



Attachment 1

FINAL DRAFT

REQUEST FOR PROPOSALS (RFP)

*THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION (RTC)
INVITES CONSULTANTS TO SUBMIT THEIR PROPOSALS FOR THE:*

**Monterey Bay Sanctuary Scenic Trail Network Master Plan and Program Level
Environmental Review for Santa Cruz County**

You are invited to submit your proposal and a sealed Cost Proposal for the services to complete the above project. Submissions are due to the Santa Cruz County Regional Transportation Commission, Attention: Cory Caletti, 1523 Pacific Avenue, Santa Cruz, CA 95060 by **3 p.m. on Friday, September 26, 2008.**

Copies of the RFP are available at the RTC office and may be obtained upon request. This RFP is also available on the RTC website (www.sccrtc.org) in PDF format. You may contact Cory Caletti, Senior Transportation Planner, at (831) 460-3200 for further information.

An Equal Opportunity Employer – The RTC strongly encourages the participation of Disadvantaged Business Enterprise (DBE) in this contract.

Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue, Santa Cruz, CA 95060
(831) 460-3200 / (831) 460-3215

DATE: August 15, 2008
TO: Interested Consultants
FROM: George Dondero, Executive Director
SUBJECT: Monterey Bay Sanctuary Scenic Trail Network (Trail Network)
Master Plan and Program Level Environmental Review
Request for Proposals

INVITATION

You are invited to submit a proposal for the referenced services together with one sealed hourly rate schedule and an estimate of hours per task by named individual to complete the project. Please also include your estimate of other direct costs to be charged to this project.

One unbound reproducible original, one electronic file, and 10 copies of the proposal are required. Proposals should be printed on double-sided recycled paper. Covers and binding are not required, however if provided they should be recyclable material. No plastic inserts shall be used.

Your proposal and sealed project cost information are due in the office of the Santa Cruz County Regional Transportation Commission (RTC), 1523 Pacific Avenue, Santa Cruz, CA, Attention: Cory Caletti, by **3:00 pm on Friday, September 26, 2008**. The selection process shall be based upon the determination of the most qualified consultant or consultant team and shall not be based solely upon project cost information. Should the most qualified consultant or consultant team and the RTC fail to successfully negotiate a final Scope of Work and a mutually agreed upon Fee Schedule for these consulting services, then the RTC reserves the right to enter negotiations with the next most qualified consultant or consultant team for performance of the work. The RTC has an estimated budget of \$250,000 for this project.

PROJECT DESCRIPTION

The Monterey Bay Sanctuary Scenic Trail Network (Trail Network) is planned to be a transportation, recreation, and interpretive bicycle and pedestrian pathway network that spans the entire coast of the Monterey Bay National Marine Sanctuary, from the northern part of Santa Cruz County to Lovers Point in Pacific Grove in Monterey County. Where possible, the Trail Network will provide coastal access or coastal viewing opportunities. Proposals are being solicited for the following two segments: 1) Davenport to the Monterey-Santa Cruz County line at the McGowan-Thurwachter Bridge over the Pajaro River, and 2) to be considered by the RTC as an optional addition, Davenport to the Santa Cruz-San Mateo County line. The vision of the project is to create a continuous north-south route with spur trails leading to and from points of

interest and connecting to other transportation facilities. Parts of the trail already exist in Santa Cruz and Monterey Counties yet vital links are missing. The trail will include interpretive features in conjunction with universally accessible trails that provide information on and access to the National Marine Sanctuary, the surrounding communities, adjacent farmlands and natural habitats. Portions of the MBSST Trail Network along the shoreline will also complete local sections of the California Coastal Trail, a 1,200 mile network of public trails along the entire California coastline from the Oregon to the Mexican border.

This RFP is for a Master Plan and a Program Level Environmental Review for the Santa Cruz County portion of the project. Using the Master Plan as a guide, the project will be built in phased segments as funding becomes available. The ranking and segment-specific information will be used to determine the highest to lowest priority projects. Highest priority projects will be considered for construction first.

It will be the responsibility of the consultant or consultant team to complete the Monterey Bay Sanctuary Scenic Trail Network Master Plan preliminary engineering and Program Level Environmental Review in accordance with the proposed Scope of Work (Attachment A) and in compliance with state and federal laws. A final Scope of Work will be made a part of the professional services agreement between the RTC and the consultant. A copy of the RTC's standard agreement is included in Attachment B. The applicable requirements for RTC contracts utilizing Federal funding are listed in Attachment C. A single document will be prepared between the consultant and the RTC consistent with the provisions of all attachments.

It is particularly important that the consultant have the capability to work closely with the RTC, its advisory committees and the public. The consultant or consultant team must be prepared to undertake whatever liaison role and meetings are necessary to satisfy this requirement.

The Master Plan and Environmental Review process is expected to be completed within 1-2 years.

SELECTION PROCESS

A Selection Committee and RTC staff will review the proposals. This review may be followed by an oral interview between the Selection Committee and the firm(s) that respond(s) best to the RFP. The Selection Committee will recommend a consultant or consultant team to the RTC. Based on the decision of the RTC, staff will meet with the selected consultant or consultant team and will attempt to negotiate a final Scope of Work and a Fee Schedule for the project. The final Scope of Work will include a full description of each task, a description of deliverable products, and a schedule of the due dates for the deliverable products and other important milestones. Upon satisfactory completion of negotiations, the consultant or consultant team will be recommended to the Santa Cruz County Regional Transportation Commission for final selection and contract approval. The final negotiated contract will meet all local, state, and federal provisions and requirements as well as agency and project needs.

Factors to be considered in selecting the consultant(s) are indicated below:

1. Experience of the key personnel assigned to the project.
2. Proposed approach to the project.
3. Understanding of the project and its particular challenges and constraints.
4. Demonstrated ability to complete projects by specified deadlines.
5. Committed degree of participation for key personnel.
6. Evaluation and references from past clients.
7. Results from the interview, if applicable.
8. Though not a criteria for consultant selection, the RTC encourages use of Disadvantaged Business Enterprises (DBE).

SUBMITTAL REQUIREMENTS/PROPOSAL CONTENTS

All interested firms are required to submit one (1) reproducible original plus ten (10) copies and an electronic file of their proposal to perform the requested consulting services. The proposal must include demonstrated experience, knowledge and ability as outlined in the factors listed above.

PROPOSAL CONTENTS

A. Project Team

The proposal shall clearly identify the project manager, include the names and qualifications of all personnel of the proposed team to be assigned to the project, a chart representing the proposed organizational structure of the team and an organizational chart for the lead firm. Consultants are encouraged to subcontract portions of the work to DBE firms.

The proposal shall demonstrate that the key personnel have the time available to work on the project. The Proposal shall include the estimated number of hours that the key personnel will dedicate to the project.

B. Demonstrated Knowledge

The proposal shall include the assigned project team's demonstrated knowledge of and experience with similar types of projects including:

- Engineering, trail planning and design,
- Cost estimating,
- CEQA and NEPA preparation and requirements,
- Successful public outreach to public agencies, committees, agricultural interests, landowners, and the general public,
- Coordination among various government agencies and advisory committees,
- Best practice standards for building bicycle and pedestrian paths that are universally accessible,
- Basic coastal access and planning issues,

- Surveying and right of way acquisition, and
- The conditions and character of Santa Cruz County (population, environment, etc), the project corridor and/or applicable spurs.

C. Work Plan

The proposal shall include the consultant's proposed approach broken out by tasks which demonstrate the consultant's knowledge and understanding of the project and the constraints and challenges associated with developing and constructing the project.

D. Cost Proposal

The proposal must include one Cost Proposal submitted in a separate, sealed envelope containing an estimate of hours by task, the billing rates for each named individual performing work on each task, and a breakdown of other costs. The breakdown must be provided according to the following categories: direct labor costs, indirect costs, general and administrative costs, other direct costs such as equipment and materials, subcontractor costs, and net fee or profit.

E. Proposed Schedule of Work and Deadlines

The proposal must include availability of the Project Team to conduct work within the anticipated timeframes.

F. References

The proposal shall include at least three (3) references from past clients for similar types of projects.

G. Required Attachments to Proposal

The proposal must include a signed cover letter and the following forms:

- "Disclosure of Lobbying Activities" (Attachment D - Caltrans Exhibit 10-Q), if needed. Refer to "Non-Lobbying Certification for Federal-Aid Contracts" (Attachment E – Caltrans Exhibit 10-P) for more information.
- "Debarment and Suspension Certification" (Attachment F- Caltrans Exhibit 12-E).

Proposers are encouraged to provide written confirmation from each DBE participating in the contract and refer to "Notice to Bidders/Proposers Disadvantaged Business Enterprise Information" (Attachment G – Caltrans Exhibit 10-I) and "Standard Agreement for Subcontractor/DBE Participation" (Attachment H – Caltrans Exhibit 10-J).

All proposals must be submitted to the Santa Cruz County Regional Transportation Commission, Attention: Cory Caletti, 1523 Pacific Avenue, Santa Cruz, CA 95060 by **3:00 pm on Friday, September 26, 2008.**

MISCELLANEOUS

A. Modification or Withdrawal of Submittals

Any proposals received prior to the date and time specified above for receipt may be withdrawn or modified by written request of the proposer. To be considered, however, the modified proposal must be received by the time and date specified above.

B. Property Rights

Any proposals received within the prescribed deadline become the property of the RTC and all rights to the contents therein become those of RTC.

C. Confidentiality

Before making any consultant selection recommendations to the RTC, all proposals will be designated confidential to the extent permitted by the California Public Records Act. After award of the contract (or if not awarded, after rejection of all proposals), all responses to the RFP will be regarded as public records and will be available for review by the public. Any language purporting to render all, or portions of the proposal, confidential will be regarded as non-effective and will be disregarded.

D. Amendments to Request for Proposals

The RTC reserves the right to amend the Request for Proposals by addendum before the final proposal submittal date.

E. Non-Commitment of the RTC

This Request for Proposals does not commit the RTC to award a contract in full or in part, to pay any costs incurred in the preparation of a proposal for this request, or to procure or contract for services.

All products used or developed in the execution of any contract resulting from this Request for Proposals will remain in the public domain at the completion of the contract.

F. Conflict of Interest

The prospective consultant shall disclose any financial, business or other relationship with the RTC that may have an impact upon the outcome of this contract or potential future RTC construction projects resulting from this effort. The prospective consultant shall also list current clients who may have a financial interest in the outcome of this contract or RTC projects that will follow. In particular, the prospective consultant shall disclose any financial interest or relationship with any construction company that might submit a bid on RTC projects.

G. Nondiscrimination

The prospective consultant must certify compliance with nondiscrimination requirements of RTC pertaining to the development, implementation and maintenance of a nondiscrimination program. The prospective consultant's signature affixed to and dated on the cover letters shall constitute a certification under penalty of perjury under the laws of the State of California that the proposer has, unless exempted, complied with the nondiscrimination program requirements of Government Code Section 12990 and Title 2, California Code of Regulations, Section 8103.

H. Disadvantaged Business Enterprise (DBE) Participation

The RTC has determined that Disadvantaged Business Enterprises (DBE) can reasonably be expected to compete for contracting and subcontracting opportunities in this Agreement. It is therefore the RTC's expectation that available DBE firms have an opportunity to participate in this Agreement and are not subject to unlawful discrimination. DBEs and other small businesses are strongly encouraged to participate in the performance of Agreements financed in whole or in part with federal funds (See 49 CFR 26, "Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs"). The Contractor should ensure that DBEs and other small businesses have the opportunity to participate in the performance of the work that is the subject of this solicitation and should take all necessary and reasonable steps for this assurance. The bidder/proposer shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of subcontracts.

The selected consultant, at the time of award, will be required to submit "Local Agency Proposer/Bidder DBE Information" (see Attachment I – Caltrans Exhibit 10-O).

I. Final Selection and Objections

The RFP selection process is considered concluded when a recommendation for consultant selection is made to the RTC Board. The firm recommended is not a final selection and no contract is certain until approved by RTC.

A proposer may object to the recommendation for consultant selection. Anyone wishing to express objection to the recommendation may do so by submitting a detailed written statement of objection to:

Santa Cruz County Regional Transportation Commission
Attention: Cory Caletti
1523 Pacific Avenue
Santa Cruz, CA 95060
Fax (831) 460-3215

no later than three (3) days prior to the Board meeting at which the recommendation for consultant selection will be considered to enable proper consideration by the Board.

CONSULTANT SELECTION SCHEDULE

Request for Proposals

- ~~RTC Board Approval of RFP Release~~ 8/07/08
- Issue RFP to Consultants 8/15/08

Consultant Proposals

- **Pre-Proposal Conference** 9/10/08
- **Proposals due** 9/26/08
- Consultant interviews 10/30/08
- Select consultant to recommend to the RTC November

Consultant Contract

- RTC approves consultant 12/4/08
- Finalize contract negotiations December/January
- RTC approves contract January/February
- Pre-Award Audit, if needed February/March
- Notice to proceed March/April

QUESTIONS

If you need assistance or have any questions, please contact Cory Caletti, Senior Transportation Planner, at (831) 460-3201, or by email at ccaletti@sccrtc.org.

Attachments:

- A. Scope of Work
- B. Sample RTC Standard Agreement
- C. Requirements for Contracts using Federal Funds - Exhibit 10-C
- D. Disclosure of Lobbying Activities - Exhibit 10-Q
- E. Non-Lobbying Certification for Federal-Aid Contracts - Exhibit 10-P
- F. Debarment Proposer/Bidder DBE Information - Exhibit 12-E
- G. Notice to Bidders/Proposers: Disadvantaged Business Enterprise Information - Exhibit 10-I
- H. Standard Agreement for Subcontractor/DBE Participation - Exhibit 10-J
- I. Local Agency Proposer/Bidder – DBE (Consultant Contracts) – Information - Exhibit 10-O

ATTACHMENT A - SCOPE OF WORK

Master Plan and Environmental Review Services

PROJECT DESCRIPTION

The Monterey Bay Sanctuary Scenic Trail Network (Trail Network) is a transportation, recreation and interpretive pathway network that will link existing and new trail segments into a continuous coastal Trail Network around the Monterey Bay from North Santa Cruz County to Lovers Point in Pacific Grove in Monterey County. Where possible, the Trail Network will provide coastal access or coastal viewing opportunities. Several communities around the Monterey Bay have completed or developed plans for coastal trails over the past few decades. Additionally, the Sanctuary Interagency Task Force, a committee convened by the County of Santa Cruz, laid a foundation for further analysis by conducting early planning work and developing interpretative trail features. Portions of the MBSST Trail Network that are on or along the shoreline will also complete local sections of the California Coastal Trail.

The purpose of this phase of the project is to work with local, state, federal agencies and interested individuals to formulate a comprehensive Master Plan and a Program Level Environmental Review document that will guide the development, design, engineering, and construction of the Monterey Bay Sanctuary Scenic Trail Network in Santa Cruz County.

The Santa Cruz County Regional Transportation Commission (RTC) is working collaboratively with the Transportation Agency for Monterey County (TAMC) and Association of Monterey Bay Area Governments (AMBAG) on the planning and development of the Monterey Bay Sanctuary Scenic Trail Network. RTC will administer this contract and will be the primary contact with the consultant or consultant team.

AMBAG, as the Monterey Bay Region's metropolitan planning organization (MPO) and funding administrator, will utilize the Sanctuary Scenic Trail Committee, composed of representatives of local governmental jurisdictions and various economic development, recreational and conservation organizations interested in the trail, to review and provide feedback on trail development efforts. The committee will work with the RTC (and TAMC and AMBAG, as needed) to review and utilize where appropriate the guidelines and policies related to the trail planning that were developed during Monterey County's MBSST Master Planning process. RTC will coordinate and consult with the committee for this planning and environmental review document. The RTC will also consult with its Citizen Advisory Committees on project recommendations. Final authority to accept the Master Plan lies with the RTC at the end of the Master Planning and Environmental Review process.

SCOPE OF CONSULTANT SERVICES

For the Monterey Bay Sanctuary Scenic Trail Network (Trail Network) Project from Davenport to the Monterey-Santa Cruz County line at the McGowan-Thurwachter Bridge over the Pajaro River, the Santa Cruz County Regional Transportation

Commission (RTC) intends to hire a qualified consultant or consultant team to provide the services and products identified in Tasks 1 through 10 listed in the following pages.

The RTC may extend the northern limit of the project from Davenport to the San Mateo County line. Therefore, a separate fee proposal is required for the incremental cost of including the segment north of Davenport to the San Mateo County line within Tasks 1 through 10 of the Davenport to the Monterey County line project.

TASK 1: Constraints Analysis

A review and assessment of all viable options for a continuous north-south bicycle and pedestrian path with spur trails leading to and from points of interest and connecting to other transportation facilities. Provide a written and illustrated summary of the physical and environmental constraints to establishing bicycle-pedestrian paths on potential segments along the Monterey Bay corridor within Santa Cruz County (some aerial photographs of some potential segments are available upon selection of a preferred consultant). Level of difficulty for users with physical challenges (slope, surface material, etc.) should be addressed.

TASK 2: Description of Segments

A list of potential and proposed segments along the entire corridor and potential interest groups for each segment. Each segment shall include a written description of the current conditions and characteristics, property owner information, environmental constraints and issues, topographical information, current land use, coastal and inland trail opportunities and all of the information required in Task 4 below. The description of segments shall be referred to as “the blueprint”.

TASK 3: Engineering and Surveys

Provide supportive written and graphic materials that describe the project on a segment by segment basis including the following:

- a) Current condition of each segment whether built or not. The condition should include the physical characteristics of the segment including man-made features, natural conditions and current land uses, and for built segments, identification of deficiencies.
- b) Property needs for accommodating each segment of the Trail Network along recommended corridors. Impacted parcels should be clearly identified and acquisition/easement areas identified and quantified. Specific property information including acreage needed and property owner information should also be researched and included on the maps.
- c) Determine the need for and provide conceptual designs of significant structures (such as retaining walls, culverts, slope banks, barrier fencing, railroad crossings, bridges, etc.) required to accommodate the trail segments.

- d) Preliminary engineering analysis of proposed bridge structures at the required locations: span requirements, abutment locations and needs, illustrated recommendations for the types of structures, and fabricator information, as necessary.
- e) Design concepts for changes to adjoining public streets and intersections (traffic controls, striping, alterations within the right-of-way, traffic signal modifications, etc.) that will be needed to provide safe access to and from the Trail.
- f) Alternative routings to preferred trail alignments that may reduce property acquisition requirements, environmental impacts, or implementation costs while still providing for convenient and safe travel ways.
- g) Most appropriate implementing agency for future project lead purposes, for construction work and for long-term maintenance.
- h) Preliminary landscape and lighting concept alternatives for trail segments.
- i) Any rerouting of utilities necessary to accommodate the trail at the preferred locations.
- j) Additional analysis including interpretive opportunities (coordinate with interpretive plans already developed), access to the Trail Network and, where applicable, access to the ocean, long-term maintenance needs, and public safety and policing needs.
- k) A survey of existing property ownership and status of ownership including fee title, easements, conditions of developments, etc. Survey work shall be used to illustrate property ownership and constraints on the maps as outlined in Task 4 below.
- l) An evaluation of accessibility issues using Universal Design concepts and addressing the trail functionality for a wide range of users including people in wheelchairs or mobility devices, families with children in strollers, seniors, etc.
- m) An evaluation of best bikeway and pedestrian facility practices and applicability to each proposed segment.

TASK 4: Bicycle/Pedestrian Path Route Maps

Segments of the AMBAG's Draft "Blueprint of Monterey Bay Sanctuary Scenic Trail Routes" may be used as a basis to develop a more detailed analysis of the potential trail routes and segments. Maps are available from the local jurisdictions, AMBAG and the Coastal Commission. All route maps and alternatives shall comply with Caltrans Highway Design Manual, Chapter 1000 and applicable requirements including the Americans with Disabilities Act. Bicycle/pedestrian and universal access Best Practice Standards will be utilized wherever possible. The consultant shall provide to-scale US

standard measurement maps (scale = 1:500 or larger) that designate the route of each bicycle and pedestrian path along Monterey Bay shoreline and inland segments, including all appropriate connections to adjoining residential areas, park-and-ride lots, points of interest, and existing bicycle and/or pedestrian facilities.

TASK 5: Program Level Environmental Review

A. Prepare CEQA Compliance – The consultant shall prepare an Initial Study, and if necessary, prepare a Program Level EIR in conformance with the California Environmental Quality Act (CEQA) and conduct all necessary environmental analysis and final documentation. The analysis expected is of a general level, as befitting Program Level EIRs.

The Program Level EIR report will contain, but is not limited to, the following:

- a. Existing environmental conditions.
- b. A summary of the proposed Trail Network and alternatives.
- c. Discussion of the MBSST Network Master Plan consistency with other plans.
- d. Identification of any major implementation issues of the Master Plan, including any issues to be resolved.
- e. Identification of known areas of concern or controversy regarding the type or nature of potential environmental impacts, measurement of those impacts, or the significance of those impacts.
- f. Identification and evaluation of potential significant environmental impacts including short-term construction related impacts, long-term operational impacts and cumulative impacts.
- g. Recommended feasible mitigation measures that would reduce significant impacts to a less than significant level, or if this is not possible, produce a substantial lessening of such impacts.
- h. List of unavoidable significant impacts, if any, of implementation of the plan, with all implemented mitigation measures.
- i. A list of agencies whose approval of the Plan is required.

Data from existing documents is available and should provide an *overview* of the environmental setting for the Monterey Bay Scenic Sanctuary Trail Network segments. The RTC expects the consultant's environmental staff to work with planning/engineering staff from the County of Santa Cruz; the Cities of Santa Cruz, Watsonville, Scotts Valley and Capitola; State Parks; the Santa Cruz Port District; the California Coastal Commission; and other public jurisdictions through which the Trail Network may pass. The collaborative goal will be to establish a network of routes for the Trail Network with the goal of avoiding significant impacts to sensitive habitat areas and incorporating effective mitigations into the route concept design as appropriate.

The consultant will include key issues associated with securing all required permits or approvals from regulatory agencies including the Coastal Commission, local jurisdictions and Caltrans.

- B. Preparation of Initial Study/Notice of Preparation** – The consultant shall prepare an Initial Study/Notice of Preparation (NOP) for the Master Plan EIR. A Draft NOP will be submitted to the RTC and interested parties for review and comment.
- C. Preparation of Administrative Draft EIR** – The consultant shall prepare an Administrative Draft EIR for review and comment by RTC staff.
- D. Preparation and Circulation of Draft EIR** – The consultant shall prepare the Draft EIR and assist with circulation and public review. The consultant shall also assist the RTC with preparation and filing of the Notice of Completion.
- E. Preparation of Draft Final EIR and Supporting Documents** – The consultant shall prepare draft responses to comments received on the Draft EIR for inclusion in the Final EIR and also propose any changes to the Draft EIR based on the comments for review and comment by RTC staff. Additionally, the consultant shall prepare a draft Mitigation Monitoring report, draft findings, and if necessary, a draft Statement of Overriding Considerations.
- F. Preparation of Final EIR and Supporting Document** – The consultant shall prepare the Final EIR and all required supporting documents.

All listed documents shall be provided as reproducible originals and in an electronic format.

TASK 6: Cost Estimates

Itemized preliminary cost estimates (property and construction/installation costs) for each trail segment. Cost information should include estimates of professional fees for project development, environmental studies, right-of-way acquisition, design, inspection, construction administration, construction, and maintenance.

TASK 7: Phased Project Priority List

Using the established list of trail projects from the consultant developed “blueprint”, sort the projects into a priority order, based on a set of criteria that the consultant establishes along with input from the public, the RTC and its advisory committees, and other interested parties. This list will allow the implementing agencies to determine which projects will be constructed first.

TASK 8: Long-Range Transportation Planning

Conduct an inventory of all relevant planned projects and coordinate the proposed routes with those projects, as well as long-range transportation plans such as the Regional Transportation Plan, Project Study Reports, General Plans, Coastal Plans, existing trail plans, and Route Concept Reports so as to consider the expansion and realignment of roads and highways that are planned adjacent to the Trail.

TASK 9: Project Coordination and Processing

Coordinate the preparation of the route plans and maps with the following agencies and organizations at a minimum, seeking their consensus where required and acting as the RTC's representative in discussions/negotiations related to bike and pedestrian path design and routing. Additionally, identify and consult with all relevant departments and agencies not named below.

Agency	Context
Caltrans, District 5	Potential encroachment onto State right-of-way at various locations and ensure state and federal requirements are met.
County and Cities' Public Works Departments	Will be responsible for implementation and maintenance of trail segments. Potential impact of the project on traffic (where the paths interface with local streets) and drainage facilities.
Santa Cruz County and Cities' Planning Departments	Initial environmental determinations and CEQA compliance. Interpretations of County's riparian setback ordinance and compliance with planning and zoning regulations.
California Department of Fish and Game	Impacts to environmental resources along pertinent river, creek and slough segments; design of mitigation measures if required; standards for working near or within creek channels.
U.S. Army Corps of Engineers	Determination whether Corps permits required depending on routing of bike paths.
US Fish and Wildlife Service; National Marine Fisheries Service	If Corps permits are not required, consult with these agencies (consistent with Section 10 of the Endangered Species Act) if work is to be done in areas potentially inhabited by endangered species.
City and County Utilities, and PG&E	Impacts of the Trail Network on the municipal waste water reclamation facility and other gas and electric utilities.
City, County and State Parks	Coordinate Trail Network plan with all relevant City, County and State Parks' plans.
Monterey Bay National Marine Sanctuary	Coordinate Trail Network plan with National Marine Sanctuary
State Coastal Conservancy	Coordinate Trail Network plan with the State Coastal Conservancy's California Coastal Trail Plan.
Santa Cruz County Farm Bureau	Coordinate Trail Network Plan with agricultural properties and uses.

California Coastal Commission	Coastal development and access policies and permits.
Public Utilities Commission	Compliance with minimum PUC requirements for potential segments on or crossing railroad rights-of-way.
AMBAG	Regional coordination.
Santa Cruz County Interagency Task Force	Coordinate and collaborate regarding Trail Network alignment and signage locations.
Santa Cruz Port District	Coordinate Trail Network with improvements through the Santa Cruz Harbor.
UC Santa Cruz Seymour Laboratory	Coordinate Trail Network with UC Santa Cruz Seymour Lab use.
Transportation Agency for Monterey County	Coordinate and connect Trail Network with Monterey County.
County and Cities' Redevelopment Agencies	Will be responsible for implementation and maintenance of trail segments. Potential impact of the project on traffic (where the paths interface with local streets) and drainage facilities.

The consultant will be responsible for scheduling meetings, or coordinating with RTC staff the scheduling of meetings, and preparing all materials that support the purpose and intent of the meetings.

TASK 10: Public Meetings and Workshops for Public Input, Design Review and Project Approvals

Make at least 20 presentations to and solicit input from the entities listed below, as appropriate, regarding route plans and reports. Reports to the RTC will be made at key milestone junctures.

- a. **RTC Board and its Committees:** The consultant shall make presentations to the RTC Board, the RTC Bicycle Committee, the RTC Elderly and Disabled Transportation Advisory Committee, the Interagency Technical Advisory Committee to review and receive comments.
- b. **Local Jurisdictions:** The consultant shall organize meetings and make presentations to and receive comments from the Cities of Santa Cruz, Watsonville, and Capitola.
- c. **Sanctuary Scenic Trail Committee:** organize meetings of and make presentations to and receive comments from the Sanctuary Scenic Trail Committee.

- d. **Santa Cruz County Interagency Task Force:** organize meetings of and make presentation to and receive comments from the Santa Cruz County Interagency Task Force as appropriate.
- e. **Public Workshops:** organize and sponsor workshops in North, mid and South County areas to review plan concepts with the public. Workshops are envisioned for each location at the beginning of the design process to enable interested citizens and agencies to present ideas and concerns and after consultant recommendations are released to enable public and agency review.
- f. **Presentations to Neighborhood, Community and/or Interested Groups,** as identified throughout the process.

For all workshops, the consultant shall be responsible for preparing all materials and presenting information to those attending and to RTC staff in web compatible formats. RTC staff will be responsible for scheduling the time, date and location of each workshop, providing public notice, mailing agenda materials to RTC contact lists, posting materials on the RTC's web site, and providing a representative to each meeting. The consultant shall provide a cost per meeting amount so that the RTC may contract for additional meetings at a predetermined rate.