



**Council Meeting: January 29, 2013**

**SUBJECT: Approval of Budget Modification No. 31 to Appropriate Pavement Maintenance Technology Assistance Program Grant of the Metropolitan Transportation Commission to Update the City's Pavement Management Program**

**GRANT SUMMARY**

Staff applied for and has obtained the offer of a grant from the Metropolitan Transportation Commission (MTC) Pavement Maintenance Technology Assistance Program (P-TAP) for improving the City's pavement management program (PMP). P-TAP provides Bay Area jurisdictions with assistance and expertise in implementing and maintaining a PMP. The program's success has enabled P-TAP to expand assistance to all Bay Area cities and counties. A project to integrate the City's PMP with the City's geographical information system (GIS) is estimated at \$78,000. Grant funding is authorized by MTC in the amount of \$62,400, with a required 20% local match of \$15,600.

Staff recommends Council approve Budget Modification No. 31 to appropriate \$15,600 of local matching funds to a new project, "Integration of the Sunnyvale Pavement Management StreetSaver® Program with Geographical Information System (PMP/GIS Integration Project)".

**EXISTING POLICY**

**Council Policy 7.1.5 Donations, Contributions and Sponsorships:**

The City Manager may apply for grants of any dollar amount, but shall notify the Council when grants are being pursued. Council approval of a budget modification to appropriate grant monies is required before funds can be expended by staff. Such a budget modification shall include the use to which the grant would be placed; the objectives or goals of the City which will be achieved through use of the grant; the local match required, if any, plus the source of the local match; any increased cost to be locally funded upon termination of the grant; and the ability of the City to administer the grant.

**Land Use and Transportation Element LT-5.7.** Pursue local, state and federal transportation funding sources to finance City transportation capital improvement projects consistent with City priorities.

**DISCUSSION**

Staff applied for the P-TAP grant to obtain funds for a project that will integrate the City's pavement management and geographical information databases.

This will provide more tools that will assist with data assimilation and presentation, as well as to review the results of pavement evaluations and restoration projects. The PMP is used to identify roadway segments in need of improvement, and the most cost-effective treatment of pavement surfaces to minimize costs. Integrating the two systems will improve the ability to review and analyze the findings and suggested resurfacing treatments recommended by the PMP.

The MTC will manage the project and hire a consultant to perform the work from a pool of knowledgeable professional firms. The consultant will provide a work scope, schedule and final report for review and approval by the City staff.

### **FISCAL IMPACT**

The total cost of the PMP/GIS integration is estimated to be no more than \$78,000. The funding program requires a 20% local match in the amount of \$15,600. Budget Modification No. 31 has been prepared to appropriate the required 20% local match of \$15,600 from the Gas Tax Fund reserve. This will have no net fiscal impact on the Gas Tax Fund reserve that was presented in the FY 2012/13 Adopted Budget, as the additional appropriation from the reserve necessary to fund this project will be fully offset unspent funds from FY 2011/12 projects that are now complete, as well as from actual Gas Tax revenues exceeding expectations in FY 2011/12.

### **Budget Modification No. 31 FY 2012/2013**

|  | <b>Current</b> | <b>Increase/<br/>(Decrease)</b> | <b>Revised</b> |
|--|----------------|---------------------------------|----------------|
| <b>Gas Tax Fund</b>  |                |                                 |                |
| <u>Expenditures:</u>   |                |                                 |                |
| New Project: Contribution to PMP/GIS Integration Project (20% Grant Match) | \$0            | \$15,600                        | \$15,600       |
| <u>Reserves:</u>   |                |                                 |                |
| 20 Year RAP  | \$3,490,933    | (\$15,600)                      | \$3,475,333    |

**PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City’s official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center, and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk, and on the City’s Web site.

**ALTERNATIVES**

1. Approve Budget Modification No. 31 to appropriate \$15,600 as the City’s share for a Metropolitan Transportation Commission Pavement Maintenance Technology Assistance Program project: “Integration of the Sunnyvale Pavement Management StreetSaver® Program with Geographical Information System (PMP/GIS Integration Project)”.
2. Do not approve Budget Modification No. 31 to appropriate \$15,600 as the City share of a P-TAP grant project totaling \$78,000 to provide a new project, “Integration of the Sunnyvale Pavement Management StreetSaver® Program with Geographical Information System”.

**RECOMMENDATION**

Staff recommends Alternative No. 1: Approve Budget Modification No. 31 to appropriate \$15,600 as the City’s share for a Metropolitan Transportation Commission Pavement Maintenance Technology Assistance Program project, Integration of the Sunnyvale Pavement Management StreetSaver® Program with Geographical Information System (“PMP/GIS Integration Project”).

Reviewed by:

Kent Steffens, Director, Public Works  
Prepared by: Jim Craig, Superintendent of Public Works Operations

Reviewed by:

Grace Leung, Director of Finance

Approved by:

Gary M. Luebbbers, City Manager

**ATTACHMENTS**

- A. Copy of letter from the MTC PTAP awarding grant funding



METROPOLITAN  
TRANSPORTATION  
COMMISSION

ATTACHMENT A  
Joseph R. Bort MetroCenter  
101 Eighth Street  
Oakland, CA 94607-4700  
TEL 510.817.5700  
TTY/TDD 510.817.5769  
FAX 510.817.5848  
EMAIL info@mtc.ca.gov  
WEB www.mtc.ca.gov

December 12, 2012

*Adrienne J. Tissier, Chair*  
San Mateo County

*Amy Rein Worth, Vice Chair*  
Cities of Contra Costa County

*Tom Asunbrado*  
U.S. Department of Housing  
and Urban Development

*Tom Bates*  
Cities of Alameda County

*David Campos*  
City and County of San Francisco

*Dave Cortese*  
Santa Clara County

*Bill Dodd*  
Napa County and Cities

*Dorene M. Giacomini*  
U.S. Department of Transportation

*Federal D. Glover*  
Contra Costa County

*Mark Green*  
Association of Bay Area Governments

*Scott Haggerty*  
Alameda County

*Anne W. Halsted*  
San Francisco Bay Conservation  
and Development Commission

*Steve Kinsey*  
Marin County and Cities

*Sam Liccardo*  
Cities of Santa Clara County

*Jake Mackenzie*  
Sonoma County and Cities

*Kevin Mullin*  
Cities of San Mateo County

*Bijan Sartipi*  
State Business, Transportation,  
and Housing Agency

*James P. Spering*  
Solano County and Cities

*Scott Wiener*  
San Francisco Mayor's Appointee

*Steve Heninger*  
Executive Director

*Ann Flemer*  
Deputy Executive Director, Policy

*Andrew B. Fremier*  
Deputy Executive Director, Operations

Mr. Tony Pineda  
Street Operations Manager  
221 Commercial Street  
Sunnyvale, CA 94088

RE: Pavement Management Technical Assistance Program (P-TAP) Round 14

Dear Tony:

We are pleased to inform you that your project has been selected for P-TAP Round 14 funding.

|   |          |
|---|----------|
| Project Type:                               | PMS      |
| Total project cost:                         | \$78,000 |
| Local Contribution to be sent to MTC (20%): | \$15,600 |

MTC will enter into contract directly with a consultant for the total project cost. We expect the contract to be ready in March, at which time your project will officially begin. As soon as the contracts are finalized, the selected consultant will be contacting you to work out a detailed Work Scope, Schedule, and Budget (WSB). WSBs will be expected to clearly describe the scope of work, define the specific tasks required, time for completion, and budget.

MTC also requires payment for the local contribution amount shown above by February 15, 2013. Failure to submit the local contribution funds in a timely manner will disqualify your project and P-TAP funds may be rescinded. Please make checks payable to MTC, include "P-TAP 14" in the comments line, and send a copy of the attached invoice with payment to:

Metropolitan Transportation Commission  
Attn: Accounts Receivable, Elena Federis  
P.O. Box 45788  
San Francisco, CA 94145-0788

P-TAP Round 14  
December 12, 2012  
Page 2

Once both the WSB and local funds are received by MTC, a “notice to proceed” will be issued to the consultant and work will commence. MTC will pay the consultant directly after receiving project deliverables and upon your approval of those deliverables. Please note that additional costs above and beyond P-TAP funds may be added to the MTC contract with the condition that the difference is sent to MTC along with the local contribution. Also, please refer to MTC Resolution No. 4078 for P-TAP Guidelines that include program goals, eligibility and project selection criteria, and are available online:

[http://apps.mtc.ca.gov/meeting\\_packet\\_documents/agenda\\_1965/6\\_tmp-4078\\_PTAP.pdf](http://apps.mtc.ca.gov/meeting_packet_documents/agenda_1965/6_tmp-4078_PTAP.pdf)

This project must be completed by April 30, 2014. It is important that you review the consultant’s final report promptly so that the project can be closed out and invoiced by that date.

As part of PTAP Round-14, you will receive two years of subscription to the online version of StreetSaver® (the MTC Pavement Management System). Upon receipt of the local contribution, we will send you an acknowledgement of the subscription.

If you have any questions, please call me at 510-817-5844.

Sincerely,



Sui Fan  
Project Manager