***

Based on OCTA purchase order C-7-1740 terms.

***What phase of the project does this line item support?***

N/A

***What phase of the project is this line item currently in, as of January 2, 2018?***

N/A

***Is this line item rebudgeted from a prior fiscal year?***

No



**I-405 Express Lanes**

**405 Express Lanes**

Division: 01 Executive Office  
 OrgKey: 0037 I-405 Express Lane  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Debt Rating Fees  
 Quantity/Cost: 1 @ \$20,000 FY19-02251  
 Budget Request: \$ 20,000 IFAS#: 0037-7519-A9511-AGQ

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

One rating is required by the Build America Bureau for the TIFIA loan for the 405 Express Lanes. The loan must be rated by nationally recognized rating services.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Nationally recognized rating services.

*Please explain how you arrived at the budgeted dollars requested.*

Based upon historical amounts.

*What phase of the project does this line item support?*

On-going

*What phase of the project is this line item currently in, as of January 2, 2018?*

On-going

*Is this line item rebudgeted from a prior fiscal year?*

No



## Express Lanes

### I-405 Express Lanes

#### 405 Express Lanes

Division: 01 Executive Office  
OrgKey: 0037 I-405 Express Lane  
Object: 7519 Prof Serv-Other Prof Services

---

Description: Consultant for Financial Advisory Services

Quantity/Cost: 1 @ \$75,000

FY19-02250

Budget Request: \$ 75,000

IFAS#: 0037-7519-A9511-AHA

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

A consultant for financial advisory services is needed to assist in the preparation and completion of Transportation Infraction Finance and Innovation Act (TIFIA) and Federal Highway Administration (FHWA) documents.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Based upon required submittals for each agency.

*What phase of the project does this line item support?*

On-going

*What phase of the project is this line item currently in, as of January 2, 2018?*

On-going

*Is this line item rebudgeted from a prior fiscal year?*

No





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Motorist Services					
Line Item Controlled Services					
Org- Key	Department / Fund Name	Obj	Line Item Description	Budget	Page No.
<b>OCTAP</b>					
<b>Orange County Taxi Administration Program (OCTAP)</b>					
0034	OCTAP	7515	Investment Fees	157	240
<b>SAFE</b>					
<b>Freeway Service Patrol (SAFE)</b>					
0013	Svc Auth For Fwy Emerge	7515	Investment Fees	1,781	241
0013	Svc Auth For Fwy Emerge	7519	Motorist Services Outreach	10,000	242
0013	Svc Auth For Fwy Emerge	7519	Freeway Service Patrol Tracking Application Hosting and Mai	35,388	243
0013	Svc Auth For Fwy Emerge	7519	Monthly lease of Cradlepoint WIFI Router hardware with Clo	15,156	244
0013	Svc Auth For Fwy Emerge	7519	511 Program Management, Operation, and Development	69,812	245
0013	Svc Auth For Fwy Emerge	7519	Southern California 511 Outreach	20,000	246
0013	Svc Auth For Fwy Emerge	7519	511 Program Marketing	55,000	247
0013	Svc Auth For Fwy Emerge	7629	SB1 Funded FSP Tow Costs	325,000	248
0013	Svc Auth For Fwy Emerge	7629	M2 Funded CHP Dispatcher	95,968	249
0013	Svc Auth For Fwy Emerge	7629	M2 Funded CHP Overtime	70,384	250
0013	Svc Auth For Fwy Emerge	7629	M2 Funded FSP service	1,149,826	251
0013	Svc Auth For Fwy Emerge	7629	Call Box Call Center Services	60,000	252
0013	Svc Auth For Fwy Emerge	7629	CHP State Call Box Liaison (SAFE Coordination)	6,800	253
0013	Svc Auth For Fwy Emerge	7629	FSP Tow Service Costs	4,887,187	254
<b>Subtotal Services - Finance and Administration</b>				<b>\$ 6,802,459</b>	



# Motorist Services

## OCTAP

### Orange County Taxi Administration Program (OCTAP)

Division: 02 Finance and Administration

OrgKey: 0034 OCTAP

Object: 7515 Investment Fee - Port Mgr

Description: Investment Fees

Quantity/Cost: 1 @ \$157

FY19-01093

Budget Request: \$ 157

IFAS#: 0034-7515-A4407-F34

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Investment fees that are based upon a percentage of the cash balance within the fiscal year.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Investment fees are based on staff's estimated rates and the cash balances for the upcoming fiscal year.

*What phase of the project does this line item support?*

N/A



**SAFE**

**Freeway Service Patrol (SAFE)**

Division: 02 Finance and Administration  
 OrgKey: 0013 Svc Auth For Fwy Emergencies  
 Object: 7515 Investment Fee - Port Mgr

---

Description: Investment Fees  
 Quantity/Cost: 1 @ \$1,781 FY19-01095  
 Budget Request: \$ 1,781 IFAS#: 0013-7515-S1001-F13

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Investment fees that are based upon a percentage of the cash balance within the fiscal year.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Investment fees are based on staff's estimated rates and the cash balances for the upcoming fiscal year.

*What phase of the project does this line item support?*

N/A



# Motorist Services

## SAFE

### Freeway Service Patrol (SAFE)

Division: 11 Operations  
 OrgKey: 0013 Svc Auth For Fwy Emergencies  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Motorist Services Outreach  
 Quantity/Cost: 1 @ \$10,000 FY19-01641  
 Budget Request: \$ 10,000 IFAS#: 0013-7519-S1001-FAS

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The purpose of this project is the development of brochures, web content, and other quality items designed to keep the public informed of Freeway Service Patrol and the Call Box program.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expertise in the development of brochures, web content, and other quality items designed to keep the public informed of Freeway Service Patrol and the Call Box program.

*Please explain how you arrived at the budgeted dollars requested.*

Motorist Services, requires \$10,000 for the following services: Design, development, and manufacturing of Freeway Service Patrol and the Call Box program outreach materials. The budgeted amount is based on internet research of various promotional item manufacturing costs.

*What phase of the project does this line item support?*

Ongoing program outreach.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing program outreach.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



**SAFE**

**Freeway Service Patrol (SAFE)**

Division: 11 Operations  
 OrgKey: 0013 Svc Auth For Fwy Emergencies  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Freeway Service Patrol Tracking Application Hosting and Maintenance  
 Quantity/Cost: 1 @ \$35,388 FY19-01643  
 Budget Request: \$ 35,388 IFAS#: 0013-7519-S1002-065

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This request is for the annual hosting and maintenance fees associated with the Freeway Service Patrol (FSP) tracking application. Hosting includes the Xenatech cloud infrastructure services required for the operation of LATATrax, which is one of the primary interfaces for performing FSP operations. The service includes daily monitoring and care of servers, routine backups and data archiving, and the required system administrator activities to ensure that the hosting environment remains viable and healthy throughout the day. This also covers required hosting infrastructure such as facility and internet service fees. Hosting includes normal maintenance and software upgrades to Windows servers, SQL database and other system support software. This line item supports Xenatech Agreement C7-1557.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

This line item requires expertise in providing technological advances and improvements to the LATATrax software application used for the Freeway Service Patrol program's vehicle tracking and data collection solution.

*Please explain how you arrived at the budgeted dollars requested.*

Based on Xenatech's price proposal for continued web-hosting services, the fixed price per month is \$2,949.

*What phase of the project does this line item support?*

On-going hosting and maintenance.

*What phase of the project is this line item currently in, as of January 2, 2018?*

The project is accepted and deployed, and is currently in hosting and maintenance phase.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



## Motorist Services

### SAFE

#### Freeway Service Patrol (SAFE)

Division: 11 Operations  
 OrgKey: 0013 Svc Auth For Fwy Emergencies  
 Object: 7519 Prof Serv-Other Prof Services

Description: Monthly lease of Cradlepoint WIFI Router hardware with Cloud Service for up to 50 FSP vehicles

Quantity/Cost: 12 @ \$1,263

FY19-01638

Budget Request: \$ 15,156

IFAS#: 0013-7519-S1002-06S

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Lease of in-vehicle Cradlepoint WIFI routers for Freeway Service Patrol (FSP) service vehicles to support the LATATrax vehicle tracking and data collection system.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Cradlepoint WIFI Routers are required by the application developer, Los Alamos Technical Associates, in order to guarantee LATATrax application performance.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted amount is based on the per month unit price agreed within PO C7-1675 with CDCE Inc.

*What phase of the project does this line item support?*

Ongoing support of existing project.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing support of existing project.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.





**SAFE**

**Freeway Service Patrol (SAFE)**

Division: 11 Operations  
 OrgKey: 0013 Svc Auth For Fwy Emergencies  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: 511 Program Management, Operation, and Development  
 Quantity/Cost: 4 @ \$17,453 FY19-01648  
 Budget Request: \$ 69,812 IFAS#: 0013-7519-S1011-01E

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This line item is for the management and operation of the County 511 Motorist Assistance and Traveler Information System (MATIS) developed in cooperation with the Los Angeles County Service Authority for Freeway Emergencies (LA SAFE).

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The qualification required for this line item includes expertise in the County 511 Motorist Assistance and Traveler Information System (MATIS), and knowledge of a variety of technical fields such as information technology on callbox systems and motorist aid systems.

*Please explain how you arrived at the budgeted dollars requested.*

Budgeted dollars are based on cooperative agreement C9-0434 with LA SAFE. Staff have negotiated an extension of the current agreement for an additional year, through February 28, 2019, at no cost to the Authority. Costs beyond this date are to be determined. Based on the age of the agreement and a 20% pricing increase over the current (previous) monthly cost, \$17,453 a month is projected for the remainder of fiscal year 2019, pending on the negotiation of a new agreement.

*What phase of the project does this line item support?*

This agreement was extended for an additional year, through February, 28, 2019, pending negotiation of a new agreement.

*What phase of the project is this line item currently in, as of January 2, 2018?*

The current three-year agreement was extended, and will end on February 28, 2019.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



# Motorist Services

## SAFE

### Freeway Service Patrol (SAFE)

Division: 11 Operations  
 OrgKey: 0013 Svc Auth For Fwy Emergencies  
 Object: 7519 Prof Serv-Other Prof Services

---

Description: Southern California 511 Outreach  
 Quantity/Cost: 1 @ \$20,000 FY19-01642  
 Budget Request: \$ 20,000 IFAS#: 0013-7519-S1011-10D

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This is for the development of brochures and web content to keep the public informed of the Southern California 511 program.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expertise in the development of brochures and web content designed to keep the public informed of the Southern California 511 programs and services.

*Please explain how you arrived at the budgeted dollars requested.*

Motorist Services requires \$20,000 for the following services: Design, development, and manufacturing of 511 brochures and web content. The budgeted amount is based on internet research.

*What phase of the project does this line item support?*

On-going program outreach.

*What phase of the project is this line item currently in, as of January 2, 2018?*

On-going program outreach.

*Is this line item rebudgeted from a prior fiscal year?*

No, this is a new line item.



**SAFE**

**Freeway Service Patrol (SAFE)**

Division: 11 Operations  
 OrgKey: 0013 Svc Auth For Fwy Emergencies  
 Object: 7519 Prof Serv-Other Prof Services

Description: 511 Program Marketing  
 Quantity/Cost: 1 @ \$55,000 FY19-01649  
 Budget Request: \$ 55,000 IFAS#: 0013-7519-S1011-AQF

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Procurement of yet to be determined 511 marketing and promotional items designed to educate the public about the 511 program. This line item supports advertising space, 511 signs, and give away items geared towards marketing general and specific aspects of the 511 system.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

May include services of advertising/marketing space consultant, manufacturers of promotional items, and 511 signs.

*Please explain how you arrived at the budgeted dollars requested.*

Consultation with OCTA Marketing Group and internet research of various promotional items manufacturing costs.

*What phase of the project does this line item support?*

Ongoing development and update of marketing materials for 511 program.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing development and update of marketing materials for 511 program.

*Is this line item rebudgeted from a prior fiscal year?*

No.



# Motorist Services

## SAFE

### Freeway Service Patrol (SAFE)

Division: 11 Operations  
 OrgKey: 0013 Svc Auth For Fwy Emergencies  
 Object: 7629 Other Services

---

Description: SB1 Funded FSP Tow Costs  
 Quantity/Cost: 1 @ \$325,000 FY19-02827  
 Budget Request: \$ 325,000 IFAS#: 0013-7629-FN001-1G4

---

Grant Funded:  SB1 Operating \$325,000  
 Account: 0013-6109-FN001-1G4

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Contract costs associated with expanding services on Freeway Service Patrol through Senate Bill 1 (SB1.) Starting in December 2018, Motorist Services will expand service on the State Route 57 and east end of the State Route 91 with service running from 5:30 am to 7:30 pm, and will add midday service to the east end of the State Route 91.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Qualifications include firms with experience with a Freeway Service Patrol program within California, or with an auto club, a local law enforcement agency or other organizations that include towing on or off of a highway or freeway.

***Please explain how you arrived at the budgeted dollars requested.***

The budgeted amount is based on anticipated Senate Bill 1 new start funding levels and planned/scheduled service hours for expanded service times an estimated revenue vehicle hour rate, which is currently being procured.

***What phase of the project does this line item support?***

This line item supports the expansion of the Freeway Service Patrol services on the State Route 57 and State Route 91.

***What phase of the project is this line item currently in, as of January 2, 2018?***

The project is currently in procurement phase, with service starting on December 1, 2018 (with new service contracts).

***Is this line item rebudgeted from a prior fiscal year?***

No.



**SAFE**

**Freeway Service Patrol (SAFE)**

Division: 11 Operations  
 OrgKey: 0013 Svc Auth For Fwy Emergencies  
 Object: 7629 Other Services

Description: M2 Funded CHP Dispatcher  
 Quantity/Cost: 1 @ \$95,968 FY19-01192  
 Budget Request: \$ 95,968 IFAS#: 0013-7629-FN001-AVW

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA is currently negotiating an agreement for FY 2019. This line item is for a full-time California Highway Patrol (CHP) Dispatcher, to support the Freeway Service Patrol (FSP) program and provide adequate supervision and oversight.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The qualifications required for this line item include expertise in supporting, performing and overseeing Freeway Service Patrol (FSP) related duties at the direction of California Highway Patrol.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted amount is based on estimated hours and estimated rates provided by California Highway Patrol.

*What phase of the project does this line item support?*

Continuing project on an on-going basis.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Continuing project on an on-going basis.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Motorist Services

## SAFE

### Freeway Service Patrol (SAFE)

Division: 11 Operations  
 OrgKey: 0013 Svc Auth For Fwy Emergencies  
 Object: 7629 Other Services

Description: M2 Funded CHP Overtime  
 Quantity/Cost: 4 @ \$17,596 FY19-01207  
 Budget Request: \$ 70,384 IFAS#: 0013-7629-FN001-AVW

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA is in the process of negotiating a new agreement for FY 2019. This line item is for California Highway Patrol (CHP) Officer overtime associated with the administration of the Freeway Service Patrol Program (FSP). Overtime is necessary because of the FSP service span, CHP shift configurations, and the need to provide consistent oversight and support for the FSP drivers. Overtime hours are an essential asset allowing officers to spend valuable time in the field providing direct support and supervision to FSP operators as well as performing occasional late night construction beats and weekend beats.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The qualifications required for this line item include expertise in supporting, performing and overseeing Freeway Service Patrol (FSP) related duties at the direction of California Highway Patrol and regulatory requirements.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted amount is based on estimated hours and estimated rates provided by California Highway Patrol.

*What phase of the project does this line item support?*

Continuing project on an ongoing basis.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Continuing project on an ongoing basis.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



**SAFE**

**Freeway Service Patrol (SAFE)**

Division: 11 Operations  
 OrgKey: 0013 Svc Auth For Fwy Emergencies  
 Object: 7629 Other Services

---

Description: M2 Funded FSP service  
 Quantity/Cost: 16,104 @ \$71 FY19-01198  
 Budget Request: \$ 1,149,826 IFAS#: 0013-7629-FN001-AVX

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Contract costs associated with providing Measure M2 funded midday, weekend and construction Freeway Service patrol services. Scope includes rapid clearing of traffic lanes blocked by disabled vehicles, minor accidents, and congestion causing debris. Freeway Service Patrol operators may be also required to change flat tires, provide "jump" starts, provide a maximum of one gallon of gasoline, temporarily tape cooling system hoses, and refill radiators.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualifications include firms with experience with a Freeway Service Patrol program within California, or with an auto club, a local law enforcement agency or other organizations that include towing on or off of a highway or freeway.

*Please explain how you arrived at the budgeted dollars requested.*

Assumptions:  
 16,104 scheduled service hours at an average rate of \$71.40 per revenue vehicle hour. Average contract rates based on \$2.00 to \$3.00 gallon fuel average for the first 6 months, \$3.00 to \$4.00 gallon average for the last 6 months, and up to \$85 per RVH for services re-procured in FY 2018 (4 service areas). Actual rates for replacement agreements are yet to be determined, and are based on recent procurements for similar service plus anticipated increases related to regulatory changes since last procured (minimum wage, health care, fuel taxes, etc.).

*What phase of the project does this line item support?*

Continuing project on an ongoing basis.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Continuing project on an ongoing basis.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



# Motorist Services

## SAFE

### Freeway Service Patrol (SAFE)

Division: 11 Operations  
 OrgKey: 0013 Svc Auth For Fwy Emergencies  
 Object: 7629 Other Services

---

Description: Call Box Call Center Services  
 Quantity/Cost: 12 @ \$5,000 FY19-01208  
 Budget Request: \$ 60,000 IFAS#: 0013-7629-S1001-CGA

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This line item is for Call Center services to answer freeway call box calls and 511 program motorist aid calls. Call center agents provide appropriate assistance to motorists by contacting the California Highway Patrol (CHP) communications center to dispatch a Freeway Service Patrol tow truck if available, contacting the motorists' club towing or other tow provider, contacting a family member or other person who may provide assistance to the motorist, contacting the CHP communications center to dispatch CHP rotation tow services, or provide other assistance as appropriate.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Call center services were procured through a joint procurement with the Riverside County Transportation Commission and the San Bernardino County Transportation Authority. The qualification required for this item includes expertise in establishing and operating a call answering center that is capable of answering all calls generated by San Bernardino, Riverside and Orange County Service Authority of Freeway Emergencies call boxes.

*Please explain how you arrived at the budgeted dollars requested.*

Utilized forecasts from previous year's actual data and estimated increased costs of larger call volumes due to increased awareness from the Call 511 project.

*What phase of the project does this line item support?*

Continuing project on an ongoing basis.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Continuing project on an ongoing basis.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.





**SAFE**

**Freeway Service Patrol (SAFE)**

Division: 11 Operations  
 OrgKey: 0013 Svc Auth For Fwy Emergencies  
 Object: 7629 Other Services

---

Description: CHP State Call Box Liaison (SAFE Coordination)  
 Quantity/Cost: 1 @ \$6,800 FY19-01212  
 Budget Request: \$ 6,800 IFAS#: 0013-7629-S1001-CGL

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The cost is associated with required contributions to the state's designated call box program liaison at the California Highway Patrol (CHP). Funding this liaison is a requirement for all Service Authority for Freeway Emergencies programs in the state.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The qualification required for this item includes expertise in providing services and assistance in accordance with the "California Highway Patrol/Caltrans Call Box and Motorist Aid Guidelines."

*Please explain how you arrived at the budgeted dollars requested.*

The agreement with the California Highway Patrol specifies the amount of \$6,800 for each year - FY 2018, FY 2019, and FY 2020.

*What phase of the project does this line item support?*

Continuing project.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Continuing project.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



# Motorist Services

## SAFE

### Freeway Service Patrol (SAFE)

Division: 11 Operations  
 OrgKey: 0013 Svc Auth For Fwy Emergencies  
 Object: 7629 Other Services

---

Description: FSP Tow Service Costs  
 Quantity/Cost: 67,456 @ \$72 FY19-01209  
 Budget Request: \$ 4,887,187 IFAS#: 0013-7629-S1002-AVX

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This line item supports ongoing tow contract costs associated with providing peak hour Freeway Service Patrol (FSP) services. Scopes of work are contained in each FSP tow contractor agreement. Scope includes rapid clearing of traffic lanes blocked by disabled vehicles, minor accidents, and congestion causing debris. Freeway Service Patrol operators may be also required to change flat tires, provide "jump" starts, provide a maximum of one gallon of gasoline, temporarily tape cooling system hoses, and refill radiators.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualifications include firms with experience with a Freeway Service Patrol program within California, or with an auto club, a local law enforcement agency or other organizations that include towing on or off of a highway or freeway.

*Please explain how you arrived at the budgeted dollars requested.*

Assumptions:  
 67,456 scheduled service hours at an average rate of \$72.45 per revenue vehicle hour. Average contract rates based on \$2.00 to \$3.00 gallon fuel average for the first 6 months, \$3.00 to \$4.00 gallon average for the last 6 months, and up to \$85 per RVH for services re-procured in FY 2018 (4 service areas). Actual rates for replacement agreements are yet to be determined, and are based on recent procurements for similar service plus anticipated increases related to regulatory changes since last procured (minimum wage, health care, fuel taxes, etc.)

\*Includes 1% overtime to cover costs associated with motorist assist at end of shift and fluctuations in gasoline costs.

*What phase of the project does this line item support?*

Continuing project on an ongoing basis.

*What phase of the project is this line item currently in, as of January 2, 2018?*

This item supports monthly Freeway Service Patrol services.

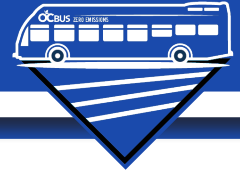
*Is this line item rebudgeted from a prior fiscal year?*

Yes



**OCTA**

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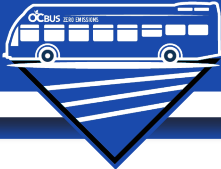


Bus					
Line Item Controlled Services					
Org- Key	Department / Fund Name	Obj	Line Item Description	Budget	Page No.
<b>Mobile Ticketing</b>					
1288	IS Transit Radio Support &	7519	CAD/AVL Interface Maintenance	6,000	260
1288	IS Transit Radio Support &	7519	Hosting Charges	93,495	261
<b>Administrative Supplies</b>					
1343	HR - Transit	7519	Fitness Center Staffing	72,982	262
1539	Transit Planning Ops Supp	7519	Short-Range Transit Plan Update	75,000	263
<b>Customer Information Center</b>					
1837	OCTD Marketing and Cust	7519	Customer Information Center	1,060,880	264
<b>Directly Operated Fixed Route Services and Supplies</b>					
1142	OCTD Safety & Environme	7519	Transit Compliance Training	7,000	265
1142	OCTD Safety & Environme	7519	Health, Safety and Environmental Regulatory Consultation	12,000	266
1142	OCTD Safety & Environme	7519	Audio Metric Testing	3,000	267
1142	OCTD Safety & Environme	7519	Environmental Sustainability Consulting	6,000	268
1261	Transit Revenue	7629	Armored Vehicle Service	206,637	269
1261	Transit Revenue	7629	Fare Collection Processing	181,184	270
1275	Materials Management A	7519	Business Process Improvements, Operating System	15,005	271
1275	Materials Management A	7629	Freight Transportation Services	4,000	272
1722	Facilities Engineering	7512	Facilities Audit at Bus Bases, Park and Rides, and Transportati	16,000	273
1722	Facilities Engineering	7514	Prof Services - Right-of-Way	30,000	274
1722	Facilities Engineering	7514	On-Call Appraisal and Engineering Right-of-Way Services	50,000	275
1722	Facilities Engineering	7517	Pacific Electric Right-of-Way Maintenance	170,000	276
1722	Facilities Engineering	7519	Construction Management Services - Facilities Engineering	180,000	277
1722	Facilities Engineering	7519	On-Call Environmental Services	50,000	278
1722	Facilities Engineering	7629	On-Call Architectural/Engineering Design Services	250,000	279
1722	Facilities Engineering	7629	On-Call Testing and Inspection Services	80,000	280
1837	OCTD Marketing and Cust	7519	Promotion of Mobile Ticketing	50,000	281
1837	OCTD Marketing and Cust	7519	Targeted Route Promotions	300,000	282
1837	OCTD Marketing and Cust	7519	Millennial Marketing & Outreach	40,000	283
1837	OCTD Marketing and Cust	7519	Summer Youth Program	40,000	284
1837	OCTD Marketing and Cust	7519	Diversity Outreach Program (Hispanic)	25,000	285
1837	OCTD Marketing and Cust	7519	Diversity Outreach Program (Asian)	25,000	286
1837	OCTD Marketing and Cust	7519	OC Flex Marketing Support	100,000	287
1837	OCTD Marketing and Cust	7519	Bravo 529 Marketing Support	100,000	288
1837	OCTD Marketing and Cust	7519	Baseline Public Information	50,000	289
1837	OCTD Marketing and Cust	7519	Reduced Fare Identification Card Data Entry	36,000	290



# Bus Program

Bus					
Line Item Controlled Services					
Org-Key	Department / Fund Name	Obj	Line Item Description	Budget	Page No.
<b>Directly Operated Fixed Route Services and Supplies</b>					
1837	OCTD Marketing and Cust	7629	Color Copying & Mounting Service	4,000	291
1837	OCTD Marketing and Cust	7629	Service Change Shipping	4,000	292
1837	OCTD Marketing and Cust	7629	On-Hold Recording	1,000	293
1837	OCTD Marketing and Cust	7629	Bus Book Design Service	40,000	294
1837	OCTD Marketing and Cust	7629	Translation Services/ Bus Customer Information	30,000	295
2114	Transit Technical Services	7519	Contracted Technical Expertise	9,000	296
2128	Ops Planning & Schedulin	7519	HASTUS Training	20,000	297
2128	Ops Planning & Schedulin	7519	Manual Ridecheck Data Collection	245,487	298
2128	Ops Planning & Schedulin	7629	Bus Kiosk Signage	30,000	299
2162	Maintenance-Garden Gro	7519	Tool Calibration	17,500	300
2168	Maintenance Santa Ana A	7519	Tool Calibration	25,000	301
2169	Maintenance Training	7519	Contracted Training - CNG Tank Inspector Training	2,950	302
2169	Maintenance Training	7519	Contracted Training - Opacity Inspector Training	1,050	303
2169	Maintenance Training	7519	Cummins Near-Zero Emissions Engine Training	5,500	304
2194	Maint-Specialty Shops Ad	7519	CNC Plasma Cutter and Brake Lathe Service	15,000	305
<b>LTF - CDTFA</b>					
0011	Local Transportation Fund	7519	State Board of Equalization (SBOE) Fees	2,192,762	311
<b>LTF Article 3 and Article 4</b>					
0012	Orange County Unified Tr	7515	Investment Fees	6,978	312
0030	Orange County Transit Dis	7515	Investment Fees	271,264	313
<b>Paratransit Services</b>					
2147	Paratransit Support	7519	ACCESS In-Person Assessment/Certification	695,688	306
2147	Paratransit Support	7519	Special Transportation Services Resources Booklet	30,000	307
2147	Paratransit Support	7519	Travel Training Program	220,000	308
2147	Paratransit Support	7519	Graphic Design Services	25,000	309
2147	Paratransit Support	7629	Mail House - Postage and Stuffing	30,000	310
<b>Transit Security Programs</b>					
1316	Security and Emergency P	7519	All Hazards Training and Exercise Program	150,000	314
1316	Security and Emergency P	7519	OCTA Public Awareness Program	75,000	315
1316	Security and Emergency P	7519	Cost Recovery Plan for Emergency Operations	25,000	316
1316	Security and Emergency P	7519	Master Security Plan	150,000	317
1316	Security and Emergency P	7519	Behavioral Intervention Consultation	8,000	318
<b>Transit Technology and Communications</b>					
1288	IS Transit Radio Support &	7519	ITMS ORBCAD UPGRADE - OC Street Car Prerequisite	350,000	319



Bus					
Line Item Controlled Services					
Org- Key	Department / Fund Name	Obj	Line Item Description	Budget	Page No.
<b>Transit Technology and Communications</b>					
1288	IS Transit Radio Support &	7519	ITMS Professional Services - Hardware / Software Installation	250,000	320
1288	IS Transit Radio Support &	7519	ITMS Mobile Router Communications Integration	200,000	321
<b>Vanpool Program</b>					
1842	Vanpool Program	7519	Vanpool Marketing and Outreach	120,000	322
1842	Vanpool Program	7519	Vanpool Program Professional Services	25,000	323
<b>Subtotal Services - Finance and Administration</b>				<b>\$ 8,610,362</b>	



# Bus Program

## Mobile Ticketing

**Division:** 02 Finance and Administration  
**OrgKey:** 1288 IS Transit Radio Support & Maintenance  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** CAD/AVL Interface Maintenance  
**Quantity/Cost:** 1 @ \$6,000 FY19-02586  
**Budget Request:** \$ 6,000 IFAS#: 1288-7519-D3131-THK

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

These are annual cost associated with C-5-3244 for maintaining and monitoring Computer-aided Dispatch (CAD)/Automatic Vehicle Location (AVL) data points that are passed through our Electronic Readers when each rider scans a mobile ticket.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Retrieval of CAD/AVL data points during each mobile ticket scan on OCTA readers.

*Please explain how you arrived at the budgeted dollars requested.*

This was the negotiated price for the scope listed in C-53244 Amendment 4

*What phase of the project does this line item support?*

Post Deployment Support

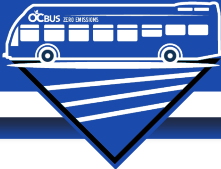
*What phase of the project is this line item currently in, as of January 2, 2018?*

Post Deployment Support

*Is this line item rebudgeted from a prior fiscal year?*

No





**Mobile Ticketing**

Division: 02 Finance and Administration  
OrgKey: 1288 IS Transit Radio Support & Maintenance  
Object: 7519 Prof Serv-Other Prof Services

---

Description: Hosting Charges  
Quantity/Cost: 1 @ \$93,495 FY19-02585  
Budget Request: \$ 93,495 IFAS#: 1288-7519-D3131-THK

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

These are annual cost associated with C-5-3244 for maintaining and hosting the IT infrastructure for the OC Bus mobile ticketing app.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Technical infrastructure that is hosted outside of OCTA's data center

*Please explain how you arrived at the budgeted dollars requested.*

This was the negotiated price for year 3 in license and maintenance fees for C-53244

*What phase of the project does this line item support?*

Post Deployment Support

*What phase of the project is this line item currently in, as of January 2, 2018?*

Post Deployment Support

*Is this line item rebudgeted from a prior fiscal year?*

No



# Bus Program

## Administrative Supplies

Division: 04 Human Resources and Organizational Development  
 OrgKey: 1343 HR - Transit  
 Object: 7519 Prof Serv-Other Prof Services

Description: Fitness Center Staffing

Quantity/Cost: 1 @ \$72,982

FY19-00092

Budget Request: \$ 72,982

IFAS#: 1343-7519-A2352-3WV

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Provide staffing support for the fitness centers located at the Santa Ana and Garden Grove base locations. Staff to help supervise fitness center usage and equipment. The staff is used by OCTA to deliver important physical activity and dietary direction of OCTA employees. These services aid OCTA in encouraging employees to participate and practice healthy lifestyle behaviors with a goal of directly reducing OCTA healthcare costs and future insurance premiums.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Requires qualified and certified employees in physical fitness, fitness training, and nutritional guidance.

*Please explain how you arrived at the budgeted dollars requested.*

This is the budgetary allocation needed to continue the existing contract (C-5-3607) and extend such services in the future.

*What phase of the project does this line item support?*

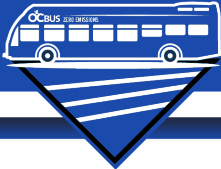
All phases

*What phase of the project is this line item currently in, as of January 2, 2018?*

Line item requires ongoing management throughout the entire fiscal year. Not a one time project allocation.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**Administrative Supplies**

Division: 14 Planning  
OrgKey: 1539 Transit Planning Ops Support  
Object: 7519 Prof Serv-Other Prof Services

Description: Short-Range Transit Plan Update  
Quantity/Cost: 1 @ \$75,000 FY19-00526  
Budget Request: \$ 75,000 IFAS#: 1539-7519-A1408-TQQ

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Develop annual and five-year service plans to prioritize service adjustments, implementations, and other changes.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Consultant with experience in transit service planning and scheduling.

*Please explain how you arrived at the budgeted dollars requested.*

Estimated 5-10 hours per week.

*What phase of the project does this line item support?*

Project development

*What phase of the project is this line item currently in, as of January 2, 2018?*

None

*Is this line item rebudgeted from a prior fiscal year?*

No



# Bus Program

## Customer Information Center

**Division:** 03 External Affairs  
**OrgKey:** 1837 OCTD Marketing and Customer Relations  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Customer Information Center  
**Quantity/Cost:** 1 @ \$1,060,880 FY19-00657  
**Budget Request:** \$ 1,060,880 IFAS#: 1837-7519-D4601-1E4

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Orange County Transportation Authority (OCTA) currently operates 65 fixed-route bus lines, with approximately 125,000 average weekday bus boardings. Additional services provided by OCTA include ACCESS operations, 91 Express Lanes, Freeway Service Patrol, vanpool, rideshare, and active transportation services. All of these services generate questions from the public and require operational functions that provide information and access. OCTA provides a Customer Information Center (CIC) for customers to receive routing assistance and answer questions about OCTA programs, services and products. The CIC receives, codes, and enters customer comments, complaints and compliments into a database. The representatives also receive pass sales orders, and provide assistance for reduced fare programs and ACCESS service.

In FY 2017-18, the monthly call volume is approximately 29,700 calls per month (based on year to date data). For FY 2018-19, the call volume is expected to remain consistent, resulting in an estimate of \$84,240 per month (\$1.011M annually). An additional \$50,000 has been added to the monthly estimate, based on regular update to the CIC phone tree and recorded content, reporting costs and regular maintenance costs. This is a decrease of \$60,000 to the amount budgeted in FY 2017-18.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional call center, customer service, and route-planning services

*Please explain how you arrived at the budgeted dollars requested.*

Costs estimated based on contract terms and current call volumes

*What phase of the project does this line item support?*

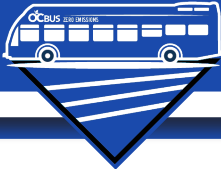
Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

N/A



**Directly Operated Fixed Route Services and Supplies**

**Division:** 04 Human Resources and Organizational Development  
**OrgKey:** 1142 OCTD Safety & Environmental  
**Object:** 7519 Prof Serv-Other Prof Services

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**Description:** Transit Compliance Training  
**Quantity/Cost:** 1 @ \$7,000 FY19-00089  
**Budget Request:** \$ 7,000 IFAS#: 1142-7519-A2334-9HE

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The final product and service would consist of training requirement for compliance with Cal/OSHA (Occupational Safety & Health Administration) requirements. Such trainings include:

- Fall Protection
- Welding and hot work safety
- Electrical safety
- Blood borne Pathogens
- Lock-out/Tag-out
- Confined space
- Injury and Illness Prevention Program (IIPP)
- Safety management systems

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualified safety professionals with subject matter knowledge and experience.

*Please explain how you arrived at the budgeted dollars requested.*

The request is associated with multiple service and training requirements. Training opportunities are based on mandatory compliance requirements and budgetary allotment.

*What phase of the project does this line item support?*

All phases

*What phase of the project is this line item currently in, as of January 2, 2018?*

Line item requires ongoing management throughout the entire fiscal year.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



# Bus Program

## Directly Operated Fixed Route Services and Supplies

Division: 04 Human Resources and Organizational Development  
 OrgKey: 1142 OCTD Safety & Environmental  
 Object: 7519 Prof Serv-Other Prof Services

Description: Health, Safety and Environmental Regulatory Consultation  
 Quantity/Cost: 1 @ \$12,000 FY19-00090  
 Budget Request: \$ 12,000 IFAS#: 1142-7519-A2339-PQ9

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Provides consultation services for compliance with Local, State, and Federal Environmental and Safety program management. Including, but not limited to:

- Confined space monitoring identification
- Industrial hygiene assessment/exposure testing
- Personal protective equipment reviews
- Lock-out/Tag-out policy refinements/reviews
- Fall Protection assessments
- Engineering reviews for safety program refinements
- Storm water management
- Underground storage leaks
- Hazardous and universal Waste management
- Fire and building code regulations

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualified safety and environmental professionals with subject matter knowledge and experience.

*Please explain how you arrived at the budgeted dollars requested.*

These services are on an as needed basis for compliance assurance. Services rendered are dependent on budgetary allotments.

*What phase of the project does this line item support?*

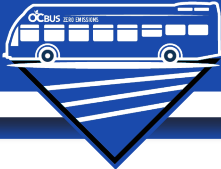
All phases

*What phase of the project is this line item currently in, as of January 2, 2018?*

Line item requires ongoing management throughout the entire fiscal year.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**Directly Operated Fixed Route Services and Supplies**

**Division:** 04 Human Resources and Organizational Development  
**OrgKey:** 1142 OCTD Safety & Environmental  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Audio Metric Testing  
**Quantity/Cost:** 1 @ \$3,000 FY19-00091  
**Budget Request:** \$ 3,000 IFAS#: 1142-7519-A2339-T3B

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Conduct mandatory required audiometric evaluations of OCTA employees in the Hearing Conservation Program.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualified technicians and employees to properly administer tests in accordance with Cal/OSHA (Occupational Safety & Health Administration) standards.

*Please explain how you arrived at the budgeted dollars requested.*

This is monetary allocation needed to ensure compliance with Cal/OSHA.

*What phase of the project does this line item support?*

All phases

*What phase of the project is this line item currently in, as of January 2, 2018?*

Line item requires ongoing management throughout the entire fiscal year.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



# Bus Program

## Directly Operated Fixed Route Services and Supplies

Division: 04 Human Resources and Organizational Development  
 OrgKey: 1142 OCTD Safety & Environmental  
 Object: 7519 Prof Serv-Other Prof Services

Description: Environmental Sustainability Consulting  
 Quantity/Cost: 1 @ \$6,000 FY19-00093  
 Budget Request: \$ 6,000 IFAS#: 1142-7519-A2360-T31

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Services required for regulatory Greenhouse Gas (GG) emissions calculations and reporting. Also includes consulting services for third party GG verification processes and environmental sustainability assessments/opportunities.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Employees must have background and experience in Greenhouse Gas emission calculations, environmental sustainability, and environmental program management.

*Please explain how you arrived at the budgeted dollars requested.*

Annual Greenhouse Gas software fees and consulting services.

*What phase of the project does this line item support?*

All phases

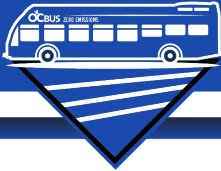
*What phase of the project is this line item currently in, as of January 2, 2018?*

Line item requires ongoing management throughout the entire fiscal year.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.





**Directly Operated Fixed Route Services and Supplies**

Division: 02 Finance and Administration  
OrgKey: 1261 Transit Revenue  
Object: 7629 Other Services

Description: Armored Vehicle Service  
Quantity/Cost: 1 @ \$206,637 FY19-00155  
Budget Request: \$ 206,637 IFAS#: 1261-7629-A5105-DU4

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This is for transport fare collections and miscellaneous receipts between OCTA facilities and the bank. OCTA currently has a contract for this service.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

This is for transport fare collections and miscellaneous receipts between OCTA facilities and the bank. OCTA currently has a contract for this service.

*Please explain how you arrived at the budgeted dollars requested.*

Calculation of previous actuals and planned changes.

*What phase of the project does this line item support?*

Armored vehicle service.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Armored vehicle service.

*Is this line item rebudgeted from a prior fiscal year?*

No.



# Bus Program

## Directly Operated Fixed Route Services and Supplies

Division: 02 Finance and Administration  
OrgKey: 1261 Transit Revenue  
Object: 7629 Other Services

---

Description: Fare Collection Processing

Quantity/Cost: 1 @ \$181,184

FY19-00156

Budget Request: \$ 181,184

IFAS#: 1261-7629-A5105-DU4

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Fare collection currency, coin counting services and bank deposit preparation.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

This is an existing contract.

*Please explain how you arrived at the budgeted dollars requested.*

Analysis of previous years and planned future.

*What phase of the project does this line item support?*

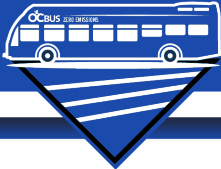
Fare collection processing.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Fare collection processing.

*Is this line item rebudgeted from a prior fiscal year?*

No.



**Directly Operated Fixed Route Services and Supplies**

Division: 02 Finance and Administration  
OrgKey: 1275 Materials Management Admin  
Object: 7519 Prof Serv-Other Prof Services

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Description: Business Process Improvements, Operating System  
Quantity/Cost: 1 @ \$15,005 FY19-01928  
Budget Request: \$ 15,005 IFAS#: 1275-7519-A0001-C3H

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Enhance Warranty Process (Ellipse integration), Convert conventional bin labels to bar code labels (support mobile applications).  
The current warranty data base is not fully integrated with the material management operating system. Bar code labeling will support mobile business applications.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

ABB System consultants to develop Ellipse improvements for warehouse functions.

*Please explain how you arrived at the budgeted dollars requested.*

An estimated 43.5 hours @ \$230.00/hour for time to develop applications.  
Training and Material Cost \$5,000.

*What phase of the project does this line item support?*

n/a

*What phase of the project is this line item currently in, as of January 2, 2018?*

n/a

*Is this line item rebudgeted from a prior fiscal year?*

No



# Bus Program

## Directly Operated Fixed Route Services and Supplies

Division: 02 Finance and Administration  
 OrgKey: 1275 Materials Management Admin  
 Object: 7629 Other Services

Description: Freight Transportation Services  
 Quantity/Cost: 1 @ \$4,000 FY19-00202  
 Budget Request: \$ 4,000 IFAS#: 1275-7629-A5165-1JM

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

To establish a contract for the courier service used for receiving, shipping and transferring parts for emergency bus down situations required throughout the fiscal year. This is intended to cover all transfers between each of the bases.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Budget amount was determined after review of prior fiscal years

*What phase of the project does this line item support?*

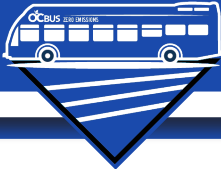
Contract No. C41315 - ongoing expenses

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**Directly Operated Fixed Route Services and Supplies**

Division: 15 Capital Programs  
OrgKey: 1722 Facilities Engineering  
Object: 7512 Prof Serv-Audit

Description: Facilities Audit at Bus Bases, Park and Rides, and Transportation Centers  
Quantity/Cost: 1 @ \$16,000 FY19-01732  
Budget Request: \$ 16,000 IFAS#: 1722-7512-D3107-TKB

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This project is for independent audit of OCTA transit facilities including five bus bases, two park and rides, and five transportation centers. The audit is needed to determine the condition rating of facilities and essential maintenance required to maintain facilities in a state of good repair under latest Federal Transit Administration (FTA) guidelines. The work includes evaluating primary, secondary, and service systems of facilities and assigning condition ratings to facility elements. Also, to determine essential maintenance and related costs to maintain OCTA transit assets in a state of good repair condition index, including required phasing of work and traffic control shown in the Request for Purchase (RFP).

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The consultant firms must be professional design firms using staff currently licensed by the California Department of Consumer Affairs Board of Professional Engineers, and hold active mechanical engineer, electrical engineer, structural engineer, and civil engineer licenses. The design firms are procured through a qualifications-based selection process.

*Please explain how you arrived at the budgeted dollars requested.*

The cost was arrived by using cost history from similar past projects based on scope of work.

*What phase of the project does this line item support?*

The RFP agreement / work phase.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Facilities condition assessment.

*Is this line item rebudgeted from a prior fiscal year?*

Yes, but under existing contract.



## Bus Program

### Directly Operated Fixed Route Services and Supplies

Division: 15 Capital Programs  
OrgKey: 1722 Facilities Engineering  
Object: 7514 Prof Serv-Right of Way Service

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Description: Prof Services - Right-of-Way

Quantity/Cost: 1 @ \$30,000

FY19-00578

Budget Request: \$ 30,000

IFAS#: 1722-7514-D2601-ODK

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

This is for professional services related to the Pacific Electric (PE) right-of-way. This work is needed for tenant contract agreement compliance. The work includes tenant review services for reviewing tenant revenue, insurance, agreements, and the right-of-way, in the PE right-of-way.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

This is a request for Professional Services for PE right-of-way services. The consultant firms must be professional consulting firms with engineers and real-estate professional using staff currently licensed in California. The firms are procured through a qualifications based selection process.

***Please explain how you arrived at the budgeted dollars requested.***

The cost was arrived at using cost history from similar past projects based on scope of work.

***What phase of the project does this line item support?***

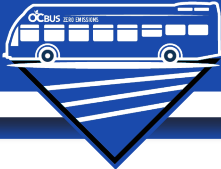
This line item mainly supports the ongoing property maintenance phase.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Ongoing property maintenance phase.

***Is this line item rebudgeted from a prior fiscal year?***

Yes, but under existing contract.



**Directly Operated Fixed Route Services and Supplies**

Division: 15 Capital Programs  
OrgKey: 1722 Facilities Engineering  
Object: 7514 Prof Serv-Right of Way Service

Description: On-Call Appraisal and Engineering Right-of-Way Services  
Quantity/Cost: 1 @ \$50,000 FY19-00577  
Budget Request: \$ 50,000 IFAS#: 1722-7514-D2601-AR7

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This line item is for professional services related to property. This work is needed for licensing properties and property encroachments to protect OCTA's property rights. The work includes property appraisal, engineering, and management services for licensing properties and land surveying work required for encroachments.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The consultant firms must be professional design firms using professional engineering, real estate, and land surveyor staff licensed in California. The consulting firms are procured through a qualifications based selection process.

*Please explain how you arrived at the budgeted dollars requested.*

The cost was arrived at using cost history from similar past projects based on scope of work.

*What phase of the project does this line item support?*

This line item mainly supports the design development and construction phase, however there is also some minor support during the bidding phase and the construction phase with respect to questions during bidding, and design related questions during construction and final acceptance of the work.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Design and construction

*Is this line item rebudgeted from a prior fiscal year?*

Yes, but under existing contract.



# Bus Program

## Directly Operated Fixed Route Services and Supplies

Division: 15 Capital Programs  
 OrgKey: 1722 Facilities Engineering  
 Object: 7517 ROW Maintenance Services

Description: Pacific Electric Right-of-Way Maintenance  
 Quantity/Cost: 1 @ \$170,000 FY19-00579  
 Budget Request: \$ 170,000 IFAS#: 1722-7517-D2601-AR7

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This is for annual maintenance work in the Pacific Electric (PE) right-of way. OCTA needs to maintain the PE right-of-way on an ongoing basis so that the property is properly maintained. The work includes landscape work, weed and vegetation abatement, herbicide application, clean-up of debris and trash, fence and sign installation, and tree trimming in the PE right of way.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Licensed contractors under contracts, C-3-1391 R.P.W. Services, C-3-1348 SoCal Sandbags and C-1-2501.

*Please explain how you arrived at the budgeted dollars requested.*

Estimated annual maintenance cost for PE Right-of-Way, Contracts C-3-1391 R.P.W, C-3-1428 SoCal Sandbags and Mariposa Landscaping.

*What phase of the project does this line item support?*

On-going PE right-of-way maintenance.

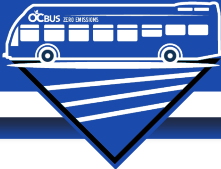
*What phase of the project is this line item currently in, as of January 2, 2018?*

PE right-of-way maintenance.

*Is this line item rebudgeted from a prior fiscal year?*

Yes, but under existing contract.





**Directly Operated Fixed Route Services and Supplies**

Division: 15 Capital Programs  
OrgKey: 1722 Facilities Engineering  
Object: 7519 Prof Serv-Other Prof Services

Description: Construction Management Services - Facilities Engineering  
Quantity/Cost: 1 @ \$180,000 FY19-00580  
Budget Request: \$ 180,000 IFAS#: 1722-7519-D3120-0F3

Grant Funded:  FTA 5337 Fixed Guideway/Bus Operating Assistance \$180,000  
Account: 0030-6033-D3120-MKK

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Construction management services to support facilities engineering on facility upgrade and modification projects on OCTA Bus Bases, Park and Rides, and Transportation Centers.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional construction managers and licensed engineers with experience in construction management of all aspects of transit facilities.

*Please explain how you arrived at the budgeted dollars requested.*

The cost was arrived at using cost history from similar past projects based on scope of work.

*What phase of the project does this line item support?*

Construction phase.

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes, but under existing contract.



# Bus Program

## Directly Operated Fixed Route Services and Supplies

Division: 15 Capital Programs  
 OrgKey: 1722 Facilities Engineering  
 Object: 7519 Prof Serv-Other Prof Services

Description: On-Call Environmental Services  
 Quantity/Cost: 1 @ \$50,000 FY19-00581  
 Budget Request: \$ 50,000 IFAS#: 1722-7519-D3122-G1B

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

This budget line item is for environmental services for facility modifications and upgrades at OCTA's transit facilities including five bus bases, two park and rides, and five transportation centers.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

This is a request for Professional Environmental Services for new facility projects, and expansion of or modifications to existing facilities. The consultant firms must be professional design firms using staff currently licensed by the California Department of Consumer Affairs Board of Professional Engineers, and hold active civil, geotechnical, environmental licenses in California, along with personnel with Certifications in Industrial Hygienist (CIH), asbestos/lead/mold. The design firms are procured through a qualifications based selection process.

***Please explain how you arrived at the budgeted dollars requested.***

The cost was arrived at using cost history from similar past projects based on scope of work.

***What phase of the project does this line item support?***

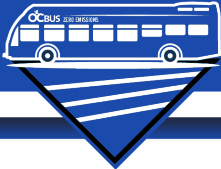
This line item mainly supports the design development and construction phase.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Design and Construction phase.

***Is this line item rebudgeted from a prior fiscal year?***

Yes, but under existing contract.



**Directly Operated Fixed Route Services and Supplies**

Division: 15 Capital Programs  
OrgKey: 1722 Facilities Engineering  
Object: 7629 Other Services

Description: On-Call Architectural/Engineering Design Services  
Quantity/Cost: 1 @ \$250,000 FY19-00582  
Budget Request: \$ 250,000 IFAS#: 1722-7629-D3107-2BT

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This line item is for design services for facility modifications and upgrades at OCTA's transit facilities including five bus bases, two park and rides, and five transportation centers. OCTA is requesting a cost proposal from the Consultant to provide design and construction monitoring services for evaluating and replacing the existing heating/ventilation units in the maintenance building at the Anaheim Base.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The consultant firm must be professional design firm using staff currently licensed by the California department of consumer affairs board of professional engineers, and hold active mechanical engineer, electrical engineer, structural engineer, and civil engineer licenses, along with being registered architects in California. The design firm is procured through a qualifications based selection process in compliance with The Brooks Act.

*Please explain how you arrived at the budgeted dollars requested.*

Based on existing contract and actual expenditures.

*What phase of the project does this line item support?*

This line item mainly supports the design development and construction documents phase.

*What phase of the project is this line item currently in, as of January 2, 2018?*

This line item is in the design development and construction documents phase.

*Is this line item rebudgeted from a prior fiscal year?*

Yes, but under existing contract.



# Bus Program

## Directly Operated Fixed Route Services and Supplies

**Division:** 15 Capital Programs  
**OrgKey:** 1722 Facilities Engineering  
**Object:** 7629 Other Services

**Description:** On-Call Testing and Inspection Services  
**Quantity/Cost:** 1 @ \$80,000 FY19-00583  
**Budget Request:** \$ 80,000 IFAS#: 1722-7629-D3107-2BW

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The consultant shall provide soil and material testing and inspection services on an on-call basis with no guaranteed usage.

Consultant shall provide all labor, materials, equipment, and facilities to perform soils and materials testing and inspection services, as required by the Authority during the construction of various projects. These services may include, but are not limited to, performing required testing of soils, asphalt concrete, masonry, Portland cement concrete, and structural steel. In addition, special deputy inspection services for welding, reinforcing steel, concrete placement, and roofing installation inspection may be required, on an as-needed basis. Soil Technician and Special Deputy Inspector shall submit a field report of the work inspected or tested at the end of workday.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The independent laboratory performing testing and special inspection must be a State-certified Laboratory and have professional on staff such as professional geologists, civil engineers, and certified laboratory technicians to perform testing per State standards.

*Please explain how you arrived at the budgeted dollars requested.*

This request was arrived at based on estimating inspection and testing fees on carry-over projects and new projects.

*What phase of the project does this line item support?*

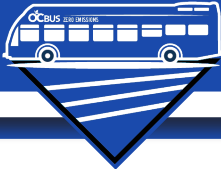
This request mainly supports the construction phase of facility projects.

*What phase of the project is this line item currently in, as of January 2, 2018?*

The construction phase.

*Is this line item rebudgeted from a prior fiscal year?*

Yes, but under existing contract.



**Directly Operated Fixed Route Services and Supplies**

Division: 03 External Affairs  
OrgKey: 1837 OCTD Marketing and Customer Relations  
Object: 7519 Prof Serv-Other Prof Services

Description: Promotion of Mobile Ticketing  
Quantity/Cost: 1 @ \$50,000 FY19-00649  
Budget Request: \$ 50,000 IFAS#: 1837-7519-A3311-0AZ

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Ongoing awareness of the OC Bus mobile ticketing application is necessary to increase customer conversion from cash to mobile payment, thereby reducing dwell time at boarding. Additionally, marketing will be necessary to increase adoption of OCTA Reduced Fare Identification Cards (RFID) for mobile purchases of college, senior and disabled fares using. This will help reduce the fare evasion issues regarding reduced fare passes as an RFID is required on the mobile application. This is made more relevant with the new fare policy effective in October 2017 requiring proof of eligibility at time of sale for reduced passes.

Marketing will be developed targeting current customers through mobile specific promotional offers and incentives, as well as college campus' and senior communities. Tactics will include paid media (print ads, digital ads, cable spots in senior communities, outdoor), printed materials, and outreach.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert creative design and marketing production.

*Please explain how you arrived at the budgeted dollars requested.*

Based on actual costs in the prior year

*What phase of the project does this line item support?*

Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Bus Program

## Directly Operated Fixed Route Services and Supplies

Division: 03 External Affairs  
 OrgKey: 1837 OCTD Marketing and Customer Relations  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Targeted Route Promotions  
 Quantity/Cost: 1 @ \$300,000 FY19-00650  
 Budget Request: \$ 300,000 IFAS#: 1837-7519-A3311-0B6

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Under OC Bus 360, targeted marketing programs were implemented to promote individual or a group of routes to create awareness, improve perception, change behavior, and ultimately increase ridership among new riders while prompting current riders to take trips more frequently, and to different places.

OCTA will continue marketing and promotional efforts under OC Bus 360, strategic marketing approaches will be taken to educate and enhance public perception about bus service in Orange County and to attract new ridership as well as retain current ridership, especially in the core service area.

OC Bus core service area include cities such as Santa Ana, Anaheim, Tustin, Garden Grove, Westminster, Costa Mesa and Orange. There are 11 high-frequency routes, 3 Xpress routes, and 2 Bravo! routes in the area.

Target market include 25 colleges/universities, 43 high schools, and 1013 businesses with 100 or more employees in the core service area.

In 2018-2019, marketing and promotional efforts will include:

1. Ride the Bus Ridership Campaign – Summer Activities Destinations
2. Ride the Bus Ridership Campaign – To Work/Commute
3. Ride the Bus Ridership Campaign – Shopping/Dining/Entertainment Destinations During Holiday Season
4. Ride the Bus Ridership Campaign – Work/School Trips
5. Ride the Bus Ridership Campaign – Summer Activities Destinations
6. Laguna Summer Breeze
7. Mexican Consulate PASE Program

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Project Manager, Professional Services/Marketing/Outreach Consultant

*Please explain how you arrived at the budgeted dollars requested.*

Budget based on original budget request

*What phase of the project does this line item support?*

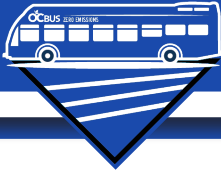
Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

N/A



**Directly Operated Fixed Route Services and Supplies**

**Division:** 03 External Affairs  
**OrgKey:** 1837 OCTD Marketing and Customer Relations  
**Object:** 7519 Prof Serv-Other Prof Services

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**Description:** Millennial Marketing & Outreach  
**Quantity/Cost:** 1 @ \$40,000 FY19-00651  
**Budget Request:** \$ 40,000 IFAS#: 1837-7519-A3311-0BR

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

According to the American Public Transportation Association's research study on millennials (age 18 – 32) and mobility, Millennials are multimodal versus car-centric in that they choose the best transportation mode (driving, transit, bike, or walk) based on the trip they plan to take. In order to increase and retain ridership of OC Bus within the millennial market, marketing needs to position OC Bus as a reliable, affordable, simple, and sustainable way to travel within Orange County and build stronger relationships between OCTA and local college students.

In May 2017, OCTA developed a new three-year pilot pass program to allow every full and part-time student from Santa Ana College and Continuing Education students from the Rancho Santiago Community College to ride OCTA's fixed-route bus service with a valid student ID. The program was made possible using funding from California's Low Carbon Transit Operations Program (LCTOP). Since program launch in May 2017, 253,797 total boarding have been generated through November.

Ongoing support of the pilot college pass program is necessary throughout the year to reach new students entering colleges each semester. Online and on-campus advertising campaigns will be implemented to encourage more college students to take the bus.

In addition, promotion and communications materials are also necessary for the existing University Pass Program to reach new students and retain current students at UCI, CSUF, and Chapman Universities.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Project Manager, Professional Services/Marketing/Outreach Consultant

*Please explain how you arrived at the budgeted dollars requested.*

Budget based on original budget request

*What phase of the project does this line item support?*

Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

N/A





# Bus Program

## Directly Operated Fixed Route Services and Supplies

Division: 03 External Affairs  
 OrgKey: 1837 OCTD Marketing and Customer Relations  
 Object: 7519 Prof Serv-Other Prof Services

Description: Summer Youth Program  
 Quantity/Cost: 1 @ \$40,000 FY19-00652  
 Budget Request: \$ 40,000 IFAS#: 1837-7519-A3311-0BZ

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Summer Youth Program offers affordable summer transportation to youths as well as increases a positive perception of bus service among all audiences which in turn is designed to generate youth ridership and Summer Youth bus pass sales. The program is targeted to youth ages 7-18, parents of youth, current riders, the general public, and schools. This campaign supports and promotes the sale of OCTA's summer youth passes. A marketing plan will be developed and implemented to include video, print ads, and grassroots outreach. Marketing tactics will include direct mail, website information, bus ads, bus wraps, print ads, email and social online distribution.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Project Manager, Professional Services/Marketing/Outreach Consultant

*Please explain how you arrived at the budgeted dollars requested.*

Budget based on original budget request

*What phase of the project does this line item support?*

Ongoing

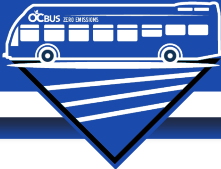
*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

N/A





**Directly Operated Fixed Route Services and Supplies**

Division: 03 External Affairs  
OrgKey: 1837 OCTD Marketing and Customer Relations  
Object: 7519 Prof Serv-Other Prof Services

Description: Diversity Outreach Program (Hispanic)  
Quantity/Cost: 1 @ \$25,000 FY19-00653  
Budget Request: \$ 25,000 IFAS#: 1837-7519-A3311-OC4

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

As a follow-up to OC Bus 360, staff is implementing targeted marketing programs to build positive perception of services to attract and retain new and existing ridership. The goal of this campaign is to increase awareness of the OCTA bus system among Orange County residents, including ethnic populations. Marketing tactics will include direct mailing to Hispanic communities and work-sites, ride guides, website information, bus ads, bus wraps, and print ads within the Hispanic market, and email and social media distribution.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Project Manager, Professional Services/Marketing/Outreach Consultant

*Please explain how you arrived at the budgeted dollars requested.*

Budget based on original budget request

*What phase of the project does this line item support?*

Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Bus Program

## Directly Operated Fixed Route Services and Supplies

**Division:** 03 External Affairs  
**OrgKey:** 1837 OCTD Marketing and Customer Relations  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Diversity Outreach Program (Asian)  
**Quantity/Cost:** 1 @ \$25,000 FY19-00654  
**Budget Request:** \$ 25,000 IFAS#: 1837-7519-A3311-OC5

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

As a follow-up to OC Bus 360, staff is implementing targeted marketing programs to build a positive perception of bus service to attract and retain new and existing ridership. The goal of this campaign is to increase awareness of the OCTA bus system among Orange County residents, including ethnic populations. Marketing tactics will include direct mailing to Asian communities and work-sites, ride guides, website information, bus ads, bus wraps, and print ads within the Asian market, email and social media distribution.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Project Manager, Professional Services/Marketing/Outreach Consultant

*Please explain how you arrived at the budgeted dollars requested.*

Based on current budget

*What phase of the project does this line item support?*

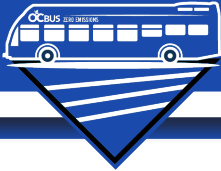
Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

N/A



**Directly Operated Fixed Route Services and Supplies**

**Division:** 03 External Affairs  
**OrgKey:** 1837 OCTD Marketing and Customer Relations  
**Object:** 7519 Prof Serv-Other Prof Services

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**Description:** OC Flex Marketing Support  
**Quantity/Cost:** 1 @ \$100,000 FY19-01985  
**Budget Request:** \$ 100,000 IFAS#: 1837-7519-A3311-17S

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

As part of the OC Bus 360 Program, OCTA has implemented a number of initiatives to improve bus ridership and meet the changing mobility demands within the OCTA service area. In an effort to continue to improve mobility choices for transit riders, OCTA has developed OC Flex, a one-year pilot program to provide micro-transit in two low demand areas of the County.

Six micro-transit zones were considered for implementation for the one-year pilot. After conducting market research and developing information on trip propensity, two zones were selected for the pilot program. The two zones include service areas within Huntington Beach, Aliso Viejo, Laguna Niguel, and Mission Viejo.

Funding will allow marketing support to facilitate service operation, create public awareness and trial usage, and increase ridership. Strategies include:

- 1. Develop print and digital marketing collaterals
- 2. Conduct grassroots outreach and promotion
- 3. Build partnerships with targeted stakeholders
- 4. Implement integrated advertising campaign

Ridership and number of new users will be used to determine the success of the program.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Project Manager, Professional Services/Marketing/Outreach Consultant

*Please explain how you arrived at the budgeted dollars requested.*

Budget based on original budget request

*What phase of the project does this line item support?*

Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Bus Program

## Directly Operated Fixed Route Services and Supplies

**Division:** 03 External Affairs  
**OrgKey:** 1837 OCTD Marketing and Customer Relations  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Bravo 529 Marketing Support

**Quantity/Cost:** 1 @ \$100,000

FY19-01986

**Budget Request:** \$ 100,000

IFAS#: 1837-7519-A3311-17T

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA launched a new type of bus service called Bravo in June 2013. This new service type provides limited stop service along an existing bus corridor. Ridership on Bravo Route 543 and 560 have performed well in the past years. As a result of the successful new service launch and to provide the faster service options customers are asking for, a new Bravo route will begin operation on Bus Route 29 in February 2019. New Bravo Route 529 will be launched with a full scale marketing plan, but will need ongoing marketing support throughout the first year to maintain education and awareness.

This line item will be used to continue education and awareness of Route 529, as well as encourage new riders to the system. An agency will be used to develop and execute a ridership program. This firm will be responsible for the creative development, design, production, printing and distribution of all marketing materials (flyers, brochures, direct mail, signage, etc.) In addition, use of paid media such as print ads, direct mail, and online banner ads will be required.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Project Manager, Professional Services/Marketing/Outreach Consultant

*Please explain how you arrived at the budgeted dollars requested.*

Budget based on original budget request

*What phase of the project does this line item support?*

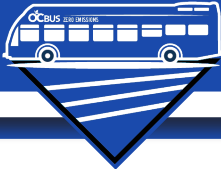
Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

N/A



**Directly Operated Fixed Route Services and Supplies**

Division: 03 External Affairs  
OrgKey: 1837 OCTD Marketing and Customer Relations  
Object: 7519 Prof Serv-Other Prof Services

Description: Baseline Public Information  
Quantity/Cost: 1 @ \$50,000 FY19-00655  
Budget Request: \$ 50,000 IFAS#: 1837-7519-A3311-B2K

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

General, baseline communications are necessary to provide current OCTA bus riders, as well as potential new riders, basic bus related information which will allow them to navigate OCTA's bus system. A firm is needed to develop new, user-friendly bus system and route maps along with how to ride guide to educate public on OCTA's bus system to increase ridership. Firm will design and produce service-related collaterals such as brochures, bus ads, online information, videos, promotional items, etc.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert creative design and marketing production.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on estimates of similar tactics produced in previous years.

*What phase of the project does this line item support?*

Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Bus Program

## Directly Operated Fixed Route Services and Supplies

Division: 03 External Affairs  
 OrgKey: 1837 OCTD Marketing and Customer Relations  
 Object: 7519 Prof Serv-Other Prof Services

Description: Reduced Fare Identification Card Data Entry  
 Quantity/Cost: 1 @ \$36,000 FY19-00656  
 Budget Request: \$ 36,000 IFAS#: 1837-7519-A3311-TXA

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

A Reduced Fare ID (RFID) is provided to customers to provide a reduced fare when riding OCTA fixed-route bus service. Processing of the applications is performed by a contractor who reviews the application eligibility based on criteria provided by OCTA, processes, and enters RFID applications in Ultrabadge software system. Data for each applicant is entered into a database and approval or denial letters are generated for each applicant.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Data entry and application processing services

*Please explain how you arrived at the budgeted dollars requested.*

Costs estimated based on expected number of RFID applications

*What phase of the project does this line item support?*

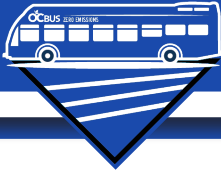
Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

N/A



**Directly Operated Fixed Route Services and Supplies**

Division: 03 External Affairs  
OrgKey: 1837 OCTD Marketing and Customer Relations  
Object: 7629 Other Services

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Description: Color Copying & Mounting Service  
Quantity/Cost: 1 @ \$4,000 FY19-00658  
Budget Request: \$ 4,000 IFAS#: 1837-7629-A3311-1EL

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Various printing and laminating services are needed to support the bus service change materials, one of which includes the lamination of all bus stop cassettes and tubes at each service change. The quantity and size required are beyond the capabilities of the in-house reprographics department.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert printing and reprographics production.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on estimated costs from prior years.

*What phase of the project does this line item support?*

Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Bus Program

## Directly Operated Fixed Route Services and Supplies

Division: 03 External Affairs  
 OrgKey: 1837 OCTD Marketing and Customer Relations  
 Object: 7629 Other Services

Description: Service Change Shipping  
 Quantity/Cost: 1 @ \$4,000 FY19-00659  
 Budget Request: \$ 4,000 IFAS#: 1837-7629-A3311-4QC

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Various services are needed to assist in the shipping, delivery and mailing of various service change materials, such as bus books, individual route maps, service change information, as well as other pertinent bus customer information to support the OC Bus System.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional shipping and delivery services.

*Please explain how you arrived at the budgeted dollars requested.*

Anticipated and historical based on service changes.

*What phase of the project does this line item support?*

Ongoing

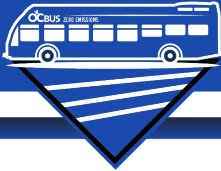
*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

N/A





**Directly Operated Fixed Route Services and Supplies**

Division: 03 External Affairs  
OrgKey: 1837 OCTD Marketing and Customer Relations  
Object: 7629 Other Services

Description: On-Hold Recording  
Quantity/Cost: 1 @ \$1,000 FY19-00660  
Budget Request: \$ 1,000 IFAS#: 1837-7629-A3311-AG5

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The contracted service provider records program and service information provided and updated by OCTA. Recordings are heard when customers are placed on hold. Recorded information includes but is not limited to construction projects; 91 Express Lanes; ACCESS service; bus information services such as Text4Next, eBusbook and the Customer Information Center; bus fare media; Title VI; railroad safety messages; and 511.

The scope of work includes recordings written by OCTA staff. The recording service provides a mix of short paragraphs of information that are repeated in a continual loop interspersed with short musical interludes. Recordings are updated on a quarterly basis or as requested by the OCTA. The text and music are recorded by the recording service provider in a digital archive, and are downloaded and installed by the OCTA's Information Systems Department.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional recording services

*Please explain how you arrived at the budgeted dollars requested.*

Based on current costs

*What phase of the project does this line item support?*

Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Bus Program

## Directly Operated Fixed Route Services and Supplies

Division: 03 External Affairs  
 OrgKey: 1837 OCTD Marketing and Customer Relations  
 Object: 7629 Other Services

Description: Bus Book Design Service  
 Quantity/Cost: 1 @ \$40,000 FY19-00661  
 Budget Request: \$ 40,000 IFAS#: 1837-7629-A3311-JGG

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

A design firm is required to provide graphic design and production support to update OC Bus service change materials three times a year. These services will be used to update the following materials: bus book, system map, quadrant ride guides, individual route maps, individual bus stop signage (cassettes and tubes) service change highlights brochure, ebusbook, and other service change public information as needed.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert design and production to support bus service change materials.

*Please explain how you arrived at the budgeted dollars requested.*

Direct costs associated with production of required bus service change materials.

*What phase of the project does this line item support?*

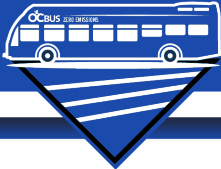
Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

N/A



**Directly Operated Fixed Route Services and Supplies**

Division: 03 External Affairs  
OrgKey: 1837 OCTD Marketing and Customer Relations  
Object: 7629 Other Services

Description: Translation Services/ Bus Customer Information  
Quantity/Cost: 1 @ \$30,000 FY19-00662  
Budget Request: \$ 30,000 IFAS#: 1837-7629-A3311-TKR

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

To maintain compliance with Limited English Proficiency (LEP) requirements, many core bus communications (bus schedules, routing, how to ride, and pass sales information, website) and/or bus marketing materials are required to be translated and printed into various languages, based on need and proximity. Depending on the communication piece and regulations, these materials may require translation, producing, and printing in up to six different languages. Some languages require special characters that in-house systems do not support and a contracted service provider is required to provide design and layout of some materials.

With increased attention on ridership and diversity marketing, funds are also needed to provide translation for marketing materials, as well as development of culturally relevant website content for the Hispanic and Asian communities.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert translation services to provide culturally relevant translation of bus customer information.

*Please explain how you arrived at the budgeted dollars requested.*

Direct costs for multi-lingual translation.

*What phase of the project does this line item support?*

Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

N/A



# Bus Program

## Directly Operated Fixed Route Services and Supplies

Division: 11 Operations  
 OrgKey: 2114 Transit Technical Services  
 Object: 7519 Prof Serv-Other Prof Services

Description: Contracted Technical Expertise

Quantity/Cost: 1 @ \$9,000

FY19-00741

Budget Request: \$ 9,000

IFAS#: 2114-7519-D2103-K1N

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

OCTA contracts for material testing and forensic analysis services; these services are intended to aid in the identification of the failures or malfunctions of systems, components, fluids and materials commonly found on OCTA equipment. The contracted professional technical expertise are not available within the existing OCTA staff in the areas of metallurgical analysis, thermal evaluations, dynamic assessments and other fields related to vehicle technology and mostly associated with premature failure of components.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

International Standard of International Organization for Standardization (ISO)/International Electro technical Commission (IEC) 17025:2005 general requirements for the competence of testing and calibration laboratories.

Fatigue testing services, standards, and methods of fatigue testing, including: mechanical fatigue, structural mechanics, strain gaging, multi-axial fatigue testing, stress corrosion cracking, low-cycle and high-cycle fatigue testing, life-prediction methodology, structural component life prediction methodology, low-cycle and high-cycle fatigue testing, thermo/mechanical fatigue testing, through zero (i.e., tensile/compression), testing in environments (temperature or solution), stress analysis services, strain measurement and stress measurement, stress cracking and stress corrosion cracking, residual stress measurement, stress analysis and experimental stress analysis.

***Please explain how you arrived at the budgeted dollars requested.***

Based on past historical expenditures and the award to existing contractor via competitive bids. Existing Purchase Order C-5-3062; Will be expired on April 30, 2018.

***What phase of the project does this line item support?***

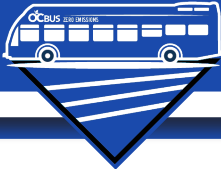
Mostly metallurgical failure analysis as result of accidents, premature failure of components, bus fires and others similar in nature that do impact the normal operation of the OCTA bus fleet and vehicle pool.

***What phase of the project is this line item currently in, as of January 2, 2018?***

As needed.

***Is this line item rebudgeted from a prior fiscal year?***

Yes



**Directly Operated Fixed Route Services and Supplies**

Division: 11 Operations  
OrgKey: 2128 Ops Planning & Scheduling  
Object: 7519 Prof Serv-Other Prof Services

Description: HASTUS Training  
Quantity/Cost: 1 @ \$20,000 FY19-00776  
Budget Request: \$ 20,000 IFAS#: 2128-7519-D4106-055

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The complexity of on-going Horaire Assignment Système Transport Urbain Structuré (HASTUS) software upgrades necessitates annual HASTUS training. The expenses budgeted here are for airfare and hotel (per diem). The training itself is paid for out of "Bank" days.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

HASTUS expertise

*Please explain how you arrived at the budgeted dollars requested.*

Airfare, hotel, and per diem for HASTUS trainer

*What phase of the project does this line item support?*

Recurring annual training

*What phase of the project is this line item currently in, as of January 2, 2018?*

On-going process to aid Analysts in maximizing software possibilities.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Bus Program

## Directly Operated Fixed Route Services and Supplies

**Division:** 11 Operations  
**OrgKey:** 2128 Ops Planning & Scheduling  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Manual Ridecheck Data Collection

**Quantity/Cost:** 1 @ \$245,487

FY19-00777

**Budget Request:** \$ 245,487

IFAS#: 2128-7519-D4106-97S

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Passenger counts and schedule adherence documentation of Authority revenue vehicles. A schedule checking contract is required for several reasons. The Federal Transit Administration does not accept Section 15 National Transit Database (NTD) data from mixed sources; Automatic Passenger Counters (APC's) and manual ride checks. OCTA's fleet is not completely outfitted with APC's, and the data collected requires specialized software for analysis. Thus, OCTA will need to continue to collect this information manually for the time being, pending the completion of APC installation and data analysis software acquisition. Although the contract checkers will primarily gather Section 15 NTD data, they will also be needed to conduct street corner checks and supplement data collected by the Extra Help Checkers.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Annual cost based on contract value.

*What phase of the project does this line item support?*

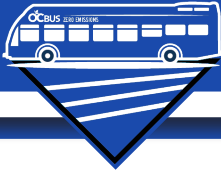
N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**Directly Operated Fixed Route Services and Supplies**

Division: 11 Operations  
OrgKey: 2128 Ops Planning & Scheduling  
Object: 7629 Other Services

Description: Bus Kiosk Signage  
Quantity/Cost: 1 @ \$30,000 FY19-01695  
Budget Request: \$ 30,000 IFAS#: 2128-7629-D4901-N5A

Grant Funded:  FTA Sec 5307 Operating Assist \$24,000  
Account: 0030-6032-D4901-LFJ

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This is the second year of contract C-6-1197 for printing and installation of metal panels for existing transit center kiosks as well as new holders for literature.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

This firm was awarded the contract. The firm makes the metal panels as well as the holders for the literature.

*Please explain how you arrived at the budgeted dollars requested.*

This is what will be required for the second year of the contract.

*What phase of the project does this line item support?*

Phase II.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Phase I.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



# Bus Program

## Directly Operated Fixed Route Services and Supplies

Division: 11 Operations  
 OrgKey: 2162 Maintenance-Garden Grove Admin  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Tool Calibration  
 Quantity/Cost: 1 @ \$17,500 FY19-00917  
 Budget Request: \$ 17,500 IFAS#: 2162-7519-D2108-Q59

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This item supports Test, Measurement & Diagnostic Equipment (TMDE) calibration service.

The intent of the calibration service is to ensure the accuracy of all TMDE in support of the repair of all the Orange County Transportation Authority fleet of vehicles, facilities and their components. Testing shall include, but is not limited to, calibrating, repairing, cleaning and certifying that the TMDE meets Original Equipment Manufacturers' (OEM) specifications.

a) The Contractor and all sub-contractors shall comply with International Organization for Standardization (ISO)/the International Electrotechnical Commission (IEC) 17025:2005 standards for calibration, testing and repairs, and have ISO/IEC 17025 accreditation; and provide proof of the accreditation with submittal of bid.

B) The Contractor shall also comply with the latest version of American National Standards Institute(ANSI)/ the National Conference of State Legislatures (NCSL) Z540.3.

C) Contractor measurement reference standards shall be traceable to National Institute of Standards and Technology (NIST), other nationally recognized standards, and/or acceptable value of natural physical constant.

D) The Contractor shall have a quality assurance program that is certified by a third party ISO, a copy of the current quality manual and their certification shall be part of the bid submittal.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

All testing protocols shall be conducted following the current International Calibration Standards (ISO/IEC 17025:2005 standard); and U.S. National Calibration Standards (ANSI/NCSL Z540.3).

*Please explain how you arrived at the budgeted dollars requested.*

Expenditures identified in Interactive Fund Accounting System (IFAS).

*What phase of the project does this line item support?*

N/A.

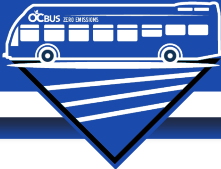
*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A.

*Is this line item rebudgeted from a prior fiscal year?*

Yes





**Directly Operated Fixed Route Services and Supplies**

**Division:** 11 Operations  
**OrgKey:** 2168 Maintenance Santa Ana Admin  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Tool Calibration  
**Quantity/Cost:** 1 @ \$25,000 FY19-00998  
**Budget Request:** \$ 25,000 IFAS#: 2168-7519-D2108-Q59

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This item supports Test, Measurement & Diagnostic Equipment (TMDE) calibration service.

The intent of the calibration service is to ensure the accuracy of all TMDE in support of the repair of all the Orange County Transportation Authority fleet of vehicles, facilities and their components. Testing shall include, but is not limited to, calibrating, repairing, cleaning and certifying that the TMDE meets the original equipment manufacturers (OEM) specifications.

a) The Contractor and all sub-contractors shall comply with International Organization for Standardization (ISO)/the International Electrotechnical Commission (IEC) 17025:2005 standards for calibration, testing and repairs, and have ISO/IEC 17025 accreditation; and provide proof of the accreditation with submittal of bid.

B) The Contractor shall also comply with the latest version of American National Standards Institute(ANSI)/ the National Conference of State Legislatures (NCSL) Z540.3.

C) Contractor measurement reference standards shall be traceable to National Institute of Standards and Technology (NIST), other nationally recognized standards, and/or acceptable value of natural physical constant.

D) The Contractor shall have a quality assurance program that is certified by a third party ISO, a copy of the current quality manual and their certification shall be part of the bid submittal.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

All testing protocols shall be conducted following the current International Calibration Standards (ISO/IEC 17025:2005 standard); and U.S. National Calibration Standards (ANSI/NSCL Z540.3).

*Please explain how you arrived at the budgeted dollars requested.*

Based on actual expenditure data from Interactive Fund Accounting System.

*What phase of the project does this line item support?*

N/A.

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Bus Program

## Directly Operated Fixed Route Services and Supplies

Division: 11 Operations  
 OrgKey: 2169 Maintenance Training  
 Object: 7519 Prof Serv-Other Prof Services

Description: Contracted Training - CNG Tank Inspector Training  
 Quantity/Cost: 10 @ \$295 FY19-01023  
 Budget Request: \$ 2,950 IFAS#: 2169-7519-D2114-F30

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

This training and certification is required to perform the mandated 36K mile tank inspections on our fixed-route fleet of Compressed Natural Gas buses. This training is to certify new tank inspectors and re-certify existing tank inspectors whose certification has expired. CNG (Compressed Natural Gas) Tank Inspector Training and Certification costs \$295 per inspector (\$2,950 for 10 inspectors).

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Instructor must be certified to train and certify employees to complete tank inspections and sign off on tank certification paperwork.

***Please explain how you arrived at the budgeted dollars requested.***

Current cost for training is \$295 per inspector times 10 employees.

***What phase of the project does this line item support?***

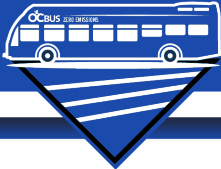
Ongoing training required as long as the OCTA utilizes CNG fuel systems.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Ongoing training required as long as the OCTA utilizes CNG fuel systems.

***Is this line item rebudgeted from a prior fiscal year?***

Yes, this is a previously budgeted item.



**Directly Operated Fixed Route Services and Supplies**

Division: 11 Operations  
OrgKey: 2169 Maintenance Training  
Object: 7519 Prof Serv-Other Prof Services

Description: Contracted Training - Opacity Inspector Training  
Quantity/Cost: 6 @ \$175 FY19-01024  
Budget Request: \$ 1,050 IFAS#: 2169-7519-D2114-F30

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This training and certification is required to perform the mandated opacity test inspections on our fleet of diesel buses. There are regulatory requirements to inspect, maintain and certify fleet of diesel buses. Recertification is required every (4) years. Opacity Inspector Training and Certification costs \$175 per inspector (\$1,050.00).

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Instructor must be certified to train and certify employees to complete tank inspections and sign off on opacity certification paperwork.

*Please explain how you arrived at the budgeted dollars requested.*

Current cost for training is \$175.00 per inspector times 6 employees.

*What phase of the project does this line item support?*

Ongoing training required as long as the OCTA utilizes diesel fuel systems.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing training required as long as the OCTA utilizes diesel fuel systems.

*Is this line item rebudgeted from a prior fiscal year?*

Yes, this is a previously budgeted item.



# Bus Program

## Directly Operated Fixed Route Services and Supplies

**Division:** 11 Operations  
**OrgKey:** 2169 Maintenance Training  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Cummins Near-Zero Emissions Engine Training  
**Quantity/Cost:** 5 @ \$1,100 FY19-01601  
**Budget Request:** \$ 5,500 IFAS#: 2169-7519-D2114-F30

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

98 New Flyer buses are currently being repowered with Cummins ISL-G 0.2 NOx engines. In order to support these new engine and become familiar with new technology engine. Requesting training at the Cummins Bloomfield training center for 10 mechanics at 8 hour course.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Mechanics need to be trained and certified to work on Zero emissions engine.

*Please explain how you arrived at the budgeted dollars requested.*

Current cost for training is \$1,100 per group of 10 employees.

*What phase of the project does this line item support?*

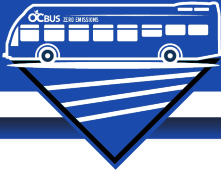
Ongoing training required as long as the OCTA utilizes Zero Emission Engines.

*What phase of the project is this line item currently in, as of January 2, 2018?*

17 Near Zero Engine Repowers installed for the year of 2017.

*Is this line item rebudgeted from a prior fiscal year?*

This will be a new recurring need.



**Directly Operated Fixed Route Services and Supplies**

Division: 11 Operations  
OrgKey: 2194 Maint-Specialty Shops Admin  
Object: 7519 Prof Serv-Other Prof Services

Description: CNC Plasma Cutter and Brake Lathe Service  
Quantity/Cost: 1 @ \$15,000 FY19-01036  
Budget Request: \$ 15,000 IFAS#: 2194-7519-D2108-09Q

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The funds are intended for the annual maintenance and calibration on the Computer Numerical Control (CNC) plasma cutter and CNC brake lathe. This contract will be annual to ensure proper maintenance and calibration of the mission critical equipment.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The manufacturer of the CNC machines recommends that these machines have preventive maintenance inspection and calibrations performed to ensure accuracy and reliability.

*Please explain how you arrived at the budgeted dollars requested.*

Based on quotes from the manufacturer of the equipment.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Bus Program

## LTF - CDTFA

Division: 02 Finance and Administration  
OrgKey: 0011 Local Transportation Fund  
Object: 7519 Prof Serv-Other Prof Services

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Description: State Board of Equalization (SBOE) Fees  
Quantity/Cost: 1 @ \$2,192,762 FY19-01155  
Budget Request: \$ 2,192,762 IFAS#: 0011-7519-A0001-F11

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

State Board of Equalization (SBOE) fees for administering the 1/4 cent state sales tax for the Local Transportation Fund. The fee charged by the SBOE is approximately 1.1 percent of total sales tax collections. The SBOE fees are withheld before revenues are sent.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

The amount is based on 1.1% of LTF sales tax estimate.

*What phase of the project does this line item support?*

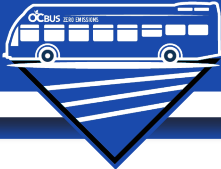
N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No.



**LTF Article 3 and Article 4**

**Division:** 02 Finance and Administration  
**OrgKey:** 0012 Orange County Unified Transportation Trust  
**Object:** 7515 Investment Fee - Port Mgr

**Description:** Investment Fees  
**Quantity/Cost:** 1 @ \$6,978 FY19-01094  
**Budget Request:** \$ 6,978 IFAS#: 0012-7515-A1004-F12

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Investment fees that are based upon a percentage of the cash balance within the fiscal year.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Investment fees are based on staff's estimated rates and cash balance for the upcoming fiscal year.

*What phase of the project does this line item support?*

N/A



# Bus Program

## LTF Article 3 and Article 4

Division: 02 Finance and Administration  
 OrgKey: 0030 Orange County Transit District  
 Object: 7515 Investment Fee - Port Mgr

Description: Investment Fees  
 Quantity/Cost: 1 @ \$271,264 FY19-01088  
 Budget Request: \$ 271,264 IFAS#: 0030-7515-D0001-F30

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Investment fees that are based upon a percentage of the cash balance within the fiscal year.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website*

N/A

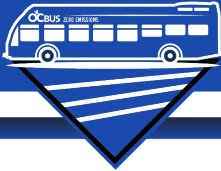
*Please explain how you arrived at the budgeted dollars requested.*

Investment fees are based on staff's estimated rates and the cash balances for the upcoming fiscal year.

*What phase of the project does this line item support?*

N/A





**Paratransit Services**

**Division:** 11 Operations  
**OrgKey:** 2147 Paratransit Support  
**Object:** 7519 Prof Serv-Other Prof Services

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**Description:** ACCESS In-Person Assessment/Certification  
**Quantity/Cost:** 5,600 @ \$124 FY19-00879  
**Budget Request:** \$ 695,688 IFAS#: 2147-7519-D1208-8T7

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Americans with Disabilities Act (ADA) requires that public entities operating fixed route transit services also provide complementary paratransit services for individuals unable to use the fixed-route service. The regulations issued by the United States Department of Transportation (US DOT) specify to whom and under what circumstances paratransit service is to be provided. In addition, the regulations require that providers of complementary paratransit services develop and administer an eligibility process to determine whether individuals who request the service meet the regulatory criteria for eligibility. For OCTA, a contractor provides these certification services.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The contractor must be knowledgeable in the ADA paratransit eligibility process required to determine whether individuals meet the regulatory criteria for service eligibility. In addition, the contractor will recruit, hire, train, and employ various specialists with two-years minimum experience working with persons with disabilities.

*Please explain how you arrived at the budgeted dollars requested.*

Projected FYE18 assessments of 5,883 adjusted by the variance between FYTD17 and FYTD18 of -6% then rounded up to estimate FY19 assessments of 5,600. FY19 contract rate of \$124.23 as per contractual agreement.

*What phase of the project does this line item support?*

Third year of contract C-5-3706.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Second year of contract C-5-3706.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Bus Program

## Paratransit Services

Division: 11 Operations  
 OrgKey: 2147 Paratransit Support  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Special Transportation Services Resources Booklet  
 Quantity/Cost: 1 @ \$30,000 FY19-01742  
 Budget Request: \$ 30,000 IFAS#: 2147-7519-D1208-THP

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Grant Funded:  Reimb From Caltrans \$30,000  
 Account: 0030-6061-D1208-MFJ

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

A contractor to draft, design, and produce a Special Transportation Services Resources Booklet to provide the seniors and disabled persons of Orange County with a collective resource of specialized transit services in their geographic area in order to promote greater individual self-sufficiency, reliance and improved independence for those needing to travel.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Qualification includes expertise in drafting, designing and producing booklets.

***Please explain how you arrived at the budgeted dollars requested.***

Itemized services and deliverables calculated to the requested amount.

***What phase of the project does this line item support?***

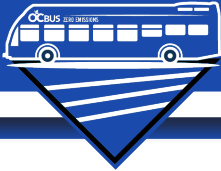
Initial start of the project

***What phase of the project is this line item currently in, as of January 2, 2018?***

Request for proposal

***Is this line item rebudgeted from a prior fiscal year?***

No



**Paratransit Services**

Division: 11 Operations  
OrgKey: 2147 Paratransit Support  
Object: 7519 Prof Serv-Other Prof Services

Description: Travel Training Program  
Quantity/Cost: 1 @ \$220,000 FY19-00880  
Budget Request: \$ 220,000 IFAS#: 2147-7519-D1208-THP

Grant Funded:  Reimb From Caltrans \$220,000  
Account: 0030-6061-D1208-MFJ

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This program will be providing in-depth, one-on-one travel training for ACCESS customers to utilize fixed route service for some or all of their trips as part of a Mobility Management Program funded with Federal Transit Administration (FTA) Section 5310 grant funds.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The staff member must have knowledge of American with Disabilities Act (ADA) bus stop methodology and be able to design specific training to OCTA consumer needs; provide classroom training to address accessibility issues, safety and transfers of attendees; provide field mobility training aboard revenue vehicles, covering all aspects of the trip; and encourage and promote travel-training services.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based upon a \$220,000.00 FTA (Federal Transit Administration) Section 5310 grant fund.

*What phase of the project does this line item support?*

Second year of project.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Initial start of the project.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Bus Program

## Paratransit Services

**Division:** 11 Operations  
**OrgKey:** 2147 Paratransit Support  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Graphic Design Services  
**Quantity/Cost:** 1 @ \$25,000 FY19-00881  
**Budget Request:** \$ 25,000 IFAS#: 2147-7519-D4302-FP6

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Contracted Transportation Services (CTS) department maintains an on-call consultant for graphic design and direct mail services to assist with the development of newsletters, flyers, direct mail, and other customer correspondence in support of ACCESS and other community transportation programs.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The contractor shall provide graphic design services for OCTA's "The Transit Connection" newsletter and may also be asked to provide graphic design services for other projects and assignments on an as-needed basis such as brochures, fliers, fact sheets, signage, advertising, letters, etc.

*Please explain how you arrived at the budgeted dollars requested.*

Budget based on the contract's three-year term of \$75,000.00 thus calculated to \$25,000.00 per year.

*What phase of the project does this line item support?*

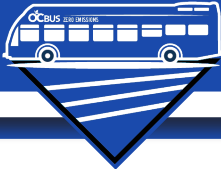
Second year of contract C-6-1614.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Previous contract.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**Paratransit Services**

Division: 11 Operations  
OrgKey: 2147 Paratransit Support  
Object: 7629 Other Services

Description: Mail House - Postage and Stuffing  
Quantity/Cost: 1 @ \$30,000 FY19-00882  
Budget Request: \$ 30,000 IFAS#: 2147-7629-D4302-8RH

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Mail house services and postage fees are expensed in association with the quarterly Transit Connection Newsletter for active ACCESS customers (over 14,000 clients) and additional information pieces that may be necessary to inform all ACCESS clients (over 30,000 customers) of service changes or issues.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Mail house services include, but are not limited to, the following: addressing printed pieces from a database format; collating, stuffing, and folding a variety of mail pieces; providing pick-up and delivery services; providing rush services as needed; and using OCTA indicia and delivering mail pieces to the post office.

*Please explain how you arrived at the budgeted dollars requested.*

Same budget from previous year for general mail house services and postage fees including the continued marketing of Trapeze modules - OC ACCESS Online, "EZ Wallet" and Same Day Taxi's mobile application to enhance customer service and service operations.

*What phase of the project does this line item support?*

This line item supports the continuation of the project.

*What phase of the project is this line item currently in, as of January 2, 2018?*

This line item supports the continuation of the project.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Bus Program

## Transit Security Programs

Division: 01 Executive Office  
 OrgKey: 1316 Security and Emergency Preparedness  
 Object: 7519 Prof Serv-Other Prof Services

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Description: All Hazards Training and Exercise Program  
 Quantity/Cost: 1 @ \$150,000 FY19-00343  
 Budget Request: \$ 150,000 IFAS#: 1316-7519-A0001-0AC

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Grant Funded:  Other Fed Financial Assistance \$150,000  
 Account: 0001-6036-A0001-XJH

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Emergency management training and an emergency management exercise program are required for compliance with federal and state laws, and for compliance with American Public Transportation Association (APTA) SS-SEM-S-004-09 standards.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Contractor should be an expert in disaster exercise design based on the Homeland Security Exercise and Evaluation Program.

***Please explain how you arrived at the budgeted dollars requested.***

Based on previous grant funded projects with neighboring transportation partners.

***What phase of the project does this line item support?***

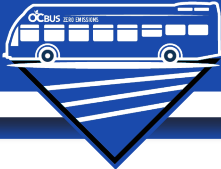
N/A

***What phase of the project is this line item currently in, as of January 2, 2018?***

N/A

***Is this line item rebudgeted from a prior fiscal year?***

No



**Transit Security Programs**

Division: 01 Executive Office  
OrgKey: 1316 Security and Emergency Preparedness  
Object: 7519 Prof Serv-Other Prof Services

Description: OCTA Public Awareness Program  
Quantity/Cost: 1 @ \$75,000 FY19-00345  
Budget Request: \$ 75,000 IFAS#: 1316-7519-A0001-0MY

Grant Funded:  Other Fed Financial Assistance \$75,000  
Account: 0001-6036-A2027-XJH

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This funding will continue OCTA's public awareness campaign to include a multimedia (on-board, web-based and social media) awareness program for OCTA's customers addressing crime prevention, anti-terrorism, disaster preparedness, and human trafficking prevention.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Vendor with similar project experience.

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous project completed within OCTA and external partners.

*What phase of the project does this line item support?*

All

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Bus Program

## Transit Security Programs

Division: 01 Executive Office  
 OrgKey: 1316 Security and Emergency Preparedness  
 Object: 7519 Prof Serv-Other Prof Services

Description: Cost Recovery Plan for Emergency Operations  
 Quantity/Cost: 1 @ \$25,000 FY19-02067  
 Budget Request: \$ 25,000 IFAS#: 1316-7519-A0001-191

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Disaster Cost Recovery process involves personnel from all OCTA divisions/departments. This plan would combine those processes into a one-stop document that would cover damage assessment, mutual aid issues, FEMA's Public Assistance process, recordkeeping and documentation, insurance, and strategic and operational planning issues.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Contractor should be an expert in disaster cost recovery

*Please explain how you arrived at the budgeted dollars requested.*

Based on industry standard.

*What phase of the project does this line item support?*

N/A

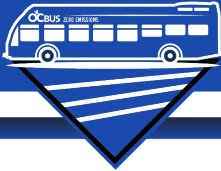
*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No





**Transit Security Programs**

**Division:** 01 Executive Office  
**OrgKey:** 1316 Security and Emergency Preparedness  
**Object:** 7519 Prof Serv-Other Prof Services

---

**Description:** Master Security Plan  
**Quantity/Cost:** 1 @ \$150,000 FY19-00346  
**Budget Request:** \$ 150,000 IFAS#: 1316-7519-D0001-0AF

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Grant Funded:  Other Fed Financial Assistance \$150,000  
Account: 0001-6036-D0001-XJH

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA requires the creation of a Master Security Plan ("Plan"). The Plan should include: inspection of all security related systems and associated functions with emphasis on the interoperability between systems; review and creation of security categories based sensitivity; review of access control measures, policies and level of authorization; Closed Circuit Television (CCTV) measures, policies and level of authorization; security aids such as fences, gates, bollards; protective lighting types and standards; security service provided and levels; coordination with law enforcement agencies; review of current threat management policies; coordination with current OCTA emergency plans to include cyber. Plan should include concepts and principles of Crime Prevention through Environmental Design (CPTED). Plan should include roles and responsibilities and a priority listing of recommendations and improvements.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Contractor should be an expert in physical security and highly desirable certifications in American Society for Industrial Security (ASIS), Association of Threat Assessment Professional (ATAP), CPTED.

*Please explain how you arrived at the budgeted dollars requested.*

Based on peer to peer recommendation for similar work.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Bus Program

## Transit Security Programs

Division: 01 Executive Office  
 OrgKey: 1316 Security and Emergency Preparedness  
 Object: 7519 Prof Serv-Other Prof Services

Description: Behavioral Intervention Consultation

Quantity/Cost: 1 @ \$8,000

FY19-00347

Budget Request: \$ 8,000

IFAS#: 1316-7519-D0001-TYJ

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

As-needed consultation from threat assessment expert(s), usually forensic psychologist(s), when requested by the Manager, Security and Emergency Preparedness (SEP) to manage potential threats to OCTA employees.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Forensic psychologist

*Please explain how you arrived at the budgeted dollars requested.*

Industry standard

*What phase of the project does this line item support?*

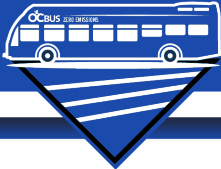
All

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes



Transit Technology and Communications

Division: 02 Finance and Administration
OrgKey: 1288 IS Transit Radio Support & Maintenance
Object: 7519 Prof Serv-Other Prof Services

Description: ITMS ORBCAD UPGRADE - OC Street Car Prerequisite
Quantity/Cost: 1 @ \$350,000 FY19-02000
Budget Request: \$ 350,000 IFAS#: 1288-7519-D1111-17Y

Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.

Professional services to bring Intelligent Transportation Management System OrbCAD to current version. This will allow OC Street Car integration with compatibility to current hardware platform. As stated this is a prerequisite to incorporating the street car into Intelligent Transportation Management System OrbCAD.

What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.

This is a sole source with existing vendor Conduent. Only Conduent has the necessary Knowledge to upgrade OrbCAD.

Please explain how you arrived at the budgeted dollars requested.

Rough Order of Magnitude quote from vendor Conduent.

What phase of the project does this line item support?

Intelligent Transportation Management System.

What phase of the project is this line item currently in, as of January 2, 2018?

Planning

Is this line item rebudgeted from a prior fiscal year?

No



# Bus Program

## Transit Technology and Communications

**Division:** 02 Finance and Administration  
**OrgKey:** 1288 IS Transit Radio Support & Maintenance  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** ITMS Professional Services - Hardware / Software Installation  
**Quantity/Cost:** 1 @ \$250,000 FY19-02001  
**Budget Request:** \$ 250,000 IFAS#: 1288-7519-D1111-17Z

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional services to install Intelligent Transportation Management System OrbCAD on computing refresh equipment. The OC Street Car is dependent upon this update.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Sole Source - Only Conduent can provide Technical services to install and configure Intelligent Transportation Management System OrbCAD onto the Intelligent Transportation Management System Computing refresh hardware/software.

*Please explain how you arrived at the budgeted dollars requested.*

Quote from Conduent. Sole Source.

*What phase of the project does this line item support?*

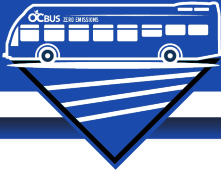
Production

*What phase of the project is this line item currently in, as of January 2, 2018?*

Planning

*Is this line item rebudgeted from a prior fiscal year?*

No



**Transit Technology and Communications**

**Division:** 02 Finance and Administration  
**OrgKey:** 1288 IS Transit Radio Support & Maintenance  
**Object:** 7519 Prof Serv-Other Prof Services

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**Description:** ITMS Mobile Router Communications Integration  
**Quantity/Cost:** 1 @ \$200,000 FY19-02007  
**Budget Request:** \$ 200,000 IFAS#: 1288-7519-D1111-181

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The integration of the mobile router with Intelligent Transportation Management System is needed for two reasons:

1. This will eliminate the need for the yard WiFi at all the bases (including Construction Circle)once the paratransit fleet is equipped with mobile routers.
2. This integration is needed to eventually replace the Intelligent Transportation Management System Arris Radio system and communicate with vehicles via Long-Term Evolution Communications. Understand this is a prerequisite to eliminating the Harris OpenSky Radio.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Sole Source update from Conduent - quote from Conduent.

*Please explain how you arrived at the budgeted dollars requested.*

Sole Source update from Conduent - quote from Conduent.

*What phase of the project does this line item support?*

Production

*What phase of the project is this line item currently in, as of January 2, 2018?*

Planning

*Is this line item rebudgeted from a prior fiscal year?*

No



# Bus Program

## Vanpool Program

**Division:** 11 Operations  
**OrgKey:** 1842 Vanpool Program  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Vanpool Marketing and Outreach

**Quantity/Cost:** 1 @ \$120,000

FY19-01810

**Budget Request:** \$ 120,000

IFAS#: 1842-7519-D4621-OHM

Grant Funded:  FTA Other Operating Assistance \$120,000  
 Account: 0030-6037-D4621-L76

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

The OCTA Transit System Study and Long Range Transportation Plan (LRTP) projects show the need for increased usage of vanpools in the county. To support the growth of vanpool programs, OCTA will engage a marketing agency to assist staff to develop and create strategic marketing and communication programs. Development and implementation of the programs include marketing and media planning, creative design and layout, copywriting, photography, translation, media buys, digital communication, printing and distribution of program collateral materials, and evaluation of program effectiveness as well as other functions needed.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Professional marketing services

***Please explain how you arrived at the budgeted dollars requested.***

Based on current year budget

***What phase of the project does this line item support?***

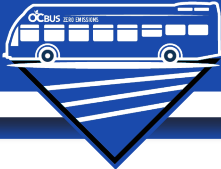
Ongoing (Operations)

***What phase of the project is this line item currently in, as of January 2, 2018?***

Ongoing (Operations)

***Is this line item rebudgeted from a prior fiscal year?***

Yes



**Vanpool Program**

**Division:** 11 Operations  
**OrgKey:** 1842 Vanpool Program  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Vanpool Program Professional Services  
**Quantity/Cost:** 1 @ \$25,000 FY19-01813  
**Budget Request:** \$ 25,000 IFAS#: 1842-7519-D4621-L76

Grant Funded:  FTA Other Operating Assistance \$25,000  
 Account: 0030-6037-D4621-L76

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The OCTA Vanpool Program is responsible for reporting transit information through the National Transit Database (NTD) to meet federal requirements. A vanpool consultant will assist in the long-term strategy plan by providing analysis for the development of long-term vanpool strategies and strategic plan. The consultant will also review NTD reporting requirements and assist with implementation of changes for required reporting. The consultant will also validate long-term growth estimates.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional program management and National Transit Database reporting services

*Please explain how you arrived at the budgeted dollars requested.*

Based on program actual costs

*What phase of the project does this line item support?*

Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

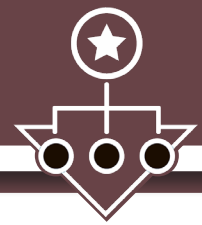
Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

Yes

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Non-Program Specific					
Line Item Controlled Services					
Org- Key	Department / Fund Name	Obj	Line Item Description	Budget	Page No.
<b>APTA 2020</b>					
0091	APTA	7519	APTA 2020 Promotional Items	5,000	329
<b>General Fund Administrative Expenses</b>					
0001	General Fund	7514	I-5 North Widening - ROW Support Services	100,000	330
0001	General Fund	7517	Excess Land Maintenance - I-5, SR-91 to LA County Line	50,000	331
1100	CEO	7519	Strategic Management Services by M Ward & Associates	4,000	332
1120	Clerk of the Board	7629	Publication of Official Meeting Notices	10,000	333
1120	Clerk of the Board	7629	Professional Photographer/Signage Services	2,200	334
1120	Clerk of the Board	7629	Court Reporting Services	10,000	335
1120	Clerk of the Board	7629	Translation and Interpreter Services	2,500	336
1120	Clerk of the Board	7629	Publication of Official Meeting Notices - LOSSAN	1,000	337
1120	Clerk of the Board	7629	Signage Services - LOSSAN	1,100	338
1120	Clerk of the Board	7629	Court Reporting Services - LOSSAN	2,300	339
1120	Clerk of the Board	7629	Translation and Interpreter Service - LOSSAN	2,500	340
1141	Safety & Environmental	7519	DOT/FTA Drug/Alcohol Testing/Vaccinations	25,000	341
1141	Safety & Environmental	7519	DMV Recertification/Alcohol/Drug Test	40,000	342
1141	Safety & Environmental	7519	Environmental On Call Consulting Services	20,000	343
1141	Safety & Environmental	7519	OSHA Compliance Training/Hygiene Services	5,000	344
1141	Safety & Environmental	7519	First Aid CPR	3,850	345
1141	Safety & Environmental	7519	Regulatory Refresher Training	6,000	346
1210	Finance & Administration	7519	Management Studies Fee	70,000	347
1230	Treasury & Public Finance	7519	Third party review of Treasury/Public Finance policies and pr	75,000	348
1230	Treasury & Public Finance	7519	Custodial Services	64,800	349
1240	Accounting & Financial Rp	7519	Reporting System Development for Upgraded OneSolution	24,800	350
1240	Accounting & Financial Rp	7629	Banking Fees - Bank of the West	100,000	351
1250	Financial Planning & Analy	7519	System Manager (Outsourced)	185,536	352
1260	Revenue Administration	7519	Fare Collection System Design and Concept of Operations	100,000	353
1270	Contracts Admin & Mtls	7519	Disadvantaged Business Enterprise Consulting Services	225,000	354
1270	Contracts Admin & Mtls	7629	Small Business Training	40,000	355
1281	IS Administration	7519	Consultant for HROD System	200,000	356
1281	IS Administration	7519	Predictive Analytics	40,000	357
1281	IS Administration	7519	Technology Advisory Services	93,000	358
1285	E'prise Comp Solut'n & Su	7519	Unlimited Access to Tactical IT Documents	8,500	359
1285	E'prise Comp Solut'n & Su	7519	Mobile Ticketing and EZ Wallet test charges	3,000	360
1290	General Services	7519	Lost and Found	145,000	361



# Administration

Non-Program Specific					
Line Item Controlled Services					
Org-Key	Department / Fund Name	Obj	Line Item Description	Budget	Page No.
<b>General Fund Administrative Expenses</b>					
1290	General Services	7629	Office Equipment and Relocation Services	10,000	362
1313	Internal Communication	7519	Digital Asset Management System	28,000	363
1313	Internal Communication	7519	Graphic Design Services	2,000	364
1313	Internal Communication	7519	Photography Services	12,000	365
1321	Learning & Development-	7519	In-House Excel Training	8,500	366
1321	Learning & Development-	7519	Training Instruments	1,995	367
1321	Learning & Development-	7519	Training Materials	18,000	368
1321	Learning & Development-	7519	Training Licenses	20,000	369
1321	Learning & Development-	7519	Engagement Survey	17,000	370
1321	Learning & Development-	7519	Online Training Creation	7,500	371
1321	Learning & Development-	7519	Online Workplace Harassment Training	14,250	372
1321	Learning & Development-	7519	Training Consulting	10,000	373
1321	Learning & Development-	7519	Emotional Intelligence Training	8,500	374
1340	Human Resources	7513	Arbitration/Mediation Fees	10,000	375
1340	Human Resources	7519	Compensation System-Subscription and Maintenance	10,000	376
1340	Human Resources	7519	Maintain and Update iCIMS with new forms and/or onboardi	21,600	377
1340	Human Resources	7519	HR Consulting Services	70,000	378
1340	Human Resources	7519	System Functional Support Contract	10,000	379
1340	Human Resources	7519	(Ergometrics) Customer Service Testing for Coach Operator A	10,000	380
1340	Human Resources	7519	Pre-employment Background Checks	25,000	381
1340	Human Resources	7519	Health Insurance Broker	140,000	382
1340	Human Resources	7519	Flexible Spending Account- Discovery Benefits	17,000	383
1340	Human Resources	7519	Health Awareness	2,400	384
1340	Human Resources	7519	Flu Shots	6,900	385
1340	Human Resources	7519	Health Risk Vendor	100,000	386
1340	Human Resources	7519	Affirmative Action Plan Outsourcing	10,000	387
1340	Human Resources	7519	Unemployment Insurance Vendor	25,000	388
1340	Human Resources	7519	Return to Duty Physicals	5,000	389
1340	Human Resources	7519	DMV Recertification Physicals	15,000	390
1340	Human Resources	7519	Fitness Center Staffing	24,102	391
1340	Human Resources	7519	Title VI, Title VII, Affirmative Action Program Consultant	8,000	392
1340	Human Resources	7629	Court Reporting Services	10,000	393
1412	Government Relations	7519	Local Government Advocacy	40,000	394
1412	Government Relations	7519	Federal Transit Administration Compliance Review Consultant	81,000	395

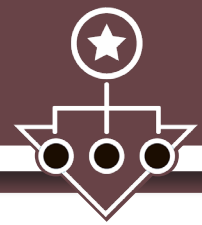


<b>Non-Program Specific Line Item Controlled Services</b>					
<b>Org- Key</b>	<b>Department / Fund Name</b>	<b>Obj</b>	<b>Line Item Description</b>	<b>Budget</b>	<b>Page No.</b>
<b>General Fund Administrative Expenses</b>					
1412	Government Relations	7519	Federal Legislative Advocacy	480,000	396
1412	Government Relations	7519	State Legislative Advocacy	480,000	397
1412	Government Relations	7629	Mail House Services	500	398
1610	Internal Audit	7512	State Triennial Review	220,000	399
1610	Internal Audit	7512	General On-call Auditing Services	100,000	400
1610	Internal Audit	7512	Annual Financial Audits	580,062	401
1610	Internal Audit	7512	Price Review/Buy America/Audit	25,000	402
1820	Public Information Office	7519	Media Public Service Announcements	10,000	403
1820	Public Information Office	7629	Media Tracking	50,000	404
1831	OCTA Marketing and Cust	7519	Online Marketing Enhancement/Maintenance and Technical	100,000	405
1831	OCTA Marketing and Cust	7519	Marketing Services Agency	25,000	406
1841	Rideshare PDC	7519	Bike and Pedestrian Safety Videos	200,000	407
1861	Public Outreach	7519	Planning Studies Support	75,000	408
1861	Public Outreach	7629	Small Business Outreach	24,800	409
1861	Public Outreach	7629	Translations	1,000	410
<b>Local Agency Projects and Pedestrian Facilities</b>					
0001	General Fund	7519	OC Bikeways Project Management Support	35,000	411
1531	Planning & Analysis	7519	Bicycle and Safety Education Classes	100,000	412
1531	Planning & Analysis	7519	Systemic Safety Study	155,000	413
1531	Planning & Analysis	7519	Safe Routes to School Strategic Plan	300,000	414
1531	Planning & Analysis	7519	Active Transportation Support Services	75,000	415
<b>PL &amp; PD Legal, Insurance and Claims Expense</b>					
0040	Internal Service Fund - PL	7515	Investment Fees	11,388	416
0040	Internal Service Fund - PL	7629	Insurance Services Office Index System	2,800	417
0040	Internal Service Fund - PL	7629	Other Claims Related Services	15,000	418
0040	Internal Service Fund - PL	7629	Actuarial Study Services	40,000	419
<b>Rideshare/BikeShare</b>					
1841	Rideshare PDC	7519	Rideshare Design Agency	125,000	420
1841	Rideshare PDC	7519	Employer Rideshare Outreach	200,000	421
1841	Rideshare PDC	7519	Regional Rideshare Database	45,000	422
1841	Rideshare PDC	7519	Rideshare Survey Processing	125,000	423
<b>Technical Infrastructure and Business Systems Support</b>					
1270	Contracts Admin & Mtls	7519	Jr. Programmer Analyst Consultant	90,000	424
1281	IS Administration	7519	Security Information and Event Management Services (SIEM)	240,000	425



# Administration

Non-Program Specific					
Line Item Controlled Services					
Org- Key	Department / Fund Name	Obj	Line Item Description	Budget	Page No.
<b>Technical Infrastructure and Business Systems Support</b>					
1281	IS Administration	7519	Payment Card Industry DSS Compliance Assessment	10,000	426
1282	Proj Mngt/Business Intel	7519	Enterprise Content Management Projects	180,000	427
1282	Proj Mngt/Business Intel	7519	Full-Time Contracted Business Intelligence Architect.	183,774	428
1282	Proj Mngt/Business Intel	7519	Full-Time Contracted Data Warehouse Architect	219,024	429
1282	Proj Mngt/Business Intel	7519	Full-Time Contracted Enterprise Content Management Applic	113,250	430
1282	Proj Mngt/Business Intel	7519	Full-Time Contracted Project Manager	165,000	431
1282	Proj Mngt/Business Intel	7519	Full-Time Contracted Project Manager - ECM Program	215,280	432
1282	Proj Mngt/Business Intel	7519	Full-Time Contracted Project Manager for Enterprise Content	215,280	433
1282	Proj Mngt/Business Intel	7519	Innovation Projects	50,000	434
1283	IS Technology & User Sup	7519	Help Desk & Desktop Operations Services	180,000	435
1283	IS Technology & User Sup	7519	Supplemental Desktop Support for PC Migration	80,000	436
1284	IS Technical Services	7519	Data Center Decommissioning	50,000	437
1284	IS Technical Services	7519	Data Center Colocation Services/Infrastructure as a Service	300,000	438
1284	IS Technical Services	7519	Offsite Data Storage	21,000	439
1284	IS Technical Services	7519	Contract Network Engineer	200,000	440
1285	E'prise Comp Solut'n & Su	7519	Ellipse Support Specialist	202,400	441
1285	E'prise Comp Solut'n & Su	7519	Operations System Application Support and Administration	163,000	442
1285	E'prise Comp Solut'n & Su	7519	SharePoint eForms Support	50,000	443
<b>Transportation Planning and Studies</b>					
1531	Planning & Analysis	7519	Air Quality Planning Support	125,000	444
1531	Planning & Analysis	7519	OC/LA Intercounty Study Phase II	400,000	445
1531	Planning & Analysis	7519	State Route 39/Beach Boulevard Corridor Study	445,000	446
1531	Planning & Analysis	7519	Bus Rapid Transit/Managed Lanes Network Study	350,000	447
1531	Planning & Analysis	7519	Corridor Technical Studies	200,000	448
1531	Planning & Analysis	7519	Orange County Transportation Demand Management Progra	150,000	449
1535	Transit Service Planning	7519	Bristol Street Transit Corridor Study	550,000	450
<b>Workers' Compensation</b>					
0041	Int Ser Fund - Workers' Co	7515	Investment Fees	19,878	451
<b>Subtotal Services - External Affairs</b>				<b>\$ 11,232,269</b>	

**APTA 2020**

**Division:** 03 External Affairs  
**OrgKey:** 0091 APTA  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** APTA 2020 Promotional Items

**Quantity/Cost:** 1 @ \$5,000

FY19-01153

**Budget Request:** \$ 5,000

IFAS#: 0091-7519-A0001-001

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

The American Public Transportation Association (APTA) Expo is held every three years and is the flagship event for public transportation professionals to engage in workshops, join tours, and network with colleagues. The City of Anaheim and Orange County have been selected to host the APTA Expo in 2020.

This line item establishes a small budget to provide small varied promotional items to announce the 2020 APTA Expo. The promotional items will be shared at the 2017 APTA Expo and other transportation events over the next three years. Additionally, this item is partially funded by the APTA 2020 Support revenue line item.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Varied promotional items to build awareness of APTA 2020 Expo.

***Please explain how you arrived at the budgeted dollars requested.***

Costs related to OCTA hosting the APTA Expo in 2020.

***What phase of the project does this line item support?***

Planning.

***What phase of the project is this line item currently in, as of January 2, 2018?***

N/A

***Is this line item rebudgeted from a prior fiscal year?***

N/A



## Administration

### General Fund Administrative Expenses

Division: 15 Capital Programs  
OrgKey: 0001 General Fund  
Object: 7514 Prof Serv-Right of Way Service

---

Description: I-5 North Widening - ROW Support Services

Quantity/Cost: 1 @ \$100,000

FY19-02348

Budget Request: \$ 100,000

IFAS#: 0001-7514-F1110-F01

---

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Relocation of tenants, environmental services, appraisal, excess land deposition, and other right-of-way services for the project. The budget request is for costs associated with these services.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Qualified real estate agents, appraisers, and right-of-way professionals to acquire various properties for the project.

***Please explain how you arrived at the budgeted dollars requested.***

The budgeted dollars requested is based on the projected expenditures for the fiscal year.

***What phase of the project does this line item support?***

This line item will support the project closeout phase of work.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Project closeout phase.

***Is this line item rebudgeted from a prior fiscal year?***

Yes.


**General Fund Administrative Expenses**

**Division:** 15 Capital Programs  
**OrgKey:** 0001 General Fund  
**Object:** 7517 ROW Maintenance Services

**Description:** Excess Land Maintenance - I-5, SR-91 to LA County Line

**Quantity/Cost:** 1 @ \$50,000

FY19-01097

**Budget Request:** \$ 50,000

IFAS#: 0001-7517-F1110-F01

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Provide maintenance services on an as-needed basis to remove debris and weeds from OCTA-owned excess and future use property. To ensure OCTA's liability is kept to a minimum, maintenance by trained and certified personnel is necessary for various highway projects. This budget request is for costs associated with these services.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

In compliance with federal and state requirements and OCTA policies, maintenance will be performed by personnel with the requisite training and certifications.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted dollar amount requested is based on the projected expenditures for the fiscal year.

*What phase of the project does this line item support?*

The Project has been completed. As part of the completion of the Project, this line item will support the maintenance of the structures and land on the property.

*What phase of the project is this line item currently in, as of January 2, 2018?*

The Project has been completed. This line item will support the maintenance of the structures and land on the property.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.





## Administration

### General Fund Administrative Expenses

Division: 01 Executive Office  
OrgKey: 1100 CEO  
Object: 7519 Prof Serv-Other Prof Services

---

Description: Strategic Management Services by M Ward & Associates

Quantity/Cost: 1 @ \$4,000

FY19-00001

Budget Request: \$ 4,000

IFAS#: 1100-7519-A0001-OK2

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

1. Support the CEO and/or executive management in the development and integration of OCTA's Strategic Plan. Facilitate with the delivery of various transportation projects (i.e. rail, highway, and transit) as well as supporting environmental sustainability.
2. General Administration. Consultant may provide support to the CEO/Executive Team and the Chair in developing the Strategic Business Plan
3. Miscellaneous Services. Consultant shall support efforts to ensure implementation of all elements of Ordinance No. 3 and requirements related to delivery of M2 projects and programs, in addition to assisting in the development and/or completion of the annual M2 reporting, M2020 Plan review, tri-annual performance review, and risk management.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Strategic management, familiarity with the M2 program, OCTA Strategic Plan.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is determined based on utilization of this line item from past years.

*What phase of the project does this line item support?*

Various phases of development.

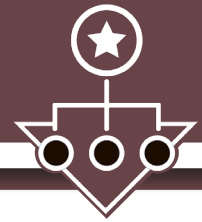
*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A; see question 3 above.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.





**General Fund Administrative Expenses**

Division: 01 Executive Office  
 OrgKey: 1120 Clerk of the Board  
 Object: 7629 Other Services

Description: Publication of Official Meeting Notices  
 Quantity/Cost: 1 @ \$10,000 FY19-00029  
 Budget Request: \$ 10,000 IFAS#: 1120-7629-A0001-QV4

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Publications of approximately ten official meeting notices in the Orange County Register, Unidos, or newspapers of general circulation in Orange County. The law mandates publication of public hearing notices.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert periodical services in order for OCTA to be in compliance with mandates for noticing of public hearings and action by the Board of Directors for approved ordinances or amended ordinances.

*Please explain how you arrived at the budgeted dollars requested.*

Meeting notice costs vary between \$300 to \$2,400 per notice, depending on the newspaper of circulation.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



## Administration

### General Fund Administrative Expenses

Division: 01 Executive Office  
OrgKey: 1120 Clerk of the Board  
Object: 7629 Other Services

---

Description: Professional Photographer/Signage Services

Quantity/Cost: 1 @ \$2,200

FY19-00030

Budget Request: \$ 2,200

IFAS#: 1120-7629-A0001-QVD

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional photographer services are used for the OCTA Board of Directors and signage for Board and Committee meetings and events.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional photography services/signage services.

*Please explain how you arrived at the budgeted dollars requested.*

Budgeted amount is based on previous years' costs for similar services.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



**General Fund Administrative Expenses**

Division: 01 Executive Office  
 OrgKey: 1120 Clerk of the Board  
 Object: 7629 Other Services

Description: Court Reporting Services  
 Quantity/Cost: 1 @ \$10,000 FY19-00031  
 Budget Request: \$ 10,000 IFAS#: 1120-7629-A0001-QW4

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Court reporting services will provide professional legal documents that are certified by a registered court reporter for approximately ten public hearings. Reporting services are mandated by law for specific public hearings held by the OCTA Board of Directors.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert/certified court reporting services.

*Please explain how you arrived at the budgeted dollars requested.*

Budgeted amount is based on previous years' costs for similar services.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



## Administration

### General Fund Administrative Expenses

Division: 01 Executive Office  
OrgKey: 1120 Clerk of the Board  
Object: 7629 Other Services

---

Description: Translation and Interpreter Services

Quantity/Cost: 1 @ \$2,500

FY19-00032

Budget Request: \$ 2,500

IFAS#: 1120-7629-A0001-QW5

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional language translation and sign language interpreter services as requested by the public and required under the Americans with Disabilities Act for OCTA public meetings.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert-level translation/sign language services.

*Please explain how you arrived at the budgeted dollars requested.*

Budgeted amount is based on previous year's costs for similar services.

*What phase of the project does this line item support?*

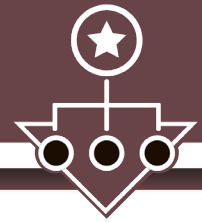
N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



**General Fund Administrative Expenses**

Division: 01 Executive Office  
 OrgKey: 1120 Clerk of the Board  
 Object: 7629 Other Services

Description: Publication of Official Meeting Notices - LOSSAN  
 Quantity/Cost: 1 @ \$1,000 FY19-00033  
 Budget Request: \$ 1,000 IFAS#: 1120-7629-X0001-QV4

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The law mandates publication of public hearing notices by the Los Angeles-San Diego-San Luis Obispo (LOSSAN) Rail Corridor Agency Board of Directors. The Orange County Transportation Authority (Managing Agency) publishes the meeting notice(s) for the LOSSAN Rail Corridor Agency in five-county periodicals.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert-level services. Publications must meet standards required for compliance with legal mandates regarding the noticing of public hearings.

*Please explain how you arrived at the budgeted dollars requested.*

Budgeted amount is based on similar publication/periodical costs.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



## Administration

### General Fund Administrative Expenses

Division: 01 Executive Office  
OrgKey: 1120 Clerk of the Board  
Object: 7629 Other Services

---

Description: Signage Services - LOSSAN

Quantity/Cost: 1 @ \$1,100

FY19-00034

Budget Request: \$ 1,100

IFAS#: 1120-7629-X0001-QVD

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Signage services for the Los Angeles-San Diego-San Luis Obispo (LOSSAN) Rail Corridor Agency Board of Directors.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert professional signage services.

*Please explain how you arrived at the budgeted dollars requested.*

The LOSSAN Rail Corridor Agency requires signage services. The cost of these services was estimated based on prior year expenses.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



**General Fund Administrative Expenses**

Division: 01 Executive Office  
 OrgKey: 1120 Clerk of the Board  
 Object: 7629 Other Services

---

Description: Court Reporting Services - LOSSAN  
 Quantity/Cost: 1 @ \$2,300 FY19-00035  
 Budget Request: \$ 2,300 IFAS#: 1120-7629-X0001-QW4

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Court reporting services will provide professional legal documents that are certified by a registered court reporter for public hearings. These reporting services are mandated by law for specific public hearings held by the Los Angeles-San Diego-San Luis Obispo (LOSSAN) Rail Corridor Agency Board of Directors.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert/certified court reporting services.

*Please explain how you arrived at the budgeted dollars requested.*

Budgeted amount is based on costs for similar services, which vary between \$700 to \$1,000 per public hearing.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



## Administration

### General Fund Administrative Expenses

Division: 01 Executive Office  
OrgKey: 1120 Clerk of the Board  
Object: 7629 Other Services

---

Description: Translation and Interpreter Service - LOSSAN

Quantity/Cost: 1 @ \$2,500

FY19-00036

Budget Request: \$ 2,500

IFAS#: 1120-7629-X0001-QW5

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional language translation and sign language interpreter services, as requested by the public and required under the Americans with Disabilities Act, for Los Angeles-San Diego-San Luis Obispo (LOSSAN) Rail Corridor Agency public meetings.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert-level translation/sign language services.

*Please explain how you arrived at the budgeted dollars requested.*

Budgeted amount based on previous years' costs for similar services.

*What phase of the project does this line item support?*

N/A

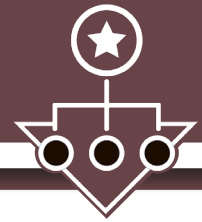
*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes





**General Fund Administrative Expenses**

Division: 04 Human Resources and Organizational Development  
 OrgKey: 1141 Safety & Environmental  
 Object: 7519 Prof Serv-Other Prof Services

Description: DOT/FTA Drug/Alcohol Testing/Vaccinations  
 Quantity/Cost: 1 @ \$25,000 FY19-00390  
 Budget Request: \$ 25,000 IFAS#: 1141-7519-A2312-DWA

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Drug and alcohol testing for all safety sensitive positions is required by OCTA, the Department of Transportation and the Federal Transit Administration regulations. Vaccinations are required by California Division of Occupational Safety and Health for those employees who could be at risk for exposure due to the nature of their job responsibilities.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

OCTA contracts with two medical clinics to provide all of the testing and vaccinations.

*Please explain how you arrived at the budgeted dollars requested.*

The requested dollars are based on the current costs plus 15 percent. The current contract expires in July and new contracts will be executed.

*What phase of the project does this line item support?*

Drug and alcohol testing occurs on an on-going basis for safety sensitive positions; prior to hire, for reasonable suspicion, random testing, and/or as the result of an accident.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



## Administration

### General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1141 Safety & Environmental

Object: 7519 Prof Serv-Other Prof Services

---

Description: DMV Recertification/Alcohol/Drug Test

Quantity/Cost: 1 @ \$40,000

FY19-00391

Budget Request: \$ 40,000

IFAS#: 1141-7519-A2312-EP6

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Alcohol and drug tests are required as part of the Department of Motor Services (DMV) recertification process for all current OCTA employees who need to have a commercial drivers license (CDL) in order to perform their job responsibilities.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

OCTA contracts with medical clinics who provide the required drug and alcohol tests.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted dollars requested are based on independent comparisons, our current rates are 15% below the market rate for this service.

*What phase of the project does this line item support?*

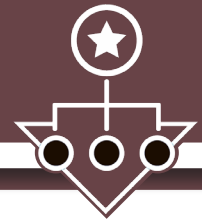
Drug and alcohol tests for DMV recertification are ongoing as CDLs expire consistently throughout the year.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



**General Fund Administrative Expenses**

Division: 04 Human Resources and Organizational Development  
 OrgKey: 1141 Safety & Environmental  
 Object: 7519 Prof Serv-Other Prof Services

Description: Environmental On Call Consulting Services

Quantity/Cost: 1 @ \$20,000

FY19-02003

Budget Request: \$ 20,000

IFAS#: 1141-7519-A2317-TKC

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

To further support varying OCTA departments (OC Streetcar, OC 405, Capital Programs, Facilities, Maintenance, etc), Health, Safety and Environmental Compliance (HSEC) will procure Environmental Compliance professional consulting services. The consultant will be able to assist OCTA in complying with environmental compliance-related rules, regulations and programs (Orange County Health Care Agency, Department of Toxic Substance Control, State Water Resources Control Board and South Coast Air Quality Management District). The consultant will prepare reports as needed (i.e. Certified Asbestos Consultant required to conduct asbestos surveys, Professional Engineer required to prepare Level 2 for Industrial Storm water compliance), as well as advise HSEC as subject matter expert when needed.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert

*Please explain how you arrived at the budgeted dollars requested.*

Industry standards.

*What phase of the project does this line item support?*

Phase I

*What phase of the project is this line item currently in, as of January 2, 2018?*

*Is this line item rebudgeted from a prior fiscal year?*

No



## Administration

### General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1141 Safety & Environmental

Object: 7519 Prof Serv-Other Prof Services

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Description: OSHA Compliance Training/Hygiene Services

Quantity/Cost: 1 @ \$5,000

FY19-00054

Budget Request: \$ 5,000

IFAS#: 1141-7519-A2334-9HA

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The final product will be services and/or training to ensure OCTA is in compliance with Cal/Occupational Safety and Health Administration (OSHA) standards, codes, and regulations. The services or training will include:

- Compliance activities
- Investigations
- Consultant services
- First responder services

All OCTA activities and operations are covered under current laws and industry standards. These standards involve occupational health, occupational safety, environmental health, industrial hygiene, and construction safety compliance activities.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professionals with experience and qualifications in the subject matter.

*Please explain how you arrived at the budgeted dollars requested.*

Actuals in previous years.

*What phase of the project does this line item support?*

All phases

*What phase of the project is this line item currently in, as of January 2, 2018?*

Year round training.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



**General Fund Administrative Expenses**

Division: 04 Human Resources and Organizational Development  
 OrgKey: 1141 Safety & Environmental  
 Object: 7519 Prof Serv-Other Prof Services

Description: First Aid CPR  
 Quantity/Cost: 1 @ \$3,850 FY19-00055  
 Budget Request: \$ 3,850 IFAS#: 1141-7519-A2339-9HB

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The final product will be regulatory required First Aid/CPR/AED/Blood borne pathogen training/certification for confined space entrants, fall rescue team members, maintenance supervisors, field supervisors, and floor wardens.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Certification from the American Heart Association or American Red Cross.

*Please explain how you arrived at the budgeted dollars requested.*

Previous years actuals.

*What phase of the project does this line item support?*

All phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Year round training.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



## Administration

### General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1141 Safety & Environmental

Object: 7519 Prof Serv-Other Prof Services

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Description: Regulatory Refresher Training

Quantity/Cost: 1 @ \$6,000

FY19-00056

Budget Request: \$ 6,000

IFAS#: 1141-7519-A2339-GJE

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA is committed to providing a safe work environment. The top priority in this process is to provide training and knowledge to front-line employees, supervisors and managers. The training is necessary for ongoing compliance with Cal/Occupational safety and Health Administration (OSHA) standards, codes, and regulations. All OCTA activities and operations are covered under current laws and industry standards. These standards involve occupational health, occupational safety, environmental health, industrial hygiene, and construction safety compliance activities.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Subject matter experts with applicable experience.

*Please explain how you arrived at the budgeted dollars requested.*

Previous year actuals.

*What phase of the project does this line item support?*

All phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Year round training.

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



**General Fund Administrative Expenses**

Division: 02 Finance and Administration  
 OrgKey: 1210 Finance & Administration  
 Object: 7519 Prof Serv-Other Prof Services

Description: Management Studies Fee  
 Quantity/Cost: 1 @ \$70,000 FY19-00102  
 Budget Request: \$ 70,000 IFAS#: 1210-7519-A0001-DN7

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Staff anticipates a need throughout the year for assistance with various management studies. Areas where consultants may be used include: financial consulting, appraisal services, and technology studies.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Increased from \$25k per year to cover consultant cost to study the implementation of an OCTA smart card given the deployment of readers on OCTA fixed-route buses.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

no



## Administration

### General Fund Administrative Expenses

Division: 02 Finance and Administration

OrgKey: 1230 Treasury & Public Finance

Object: 7519 Prof Serv-Other Prof Services

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Description: Third party review of Treasury/Public Finance policies and procedures

Quantity/Cost: 1 @ \$75,000

FY19-02188

Budget Request: \$ 75,000

IFAS#: 1230-7519-A0001-1ST

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Based on Audit Recommendations, the Treasury/Public Finance Department seek an external review of the policies and procedures to ensure consistency with industry standards.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert investment consultant.

*Please explain how you arrived at the budgeted dollars requested.*

Estimated based on hours required and average hourly rates.

*What phase of the project does this line item support?*

N/A

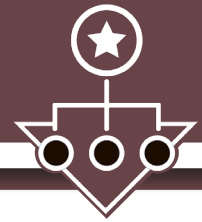
*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No





**General Fund Administrative Expenses**

Division: 02 Finance and Administration  
 OrgKey: 1230 Treasury & Public Finance  
 Object: 7519 Prof Serv-Other Prof Services

Description: Custodial Services

Quantity/Cost: 1 @ \$64,800

FY19-00113

Budget Request: \$ 64,800

IFAS#: 1230-7519-A5400-F01

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Custodial services are needed for the on-going service of holding OCTA's investment securities at a third party institution.

The custodial bank assumes responsibility for the physical holding and safekeeping of OCTA's securities. They also execute portfolio transactions, collect interest income and the proceeds of sales, as well as process purchases, maturities, and redemptions.

The custodial bank provides monthly reports for OCTA's investment holdings and transactions. Investment transactions are also retrieved through the bank's on-line banking system.

The custodial bank holds all non-trust related securities which include investments made by Payden & Rygel, Logan Circle, Public Finance Management, and Chandler.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The services need to be provided by a qualified custodial bank.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on previous year's expenses from agreement C-4-1699.

*What phase of the project does this line item support?*

This project is for OCTA's investment securities.

*What phase of the project is this line item currently in, as of January 2, 2018?*

This project is ongoing.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### General Fund Administrative Expenses

Division: 02 Finance and Administration  
OrgKey: 1240 Accounting & Financial Rptg  
Object: 7519 Prof Serv-Other Prof Services

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Description: Reporting System Development for Upgraded OneSolution

Quantity/Cost: 1 @ \$24,800

FY19-01854

Budget Request: \$ 24,800

IFAS#: 1240-7519-A5110-OBG

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This is the contract OCTA has with SunGard relating to the OneSolution upgrade. This is a new reporting tool called Cognos for project management, universe development, and report development.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Sungard is the vendor/owner of the accounting system.

*Please explain how you arrived at the budgeted dollars requested.*

Quote from vendor

*What phase of the project does this line item support?*

OneSolution Cognos Development

*What phase of the project is this line item currently in, as of January 2, 2018?*

OneSolution Cognos Development

*Is this line item rebudgeted from a prior fiscal year?*

Yes.



**General Fund Administrative Expenses**

Division: 02 Finance and Administration  
 OrgKey: 1240 Accounting & Financial Rptg  
 Object: 7629 Other Services

Description: Banking Fees - Bank of the West

Quantity/Cost: 1 @ \$100,000

FY19-00130

Budget Request: \$ 100,000

IFAS#: 1240-7629-A0001-1GJ

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This item is for commercial banking fees with Bank of the West (BOW). We currently have a contract with a maximum payment of \$500,000 over 5 years with 2 one-year option years to renew.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

NA

*Please explain how you arrived at the budgeted dollars requested.*

Per the contract

*What phase of the project does this line item support?*

NA

*What phase of the project is this line item currently in, as of January 2, 2018?*

NA

*Is this line item rebudgeted from a prior fiscal year?*

N/A



## Administration

### General Fund Administrative Expenses

Division: 02 Finance and Administration  
OrgKey: 1250 Financial Planning & Analysis  
Object: 7519 Prof Serv-Other Prof Services

Description: System Manager (Outsourced)

Quantity/Cost: 1 @ \$185,536

FY19-00163

Budget Request: \$ 185,536

IFAS#: 1250-7519-A5266-CAV

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Financial Planning and Analysis (FP&A) utilizes a home-grown systems for budgeting, grants and requisitions management, tracking of the budget-to-actuals, revenue agreements, and performance measurements. The systems have resulted in a substantial improvement in OCTA's financial reporting and a reduction in the time required producing the reports. The systems have also allowed FP&A to handle additional responsibilities without the need for additional staffing. Due to the complex nature of each of the systems, it is necessary to retain a system manager consultant on an on-going basis for system support. The consultant will also be asked to provide high-level analysis when necessary.

The financial models currently utilized are:

1. Budget Development System
2. Budget Activity Reporting System
3. Revenue Tracking System
4. Requisition Tracking System

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Expert-level SQL and ACCESS programmer with an understanding of the following systems:

BUDBAR, IFAS, Ellipse, and Lawson.

***Please explain how you arrived at the budgeted dollars requested.***

Dollar amount is based on contractual obligation for the fiscal year.

***What phase of the project does this line item support?***

N/A

***What phase of the project is this line item currently in, as of January 2, 2018?***

N/A

***Is this line item rebudgeted from a prior fiscal year?***

No



**General Fund Administrative Expenses**

Division: 02 Finance and Administration  
 OrgKey: 1260 Revenue Administration  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Fare Collection System Design and Concept of Operations  
 Quantity/Cost: 1 @ \$100,000 FY19-02566  
 Budget Request: \$ 100,000 IFAS#: 1260-7519-A0001-DN7

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Orange County Transportation Authority (OCTA) seeks technical consulting services to evaluate modernizing its fare collection system. The study will be conducted in two phases. Phase 1 will evaluate design options available for a new, modern fare collection system leveraging elements of OCTA’s current fare collection system architecture. Phase 2 will be optional, at OCTA’s discretion, and would consist of consultant support to develop a Concept of Operations (ConOps) for implementation of a new fare collection system. The ConOps will provide a detailed analysis of OCTA’s current fare collection system architecture, provide detailed system requirements for a new fare collection system, analyze recommended changes to OCTA’s fare structure, discuss operational impacts to OCTA, based on the new fare collection system, and develop a transition plan from the current system to the new system.

**II. Time Line**

Phase I of the project shall begin in March 2018 and should take approximately 90 – 120 days. Phase 2 will be optional, at OCTA’s discretion, and would commence immediately after Phase 1 and take an additional 90 – 120 days.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualified contractor needs to understand fare technologies, current, and future fare infrastructure options.

*Please explain how you arrived at the budgeted dollars requested.*

Similar studies conducted in the past.

*What phase of the project does this line item support?*

Planning phase study.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Planning

*Is this line item rebudgeted from a prior fiscal year?*

No



## Administration

### General Fund Administrative Expenses

Division: 02 Finance and Administration  
OrgKey: 1270 Contracts Admin & Mtls Mgmt  
Object: 7519 Prof Serv-Other Prof Services

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Description: Disadvantaged Business Enterprise Consulting Services

Quantity/Cost: 1 @ \$225,000

FY19-00181

Budget Request: \$ 225,000

IFAS#: 1270-7519-A0011-KHT

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Consultant provides Disadvantaged Business Enterprise (DBE) Program support including design of a training program to address changes in DBE Federal regulations, assisting in review of goal setting for Federal Transit Administration (FTA) and Federal Highway Administration funded projects, and assisting in community outreach as needed. The DBE Program is a FTA mandated program. Currently there is only one staff person that manages the DBE Program.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

DBE Consultant

*Please explain how you arrived at the budgeted dollars requested.*

Monthly invoices range between \$22,000 to \$25,000 per month.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**General Fund Administrative Expenses**

Division: 02 Finance and Administration  
 OrgKey: 1270 Contracts Admin & Mtls Mgmt  
 Object: 7629 Other Services

---

Description: Small Business Training  
 Quantity/Cost: 1 @ \$40,000 FY19-00182  
 Budget Request: \$ 40,000 IFAS#: 1270-7629-A5160-1J5

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

In years past Contracts Administration & Materials Management (CAMM) hosted a series of training seminars for small businesses. CAMM would like to host one training session next fiscal year. The cost for a training session will include room rental, printing of training materials and minor refreshments. Each training session is expected to draw 50 to 100 small businesses. This item will also be used to pay for staff to attend various industry and small business events such as: California Construction Expo, Jet Propulsion Laboratory, and Construction Management Association of America Owner's Night.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Estimate based on historical data

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### General Fund Administrative Expenses

Division: 02 Finance and Administration  
OrgKey: 1281 IS Administration  
Object: 7519 Prof Serv-Other Prof Services

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Description: Consultant for HROD System

Quantity/Cost: 1 @ \$200,000

FY19-02851

Budget Request: \$ 200,000

IFAS#: 1281-7519-A0001-F01

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

A consultant is needed for the potential upgrade or replacement of current systems used in the Human Resources and Organizational Development (HROD) division . The consultant will work with HROD in evaluating systems needed for various key functions of the division that are not currently being served, and the potential procurement of systems to help strengthen the functions currently being performed by HROD.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert in HROD Systems.

*Please explain how you arrived at the budgeted dollars requested.*

Based on estimated costs of similar consultant services.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No.




**General Fund Administrative Expenses**

**Division:** 02 Finance and Administration  
**OrgKey:** 1281 IS Administration  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Predictive Analytics

**Quantity/Cost:** 1 @ \$40,000

FY19-02195

**Budget Request:** \$ 40,000

IFAS#: 1281-7519-A0012-9XC

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The new Business Intelligence initiative on predictive analytics will help business users to enhance their decision making. Predictive Analytics is a technology that learns from data by discovering patterns to predict the future behavior to help drive better decisions. We have evaluated a few different softwares enabling us to develop data modeling using advanced statistical algorithms. It can help elevate OCTA analytics go to the next level when future predictions can be rapidly identified and provided using various different data sources.

- Evaluate PA softwares
- Obtain a software
- Develop an ucase using OCTA data and possibly external data
- Develop a model leverage machine learning to provide possible future outcomes on different parameters

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

- An analyst with predictive analytics background
- A software that utilizes PA algorithm and helps develop a model

*Please explain how you arrived at the budgeted dollars requested.*

20K for software and 20K for initial professional assistance in building up a ucase

*What phase of the project does this line item support?*

Initial phase

*What phase of the project is this line item currently in, as of January 2, 2018?*

NA

*Is this line item rebudgeted from a prior fiscal year?*

No



## Administration

### General Fund Administrative Expenses

Division: 02 Finance and Administration

OrgKey: 1281 IS Administration

Object: 7519 Prof Serv-Other Prof Services

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Description: Technology Advisory Services

Quantity/Cost: 1 @ \$93,000

FY19-00218

Budget Request: \$ 93,000

IFAS#: 1281-7519-A5020-9HV

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

This item is dedicated to pay for independent information technology industry advisory services and its continuation support. This is to ensure that OCTA's technical infrastructure and environment is in step with overall industry direction. The services will be used by Information Systems to ensure proper alignment of business, technology, and understanding the impact of the industry's best business practices. This request is the department's Information Technology Plan intended to proactively provide effective and innovative solutions for its users and customers to keep up with current technology.

The high speed of change in the technology industry makes it difficult to dedicate staff to perform this research. Information Systems currently uses advice from industry experts who conduct research on a wide range of technical and industry topics. This information is used to validate technical infrastructure decisions, support purchasing decisions, provide guidelines for policies and procedures, and plan for industry driven market trends. OCTA currently uses Gartner for these services. Gartner provides quick and concise analysis and research on technical topics needed by OCTA.

This service is the inclusion of a dedicated high level analyst to assist OCTA in specific technology and business oriented issues. The focus of the analyst is to determine the optimal software architecture and mix of applications that should be considered in our overall application portfolio. Research will be provided to ensure the appropriate timing and scope of OCTA's inclusion in the new "Cloud" technology arena. These decisions involve high level interaction of experienced analysts to ensure proper timing and planning. The decision will impact the effectiveness and efficiency of day to day operations at OCTA.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

N/A

***Please explain how you arrived at the budgeted dollars requested.***

For over 10 years Information Systems has been using technology advisory services, and the dollars requested are based on previous years' history, average, and patterns of expenditures.

***What phase of the project does this line item support?***

N/A

***What phase of the project is this line item currently in, as of January 2, 2018?***

This budgetary item is not just supporting one particular project, but will provide the department with continuing advisory support throughout the entire fiscal year.

***Is this line item rebudgeted from a prior fiscal year?***

Yes, the item is re-budgeted yearly for the renewal of the advisory services.



**General Fund Administrative Expenses**

Division: 02 Finance and Administration  
 OrgKey: 1285 E'prise Comp Solut'n & Suprt  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Unlimited Access to Tactical IT Documents  
 Quantity/Cost: 1 @ \$8,500 FY19-00264  
 Budget Request: \$ 8,500 IFAS#: 1285-7519-A5050-03V

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

NOREX provides unlimited access to tactical IT documents created and used by peer agencies (i.e. policies, procedures, request for proposal (RFP), strategic plans), assistance with technology specific research questions and issues.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The ability to understand the Authority's current IT software, infrastructure and/or the IT direction, so as to seek out, research, and obtain the appropriate documents (information) that would provide new or ongoing benefit to the Authority.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted dollars are calculated based on the previous years' history, average, and patterns of expenditures.

*What phase of the project does this line item support?*

Operations.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Operations.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### General Fund Administrative Expenses

Division: 02 Finance and Administration

OrgKey: 1285 E'prise Comp Solut'n & Suprt

Object: 7519 Prof Serv-Other Prof Services

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Description: Mobile Ticketing and EZ Wallet test charges

Quantity/Cost: 1 @ \$3,000

FY19-00265

Budget Request: \$ 3,000

IFAS#: 1285-7519-A5104-7F3

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

To capture the expenses related to testing the Mobile Ticketing and EZ Wallet applications. Due to the nature of the applications, there are credit card costs associated with accurate testing of the systems. This line item is to capture those testing costs. This will be on ongoing line item.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Ability to understand and self learn new technologies being used by the Authority

*Please explain how you arrived at the budgeted dollars requested.*

This is calculated based on the previous years' history, average, and patterns of expenditures.

*What phase of the project does this line item support?*

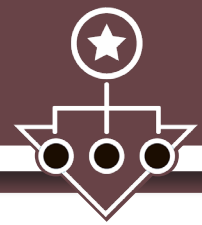
Testing phase.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Testing.

*Is this line item rebudgeted from a prior fiscal year?*

Yes


**General Fund Administrative Expenses**

**Division:** 02 Finance and Administration  
**OrgKey:** 1290 General Services  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Lost and Found

**Quantity/Cost:** 1 @ \$145,000

FY19-00284

**Budget Request:** \$ 145,000

IFAS#: 1290-7519-A0001-C24

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

In an effort to track items found on the OCTA fixed bus route system, Access Paratransit Service and other OCTA operations facilities, a firm shall manage the daily maintenance and tracking of items found. Tracking and maintenance of found items will be conducted by firm in accordance with OCTA's Lost and Found policy and procedures.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The Firm shall supply the facility, which should be a minimum of 1,650 square feet in size, as well as the manpower and responsibility to oversee all incoming lost and found items.

*Please explain how you arrived at the budgeted dollars requested.*

Current cost is \$5,910 per month for the last 2 years. Anticipate monthly rate to go up when we exercise the option year.

*What phase of the project does this line item support?*

All of it.

*What phase of the project is this line item currently in, as of January 2, 2018?*

This is an ongoing project

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### General Fund Administrative Expenses

Division: 02 Finance and Administration

OrgKey: 1290 General Services

Object: 7629 Other Services

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Description: Office Equipment and Relocation Services

Quantity/Cost: 1 @ \$10,000

FY19-00289

Budget Request: \$ 10,000

IFAS#: 1290-7629-A5302-1P3

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Movement of all surplus items to storage areas and assisting base locations with moves or relocation. This service is required because OCTA does not have the capability to perform these types of tasks. The headquarter improvement projects include, but are not limited to: moving divisions to another floor, relocation of copiers/printers and safes for the OCTA store.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional movers

*Please explain how you arrived at the budgeted dollars requested.*

Previous charges and anticipated projects.

*What phase of the project does this line item support?*

This is ongoing.

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**General Fund Administrative Expenses**

Division: 04 Human Resources and Organizational Development  
 OrgKey: 1313 Internal Communication  
 Object: 7519 Prof Serv-Other Prof Services

Description: Digital Asset Management System

Quantity/Cost: 1 @ \$28,000

FY19-00334

Budget Request: \$ 28,000

IFAS#: 1313-7519-A2218-05J

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Allows us to upload, organize, secure and store digital images of scanned hardcopy photos and videos in one place. Annual subscription to store and maintain these items.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Software and scanning abilities.

*Please explain how you arrived at the budgeted dollars requested.*

By comparing several services

*What phase of the project does this line item support?*

All of the project

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1313 Internal Communication

Object: 7519 Prof Serv-Other Prof Services

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Description: Graphic Design Services

Quantity/Cost: 1 @ \$2,000

FY19-00335

Budget Request: \$ 2,000

IFAS#: 1313-7519-A2218-CL8

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Graphic Design services will be required to design new marketing materials for a variety of Employee Recreation Association (ERA) and Employee Programs including re-design of Employee of the Month and Employee of the Year resolutions, Information Board templates and items requested by Executive Management.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Graphic design services with experience and knowledge of embossing required

*Please explain how you arrived at the budgeted dollars requested.*

By comparing several services.

*What phase of the project does this line item support?*

All of the project

*What phase of the project is this line item currently in, as of January 2, 2018?*

Same

*Is this line item rebudgeted from a prior fiscal year?*

Yes





**General Fund Administrative Expenses**

Division: 04 Human Resources and Organizational Development  
 OrgKey: 1313 Internal Communication  
 Object: 7519 Prof Serv-Other Prof Services

Description: Photography Services

Quantity/Cost: 1 @ \$12,000

FY19-00336

Budget Request: \$ 12,000

IFAS#: 1313-7519-A2218-JAP

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

There is a need for professional photography services and prints, ranging from digital, 5x7, 8x10 and other formats for a variety of events and activities at OCTA. Many of these requests are made by other departments to document events and activities. There is also a need for profile photos of Board of Directors or OCTA employees. Events needing this service are the After Work Connection (AWC), United Way Halloween event, sports events, Veteran Recognition event, Employee of the Month, Employee of the Year and the company picnic.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional Photographer

*Please explain how you arrived at the budgeted dollars requested.*

Based on the current fees and anticipation of more events during the 17/18 fiscal year.

*What phase of the project does this line item support?*

The whole project

*What phase of the project is this line item currently in, as of January 2, 2018?*

Same

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1321 Learning & Development-Admin

Object: 7519 Prof Serv-Other Prof Services

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Description: In-House Excel Training

Quantity/Cost: 1 @ \$8,500

FY19-01703

Budget Request: \$ 8,500

IFAS#: 1321-7519-A0001-1C6

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

OCTA seeks to provide in-house Excel training for employees at beginning and intermediate levels of proficiency. The goal is to provide in-house training for those employees who have indicated that online training is not an option.

In the past year, OCTA has tried four online options for training employees, none of which were successful. Based on input from employees, they would prefer an in-house trainer to provide on-site instruction.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Expert-level Excel capability, expert-level presentation skills, knowledge of adult learning principles, ability to create and deliver stand-up training

***Please explain how you arrived at the budgeted dollars requested.***

Based on previous procurements and the number of people that indicated that they would like such training

***What phase of the project does this line item support?***

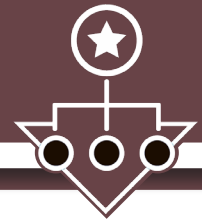
All phases from initial procurement through delivery.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Planning phase only.

***Is this line item rebudgeted from a prior fiscal year?***

No


**General Fund Administrative Expenses**
**Division:** 04 Human Resources and Organizational Development

**OrgKey:** 1321 Learning & Development-Admin

**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Training Instruments

**Quantity/Cost:** 100 @ \$20

FY19-01702

**Budget Request:** \$ 1,995

IFAS#: 1321-7519-A0001-D1S

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

OCTA seeks to provide a variety of self-assessments that can be used in conjunction with internal leadership and development training for staff. These assessments can be a valuable tool in helping participants learn more about their own leadership and learning styles. For example, the Thomas-Kilmann Conflict Mode Instrument (TKI) helps individuals understand how five conflict-handling modes, or styles (competing, collaborating, compromising, avoiding, and accommodating) affect interpersonal and group dynamics. It also teaches them how to select the most appropriate style for a given situation. OCTA seeks approximately 30 instruments each in MBTI, TKI, and SDI for use in FY 2018/19.5798

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Nationally standardized and normed instruments that are well-known and are the "gold standard" for assessments, such as the Meyers-Briggs Type Indicator (MBTI), Thomas-Kilmann Conflict Mode Instrument (TKI), Strength Deployment Inventory (SDI), DISC assessments and similar.

***Please explain how you arrived at the budgeted dollars requested.***

Based on previous year's purchases and standard pricing given on websites such as CPP.com (who administers a number of assessments)

***What phase of the project does this line item support?***

Purchase of assessments throughout the fiscal year to be used in conjunction with applicable internal training programs.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Planning phase - the project has not been started yet

***Is this line item rebudgeted from a prior fiscal year?***

No - this is a recurring line item - we purchase and use these instruments on an ongoing basis.



## Administration

### General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1321 Learning & Development-Admin

Object: 7519 Prof Serv-Other Prof Services

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Description: Training Materials

Quantity/Cost: 1 @ \$18,000

FY19-00366

Budget Request: \$ 18,000

IFAS#: 1321-7519-A2006-07X

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Training materials for classes such as Getting Things Done (VitalSmarts), Crucial Conversations, Crucial Confrontations, and Generations.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

The materials can only be purchased as proprietary materials directly from a licensed provider.

***Please explain how you arrived at the budgeted dollars requested.***

Previous years' usage and rates provided by the companies.

***What phase of the project does this line item support?***

All phases from planning through delivery

***What phase of the project is this line item currently in, as of January 2, 2018?***

Planning phase of classes for next year.

***Is this line item rebudgeted from a prior fiscal year?***

This is a recurring line item; we budget for materials every year.



**General Fund Administrative Expenses**

Division: 04 Human Resources and Organizational Development  
 OrgKey: 1321 Learning & Development-Admin  
 Object: 7519 Prof Serv-Other Prof Services

Description: Training Licenses  
 Quantity/Cost: 1 @ \$20,000 FY19-00367  
 Budget Request: \$ 20,000 IFAS#: 1321-7519-A2006-010

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Licensing for training certification and materials that allows OCTA instructors to be certified to deliver content and print materials in-house at a significant savings over hiring external instructors.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Training must be purchased directly from the proprietary company under a sole source agreement and all terms of the contract must be followed. Training cannot be purchased from a third party vendor.

*Please explain how you arrived at the budgeted dollars requested.*

After consulting with several of our training providers, they have told us that they are moving away from a model where they send external instructors into companies, to a model where internal instructors are certified and the company is licensed to print materials. This is a tremendous savings on purchasing the materials (see our other line item for materials from a company that does not follow this model - the cost of materials is easily \$15,000 alone, not to mention getting instructors certified).

*What phase of the project does this line item support?*

Development and delivery. This model allows OCTA to deliver training in customized formats and on-demand in a much more responsive way than having to arrange for an off-site instructor.

*What phase of the project is this line item currently in, as of January 2, 2018?*

All phases

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Administration

## General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1321 Learning & Development-Admin

Object: 7519 Prof Serv-Other Prof Services

Description: Engagement Survey

Quantity/Cost: 1 @ \$17,000

FY19-02227

Budget Request: \$ 17,000

IFAS#: 1321-7519-A2006-P95

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This is a redo of the Engagement Survey done in 2017. We will be exercising an Option Year with the original vendor and will not need to go out to bid.

\*\*\*\*\*

The Orange County Transportation Authority (OCTA) seeks to conduct a second Engagement Survey following the initial (benchmark) survey completed in March 2017. The OCTA has not previously conducted an engagement survey for employees. The OCTA seeks to conduct an online engagement survey for administrative employees with a one-year option term for reassessment to measure progress. Our preference is for a fully-hosted, fairly “off-the-shelf” solution that can be customized and configured to our preference.

Proposed Audience:

The OCTA has approximately 1,500 total employees responsible for delivering projects, programs and services to improve mobility. Of those 1,500, approximately 500 are administrative, non-bargaining unit employees. OCTA seeks to survey our administrative population only at this time, each of whom has an octa.net email account and unique log in assigned to them.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Experience conducting Engagement Surveys, specifically in the private sector; experience managing Engagement Survey processes and understanding/interpreting/presenting data; expert level skill in supporting firms who have conducted Engagement Surveys and are making resultant changes.

*Please explain how you arrived at the budgeted dollars requested.*

This is the Option Year for the original contract. The initial contract was competitively bid.

*What phase of the project does this line item support?*

All phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

We are getting ready to exercise the Option Year as soon as funds are available.

*Is this line item rebudgeted from a prior fiscal year?*

No, we bought these services last year and are procuring them again.


**General Fund Administrative Expenses**
**Division: 04 Human Resources and Organizational Development**
**OrgKey: 1321 Learning & Development-Admin**
**Object: 7519 Prof Serv-Other Prof Services**
**Description: Online Training Creation**
**Quantity/Cost: 1 @ \$7,500**
**FY19-00368**
**Budget Request: \$ 7,500**
**IFAS#: 1321-7519-A2006-P95**

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Assistance with online training creation, which may include instructional design, development of online learning, branding, or some modification and customization of off-the-shelf materials and technical writing. Consultant services will be needed for professional support in the design and development of online training content that meets OCTA requirements for compliance, competency development, and engagement. The objective is to transition all compliance training and appropriate elective training to an on-line format over a three-year span. This is the third year that we are working on this initiative. After that, the on-line training development will largely consist of maintaining development expertise but is less experienced in the tools and techniques specific to creative on-line eLearning and training development. Moreover, staff size (two full-time professionals) precludes development and production on a significant scale without compromising other important objectives.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Expert-level Storyline Articulate 2 programmer, professional video capability, professional voice acting ability, possible marketing ability and use of Adobe suite of publishing software.

***Please explain how you arrived at the budgeted dollars requested.***

Based on the previous years' expenditures (projects for Learning & Development and Health Safety Environmental Compliance) and upcoming projects as outlined by internal customers.

***What phase of the project does this line item support?***

Design and development of online eLearning modules.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Planning phase only.

***Is this line item rebudgeted from a prior fiscal year?***

Yes - this is an ongoing budget item that supports training initiatives in all areas of OCTA.



## Administration

### General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1321 Learning & Development-Admin

Object: 7519 Prof Serv-Other Prof Services

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Description: Online Workplace Harassment Training

Quantity/Cost: 475 @ \$30

FY19-02248

Budget Request: \$ 14,250

IFAS#: 1321-7519-A2006-P95

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA has decided to acquire an online harassment training class in place of teaching them individually in a classroom. This serves the purpose of more efficiently training employees by giving them access to training on demand as opposed as to a live, in-class format which limits the amount of employees that can receive training at any one time.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Vendor to support project

*Please explain how you arrived at the budgeted dollars requested.*

From previous estimates of similar training

*What phase of the project does this line item support?*

All phases

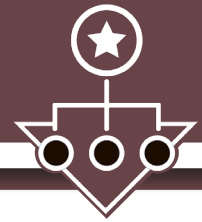
*What phase of the project is this line item currently in, as of January 2, 2018?*

Planning

*Is this line item rebudgeted from a prior fiscal year?*

No




**General Fund Administrative Expenses**
**Division:** 04 Human Resources and Organizational Development

**OrgKey:** 1321 Learning & Development-Admin

**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Training Consulting

**Quantity/Cost:** 1 @ \$10,000

FY19-01704

**Budget Request:** \$ 10,000

IFAS#: 1321-7519-A2006-P95

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA seeks additional training consulting in areas where Learning and Development staff may not be able or certified to deliver training. This may include specialized areas of knowledge, such as safety and security, software specific training, licensed content that is proprietary to a specific product, or consultant hours that are needed because OCTA staff are not available to teach.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert-level skill and knowledge in the area defined. For example, a licensed Zenger Folkman consultant may be needed to delivery a 360-degree assessment, or we may need to bring in a consultant that specializes in some FTA knowledge.

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous dollars budgeted and the rates that have been used in 2017/18 to procure consultants, typically \$2500 - \$5000 for one day.

*What phase of the project does this line item support?*

All phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Planning phase.

*Is this line item rebudgeted from a prior fiscal year?*

Yes, as these items were cut from last year's budget.



## Administration

### General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1321 Learning & Development-Admin

Object: 7519 Prof Serv-Other Prof Services

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Description: Emotional Intelligence Training

Quantity/Cost: 1 @ \$8,500

FY19-01863

Budget Request: \$ 8,500

IFAS#: 1321-7519-A2006-P96

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA seeks to provide Emotional Intelligence (EQ) training for managers and staff. Emotional intelligence (EI or EQ) can be defined as the ability to be aware of one's own emotions and those of others and regulate personal emotions to facilitate effective thinking, action and relationships. Studies have shown that emotional intelligence has a much greater impact on career success than a person's IQ. Currently, OCTA sends some individuals outside to EQ workshops through the AMA and other organizations at a cost of somewhere between \$299 (low-end) to \$2500 (multi-day, Cadillac model classes). OCTA seeks to bring such instruction internal at a cost savings to the Authority.

The training should enable employees to:

- Recognize how feelings, reactions and emotions affect work relationships
- Start choosing how to act instead of reacting
- Work easily and effectively with people who have different personalities and communication styles
- Remain flexible and open in the face of change
- Remain in control in emotionally charged situations
- Anticipate problem situations and the underlying emotions and be prepared to handle them

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert-level Emotional Intelligence training and/or certification in EQ assessments.

*Please explain how you arrived at the budgeted dollars requested.*

Studying other external courses, speaking with consultants who are certified in EQ assessments, and estimating based on what we pay for other similar courses.

*What phase of the project does this line item support?*

All phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Planning and discussion.

*Is this line item rebudgeted from a prior fiscal year?*

No


**General Fund Administrative Expenses**
**Division: 04 Human Resources and Organizational Development**
**OrgKey: 1340 Human Resources**
**Object: 7513 Prof Serv-Arbitration/Labr Rel**
**Description: Arbitration/Mediation Fees**
**Quantity/Cost: 1 @ \$10,000**
**FY19-00406**
**Budget Request: \$ 10,000**
**IFAS#: 1340-7513-A0001-GN2**

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Arbitrators are used as third-party neutrals to resolve grievance disputes throughout the year. During calendar years 2016 and 2017, there were 68 and 70 grievances filed, respectively. Of the calendar year 2017 grievances, four were moved by the Union to arbitration. Typically, one-quarter of the grievances moved by the Union are actually heard at arbitration; however, the Department budget must anticipate that each could be heard by an arbitrator or for possible cancellation fees.

The State Mediation & Conciliation Service (SMCS) charges fees to users. SMCS assistance would be required for labor issues such as union decertifications, elections, or strikes.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Arbitrator/mediator to be used as a third-party neutral.

***Please explain how you arrived at the budgeted dollars requested.***

Arbitrator/mediators charge for their services rendered on the day of the arbitration hearing; preparation thereof, and for services rendered for their arbitration/mediation decision. These services can be anywhere from the sum of \$2,500.00 to \$4,000.00 for attendance at the hearing, plus day(s) of study and decision preparation; plus clerical fees, etc.

***What phase of the project does this line item support?***

N/A.

***What phase of the project is this line item currently in, as of January 2, 2018?***

N/A.

***Is this line item rebudgeted from a prior fiscal year?***

Yes, this line item is re-budgeted from prior fiscal year 2017/2018.



## Administration

### General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1340 Human Resources

Object: 7519 Prof Serv-Other Prof Services

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Description: Compensation System-Subscription and Maintenance

Quantity/Cost: 1 @ \$10,000

FY19-01947

Budget Request: \$ 10,000

IFAS#: 1340-7519-A0001-16Q

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Human Resources subscription and maintenance of real time compensation market data & compensation system.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Small-to-Medium sized Enterprise Section Manager HRIS

*Please explain how you arrived at the budgeted dollars requested.*

Payscale won an Request for Proposal (RFP) and this line item is the yearly subscription costs and maintenance of the software.

*What phase of the project does this line item support?*

Beginning

*What phase of the project is this line item currently in, as of January 2, 2018?*

Beginning

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**General Fund Administrative Expenses**

Division: 04 Human Resources and Organizational Development  
 OrgKey: 1340 Human Resources  
 Object: 7519 Prof Serv-Other Prof Services

Description: Maintain and Update iCIMS with new forms and/or onboarding solution  
 Quantity/Cost: 1 @ \$21,600 FY19-01949  
 Budget Request: \$ 21,600 IFAS#: 1340-7519-A0001-16S

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Maintain and update Internet Collaborative Information Management Systems (iCIMS) with new forms and/or onboarding solution; Implement Hiring Manager, requisition process, and iCIMS onboarding solution.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Small-to-Medium Sized Enterprise (SME) HRIS Section Manager

*Please explain how you arrived at the budgeted dollars requested.*

Quote from iCIMS

*What phase of the project does this line item support?*

All

*What phase of the project is this line item currently in, as of January 2, 2018?*

Has not started

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1340 Human Resources

Object: 7519 Prof Serv-Other Prof Services

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Description: HR Consulting Services

Quantity/Cost: 1 @ \$70,000

FY19-00382

Budget Request: \$ 70,000

IFAS#: 1340-7519-A2110-E8A

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

HR Consulting Services is used to procure Human Resources Consultant(s) on an as-needed basis. Some examples include an executive recruiter to assist with high level or difficult to fill positions and provide professional assistance in situations where there may be a conflict of interest if the decision is made internally to OCTA.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

A search firm that has extensive experience filling Executive Level positions in the Transportation Industry.

*Please explain how you arrived at the budgeted dollars requested.*

The requested amount is industry standard which is to pay twenty-five percent of the annual salary for a successful placement of a position.

*What phase of the project does this line item support?*

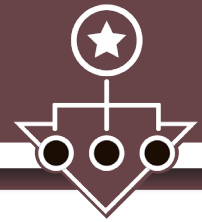
Determined by business need as positions become vacant.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**General Fund Administrative Expenses**

Division: 04 Human Resources and Organizational Development  
 OrgKey: 1340 Human Resources  
 Object: 7519 Prof Serv-Other Prof Services

Description: System Functional Support Contract

Quantity/Cost: 1 @ \$10,000

FY19-00385

Budget Request: \$ 10,000

IFAS#: 1340-7519-A2110-E8A

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Additional system support for Lawson, ICIMS, Talentwise and Halogen.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expertise in applicable system software.

*Please explain how you arrived at the budgeted dollars requested.*

Recommendation from IS Department.

*What phase of the project does this line item support?*

Additional professional system support.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1340 Human Resources

Object: 7519 Prof Serv-Other Prof Services

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Description: (Ergometrics) Customer Service Testing for Coach Operator Applicants

Quantity/Cost: 1 @ \$10,000

FY19-00386

Budget Request: \$ 10,000

IFAS#: 1340-7519-A2207-062

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This item is to procure services to test the aptitude of potential Coach Operators. Testing is for multiple important facets of Coach Operator performance related to soft skills such as providing customer service. As coach operators are public facing OCTA employees, this is required to hire suitable candidates.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

A vendor that can provide a validated test specifically designed to test the aptitude of candidates applying to a Coach Operator position.

*Please explain how you arrived at the budgeted dollars requested.*

Minimum yearly amount is \$15,000. \$25 per test per Coach Operator with 20 being tested every month.

*What phase of the project does this line item support?*

Coach Operator employment testing.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

Yes





**General Fund Administrative Expenses**

Division: 04 Human Resources and Organizational Development  
 OrgKey: 1340 Human Resources  
 Object: 7519 Prof Serv-Other Prof Services

Description: Pre-employment Background Checks

Quantity/Cost: 1 @ \$25,000

FY19-00387

Budget Request: \$ 25,000

IFAS#: 1340-7519-A2207-E3T

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Background checks are a best business practice in the selection of the most qualified and best possible candidate for open positions at OCTA.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

A Firm that has the ability to conduct all background investigative activities in compliance with the current practices of the Fair Credit Reporting Act.

*Please explain how you arrived at the budgeted dollars requested.*

Amount requested is based on current contract, C-4-1599, where the authority has agreed to an amount of \$90k over a three year period equating to \$30k per year. This amount is expected to be exhausted before the end of the fiscal year and the contract will need to be amended to add another \$5000.

*What phase of the project does this line item support?*

Submit background checks to Firm weekly as part of the onboarding process for the Authority.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1340 Human Resources

Object: 7519 Prof Serv-Other Prof Services

---

Description: Health Insurance Broker

Quantity/Cost: 1 @ \$140,000

FY19-00388

Budget Request: \$ 140,000

IFAS#: 1340-7519-A2307-FBE

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Health Insurance Broker fees expected during the fiscal year to provide Health Insurance services.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Small-to-Medium sized Enterprise Benefits Manager

*Please explain how you arrived at the budgeted dollars requested.*

Budget from previous fiscal year, plus the addition of \$70,000 in anticipation of managing healthcare benefits for Coach Operators. Although, labor negotiations are on-going.

*What phase of the project does this line item support?*

All

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**General Fund Administrative Expenses**

Division: 04 Human Resources and Organizational Development  
 OrgKey: 1340 Human Resources  
 Object: 7519 Prof Serv-Other Prof Services

Description: Flexible Spending Account- Discovery Benefits

Quantity/Cost: 1 @ \$17,000

FY19-00389

Budget Request: \$ 17,000

IFAS#: 1340-7519-A2307-T5Q

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Flexible Spending Account budget for maintenance on Discovery Benefits.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Small-to-Medium sized Enterprise Benefits Manager

*Please explain how you arrived at the budgeted dollars requested.*

Budgeted from previous years.

*What phase of the project does this line item support?*

All

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1340 Human Resources

Object: 7519 Prof Serv-Other Prof Services

---

Description: Health Awareness

Quantity/Cost: 1 @ \$2,400

FY19-00053

Budget Request: \$ 2,400

IFAS#: 1340-7519-A2327-SC2

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This program is to provide information to promote health behaviors, achieve health oriented goals and ultimately becoming and maintaining a healthy employee. Attaining this goal is primarily done through education on personal health issues, thus allowing the employee to make informed decisions regarding his or her health. The health and wellness activities are designed to be an effective health benefit aimed at health care cost containment. The variability of services requires consultants with various health and wellness expertise.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Qualified wellness program manager/consultant

*Please explain how you arrived at the budgeted dollars requested.*

Budgeted from previous years.

*What phase of the project does this line item support?*

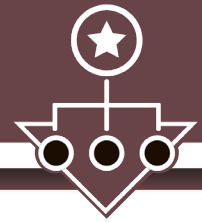
All phases

*What phase of the project is this line item currently in, as of January 2, 2018?*

Line item requires ongoing management throughout the entire fiscal year. Not a one time project allocation. (Reoccurring budget line item).

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**General Fund Administrative Expenses**

Division: 04 Human Resources and Organizational Development  
 OrgKey: 1340 Human Resources  
 Object: 7519 Prof Serv-Other Prof Services

Description: Flu Shots  
 Quantity/Cost: 1 @ \$6,900 FY19-00057  
 Budget Request: \$ 6,900 IFAS#: 1340-7519-A2342-9HC

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Providing workplace flu shot clinics is a cost effective decision to help keep all employees healthy and productive resulting in a reduction in absenteeism. A flu shot clinic can help prevent the spread of the seasonal flu and assist in reducing health care costs by decreasing the number of doctor visits for upper-respiratory ailments. The flu shot program provides an on-site flu shot clinic that provides flu shots for at least 60 percent of administration employees. The purpose of offering the flu shot clinic at OCTA is to bring the opportunity for employees to receive a shot close to their work environment.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Authorized vaccination supplier with certified technicians to administer such vaccinations.

*Please explain how you arrived at the budgeted dollars requested.*

Budgetary allocations used in previous years and needed for ongoing program offering to employees.

*What phase of the project does this line item support?*

All phases

*What phase of the project is this line item currently in, as of January 2, 2018?*

Line item requires ongoing management throughout the entire fiscal year. Not a one time project allocation. (recurring budget line item)

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Administration

## General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1340 Human Resources

Object: 7519 Prof Serv-Other Prof Services

Description: Health Risk Vendor

Quantity/Cost: 1 @ \$100,000

FY19-00058

Budget Request: \$ 100,000

IFAS#: 1340-7519-A2342-TKC

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

In May 2012, OCTA began the implementation of a health risk management program as a tool to lower healthcare costs by identifying modifiable health risk behaviors. OCTA Wellness will provide tools/resources and incentives to employees to help drive behavior change over time. OCTA will be using a third party administrator for the implementation of biometric screening and health risk appraisals for employees.

The success of this initiative can lower absenteeism and raise employee morale, equating to a healthier more productive workforce while controlling health care costs.

These funds are allocated for all OCTA employees.  
Health Incentive Program

2012	201 HRA taken	219 Biometrics completed	
2013	224 HRA taken	227 Biometrics completed	212 awards given
2014	332 HRA taken	313 Biometrics completed	304 awards given
2015	416 HRA taken	518 Biometrics completed	389 awards given
2016	490 HRA taken	407 Biometrics completed	485 awards given
2017	increase with 40 more awards		

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Certified and qualified Health Risk Assessment and Biometric screening providers with experienced staff

*Please explain how you arrived at the budgeted dollars requested.*

Budget estimate includes alike participation as 2016, fees for biometric events, no shows, and shipping costs for reward cards. Allocation needed to continue such efforts and offerings to employees

*What phase of the project does this line item support?*

All phases

*What phase of the project is this line item currently in, as of January 2, 2018?*

Line item requires ongoing management throughout the entire fiscal year. Not a one time project allocation.  
(Recurring budget line item)

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**General Fund Administrative Expenses**

Division: 04 Human Resources and Organizational Development  
 OrgKey: 1340 Human Resources  
 Object: 7519 Prof Serv-Other Prof Services

Description: Affirmative Action Plan Outsourcing

Quantity/Cost: 1 @ \$10,000

FY19-01896

Budget Request: \$ 10,000

IFAS#: 1340-7519-A2344-BD2

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Affirmative Action Plan outsourcing is required for preparation of documentation that exceeds government requirements.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

These services will be outsourced by way of a Request For Proposal (RFP) to implement a five-year contract. Affirmative Action Plan specialists will be available year-round for unlimited telephone support and will be tasked with the preparation of the Affirmative Action Plan, when due.

*Please explain how you arrived at the budgeted dollars requested.*

The amount budgeted is within line of existing cost parameters for the preparation of the Affirmative Action Plan along with unlimited telephone support.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No.



## Administration

### General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1340 Human Resources

Object: 7519 Prof Serv-Other Prof Services

---

Description: Unemployment Insurance Vendor

Quantity/Cost: 1 @ \$25,000

FY19-01890

Budget Request: \$ 25,000

IFAS#: 1340-7519-A2344-BD2

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Consulting services and the handling of unemployment cost control. This consulting firm would handle unemployment cost control with full-scope auditing services which detect overpayments. This will include the management of unemployment claims which would produce cost savings.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

This would be an expert level consulting service with qualified staff to effectively manage unemployment claims.

*Please explain how you arrived at the budgeted dollars requested.*

This contract which would be awarded through an RFP and would be awarded as a five-year contract

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No.





### General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1340 Human Resources

Object: 7519 Prof Serv-Other Prof Services

Description: Return to Duty Physicals

Quantity/Cost: 1 @ \$5,000

FY19-00407

Budget Request: \$ 5,000

IFAS#: 1340-7519-A2344-E3X

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

As necessary, Return to Duty/Fit for Duty examinations may be required for employees. These medical and/or psychological examinations and evaluations by an independent third party professional are to determine an employee's ability to perform his/her job duties following an employee's medical leave of absence or due to a situation during the course of employment that alerts management of a need for an examination/evaluation. These professional services are conducted on an as-needed basis.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Qualifications are Licensed Psychologist or can be a representative from the Health and Human Resource Center, Inc., "Resources for Living," etc. for in-person consultation.

***Please explain how you arrived at the budgeted dollars requested.***

Services can include, but are not limited to, face to face evaluations, psychological testing, note/chart review and preparation, phone conversations with the psychiatrist/psychologist. These evaluations can be billed at \$350.00 an hour or more based on the expertise and qualifications of the evaluator.

***What phase of the project does this line item support?***

N/A.

***What phase of the project is this line item currently in, as of January 2, 2018?***

N/A.

***Is this line item rebudgeted from a prior fiscal year?***

Yes, this line item is re-budgeted from prior fiscal year 2017-18.



## Administration

### General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1340 Human Resources

Object: 7519 Prof Serv-Other Prof Services

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Description: DMV Recertification Physicals

Quantity/Cost: 1 @ \$15,000

FY19-00408

Budget Request: \$ 15,000

IFAS#: 1340-7519-A2344-F30

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Department of Motor Vehicles (DMV) Medical Examination Report DL 51's are required for employees to hold a commercial driver's license (Class B). When a commercial driver's license is part of an employee's job requirement, the employer is responsible for the cost of the examination. These funds will be used for reimbursements for DMV physical examinations performed by employees' physicians, instead of the medical clinic contracted by OCTA. These professional services are conducted on an as-needed basis.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

The above services can be performed by medical clinics with their medical staff such as Kaiser Permanente, Golden West Medical Center, private practice medical doctors, doctors of chiropractic care, etc.

***Please explain how you arrived at the budgeted dollars requested.***

These medical services can range anywhere in the amount of \$59.00 to \$120.00 per examination.

***What phase of the project does this line item support?***

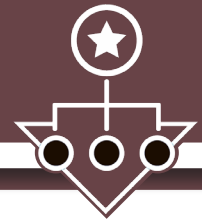
N/A.

***What phase of the project is this line item currently in, as of January 2, 2018?***

N/A.

***Is this line item rebudgeted from a prior fiscal year?***

Yes, this line item is re-budgeted from prior fiscal year 2017/2018.



**General Fund Administrative Expenses**

Division: 04 Human Resources and Organizational Development  
 OrgKey: 1340 Human Resources  
 Object: 7519 Prof Serv-Other Prof Services

Description: Fitness Center Staffing

Quantity/Cost: 1 @ \$24,102

FY19-00059

Budget Request: \$ 24,102

IFAS#: 1340-7519-A2352-3WV

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Provide staffing support for the fitness centers located at the Orange location. Staff to help supervise fitness center usage and equipment. The is used by OCTA to deliver important physical activity and dietary direction of OCTA employees. These services aid OCTA in encouraging employees to participate in and practice healthy lifestyle behaviors with the goal of directly reducing OCTA healthcare costs and future insurance premiums.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Requires qualified and Certified employees in physical fitness, fitness training, and nutritional guidance.

*Please explain how you arrived at the budgeted dollars requested.*

Continue the existing contract (C-5-3607) and extend such services in the future.

*What phase of the project does this line item support?*

All phases

*What phase of the project is this line item currently in, as of January 2, 2018?*

Line item requires ongoing management throughout the entire fiscal year. Not a one time project allocation. (Reoccurring budget line item)

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### General Fund Administrative Expenses

Division: 04 Human Resources and Organizational Development

OrgKey: 1340 Human Resources

Object: 7519 Prof Serv-Other Prof Services

---

Description: Title VI, Title VII, Affirmative Action Program Consultant

Quantity/Cost: 1 @ \$8,000

FY19-00409

Budget Request: \$ 8,000

IFAS#: 1340-7519-A2361-BD2

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Consulting services for various components of the Title VI, Title VII Program and Equal Employment Opportunity/Affirmative Action Program reports, reviews and evaluations, as necessary. A Title VI, Title VII Plan and an Affirmative Action Plan are Federal Transit Administration requirements.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert-level Title VI, Title VII Affirmative Action Program Consultant to offer consulting services to Labor & Employee Relations Department.

*Please explain how you arrived at the budgeted dollars requested.*

Consultant hourly fees to be allocated based on experience, scope of work, etc., which will be determined at a later time.

*What phase of the project does this line item support?*

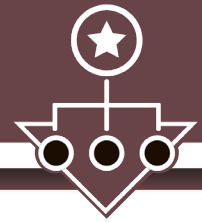
N/A.

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A.

*Is this line item rebudgeted from a prior fiscal year?*

Yes, this line item is re-budgeted from prior fiscal year 2017/2018.


**General Fund Administrative Expenses**
**Division: 04 Human Resources and Organizational Development**
**OrgKey: 1340 Human Resources**
**Object: 7629 Other Services**
**Description: Court Reporting Services**
**Quantity/Cost: 1 @ \$10,000**
**FY19-00411**
**Budget Request: \$ 10,000**
**IFAS#: 1340-7629-A2325-E42**

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Court reporting services are required for pre-discharge hearings, arbitrations, and depositions for litigated cases. Court reporting services provide documented transcripts of the proceedings by an unbiased third party.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

These services are completed under Purchase Order No. C-6-1617 with an effective date of April 1, 2017 through March 31, 2022.

These expert-level court reporters are ordered through our court reporting service, Kennedy Court Reporters whose contract is in place through March 31, 2022.

***Please explain how you arrived at the budgeted dollars requested.***

Five year contract, \$10,000 per fiscal year.

***What phase of the project does this line item support?***

N/A.

***What phase of the project is this line item currently in, as of January 2, 2018?***

N/A.

***Is this line item rebudgeted from a prior fiscal year?***

This line item is re-budgeted from prior fiscal year 2017/2018.



## Administration

### General Fund Administrative Expenses

Division: 03 External Affairs  
OrgKey: 1412 Government Relations  
Object: 7519 Prof Serv-Other Prof Services

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Description: Local Government Advocacy

Quantity/Cost: 1 @ \$40,000

FY19-00452

Budget Request: \$ 40,000

IFAS#: 1412-7519-A0001-5KF

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Local government advocacy support regarding county and city issues. This is to cover the initial term and one, one-year option term of the contract.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Strong local government understanding for the Orange County cities.

*Please explain how you arrived at the budgeted dollars requested.*

This amount is considered industry standard.

*What phase of the project does this line item support?*

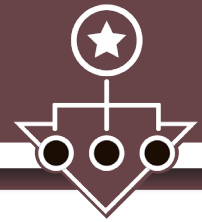
A one-year performance.

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No.



**General Fund Administrative Expenses**

Division: 03 External Affairs  
 OrgKey: 1412 Government Relations  
 Object: 7519 Prof Serv-Other Prof Services

Description: Federal Transit Administration Compliance Review Consultant  
 Quantity/Cost: 1 @ \$81,000 FY19-02599  
 Budget Request: \$ 81,000 IFAS#: 1412-7519-A0001-N06

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Consultant will perform the compliance review of OCTA's sub recipients receiving federal transit funds as per Federal Transportation Administration (FTA) requirements.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Strong knowledge of FTA sub-recipient requirements and process; expertise with FTA Triennials and current FTA requirements.

*Please explain how you arrived at the budgeted dollars requested.*

The dollar amount is based on an estimated average of \$27K for each review, with three reviews per year

*What phase of the project does this line item support?*

Sub recipient review

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No.



## Administration

### General Fund Administrative Expenses

Division: 03 External Affairs  
OrgKey: 1412 Government Relations  
Object: 7519 Prof Serv-Other Prof Services

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Description: Federal Legislative Advocacy

Quantity/Cost: 1 @ \$480,000

FY19-02418

Budget Request: \$ 480,000

IFAS#: 1412-7519-A3201-E58

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Contract for Federal Legislative Advocacy for OCTA transportation items including appropriations for OCTA Board-adopted project lists, etc.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Superior knowledge of Orange County, CA transportation issues and needs; advocacy for OCTA annual legislative platform, outreach to congressional delegation, House and Senate leadership, and Federal agencies.

*Please explain how you arrived at the budgeted dollars requested.*

This is the option term of the current contract

*What phase of the project does this line item support?*

All phases of Advocacy

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No, it is a recurring line item





**General Fund Administrative Expenses**

Division: 03 External Affairs  
 OrgKey: 1412 Government Relations  
 Object: 7519 Prof Serv-Other Prof Services

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Description: State Legislative Advocacy  
 Quantity/Cost: 1 @ \$480,000 FY19-02420  
 Budget Request: \$ 480,000 IFAS#: 1412-7519-A3202-K5H

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Advocacy for OCTA annual State Legislative Platform, outreach to the State Legislature delegation for both the Senate and Assembly.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Excellent knowledge of California State Legislative processes and details regarding bill analysis and processing.

*Please explain how you arrived at the budgeted dollars requested.*

This is a two-year option term for the current contract.

*What phase of the project does this line item support?*

State Legislative items regarding all forms of transportation and transit items for OCTA.

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No, it is a recurring line item.



## Administration

### General Fund Administrative Expenses

Division: 03 External Affairs  
OrgKey: 1412 Government Relations  
Object: 7629 Other Services

---

Description: Mail House Services

Quantity/Cost: 1 @ \$500

FY19-00454

Budget Request: \$ 500

IFAS#: 1412-7629-A0001-1PE

---

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Mailing services for bulk letters for OCTA events that require community communications.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

N/A

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes


**General Fund Administrative Expenses**

**Division:** 01 Executive Office  
**OrgKey:** 1610 Internal Audit  
**Object:** 7512 Prof Serv-Audit

**Description:** State Triennial Review

**Quantity/Cost:** 1 @ \$220,000

FY19-01886

**Budget Request:** \$ 220,000

IFAS#: 1610-7512-A0001-0F7

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The State of California requires a triennial performance audit of OCTA and public transit operators within Orange County be conducted as required by Sections 99246 and 99247 of the Public Utilities Code. The Internal Audit Department will procure a qualified firm to conduct the audit in accordance with the Transportation Development Act, the Performance Audit Guidebook for Transit Operators and Regional Transportation Planning Entities, and the United States Government Accountability Office's Government Auditing Standards

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Consultants should be able to demonstrate compliance with Government Auditing Standards.

*Please explain how you arrived at the budgeted dollars requested.*

Requested dollars were calculated by taking the prior contract value and escalating it by 3 percent per year.

*What phase of the project does this line item support?*

New procurement.

*What phase of the project is this line item currently in, as of January 2, 2018?*

There is no contract for these services as of January 2, 2018.

*Is this line item rebudgeted from a prior fiscal year?*

No.



## Administration

### General Fund Administrative Expenses

Division: 01 Executive Office  
OrgKey: 1610 Internal Audit  
Object: 7512 Prof Serv-Audit

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Description: General On-call Auditing Services

Quantity/Cost: 1 @ \$100,000

FY19-00544

Budget Request: \$ 100,000

IFAS#: 1610-7512-A0001-KHL

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Qualified on-call consultants are needed to assist the Internal Audit Department with audits requiring specialization and/or to supplement audit staff. Scope of work will be developed for services as required.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Consultants that perform audits for OCTA should be able to demonstrate compliance with Government Auditing Standards.

***Please explain how you arrived at the budgeted dollars requested.***

General on-call auditing services are used on an as-needed basis and cannot be precisely determined. The requested budget for this line item is an estimate.

***What phase of the project does this line item support?***

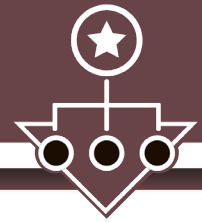
This line item supports the second year of contracted services in fiscal year 2018-19.

***What phase of the project is this line item currently in, as of January 2, 2018?***

The first year of the current contract.

***Is this line item rebudgeted from a prior fiscal year?***

No.



**General Fund Administrative Expenses**

Division: 01 Executive Office  
 OrgKey: 1610 Internal Audit  
 Object: 7512 Prof Serv-Audit

Description: Annual Financial Audits

Quantity/Cost: 1 @ \$580,062

FY19-01874

Budget Request: \$ 580,062

IFAS#: 1610-7512-A0001-N10

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

An independent audit consultant is needed to examine OCTA's financial statements in accordance with generally accepted auditing standards. In addition, other mandatory audits and reports are required with regard to the Measure M Program, Local Transportation Fund, State Route 91, and other OCTA entities. Internal Audit will recommend to the Board of Directors that the current contract option be exercised for one year.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Consultants that perform annual financial audits for OCTA should be able to demonstrate compliance with generally accepted auditing standards.

*Please explain how you arrived at the budgeted dollars requested.*

The budget is based on the incumbent firms' proposal for the option year.

*What phase of the project does this line item support?*

Exercise option with Vavrinek, Trine, Day & Co., LLP., Agreement C-5-3564, for one year.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Last year of the contract.

*Is this line item rebudgeted from a prior fiscal year?*

No.



## Administration

### General Fund Administrative Expenses

Division: 01 Executive Office  
OrgKey: 1610 Internal Audit  
Object: 7512 Prof Serv-Audit

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Description: Price Review/Buy America/Audit

Quantity/Cost: 1 @ \$25,000

FY19-00545

Budget Request: \$ 25,000

IFAS#: 1610-7512-A1211-KGK

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Qualified on-call consultants are needed to perform agreed-upon procedures reviews of proposed pricing on OCTA contracts and Buy America agreed-upon procedures reviews on an on-call Contract Task Order basis.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Consultants that perform price reviews or Buy America reviews should be able to demonstrate compliance with Government Auditing Standards.

***Please explain how you arrived at the budgeted dollars requested.***

On-call consulting services are used on an as-needed basis and cannot be precisely determined. The requested budget for this line item is an estimate.

***What phase of the project does this line item support?***

This line item supports the third year of the contract for these services.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Currently, this contract is in its second year.

***Is this line item rebudgeted from a prior fiscal year?***

No.



**General Fund Administrative Expenses**

Division: 01 Executive Office  
 OrgKey: 1820 Public Information Office  
 Object: 7519 Prof Serv-Other Prof Services

Description: Media Public Service Announcements

Quantity/Cost: 1 @ \$10,000

FY19-00629

Budget Request: \$ 10,000

IFAS#: 1820-7519-A0001-5WV

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Rotating 30-second public service announcements that will appear before and after the PBS News Hour on PBS SoCal, as well as additional airings on PBS SoCal and PBS Plus in Orange County. The announcements will air before and after a transportation-related news segment on Saturdays during the PBS News Hour. The purpose is to communicate transportation information to the public. This is a very effective way to reach large audiences at a low unit cost. These low-cost PSAs can also be reused on the OCTA.net website, at public presentations or in other project information.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

TV station that produces and airs PSAs throughout Southern California.

*Please explain how you arrived at the budgeted dollars requested.*

Based on prior contracts

*What phase of the project does this line item support?*

Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### General Fund Administrative Expenses

Division: 01 Executive Office  
OrgKey: 1820 Public Information Office  
Object: 7629 Other Services

Description: Media Tracking

Quantity/Cost: 1 @ \$50,000

FY19-00630

Budget Request: \$ 50,000

IFAS#: 1820-7629-A0001-4AW

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Monitoring and analyzing media coverage regarding OCTA is a key way to gather quantitative and qualitative information pertaining to the effectiveness of OCTA's media relations efforts. This work enables the agency to monitor and track media coverage on a daily, weekly and monthly basis. Media coverage is reviewed to gain a better understanding of the public's perception and awareness of OCTA and to ensure accurate reporting on OCTA's projects, programs, and services. This request is for funds to pay for a media monitoring, analytics and distribution contractor. The contractor will monitor local, state, and national traditional media, and social media for items related to OCTA specifically and transportation items of interest in general. A daily media report will be provided for distribution to internal audiences and metrics will be provided to determine media value, tone and reach of the news coverage or mentions. In addition, this service will allow for wire service distribution of OCTA press releases.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Print, online, broadcast and social media monitoring, analysis and distribution abilities.

*Please explain how you arrived at the budgeted dollars requested.*

Based on current contract and estimate.

*What phase of the project does this line item support?*

Ongoing

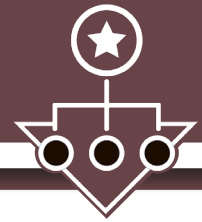
*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing

*Is this line item rebudgeted from a prior fiscal year?*

Yes





**General Fund Administrative Expenses**

Division: 03 External Affairs  
 OrgKey: 1831 OCTA Marketing and Customer Relations  
 Object: 7519 Prof Serv-Other Prof Services

Description: Online Marketing Enhancement/Maintenance and Technical Services  
 Quantity/Cost: 1 @ \$100,000 FY19-00636  
 Budget Request: \$ 100,000 IFAS#: 1831-7519-A0001-G82

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

In addition to ongoing website security and maintenance updates, the design and development of digital communications have been conducted through collaboration between OCTA staff and external vendors. OCTA wishes to continue this cooperation with a full-service digital communications firm that offers expertise in the areas of web design and development. The focus will be developing cost-effective, web-based communications tools and approaches with a visually appealing aesthetic to meet the user's needs and achieve marketing and organizational goals. Digital communications strategies, tools, and techniques change rapidly, and working together with OCTA, the contractor will assist with development to optimize user experience, educate, and enhance public awareness of transportation projects. The following goals should be achieved:

- Boost public confidence in OCTA with new tools that clearly communicate and, in some cases, educate the public as to how OCTA is spending tax dollars.
- Communicate one consolidated transportation network so the public can learn about all OCTA's activities at-a-glance
- Increase ridership by educating, changing perceptions, and motivating the public to take advantage of public transportation
- Enhance communications with transit customers about up-to-date schedules, service alerts, upcoming events, and promotional giveaways
- Enhance communications with the public about project impacts, such as construction impacts, road closures, changed schedules, and who to contact for assistance
- Empower the internal team to have better control over web properties

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert-level ASP.NET framework, server-side code, and front end design including HTML5, JavaScript, JQuery, CSS3, Frameworks, and Databases

*Please explain how you arrived at the budgeted dollars requested.*

The budget is based on cost estimates for the ongoing projects: Ongoing website security and maintenance, developing cost-effective, web-based communication, and marketing approaches, Content management platform service that hosts all external web properties

*What phase of the project does this line item support?*

Discovery, design, development, launch, measurement, and ongoing maintenance.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Various

*Is this line item rebudgeted from a prior fiscal year?*

N/A



## Administration

### General Fund Administrative Expenses

Division: 03 External Affairs  
OrgKey: 1831 OCTA Marketing and Customer Relations  
Object: 7519 Prof Serv-Other Prof Services

Description: Marketing Services Agency

Quantity/Cost: 1 @ \$25,000

FY19-00637

Budget Request: \$ 25,000

IFAS#: 1831-7519-A0001-PKW

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

To keep the general public and stakeholders informed about OCTA's programs, design and production services are needed to produce online and offline communication materials including but not limited to:

OCTA Annual Report – The Annual Report is a publication highlighting OCTA's accomplishments for the year. In previous years, this report was produced as a stand-alone printed document and distributed to stakeholders. This fiscal year, the OCTA Annual Report will be combined with OCTA's other annual reports (Measure M and 91 Express Lanes) and will be developed as an online, interactive publication only. An outside agency is needed for creative concept, design services, production and digital programing of the report. - Cost \$5,000

As Needed Production Services – This line item will support outsourced printing, mounting and other production services of routine information materials, including OCTA "Fast Facts," folders, vinyl wall mounts, and other materials that the in-house printer is not capable of printing. Additionally, this budget includes costs for photo mounting for new board members/executive management displays, and other large format printing as needed.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Professional graphic design and production services

***Please explain how you arrived at the budgeted dollars requested.***

Based on current budget

***What phase of the project does this line item support?***

Ongoing

***What phase of the project is this line item currently in, as of January 2, 2018?***

Ongoing

***Is this line item rebudgeted from a prior fiscal year?***

N/A



**General Fund Administrative Expenses**

Division: 03 External Affairs  
 OrgKey: 1841 Rideshare PDC  
 Object: 7519 Prof Serv-Other Prof Services

Description: Bike and Pedestrian Safety Videos  
 Quantity/Cost: 1 @ \$200,000 FY19-02568  
 Budget Request: \$ 200,000 IFAS#: 1841-7519-A4437-0E9

Grant Funded:  Reimbursement Fr Other Agency's \$200,000  
 Account: 0001-6053-A4437-YKO

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Collisions affecting bicyclists and pedestrians affect Orange County residents at rates double the national averages. Improvements in safety for people walking and bicycling can be addressed through engineering, education, and enforcement efforts. OCTA has led safety campaigns with innovative video production to address common crash causes, receiving awards and recognition statewide at national organizations.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Expert videography services.

***Please explain how you arrived at the budgeted dollars requested.***

An estimate was developed based on prior video projects.

***What phase of the project does this line item support?***

N/A

***What phase of the project is this line item currently in, as of January 2, 2018?***

No. The project is contingent upon funding through the Office of Transportation Safety.

***Is this line item rebudgeted from a prior fiscal year?***

No.



## Administration

### General Fund Administrative Expenses

Division: 03 External Affairs  
OrgKey: 1861 Public Outreach  
Object: 7519 Prof Serv-Other Prof Services

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Description: Planning Studies Support

Quantity/Cost: 1 @ \$75,000

FY19-02417

Budget Request: \$ 75,000

IFAS#: 1861-7519-A0001-OLM

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This is a re-budgeted line item to complete outreach efforts that are currently in place and were delayed until the second half of 2018. The current contract (C-6-1027) ends on June 30, 2019, and includes two, one-year option terms. The remaining budget is \$95,585.87. Consultant services have been procured to assist with outreach activities in support of OCTA's various planning efforts. The remaining budget will be dedicated to the Long-Range Transportation Plan public outreach efforts to educate and gain input from affected constituents. Outreach deliverables include coordination of stakeholder workshops, public meetings and mailings; an online survey; production of public information materials such as board presentations and handouts; and development of social media and web content and databases.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional outreach services

*Please explain how you arrived at the budgeted dollars requested.*

Based on contract amounts

*What phase of the project does this line item support?*

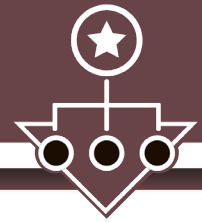
N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

N/A



**General Fund Administrative Expenses**

Division: 03 External Affairs  
 OrgKey: 1861 Public Outreach  
 Object: 7629 Other Services

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Description: Small Business Outreach  
 Quantity/Cost: 1 @ \$24,800 FY19-00675  
 Budget Request: \$ 24,800 IFAS#: 1861-7629-A5160-1J5

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This request is for both Orange County and surrounding counties business outreach expenses. As part of business outreach, the diversity outreach staff plans to include OCTA advertisements on event program booklets, mixers, and other outreach events from existing business partners. This includes to advertise on the membership event program booklet for business expos, award programs other major events. OCTA continues to increase awareness of business opportunities with itself and other government agencies to small business, disadvantaged business enterprises, and local firms. In order to meet with prospective businesses, staff attends community and business vendor outreach events to represent OCTA and provide business information.

This line item will support an OCTA information booth at 15 to 20 planned small business and diversity outreach events hosted by area chambers of commerce. These fees range from \$200 to \$1,200 per event, and usually include event registration, attendance costs, and recognition of OCTA as a partner. OCTA staff will participate and conduct training such as "How to do business with OCTA", presentations, matchmaking, panelist and guest speaker appearances to interact with the diverse communities in person at these events.

Funds will also be used for quarterly vendor orientation meetings and informational materials/ flyers for distribution. This year we plan to use business community events to advertise OCTA services, programs and projects with flyers, ads in program booklets, and other promotional materials to help OCTA reach a larger audience.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Based on actuals and budget from FY 2017-18.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No



## Administration

### General Fund Administrative Expenses

Division: 03 External Affairs  
OrgKey: 1861 Public Outreach  
Object: 7629 Other Services

Description: Translations

Quantity/Cost: 1 @ \$1,000

FY19-00676

Budget Request: \$ 1,000

IFAS#: 1861-7629-A5160-GBG

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Communications for various projects and services are necessary to keep key stakeholders and the general public updated and informed. Communication with surrounding communities, which includes diverse communities, needs to be translated in language and be culturally sensitive. Translation services are needed to produce documents in a variety of languages to reach the stakeholders and general public that are affected by projects, while adhering to Title VI requirements.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Translation services

*Please explain how you arrived at the budgeted dollars requested.*

Based on FY 2017-18 budgeted amount.

*What phase of the project does this line item support?*

Varies. The translation will be used as needed, both for capital projects as well as corporate communications.

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

N/A



**Local Agency Projects and Pedestrian Facilities**

Division: 15 Capital Programs  
 OrgKey: 0001 General Fund  
 Object: 7519 Prof Serv-Other Prof Services

Description: OC Bikeways Project Management Support  
 Quantity/Cost: 1 @ \$35,000 FY19-02415  
 Budget Request: \$ 35,000 IFAS#: 0001-7519-A4530-F01

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OC Bikeway will be constructing a new bicycle path with the vendor providing project management support. Services provided include: design review, rail transit support and third party coordination.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Experienced personnel with a successful history in managing complex projects and working with various groups and agencies.

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on an estimated staff hours.

*What phase of the project does this line item support?*

This program supports the project for all phases.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Design

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Administration

## Local Agency Projects and Pedestrian Facilities

Division: 14 Planning  
 OrgKey: 1531 Planning & Analysis  
 Object: 7519 Prof Serv-Other Prof Services

Description: Bicycle and Safety Education Classes  
 Quantity/Cost: 1 @ \$100,000 FY19-02060  
 Budget Request: \$ 100,000 IFAS#: 1531-7519-A4530-OMT

Grant Funded:  Reimbursement Fr Other Agencies \$100,000  
 Account: 0001-6053-A4530-YKO

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

This project will provide Bicycle and Safety Education classes to OCTA's Stakeholders in fulfillment of a California Office of Traffic Safety Grant. A scope of work has been prepared using federal fiscal year 2017/2018 grant funding.

Key deliverables include:

- 1.) Bike skills classes; and
- 2.) Distribution of bike and pedestrian safety equipment

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

An experienced project manager with a team of qualified staff (primarily active transportation and safety planners/educators) is required to conduct this project. The project manager and team should have strong experience in both active transportation and teaching safety programs.

***Please explain how you arrived at the budgeted dollars requested.***

Developed a project ICE using staff expertise and a similar work effort by the City of Santa Ana.

***What phase of the project does this line item support?***

Outreach and training.

***What phase of the project is this line item currently in, as of January 2, 2018?***

N/A

***Is this line item rebudgeted from a prior fiscal year?***

No.





**Local Agency Projects and Pedestrian Facilities**

Division: 14 Planning  
 OrgKey: 1531 Planning & Analysis  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Systemic Safety Study  
 Quantity/Cost: 1 @ \$155,000 FY19-02591  
 Budget Request: \$ 155,000 IFAS#: 1531-7519-A4530-0N4

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Grant Funded:  Reimbursement Fr Other Agencies \$155,000  
 Account: 0001-6053-A4530-YIO

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Per C71523, study will analyze countywide bicycle and pedestrian collisions to develop recommendations and position cities for funding opportunities.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Consultant with experience in collision analysis and civil engineering.

*Please explain how you arrived at the budgeted dollars requested.*

Independent cost estimate has been prepared

*What phase of the project does this line item support?*

Planning

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes



# Administration

## Local Agency Projects and Pedestrian Facilities

Division: 14 Planning  
 OrgKey: 1531 Planning & Analysis  
 Object: 7519 Prof Serv-Other Prof Services

Description: Safe Routes to School Strategic Plan  
 Quantity/Cost: 1 @ \$300,000 FY19-02061  
 Budget Request: \$ 300,000 IFAS#: 1531-7519-A4530-18Y

Grant Funded:  Reimb From Caltrans \$264,000  
 Account: 0001-6061-A4530-XJ9  
 Grant Funded:  STIP Operating Assistance \$36,000  
 Account: 0001-6026-A4530-XJT

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

This project will develop a Safe Routes to School Strategic Plan for Orange County. The study will be developed based on similar work done in San Diego, San Bernardino, and Los Angeles Counties. The scope will include evaluation of all Orange County K-8 public schools to determine where Safe Routes to School improvements are most effective. The strategic plan will establish roles and responsibilities for efforts by OCTA, local agencies, and schools.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

An experienced project manager with a team of qualified staff (primarily active transportation and safety planners) is required to conduct this project. The project manager and team should have strong experience in both active transportation and safe routes to school planning work.

***Please explain how you arrived at the budgeted dollars requested.***

Developed a project ICE based on project expertise in topic and discussion with peer agencies.

***What phase of the project does this line item support?***

Outreach and Planning

***What phase of the project is this line item currently in, as of January 2, 2018?***

N/A

***Is this line item rebudgeted from a prior fiscal year?***

No



**Local Agency Projects and Pedestrian Facilities**

Division: 14 Planning  
 OrgKey: 1531 Planning & Analysis  
 Object: 7519 Prof Serv-Other Prof Services

Description: Active Transportation Support Services  
 Quantity/Cost: 1 @ \$75,000 FY19-02062  
 Budget Request: \$ 75,000 IFAS#: 1531-7519-A4530-P5V

Grant Funded:  STIP Operating Assistance \$75,000  
 Account: 0001-6026-A4530-XJT

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The objective of this line item is to support future studies that may emerge during the course of the fiscal year to support Board directives, local cities' requests, and any unforeseen technical studies which may be required of the Active Transportation Section.

- Potential support may include:
- 1.) Staff or stakeholder training;
  - 2.) Engineering Review; and
  - 3.) Graphics and best practices evaluation

A scope of work is available using work conducted during the past two fiscal years. Supports aligns with needs identified in the Board approved 2015 Pedestrian Action Plan.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

An experienced project manager with a team of qualified staff (primarily active transportation and safety planners) is required to conduct this project. The project manager and team should have strong experience in both active transportation and training/instruction.

*Please explain how you arrived at the budgeted dollars requested.*

Developed an ICE.

*What phase of the project does this line item support?*

Planning and Project Development.

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

No



## Administration

### PL & PD Legal, Insurance and Claims Expense

Division: 02 Finance and Administration  
OrgKey: 0040 Internal Service Fund - PL&PD  
Object: 7515 Investment Fee - Port Mgr

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Description: Investment Fees

Quantity/Cost: 1 @ \$11,388

FY19-01089

Budget Request: \$ 11,388

IFAS#: 0040-7515-A1004-F40

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Investment fees that are based upon a percentage of the cash balance within the fiscal year.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website*

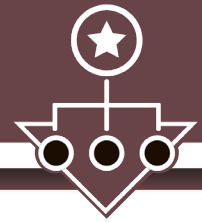
N/A

*Please explain how you arrived at the budgeted dollars requested.*

Investment Fees are based on the cash balance from the previous fiscal year to determine the budget request for the proposed fiscal year.

*What phase of the project does this line item support?*

N/A



**PL & PD Legal, Insurance and Claims Expense**

Division: 04 Human Resources and Organizational Development  
 OrgKey: 0040 Internal Service Fund - PL&PD  
 Object: 7629 Other Services

Description: Insurance Services Office Index System

Quantity/Cost: 1 @ \$2,800

FY19-01202

Budget Request: \$ 2,800

IFAS#: 0040-7629-A0001-P4G

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Insurance Services Office (ISO) Index Services is an industry-wide insurance claims database that provides essential information to assist our in-house adjusters to determine the validity of liability claims made against OCTA. ISO will provide information required by federal law to identify Medicare beneficiaries who receive a payment, settlement or ongoing medical payments, etc., from OCTA in order to avoid duplicate or unnecessary payments by Medicare to beneficiaries already paid by OCTA. There are significant federal penalties if OCTA does not comply with this law.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Projected \$2,800 based on projected claims expected to be received in FY 18/19.

*What phase of the project does this line item support?*

N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### PL & PD Legal, Insurance and Claims Expense

Division: 04 Human Resources and Organizational Development

OrgKey: 0040 Internal Service Fund - PL&PD

Object: 7629 Other Services

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Description: Other Claims Related Services

Quantity/Cost: 1 @ \$15,000

FY19-01204

Budget Request: \$ 15,000

IFAS#: 0040-7629-A0017-DTW

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Other Claims Related Services include appraisals of property damage, accident reconstruction experts, investigation services, fees, and costs that will be expended on an as needed basis to resolve non-litigated Public Liability & Property Damage (PL/PD) and subrogation claims.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Projected based on current and expected claims to be received in FY18/19.

*What phase of the project does this line item support?*

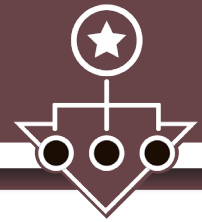
N/A

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

Continuing



**PL & PD Legal, Insurance and Claims Expense**

Division: 04 Human Resources and Organizational Development  
 OrgKey: 0040 Internal Service Fund - PL&PD  
 Object: 7629 Other Services

Description: Actuarial Study Services  
 Quantity/Cost: 1 @ \$40,000 FY19-01205  
 Budget Request: \$ 40,000 IFAS#: 0040-7629-A0017-DX9

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Actuarial Study Services provides independent analysis of the workers' compensation and liability claims expenses and reserves to determine if OCTA's self-insured program is properly funded. The final product is an annual actuarial report which is used to determine appropriate funding for reserves to meet state requirements for permissibly self-insured public agencies. Contract# C-3-1663

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

In order to sign a professional actuarial opinion, the person will need to be an Associate of the Casualty Actuarial Society (ACAS) or Fellow of the Casualty Actuarial Society (FCAS), and/or member of the American Academy of Actuaries (MAAA).

*Please explain how you arrived at the budgeted dollars requested.*

This service will be procured in FY19 and the cost is expected to increase.

*What phase of the project does this line item support?*

The first phase of a new 5 year contract that will be encumbered in FY18/19.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Last phase of the current contract.

*Is this line item rebudgeted from a prior fiscal year?*

No.



# Administration

## Rideshare/BikeShare

Division: 03 External Affairs  
 OrgKey: 1841 Rideshare PDC  
 Object: 7519 Prof Serv-Other Prof Services

Description: Rideshare Design Agency  
 Quantity/Cost: 1 @ \$125,000 FY19-01900  
 Budget Request: \$ 125,000 IFAS#: 1841-7519-A2217-L75

Grant Funded:  FTA Other Operating Assistance \$125,000  
 Account: 0001-6037-A2217-LDQ

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

The OCTA Rideshare Program supports regional air quality conformity goals and includes a wide array of services and traditional rideshare programs including a vanpool program, carpool matching, bus and rail services marketing, and employer assistance with transportation plans. The program also supports active transportation use, encouraging pedestrian and bicycle commutes. The target audience for OCTA's Rideshare Program includes large employers and their employees, as well as other home-to-work commuters. OCTA's Rideshare Program is branded "Share the Ride." Promotions that require design work include:

- Secure tie-in sponsorships for prizes and even expenses
- Baseline Information Enhancements
- Student Programs
- Waze Carpool Incentive Promotion
- Employer Participation Levels Program
- Promotional campaigns that coincide with national efforts to raise awareness and participation
- Rideshare Week - September/October
- National Bike Safety Month/Bike to Work Week - April/May
- Dump the Pump Week - May/June

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Professional services to support the growth of the Rideshare Program

***Please explain how you arrived at the budgeted dollars requested.***

The budget is based on historical budget and actual figures from contract C61019

***What phase of the project does this line item support?***

Ongoing

***What phase of the project is this line item currently in, as of January 2, 2018?***

N/A

***Is this line item rebudgeted from a prior fiscal year?***

N/A





**Rideshare/BikeShare**

Division: 03 External Affairs  
 OrgKey: 1841 Rideshare PDC  
 Object: 7519 Prof Serv-Other Prof Services

Description: Employer Rideshare Outreach

Quantity/Cost: 1 @ \$200,000 FY19-01906

Budget Request: \$ 200,000 IFAS#: 1841-7519-A2235-L75

Grant Funded:  FTA Other Operating Assistance \$200,000  
 Account: 0001-6037-A2235-LDQ

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Employers with 250+ employees must comply with local air quality mandates. OCTA provides assistance to employers that allow access to their worksites to develop rideshare programs and increase usage of OCTA bus service, Metrolink ridership, vanpools, carpools, and active transportation modes. As part of this strategy, this contract provides an extension of staff for business to business outreach to employers and analysis of overall business to business market in Orange County.

The goal is to increase the number employers in Orange County providing rideshare programs at their worksites. To assist employers, a transportation plan is developed and provided to an employer incorporating the most effective programs based on actual employee commute data.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Professional services to support outreach to local large employers and prospective ridesharers.

***Please explain how you arrived at the budgeted dollars requested.***

Based on historical budgets and actuals

***What phase of the project does this line item support?***

Ongoing

***What phase of the project is this line item currently in, as of January 2, 2018?***

N/A

***Is this line item rebudgeted from a prior fiscal year?***

N/A



# Administration

## Rideshare/BikeShare

Division: 03 External Affairs  
 OrgKey: 1841 Rideshare PDC  
 Object: 7519 Prof Serv-Other Prof Services

Description: Regional Rideshare Database

Quantity/Cost: 1 @ \$45,000 FY19-01904

Budget Request: \$ 45,000 IFAS#: 1841-7519-A2236-L75

Grant Funded:  FTA Other Operating Assistance \$45,000  
 Account: 0001-6037-A2236-LDQ

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA participates with neighboring California Transportation Commission's including Los Angeles County Metropolitan Transportation Authority, San Bernardino Associated Governments (SANBAG) and Ventura County Transportation Commission to create synergy and economy of scale by working together to deliver recognition programs and services that include recognition and media events, newsletters for Employee Transportation Coordinator's and commuters, and Guaranteed Ride Home reimbursement in addition to providing a regional database for ride matching and assisting employers with compliance to Air Quality Management District Rule 2202

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Regional rideshare database

*Please explain how you arrived at the budgeted dollars requested.*

Budget is based on costs agreed upon within contract C41732 and actual figures

*What phase of the project does this line item support?*

Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

N/A



**Rideshare/BikeShare**

Division: 03 External Affairs  
 OrgKey: 1841 Rideshare PDC  
 Object: 7519 Prof Serv-Other Prof Services

Description: Rideshare Survey Processing  
 Quantity/Cost: 1 @ \$125,000 FY19-01905  
 Budget Request: \$ 125,000 IFAS#: 1841-7519-A2237-L75

Grant Funded:  FTA Other Operating Assistance \$125,000  
 Account: 0001-6037-A2237-LDQ

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Support Orange County Employers who cannot conduct Average Vehicle Ridership (AVR) surveys on their own. Provide call taking services, ridesharing match lists for rideshare and ride guides. Provide AVR transportation survey support services to employers for compliance to South Coast Air Quality Management District Rule 2202 by scheduling annual surveys and providing materials, support, follow-up, and reports.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Rideshare matching and assistance professional services

*Please explain how you arrived at the budgeted dollars requested.*

The costs are based on historical budgets and actuals for contract C41430

*What phase of the project does this line item support?*

Ongoing

*What phase of the project is this line item currently in, as of January 2, 2018?*

N/A

*Is this line item rebudgeted from a prior fiscal year?*

N/A



## Administration

### Technical Infrastructure and Business Systems Support

Division: 02 Finance and Administration  
OrgKey: 1270 Contracts Admin & Mtls Mgmt  
Object: 7519 Prof Serv-Other Prof Services

Description: Jr. Programmer Analyst Consultant

Quantity/Cost: 1 @ \$90,000

FY19-01915

Budget Request: \$ 90,000

IFAS#: 1270-7519-A5359-9RS

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

CAMM worked with the Information Systems Department to add a full-time Jr. Programmer Analyst position to the Intratek Information Technology Technical Staffing Contract (C22066). On June 1, 2017, the position was added to Intratek contract C22066. CAMM is requesting funding for another year for this contract position using the Information Systems Department Information Technology Technical Staffing Contract.

The Benefits of adding the full time Jr. Programmer Analyst position include:

- Procurement template language is updated faster and is more consistent resulting in less Invitation for Bid/Request for Proposal editing by Contract Administrators, Buyers, and Supervisors saving time and effort when creating and reviewing solicitation documents
- Increased efficiency and support for CAMM Department staff
- Dedicated Microsoft Word Visual Basic procurement template programming and document content management support
- Less reliance and cost for consultant programming support for application fixes and enhancements to the CAMM NET applications
- Enhancement of the CAMM NET e-Procurement system and other CAMM applications making the procurement process as efficient and effective as possible
- Permanent back-up for the Approval and Tagging of Ellipse requisitions for OCTA
- Full-time back-up support for the Principal Business Systems Analyst position and the systems supported by that position

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Jr. Programmer Analyst

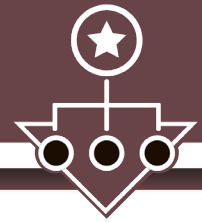
*Please explain how you arrived at the budgeted dollars requested.*

Based on 2080 hours per year and the 2017/2018 bill rate for a Jr. Programmer Analyst of \$39.22/hour increased by 5% to 41.18/hour to cover a possible salary increase for the 2018/2018 contract year. The budgeted amount requested has been further increased from \$85,656.48 to \$90,000.00 to cover a potential position upgrade from a Jr. Programmer Analyst to a Programmer Analyst based on the contract employee's experience.

$2080 \times (39.22 \times 1.05) = \$85,656.48$  increased to \$90,000.00 as a position upgrade.

*Is this line item rebudgeted from a prior fiscal year?*

No. However, this position was added to the Intratek Information Technology Technical Staffing contract (C22066) on June 1, 2017, and funded by the CAMM Department using a budget transfer.



## Technical Infrastructure and Business Systems Support

**Division:** 02 Finance and Administration  
**OrgKey:** 1281 IS Administration  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Security Information and Event Management Services (SIEM)  
**Quantity/Cost:** 1 @ \$240,000 FY19-00219  
**Budget Request:** \$ 240,000 IFAS#: 1281-7519-IX061-0FI

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Security function of the Information Systems' Department is responsible for protecting customer data, employee data, OCTA's computing resources and complying with various regulations and policies like the following:

- Payment Card Industry (PCI DSS v.3.0), Requirement 11: Regularly Test security systems and processes
- Health Insurance Portability and Accountability Act (HIPAA), Standard 45 CFR, Section 164.530: Safeguarding Health Information
- OCTA Information Systems Operations Security Policy (900.10), Section F: IS operations shall conduct technical vulnerability assessments on OCTA information systems on a regular basis.

There is additional money this year to support the addition of temporary IPS for the co-location data center.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Professional service firm to provide cyber security resources and systems

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous amounts spent for similar services over the past four years.

*What phase of the project does this line item support?*

All phases of this project.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Operation

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### Technical Infrastructure and Business Systems Support

Division: 02 Finance and Administration

OrgKey: 1281 IS Administration

Object: 7519 Prof Serv-Other Prof Services

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Description: Payment Card Industry DSS Compliance Assessment

Quantity/Cost: 1 @ \$10,000

FY19-02191

Budget Request: \$ 10,000

IFAS#: 1281-7519-IX061-190

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

OCTA is seeking a Payment Card Industry Qualified Security Assessor to perform a Payment Card Industry assessment of OCTA's point of sale systems at the 600 administration building and Orange County Tax Administration Program.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Assessment must be performed by a Payment Card Industry Qualified Security Assessor

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous assessments and audits.

*What phase of the project does this line item support?*

Execution

*What phase of the project is this line item currently in, as of January 2, 2018?*

Not started

*Is this line item rebudgeted from a prior fiscal year?*

No



### Technical Infrastructure and Business Systems Support

**Division:** 02 Finance and Administration  
**OrgKey:** 1282 Proj Mngt/Business Intel  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Enterprise Content Management Projects

**Quantity/Cost:** 1 @ \$180,000

FY19-00231

**Budget Request:** \$ 180,000

IFAS#: 1282-7519-A5354-9S6

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

We currently have six temporary employees operating the scanning center located on the tenth floor supporting numerous Enterprise Content Management projects. Documents expected to be scanned next year include, but are not limited to:

- CAMM-Closed Contracts & PO's
- CAMM-Active Contracts & PO's
- Labor & Employee Relations-Hearing Before Discharge Case Files
- Labor & Employee Relations- Incident Case Files
- Labor & Employee Relations- DFEH/EEOC Claim Cases
- Labor & Employee Relations- Interactive Case Files
- Labor & Employee Relations- Training Attendance Records

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Basic administrative skills.

*Please explain how you arrived at the budgeted dollars requested.*

The budgeted dollars requested is calculated based on the previous years' history, average, and patterns of expenditures.

*What phase of the project does this line item support?*

Ongoing support.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Ongoing support.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### Technical Infrastructure and Business Systems Support

Division: 02 Finance and Administration

OrgKey: 1282 Proj Mngt/Business Intel

Object: 7519 Prof Serv-Other Prof Services

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Description: Full-Time Contracted Business Intelligence Architect.

Quantity/Cost: 1 @ \$183,774

FY19-00229

Budget Request: \$ 183,774

IFAS#: 1282-7519-A5354-9S6

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Business Intelligence Architect develops long-term business architecture solutions and defines, designs, and builds complex reports and dashboards. The Architect evaluates reusability of current data dimensions for additional uses and analyses. He/she develops data mappings, data extractions, and data transformations that support the agency's data warehouse environment in addition to confer with end-users to ensure alignment between the Business Objects environment and user needs. The Data Warehouse Architect plans and oversees the technical transitions between development, testing, and production phases of data warehouse deployment. He/she facilitates change control and problem management among data warehouse development and support teams. He/she expands, and improves the data warehouse environment to include data from all functions of the organization using data manipulation, transformations, and cleansing tools. The Business Intelligence Architect analyzes the specifications for end-users semantic layers and multi-dimensional models across all Business Intelligence tools and environments to meet user needs.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Any combination of education and experience equivalent to a bachelor's degree in the area of information systems with a minimum of approximately five years increasingly complex analysis in programming or system administration, most of which are in report development and support, three of which are at the journey level. Certified Business Intelligence Professional.

*Please explain how you arrived at the budgeted dollars requested.*

The budget requested is based on our contracted hourly rate from Intratek for this resource \$98.17 multiplied by 1872 hours. 2080 hours less 208 hours of PPO provided by the contractor.

*What phase of the project does this line item support?*

Ongoing support.

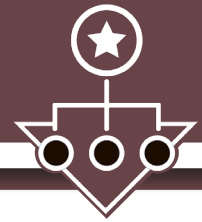
*What phase of the project is this line item currently in, as of January 2, 2018?*

Implementation.

*Is this line item rebudgeted from a prior fiscal year?*

Yes





**Technical Infrastructure and Business Systems Support**

**Division:** 02 Finance and Administration  
**OrgKey:** 1282 Proj Mngt/Business Intel  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Full-Time Contracted Data Warehouse Architect

**Quantity/Cost:** 1 @ \$219,024

FY19-00226

**Budget Request:** \$ 219,024

IFAS#: 1282-7519-A5354-9S6

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Data Warehouse Architect develops long-term business architecture solutions and defines, designs, and builds complex dimensional databases. The Architect evaluates reusability of current data dimensions for additional uses and analyses. He/she develops data mappings, data extractions, and data transformations that support the agency’s data warehouse environment in addition to confer with end-users to ensure alignment between the data warehouse environment and user needs. The Data Warehouse Architect plans and oversees the technical transitions between development, testing, and production phases of data warehouse deployment. He/she facilitates change control and problem management among data warehouse development and support teams. He/she expands, and improves the data warehouse environment to include data from all functions of the organization using data manipulation, transformations, and cleansing tools. The Data Warehouse Architect analyzes the specifications for end-users semantic layers and multi-dimensional models across all Business Intelligence tools and environments to meet user needs.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Any combination of education and experience equivalent to a bachelor’s degree in the area of information systems with a minimum of approximately five years increasingly complex analysis in programming or system administration, most of which are in warehouse development and support, three of which are at the journey level. Certified Business Intelligence Professional.

*Please explain how you arrived at the budgeted dollars requested.*

The budget requested is based on our contracted hourly rate from Intratek for this resource \$117.00 multiplied by 1872 hours. 2080 hours less 208 hours of PPO provided by the contractor.

*What phase of the project does this line item support?*

Ongoing support.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Implementation.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### Technical Infrastructure and Business Systems Support

Division: 02 Finance and Administration

OrgKey: 1282 Proj Mngt/Business Intel

Object: 7519 Prof Serv-Other Prof Services

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Description: Full-Time Contracted Enterprise Content Management Application Support Specialist

Quantity/Cost: 1 @ \$113,250

FY19-00224

Budget Request: \$ 113,250

IFAS#: 1282-7519-A5354-9S6

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

This line item provides for technical and end-user support and administration services for ECM. The focus of this role is ECM application support, championing ECM best practices and interfacing directly with business clients. The ECM Application Support Specialist will work with the business groups to leverage ECM for their business processes, develop, maintain new ECM portals, and provide general business support to all OCTA divisions. The Specialist will be responsible for the definition and analysis of data needs, system problems, debugging, programming, diagnosing, and developing detailed functional specifications.

ECM applications to be supported include:

OC Bridges (OCB):

OCB serves as a document center that serves as a data/document repository in support of Measure M2 Grade Separation projects. These are large, long term projects that produce a high volume of documents which are stored and managed in ECM.

M2 Document Center:

All final documents related to M2 projects are stored and managed in this SharePoint application.

OCTA Today:

Company intranet providing OCTA departments with collaboration tools via this SharePoint web-based portal application.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Manages the operation of production, pilot, test, and development environments for ECM. Controls the application above the hardware to the Operating System (OS) level and help execute approved change requests.

***Please explain how you arrived at the budgeted dollars requested.***

The budget requested is based on our contracted hourly rate from Intratek for this resource \$60.50 multiplied by 1872 hours. 2080 hours less 208 hours of PPO provided by the contractor.

***What phase of the project does this line item support?***

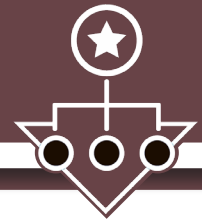
Ongoing support.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Implementation.

***Is this line item rebudgeted from a prior fiscal year?***

Yes



## Technical Infrastructure and Business Systems Support

**Division:** 02 Finance and Administration  
**OrgKey:** 1282 Proj Mngt/Business Intel  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Full-Time Contracted Project Manager

**Quantity/Cost:** 1 @ \$165,000

FY19-00225

**Budget Request:** \$ 165,000

IFAS#: 1282-7519-A5354-9S6

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Security Projects. The Project Management Office (PMO) has traditionally operated with three full-time OCTA Project Managers (PM). In an effort to reduce costs, the PMO is now operating with two full time OCTA PMs. Additional PMs will be contracted on an as needed basis based on the needs of the PMO and the portfolio of projects. There are several high profile projects underway including Enterprise Records Management, data center relocation, ACORS replacement, Ellipse Upgrade, Mobile Ticketing, Trapeze EZ and the BIA/COOP. Working through the project office, the contracted PM will be responsible for managing multiple projects which will include establishing multiple project schedules and timelines, assigning project tasks, and monitoring project completion. The contracted PM will manage project budgets and staffing requirements, report status of projects to sponsors and to the project steering committee.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Any combination of education and experience equivalent to a bachelor's degree in business, computer science, mathematics, or related field, with a minimum of approximately seven years professional level experience in computer systems analysis for business, accounting and business intelligence applications, four years of which are managing "cutting edge" projects with extensive Board and senior executive visibility. Current Project Management Professional certification is required.

*Please explain how you arrived at the budgeted dollars requested.*

The budget requested is based on our contracted hourly rate from Intratek for this resource \$88.25 multiplied by 1872 hours. 2080 hours less 208 hours of PPO provided by the contractor.

*What phase of the project does this line item support?*

Ongoing support.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Implementation.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### Technical Infrastructure and Business Systems Support

Division: 02 Finance and Administration

OrgKey: 1282 Proj Mngt/Business Intel

Object: 7519 Prof Serv-Other Prof Services

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Description: Full-Time Contracted Project Manager - ECM Program

Quantity/Cost: 1 @ \$215,280

FY19-00228

Budget Request: \$ 215,280

IFAS#: 1282-7519-A5354-9S6

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

The Project Management Office (PMO) has traditionally operated with three full time OCTA Project Managers (PM). In an effort to reduce costs, the PMO is now operating with two full time OCTA PM's. Additional PM's will be contracted on an as needed basis based on the needs of the PMO and the portfolio of projects. There are several high profile projects underway including Enterprise Records Management, data center relocation, ACORS replacement, Ellipse Upgrade, Mobile Ticketing, Trapeze EZ and the BIA/COOP. Working through the project office, the contracted PM will be responsible for managing multiple projects which will include establishing multiple project schedules and timelines, assigning project tasks, and monitoring project completion. The contracted PM will manage project budgets and staffing requirements, report status of projects to sponsors and to the project steering committee.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Any combination of education and experience equivalent to a bachelor's degree in business, computer science, mathematics, or related field, with a minimum of approximately seven years professional level experience in computer systems analysis for business, accounting and business intelligence applications, four years of which are managing "cutting edge" projects with extensive Board and senior executive visibility. Current Project Management Professional (PMP) certification is required.

***Please explain how you arrived at the budgeted dollars requested.***

The budget requested is based on our contracted hourly rate from Intratek for this resource \$115.00 multiplied by 1872 hours. 2080 hours less 208 hours of PPO provided by the contractor.

***What phase of the project does this line item support?***

Ongoing Support.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Implementation.

***Is this line item rebudgeted from a prior fiscal year?***

Yes



**Technical Infrastructure and Business Systems Support**

Division: 02 Finance and Administration  
 OrgKey: 1282 Proj Mngt/Business Intel  
 Object: 7519 Prof Serv-Other Prof Services

Description: Full-Time Contracted Project Manager for Enterprise Content Management Program.

Quantity/Cost: 1 @ \$215,280 FY19-00227  
 Budget Request: \$ 215,280 IFAS#: 1282-7519-A5354-9S6

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Mobile Ticketing, Electronic Readers, and Innovation support. The Project Management Office (PMO) has traditionally operated with three full-time OCTA Project Managers (PM). In an effort to reduce costs, the PMO is now operating with two full-time OCTA PMs. Other PMs are contracted on an as needed basis based on the needs of the PMO and the portfolio of projects. There are several high profile projects underway including numerous security projects, PCI compliance, Windows 10 upgrade and desktop refresh, Enterprise Content Management Scanning, Electronic-Forms, SharePoint 2016 Upgrade, Records retention with Collabware, Lawson Upgrade, Granicus Legistar for Lossan, Public Information Request Software, Monthly Patch Management, Industrial Control System Cyber Security Assessment, Mobile Ticketing, Electronic reader deployment on our bus fleet and a data center relocation. Working through the project office, the contracted PM will be responsible for managing multiple projects which will include establishing multiple project schedules and timelines, assigning project tasks, and monitoring project completion. The contracted PM will manage project budgets and staffing requirements, report status of projects to sponsors and to the project steering committee.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Any combination of education and experience equivalent to a bachelor's degree in business, computer science, mathematics, or related field, with a minimum of approximately seven years professional level experience in computer systems analysis for business, accounting and business intelligence applications, four years of which are managing "cutting edge" projects with extensive Board and senior executive visibility. Current Project Management Professional (PMP) certification is required.

*Please explain how you arrived at the budgeted dollars requested.*

The budget requested is based on our contracted hourly rate from Intratek for this resource \$115.00 multiplied by 1872 hours. 2080 hours less 208 hours of PPO provided by the contractor.

*What phase of the project does this line item support?*

Ongoing.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Implementation.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### Technical Infrastructure and Business Systems Support

Division: 02 Finance and Administration

OrgKey: 1282 Proj Mngt/Business Intel

Object: 7519 Prof Serv-Other Prof Services

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Description: Innovation Projects

Quantity/Cost: 1 @ \$50,000

FY19-00230

Budget Request: \$ 50,000

IFAS#: 1282-7519-A5354-9S6

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Office of Innovation was created in 2016 when Information Systems restructured into a Bi-Model Department. The mission of the Office of Innovation is to identify new ideas in transportation and help to test, refine, and implement them at OCTA. The Office of Innovation is focused on exploring new ways of thinking and exploring new methods and approaches to bring convenient, affordable, and effective mobility solutions to Orange County.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

TBD

*Please explain how you arrived at the budgeted dollars requested.*

The requested funding is to assist the Office of Innovation in finding and piloting leading-edge ideas that have potential to improve mobility for Orange County. Pilots may include public private partnerships and the testing of new technologies.

*What phase of the project does this line item support?*

Proof of Concept.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Planning.

*Is this line item rebudgeted from a prior fiscal year?*

Yes, it is a recurring item.





### Technical Infrastructure and Business Systems Support

**Division:** 02 Finance and Administration  
**OrgKey:** 1283 IS Technology & User Support  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** Help Desk & Desktop Operations Services

**Quantity/Cost:** 2 @ \$90,000

FY19-00238

**Budget Request:** \$ 180,000

IFAS#: 1283-7519-A5352-9TU

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This line item will have the capacity to fund two full-time technicians in FY 2018-19. These positions will support our desktop computer systems and required infrastructure in addition to the Help Desk function.

- The desktop contracted technician will supplement the three current staff supporting desktop computer operations. Desktop staff is responsible for supporting 1,000 computer systems, including hardware break-fix, software installation and updates, and general "How to?" questions for the entire OCTA. In addition, desktop is responsible for supporting the AV equipment in the board room and all of the conference rooms, printers, and copiers that are used throughout OCTA.
- The Help Desk position is filled by a contracted technician. There is only one Help Desk Technician and they are responsible for answering the Help Desk extension 5545 daily. They document and analyze the customers issue and will either resolve the issue or escalate the issue up to the next level of support for resolution. They are also responsible for updating inventory data to track desktop and laptop computers, monitors, printers, scanners, etc.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Senior Desktop Technician: Ability to work high level issues with desktop computers, printers, copiers, and various software systems including but not limited to Windows 7, Windows 8.1, Windows 10, Microsoft Office 2013, and Microsoft Office 365 Pro Plus.

Help Desk Technician: The technician shall be capable of accurately documenting the issue in the call tracking system and assigning the incident to the correct information systems resources for speedy resolution.

*Please explain how you arrived at the budgeted dollars requested.*

The 5 year long-term staffing contract was rebid in FY17/18 establishing the pricing for the entire 5 year contract. The staffing contract allows for 26 days (208 hours) of paid time off for the consultants. This time is not billed by the contractor. The annual hours billed would then be 1872 (2080-208). The Senior Desktop and Help Desk Technician billable rate increases this year to \$47.00 from \$46.80.

*What phase of the project does this line item support?*

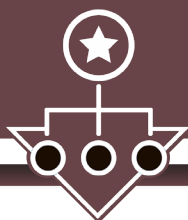
This line item supports the ongoing maintenance and upkeep required for the approximately 1,000 computer systems supported by the Desktop Support team. Additionally, it supports the Help Desk function as the person answering the IS Help Desk phone for 8 hours Monday – Friday.

*What phase of the project is this line item currently in, as of January 2, 2018?*

This project is ongoing to assist in the support of approximately 1000 computer systems.

*Is this line item rebudgeted from a prior fiscal year?*

No.



## Administration

### Technical Infrastructure and Business Systems Support

Division: 02 Finance and Administration  
OrgKey: 1283 IS Technology & User Support  
Object: 7519 Prof Serv-Other Prof Services

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Description: Supplemental Desktop Support for PC Migration

Quantity/Cost: 1 @ \$80,000

FY19-01845

Budget Request: \$ 80,000

IFAS#: 1283-7519-A5352-9TU

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

This line item will have the capacity to fund one full-time Desktop Support technician in FY 2018-19 to supplement existing OCTA staff and contracted positions during a personal computer migration Project. The project will replace 400 computers that are six years old. This is the final phase of the personal computer migration project.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

The Desktop Technician shall be able to work independently, as well as in a team environment with the ability to work high level issues with desktop computers, installation and configuration of miscellaneous software titles, extremely knowledgeable with various software systems including but not limited to Windows 7, Windows 8.1, Windows 10, Microsoft Office 2013, and Microsoft Office 365 Professional Plus. Be fluent in current troubleshooting techniques used to determine software conflicts within a desktop environment.

***Please explain how you arrived at the budgeted dollars requested.***

We are currently deploying the first half of the personal computers at OCTA. Based on the current deployment process, we expect the main migration to take until January 2019 with two to three months of clean-up. Clean-up consists of going back and working through the people who could not migrate with their floor.

***What phase of the project does this line item support?***

This line item represents the final phase of a two phase project.

***What phase of the project is this line item currently in, as of January 2, 2018?***

First phase is the deployment of 50 percent of the computers.

***Is this line item rebudgeted from a prior fiscal year?***

No.




**Technical Infrastructure and Business Systems Support**

Division: 02 Finance and Administration

OrgKey: 1284 IS Technical Services

Object: 7519 Prof Serv-Other Prof Services

Description: Data Center Decommissioning

Quantity/Cost: 1 @ \$50,000

FY19-01956

Budget Request: \$ 50,000

IFAS#: 1284-7519-A5352-0CW

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

As part of Information Systems strategic plan of relocating the on-premise data center to a colocation data center, services will be required to decommission the on-premise data center in making the area re-usable for office space. Services will include the removal of the air conditioning units, fire suppression system, electrical circuits, and the raised floor.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The vendor must have experience with all aspects of office space demolition, specializing in the removal of data center infrastructure.

*Please explain how you arrived at the budgeted dollars requested.*

Pricing was based upon similar demolition projects that have been done over the past few years at OCTA.

*What phase of the project does this line item support?*

The production phase.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Planning.

*Is this line item rebudgeted from a prior fiscal year?*

Yes



## Administration

### Technical Infrastructure and Business Systems Support

Division: 02 Finance and Administration  
OrgKey: 1284 IS Technical Services  
Object: 7519 Prof Serv-Other Prof Services

Description: Data Center Colocation Services/Infrastructure as a Service

Quantity/Cost: 1 @ \$300,000

FY19-00257

Budget Request: \$ 300,000

IFAS#: 1284-7519-A5352-0EX

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

The Information Systems Department has made the strategic decision to replace the on premise data center by moving the application server workload to a combination of cloud based infrastructure as a service (IaaS) and leased rack space at a colocation data center.

Our current data center was built in 1993. Even though the facility has served us well, it would require some costly capital improvements to the cooling systems if it was decided to keep it operational for two years or more.

There are advantages in moving to an IaaS model and a colocation site. These top tier data centers have extremely flexible and adaptable high density infrastructure. They use the best of breed equipment and technology for the electrical, cooling, fire detection/suppression and physical access control systems to ensure resiliency and redundancy. Due to their constant expansion, we would never have to worry about outgrowing their facility. With a 24x7x365 onsite staff at every facility and extensive Payment Card Industry and Health Insurance Portability & Accountability compliant security controls, our equipment would be protected around the clock.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Our requirements for a colocation site will be, at a minimum, a tier 3 data center, with tier 4 being the highest level. Our current data center in Orange is a tier 1 data center.

The requirement for IaaS will be services provided from a tier 1 leader in the industry, vendors such as Microsoft with their Azure platform or Amazon with their web services platform.

***Please explain how you arrived at the budgeted dollars requested.***

Pricing based upon research done by speaking directly to the vendors along with guidance from the Gartner Group, our IT Advisory firm.

***What phase of the project does this line item support?***

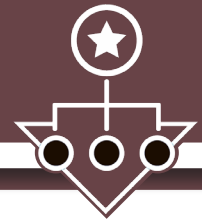
This is the production phase of the project.

***What phase of the project is this line item currently in, as of January 2, 2018?***

Planning.

***Is this line item rebudgeted from a prior fiscal year?***

Yes



**Technical Infrastructure and Business Systems Support**

Division: 02 Finance and Administration  
 OrgKey: 1284 IS Technical Services  
 Object: 7519 Prof Serv-Other Prof Services

Description: Offsite Data Storage  
 Quantity/Cost: 1 @ \$21,000 FY19-00258  
 Budget Request: \$ 21,000 IFAS#: 1284-7519-A5352-418

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Funding is requested for offsite storage of all OCTA's data. Currently we backup to tapes and offsite data archiving services along with the necessary manuals, documentation, special toner and signature cartridges that may be needed as part of the Business Resumption Plan. At some point in the year OCTA will transition to storing data online in block storage with a cloud provider storage costs will remain about the same however OCTA will gain access to data almost instantly.

As part of OCTA's Business Resumption and Disaster Recovery Planning, all critical business applications and computer databases are backed up daily on magnetic media. The backup tapes are then transferred to an offsite vault storage center for safekeeping. This enables OCTA to continue conducting business should a disaster happen or a system completely fail. Using this type of offsite center has proven successful, the direct retrieval of lost data when minor hardware and/or software failures occurred have proven the offsite storage center's effectiveness. If a system failure or natural/man-made disaster affects the data center facility, OCTA will be able to retrieve the offsite backup tapes and restore all business applications to a pre-disaster condition.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

The contracted firm's primary business must be offsite data storage, with facilities that meet the requirements that have been defined within our scope of work. This is a recurring service that Information Systems has been using from various vendors for over 25 years. This will transition to a cloud provider such as Google, Amazon, or Microsoft.

*Please explain how you arrived at the budgeted dollars requested.*

Pricing based upon current contract rates. Estimates from Backup provider.

*What phase of the project does this line item support?*

This is the production phase of the project.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Production phase.

*Is this line item rebudgeted from a prior fiscal year?*

No



## Administration

### Technical Infrastructure and Business Systems Support

Division: 02 Finance and Administration

OrgKey: 1284 IS Technical Services

Object: 7519 Prof Serv-Other Prof Services

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Description: Contract Network Engineer

Quantity/Cost: 1 @ \$200,000

FY19-00259

Budget Request: \$ 200,000

IFAS#: 1284-7519-A5352-41A

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The Contracted Senior Network Engineer will support OCTA's Cisco Network at all locations. In order to extend the coverage of our existing full-time staff, outsourced contracts have been put into place to keep up with the workload of our department.

The Senior Systems Engineer position will be involved more at the strategic/architect level. The Senior Systems Engineer will also be involved with our departments' security initiatives, assisting our in-house administrators in applying all the recommended patches and fixes from the various vulnerability assessments.

The outsourced Senior Systems Engineer is also responsible for the support of our complex Microsoft Windows and Office 365 platform. The Senior Systems Engineer supports the HP ProLiant server hardware along with other technologies such as Citrix and VMWare.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Senior Network Engineer with 5 to 7 years of experience in support of a Microsoft Windows based server network. CISCO Certified Network Associate & Certified Network Professional Level Experience

*Please explain how you arrived at the budgeted dollars requested.*

Pricing based upon current contract rates.

*What phase of the project does this line item support?*

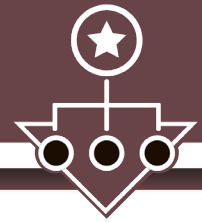
This is the production phase of the project.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Production phase.

*Is this line item rebudgeted from a prior fiscal year?*

yes



**Technical Infrastructure and Business Systems Support**

Division: 02 Finance and Administration  
 OrgKey: 1285 E'prise Comp Solut'n & Suprt  
 Object: 7519 Prof Serv-Other Prof Services

Description: Ellipse Support Specialist  
 Quantity/Cost: 1 @ \$202,400 FY19-01678  
 Budget Request: \$ 202,400 IFAS#: 1285-7519-A5359-1C8

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

This line item provides technical and end-user support along with administration services for our Ellipse application. Ellipse is our procurement, inventory management and maintenance work order application. Currently our user populations for this application are all of Maintenance, CAMM, Parts, Facilities, and Inventory teams. In addition to those teams, Ellipse is used by a large population of Administrative staff for procurements.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Expert level: Ellipse v8, C, C++, C#, .NET, HTML, XML, SQL queries  
 Working level: JAVA, JAVA Script, Objective-C, MSSQL, PowerShell Script, File encryption, file transfer protocols.  
 Ability to understand and self learn new technologies being used by OCTA.

*Please explain how you arrived at the budgeted dollars requested.*

This is calculated based on the previous years' history, average, and patterns of expenditures

*What phase of the project does this line item support?*

This item will support the project through all phases starting with planning and going through project completion including release to operations and operations support.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Operations.

*Is this line item rebudgeted from a prior fiscal year?*

No



## Administration

### Technical Infrastructure and Business Systems Support

Division: 02 Finance and Administration

OrgKey: 1285 E'prise Comp Solut'n & Suprt

Object: 7519 Prof Serv-Other Prof Services

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Description: Operations System Application Support and Administration

Quantity/Cost: 1 @ \$163,000

FY19-00266

Budget Request: \$ 163,000

IFAS#: 1285-7519-A5359-9RS

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***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

This line item provides technical, end-user support and administration services for numerous in-house developed applications such as Granicus Legistar, Occurrence Tracking System, and TOPCAR used by Clerk of the Board, Risk Management, and Field Supervision respectively.

This support role provides daily end user support, ongoing application issue fixes and new enhancements along with legacy application rewrites. Consultant will also be responsible for SharePoint Administration and development. This position will be integrated with all team players in the IS Department.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

Expert level: C, C++, C#, .NET, HTML, XML, Visual Basic, VB#.NET, VB Access, CSS, ADA, SQL queries  
Working level: JAVA, JAVA Script, Objective-C, MSSQL, PowerShell Script, File encryption, file transfer protocols, SharePoint v2013 and newer. Ability to understand and self learn new technologies being used by OCTA.

***Please explain how you arrived at the budgeted dollars requested.***

This is calculated based on the previous years' history, average, and patterns of expenditures

***What phase of the project does this line item support?***

Implementation and Operations

***What phase of the project is this line item currently in, as of January 2, 2018?***

Operations

***Is this line item rebudgeted from a prior fiscal year?***

No



### Technical Infrastructure and Business Systems Support

**Division:** 02 Finance and Administration  
**OrgKey:** 1285 E'prise Comp Solut'n & Suprt  
**Object:** 7519 Prof Serv-Other Prof Services

**Description:** SharePoint eForms Support

**Quantity/Cost:** 1 @ \$50,000

FY19-00267

**Budget Request:** \$ 50,000

IFAS#: 1285-7519-A5359-CV2

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

The line item will allow resource assistance with the creation, modification, enhancements to the SharePoint eForms, and other programs. Consultant services will be required in conjunction with possible Nintex implementation and workflow integration. In addition, the resource will support projects in our current SharePoint v2013 environment along with possible ancillary software implementations for our new v2016 environment.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

SharePoint v2013 and v2016 versions: expert level  
 Office 365 version of SharePoint expert level  
 Nintex and SharePoint workflow: expert level  
 Valo implementation expert level  
 Emgage technical support expert level  
 Vineo video streaming, expert level  
 MS SQL: expert level  
 Windows OS v 2012 R an newer: expert level  
 Expert level: C, C++, C#, .Cobol, NET, HTML, XML, Visual Basic, VB#.NET, CSS, ADA, SQL queries  
 Working level: MSSQL, PowerShell Script, file transfer protocols  
 Ability to understand and self learn new technologies used at OCTA.

*Please explain how you arrived at the budgeted dollars requested.*

This is calculated based on the previous years' history, average, and patterns of expenditures

*What phase of the project does this line item support?*

This item will support the project through all phases starting with planning and going through project completion including release to operations.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Operations.

*Is this line item rebudgeted from a prior fiscal year?*

Yes





# Administration

## Transportation Planning and Studies

Division: 14 Planning  
 OrgKey: 1531 Planning & Analysis  
 Object: 7519 Prof Serv-Other Prof Services

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Description: Air Quality Planning Support  
 Quantity/Cost: 1 @ \$125,000 FY19-01725  
 Budget Request: \$ 125,000 IFAS#: 1531-7519-A4301-TUR

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Grant Funded:  STIP Operating Assistance \$125,000  
 Account: 0001-6026-A4301-XIT

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

Technical support needed to represent OCTA's interests with respect to air quality issues at regional and regulatory agencies.

Scope tasks will include the following:

- 1.) Monitor and analyze air quality issues for OCTA;
- 2.) Assist in the development of appropriate policy and operational actions to support OCTA's interests; and
- 3.) Assist in developing and maintaining relationships with regional air quality planning staff and agencies.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

An experienced project manager with a team of qualified staff (primarily transportation and air quality planners) is required to conduct this project. The project manager and team should have experience with regional air quality planning and policy dynamics, as well as an understanding of federal air quality conformity requirements, and an ability to effectively represent OCTA's interests at regional planning and policy boards such as SCAG, SCAQMD, CARB, and EPA.

***Please explain how you arrived at the budgeted dollars requested.***

Historic average of previous expenditures for this type of work.

***What phase of the project does this line item support?***

Planning and project development.

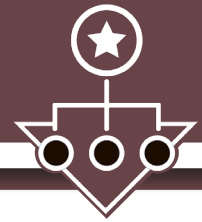
***What phase of the project is this line item currently in, as of January 2, 2018?***

Planning

***Is this line item rebudgeted from a prior fiscal year?***

No





**Transportation Planning and Studies**

Division: 14 Planning  
 OrgKey: 1531 Planning & Analysis  
 Object: 7519 Prof Serv-Other Prof Services

Description: OC/LA Intercounty Study Phase II  
 Quantity/Cost: 1 @ \$400,000 FY19-01701  
 Budget Request: \$ 400,000 IFAS#: 1531-7519-A4461-10V

Grant Funded:  STIP Operating Assistance \$400,000  
 Account: 0001-6026-A4461-XIT

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

The objective of this study is to update the 2006 OC/LA Intercounty Study to incorporate the latest planning assumptions and policy developments, which have occurred since 2006. These primarily include: coordination with LA Metro on implementation of their Measure M transportation sales tax program; planning work with LA Metro and the City of Los Angeles to prepare for the 2028 Olympics (portions of which will be hosted in Orange County); and to better incorporate intercounty non-motorized planning activities and projects which provide critical active transportation linkages.

Scope tasks will include:

- 1.) Project Management;
- 2.) Purpose and Need Refinement;
- 3.) Alternatives Development;
- 4.) Screening;
- 5.) Developing Preferred Improvement Project List;
- 6.) Draft Report;
- 7.) Final Report; and
- 8.) Public Presentations.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

An experienced project manager with a team of qualified staff (primarily transportation planners) is required to conduct this project. The project manager and team should have experience with intercounty corridor planning, local transportation sales tax measures, familiarity with the dynamics between Orange and Los Angeles County, as well as strong experience with planning for special events.

***Please explain how you arrived at the budgeted dollars requested.***

The dollar amount requested consists of the ongoing "typical" average cost for conducting a corridor study of this size and scope. Similar efforts that were used to develop this budget line item included the Pacific Coast Highway Corridor Study and Beach Boulevard Corridor Study.

***What phase of the project does this line item support?***

Planning

***What phase of the project is this line item currently in, as of January 2, 2018?***

N/A

***Is this line item rebudgeted from a prior fiscal year?***

No



# Administration

## Transportation Planning and Studies

Division: 14 Planning  
 OrgKey: 1531 Planning & Analysis  
 Object: 7519 Prof Serv-Other Prof Services

Description: State Route 39/Beach Boulevard Corridor Study  
 Quantity/Cost: 1 @ \$445,000 FY19-01714  
 Budget Request: \$ 445,000 IFAS#: 1531-7519-A4461-10X

Grant Funded:  STIP Operating Assistance \$89,000  
 Account: 0001-6026-A4461-XIT  
 Grant Funded:  Reimb From Caltrans \$356,000  
 Account: 0001-6061-A4461-XJS

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

The objective of this study is to develop a long-term corridor plan for State Route 39/Beach Boulevard from Huntington Beach through La Habra. Once the study is complete local jurisdictions will then use the corridor plan document as support for future grant applications to support implementation of the study's recommended improvements.

Scope tasks will include the following:

- 1.) Project Initiation;
- 2.) Stakeholder Coordination;
- 3.) Purpose and Need Development;
- 4.) Development and Assessment of Study Recommendations; and
- 5.) Final Report.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

An experienced project manager with a team of qualified staff (primarily transportation planners) is required to conduct this project. The project manager and team should have broad experience with corridor planning.

***Please explain how you arrived at the budgeted dollars requested.***

The PCH Corridor Study (completed in 2016) was similar in scope, character, and corridor dynamics. Therefore, the PCH Corridor Study's cost estimate was taken and escalated to today's dollars. Also Caltrans is in receipt of a \$345,000 State Planning and Research Grant which will fund approximately 77 percent of the study's total project cost. State Transportation Improvement Program Planning, Programming, and Monitoring Program funds are anticipated to cover the remaining project cost.

***What phase of the project does this line item support?***

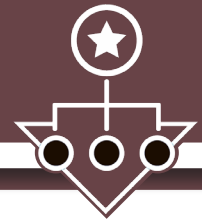
Planning

***What phase of the project is this line item currently in, as of January 2, 2018?***

N/A

***Is this line item rebudgeted from a prior fiscal year?***

No



**Transportation Planning and Studies**

Division: 14 Planning  
 OrgKey: 1531 Planning & Analysis  
 Object: 7519 Prof Serv-Other Prof Services

Description: Bus Rapid Transit/Managed Lanes Network Study  
 Quantity/Cost: 1 @ \$350,000 FY19-01718  
 Budget Request: \$ 350,000 IFAS#: 1531-7519-A4461-10Y

Grant Funded:  FTA Other Operating Assistance \$251,000  
 Account: 0001-6037-A4461-XBD  
 Grant Funded:  STIP Operating Assistance \$99,000  
 Account: 0001-6026-A4461-XJT

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

The objective of this study will be develop a long-range implementation vision for BRT (on I-5 and SR-55) and managed lanes in Orange County.

Scope tasks will include:

- 1.) Project Management;
- 2.) Managed Lane System Goals and Objectives;
- 3.) Scenario Development--including BusRapid Transit (BRT) concept development;
- 4.) Scenario Evaluation;
- 5.) Findings and Recommendations;
- 6.) Draft Report & Phasing Plan;
- 7.) Final Report & Phasing Plan; and
- 8.) Outreach, as appropriate.

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

An experienced project manager with a team of qualified staff (primarily transportation planners) is required to conduct this project. The project manager and team should have experience with long-range corridor planning, BRT and transit planning; managed lanes projects, principles, and policies currently occurring and/or being developed in Southern California.

***Please explain how you arrived at the budgeted dollars requested.***

The dollar amount requested consists of the ongoing "typical" average cost for conducting a corridor study of this magnitude.

***What phase of the project does this line item support?***

Planning

***What phase of the project is this line item currently in, as of January 2, 2018?***

N/A

***Is this line item rebudgeted from a prior fiscal year?***

No



# Administration

## Transportation Planning and Studies

Division: 14 Planning  
 OrgKey: 1531 Planning & Analysis  
 Object: 7519 Prof Serv-Other Prof Services

Description: Corridor Technical Studies  
 Quantity/Cost: 1 @ \$200,000 FY19-01724  
 Budget Request: \$ 200,000 IFAS#: 1531-7519-A4461-TUR

Grant Funded:  STIP Operating Assistance \$200,000  
 Account: 0001-6026-A4461-XJT

***Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.***

The objective of the Corridor Technical Studies line item is to support future studies that may emerge during the course of the fiscal year to support Board directives, local cities' requests, and any unforeseen technical studies which may be required of the Corridor Studies Section.

Potential support may include:

- 1.) Corridor and special technical studies;
- 2.) Master Plan of Arterial Highways (MPAH) special study(ies) support;
- 3.) Review of SB 743 Implications for Congestion Management Progra and MPAH administration; and
- 4.) I-5 (Avenida Pico to San Diego County line) PSR/PDS follow on efforts;

***What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.***

An experienced project manager with a team of qualified staff (primarily transportation planners) is required to conduct this project. The project manager and team should have broad transportation planning experience.

***Please explain how you arrived at the budgeted dollars requested.***

The dollar amount requested is consistent with requests in previous fiscal years, in order to support these types of efforts.

***What phase of the project does this line item support?***

Planning

***What phase of the project is this line item currently in, as of January 2, 2018?***

N/A

***Is this line item rebudgeted from a prior fiscal year?***

No



**Transportation Planning and Studies**

Division: 14 Planning  
 OrgKey: 1531 Planning & Analysis  
 Object: 7519 Prof Serv-Other Prof Services

Description: Orange County Transportation Demand Management Program  
 Quantity/Cost: 1 @ \$150,000 FY19-02855  
 Budget Request: \$ 150,000 IFAS#: 1531-7519-A4461-TUR

Grant Funded:  CMAQ \$150,000  
 Account: 0001-6045-A4461-XIB

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Professional services to conduct of Transportation Demand Management (TDM) programs and strategies in Orange County and develop recommendations to increase their effectiveness; especially in light of SB 743, the State's evolving Greenhouse Gas mandates, and Caltrans District 12's and Southern California Association of Governments' proposed manage lanes network recommendations.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Transportation planning project manager(s) with strong knowledge of Orange County's transportation systems, TDM strategies, and TDM assessment techniques.

*Please explain how you arrived at the budgeted dollars requested.*

Staff developed Independent Cost Estimate (ICE).

*What phase of the project does this line item support?*

Planning.

*What phase of the project is this line item currently in, as of January 2, 2018?*

Planning.

*Is this line item rebudgeted from a prior fiscal year?*

No.



# Administration

## Transportation Planning and Studies

Division: 14 Planning  
 OrgKey: 1535 Transit Service Planning  
 Object: 7519 Prof Serv-Other Prof Services

Description: Bristol Street Transit Corridor Study  
 Quantity/Cost: 1 @ \$550,000 FY19-01745  
 Budget Request: \$ 550,000 IFAS#: 1535-7519-A1408-TV1

Grant Funded:  STIP Operating Assistance \$153,010  
 Account: 0001-6026-A1408-XIT  
 Grant Funded:  FTA Other Operating Assistance \$396,990  
 Account: 0001-6037-A1408-XBD

*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Conduct feasibility study for high-capacity transit on Bristol Street from the OC Streetcar to South Coast Plaza. Item is part of Transit Master Plan- Action Plan.

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website.*

Planning consultant

*Please explain how you arrived at the budgeted dollars requested.*

Based on previous corridor study on Harbor Boulevard.

*What phase of the project does this line item support?*

Feasibility study

*What phase of the project is this line item currently in, as of January 2, 2018?*

None

*Is this line item rebudgeted from a prior fiscal year?*

Yes



**Workers' Compensation**

Division: 02 Finance and Administration  
 OrgKey: 0041 Int Ser Fund - Workers' Comp  
 Object: 7515 Investment Fee - Port Mgr

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Description: Investment Fees  
 Quantity/Cost: 1 @ \$19,878 FY19-01096  
 Budget Request: \$ 19,878 IFAS#: 0041-7515-A2311-F41

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*Please write a scope of work for this line item that could be used for procurement. Include a work plan identifying tasks or deliverables.*

Investment fees that are based upon a percentage of the cash balance within the fiscal year

*What are the qualifications required for this line item? Example: Expert-level JAVA programmer to enhance website*

N/A

*Please explain how you arrived at the budgeted dollars requested.*

Investment Fees are based on the cash balance from the previous fiscal year to determine the budget request for the proposed fiscal year.

*What phase of the project does this line item support?*

N/A



**OCTA**





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