



REQUEST FOR PROPOSALS

**Contract 16-04.PE
Ponderosa Elementary SR2S Project
Environmental, Right of Way and Preliminary Engineering Services**

Date Released: April 8, 2016

**Town of Paradise
Public Works Department
5555 Skyway
Paradise, CA 95969**

Proposals are due prior to 4:00 P.M., MAY 18, 2016

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INTRODUCTION

The Town of Paradise is requesting proposals (RFP) for Environmental, Right of Way and Preliminary Engineering Services on a State-only funded Active Transportation Project.

The proposals submitted in response to this RFP will be used as a basis for selecting the Consultant for this project. The Consultant's proposal will be evaluated and ranked according to the criteria provided in Appendix B, "Evaluation Criteria," of this RFP.

Addenda to this RFP, if issued, will be sent to all prospective Consultants the Town has specifically e-mailed a copy of the RFP to and will be posted on the Town's website at:

[Town of Paradise - Notice to Bidders](#)

It shall be the Consultant's responsibility to check the Town's website to obtain any addenda that may be issued.

The Consultant's attention is directed to Appendix A, "Proposal Requirements."

Submit five (5) hard copies and one (1) electronic copy in PDF format on a CD/DVD of the Consultant's proposal. The hard copies and CD/DVD shall be mailed or submitted to the Town of Paradise prior to 4:00 P.M., MAY 18, 2016. Proposals shall be submitted in a sealed package clearly marked "**Ponderosa Elementary SR2S Project - Environmental, Right of Way and Preliminary Engineering Services**" and addressed as follows:

Marc Mattox
Public Works Department
Town of Paradise
5555 Skyway
Paradise, CA 95969

Proposals received after the time and date specified above will not be considered and will be returned to the Consultant.

Any proposals received prior to the time and date specified above may be withdrawn or modified by written request of the Consultant. To be considered, however, the modified Proposal must be received prior to 4:00 P.M., MAY 18, 2016.

Unsigned proposals or proposals signed by an individual not authorized to bind the prospective Consultant will be rejected.

This RFP does not commit the Town to award a contract, to pay any costs incurred in the preparation of a proposal for this request, or to procure or contract for services. The Town reserves the right to accept or reject any or all proposals received as a result of this request, to negotiate with any qualified Consultant, or to modify or cancel in part or in its entirety the RFP if it is in the best interests of the Town to do so. Furthermore, a contract award may not be made based solely on price.

The prospective Consultant is advised that should this RFP result in recommendation for award of a contract, the contract will not be in force until it is approved and fully executed by the Town Council.

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

Any questions related to this RFP shall be submitted in writing to the attention of Marc Mattox via email at mmattox@townofparadise.com. **Questions shall be submitted before 5:00 PM on MAY 11, 2016.**

BACKGROUND

The Active Transportation Program (ATP) was created by Senate Bill 99 (Chapter 359, Statutes of 2013) and Assembly Bill 101 (Chapter 354, Statutes of 2013) to encourage increased use of active modes of transportation, such as biking and walking. The ATP consolidates various transportation programs, including the federal Transportation Alternatives Program, state Bicycle Transportation Account, and federal and state Safe Routes to School programs into a single program to:

- Increase the proportion of biking and walking trips,
- Increase safety for non-motorized users,
- Increase mobility for non-motorized users,
- Advance the efforts of regional agencies to achieve greenhouse gas reduction goals,
- Enhance public health, including the reduction of childhood obesity through the use of projects eligible for Safe Routes to Schools Program funding,
- Ensure disadvantaged communities fully share in program benefits (25% of program), and
- Provide a broad spectrum of projects to benefit many types of active transportation users.

Understanding the goals and objectives of the ATP, the Town of Paradise identified the Ponderosa Elementary SR2S Project as a potential fit. The proposed project will add sidewalks, curbs and gutters to Pentz Road between Bille Road and Wagstaff Road. In addition, construction will widen Pentz Road to incorporate Class II Bicycle Lanes on both sides of the roadway. To facilitate the construction of these improvements, underground drainage needs to be addressed and is included in the project.

By June 1, 2015, the Town of Paradise submitted the Ponderosa Elementary SR2S Project application. The complete grant application is included as Attachment 1.

On October 22, 2015, the California Transportation Commission approved the Ponderosa Elementary SR2S Project for funding. In February 2016, Town staff learned the subject project was approved for State-only funding.

On March 18, 2016, staff submitted to Local Assistance a formal Request for Authorization to proceed with Project Approval and Environmental Document phase. This request will be formally considered at the May 18-19 California Transportation Commission meeting. The allocation request package is included as Attachment 2.

SCOPE OF WORK

General:

The Town of Paradise is interested in contracting with a Consultant that will conduct and coordinate specified tasks related to advancing the Ponderosa Elementary SR2S Project to the construction phase.

The work shall comply with the requirements of all of the following without limitation, and shall apply to this RFP and any subsequent contract as though incorporated herein by reference:

1. Federal laws
2. State laws
3. Local laws
4. Rules and regulations of governing utility districts
5. Rules and regulations of other authorities with jurisdiction over the procurement of products

The Consultant shall comply with all insurance requirements of the Town of Paradise, included in the sample contract in Attachment 3.

Services to be Provided:

The Consultant selected shall provide all services to bring the construction funding allocation request for the Ponderosa Elementary SR2S Project to the California Transportation Commission by the August 2018 meeting. The Town of Paradise Town Engineer will serve as the contract manager and direct liaison between the Consultant and Caltrans District 3 Division of Local Assistance. The consultant shall coordinate and be responsible for scheduling meetings, preparing and distributing minutes, tracking action items for the Town and consultant sub-contractors, and all preparing all submissions for the Town to submit to Caltrans Local Assistance and the California Transportation Commission.

Services in general include completion of the environmental and right of way phases, preparation of plans, specifications and estimates for project construction.

Specifically, the Consultant selected will be required to complete the following tasks:

Task I – Project Approval & Environmental Document

The consultant shall prepare all environmental documents and special studies/reports as required for environmental clearance per the California Environmental Quality Act (CEQA). The project is not expected to have significant environmental impacts. Opportunities to expedite the environmental review process should be explained in the Consultant's Proposal.

This task shall include minor preliminary engineering efforts to facilitate environmental review.

When environmental review process is complete, Consultant shall provide Town staff needed documents to present to Town Council for approval.

Upon completion of this task, Consultant shall prepare a Request for Authorization package for the California Transportation Commission to advance the project to the Plans & Specifications & Estimates phase.

Task II – Plans, Specifications & Estimates

- (A) Surveys and Mapping** – Consultant shall collect all field data required to ascertain the existing conditions for the purposes of designing the proposed improvements.

(B) Right of Way & Utility Coordination

- a. Consultant shall research, review and add right of way records to the design drawings. If additional right-of-way must be secured to complete the project, such work will be authorized by a Contract amendment. Consultant shall coordinate with adjacent property owners to establish driveway locations and other modifications required in front of their property such as fence relocations, mailbox relocation, or tree removal. Consultant shall use "Permit to Enter" form for properties involving betterments (new sidewalks, driveways, driveway conforms) to the maximum extent practicable.
- b. "A-Plans" for the subject project will be sent to Paradise Irrigation District, Pacific Gas & Electric, Comcast and AT&T during the RFP process. Consultant shall review provided utility maps, field data, and proposed design to coordinate utility relocations, as needed. "B-Plans" for utility conflicts shall be sent by the consultant. Subsequent LAPM forms for utility agreements, reports of investigations, and notices to owners, shall be prepared by the Consultant. While the project is State-only funded, Consultant shall use most Federal-aid procedures relating to Right of Way Utilities. This task encompasses all work relating to utility coordination and relocation.

If the Town is determined to be liable for right of way or utility relocation expenses, Consultant shall prepare the Request for Authorization package to submit to the California Transportation Commission for identified costs.

(C) Design – Design the improvements and prepare the plans, specifications, and estimates in accordance with Caltrans Standards, California MUTCD, and AASHTO Geometric Design guidelines to achieve project objectives. Special attention is directed to the Engineer's Estimate breakdown of participating costs for ATP funding. Consultant shall be prepared to maintain these designations in the bid schedule to ensure only ATP-eligible items of work are reimbursed.

This project is exempt from the Town's Post-Construction Stormwater Standards Plan.

Consultant shall examine and present project alternatives, as necessary, which complete project goals within construction budget.

PS&E shall be submitted to the Town at 60%, 90%, and final contract documents. Consultant shall use the scope and Engineer's Estimate provided in the original ATP application as guidance for construction budget and project features.

Other items within this task include:

Construction Phase Authorization – Consultant shall prepare Request for Authorization to advance project to Construction using procedures outlined in the Caltrans Local Assistance Procedures Manual and as required to meet California Transportation Commission guidelines and schedules.

Bid Process – Provide an electronic copy of the final approved plans and specifications, a mylar copy of the final approved plans, and a hard copy of the final approved specifications. The electronic copy of the plans shall be provided as both AutoCAD files and PDF files, and the electronic copy of the specifications shall be provided in both Microsoft Word format and PDF format. Town will be responsible for making copies of contract documents and will distribute to plan rooms and contractors. Consultant shall respond to questions that arise during the bid phase and prepare addendums which will be distributed by the Town as necessary.

APPENDIX A – PROPOSAL REQUIREMENTS

These guidelines are provided for standardizing the preparation and submission of Proposal/Proposals by all Consultants. The intent of these guidelines is to assist Consultants in preparation of their proposals, to simplify the review process, and to provide standards to better compare proposals. Consultants are advised to review Appendix B – Proposal Evaluation for further information on how scores will be assigned based on information presented by the Consultant.

Proposals shall contain the following information in the order listed:

1. Introductory Letter

The introductory (or transmittal) letter shall be addressed to:

Lauren Gill
Town Manager
Town of Paradise
5555 Skyway
Paradise, CA 95969

The letter shall include the Consultant's contact name, mailing address, telephone number, facsimile number, and email address. The letter will address the Consultant's understanding of the services being requested and any other pertinent information the Consultant believes should be included.

The letter shall be signed by the individual authorized to bind the Consultant to the proposal.

2. Executive Summary

3. Consultant Information, Qualifications & Experience

The Town will only consider submittals from Consultants that demonstrate they have successfully completed comparable projects. These projects must illustrate the quality, type, and past performance of the project team. Submittals shall include a detailed description of a minimum of three (3) projects within the past five (5) years which include the following information:

- A. Contracting agency
- B. Contracting agency Project Manager
- C. Contracting agency contact information
- D. Contract amount
- E. Funding source
- F. Date of contract
- G. Date of completion
- H. Consultant Project Manager and contact information
- I. Project Objective
- J. Project Description
- K. Project Outcome

4. Organization and Approach

- A. Describe the roles and organization of your proposed team for this project. Indicate the composition of subcontractors and number of project staff, facilities available and experience of your team as it relates to this project.
- B. Describe your project and management approach. Provide a detailed description of how the team and scope of work will be managed.

- C. Describe the roles of key individuals on the team. Provide resumes and references for all key team members. Resumes shall show relevant experience, for the Project's Scope of Work, as well as the length of employment with the proposing Consultant. Key members, especially the Project Manager, shall have significant demonstrated experience with this type of project, and should be committed to stay with the project for the duration of the project.

5. Scope of Work

- A. Include a detailed Scope of Work Statement describing all services to be provided.
- B. Describe project deliverables for each phase of your work.
- C. Describe your cost control and budgeting methodology for this project.

6. Schedule of Work

Provide a detailed schedule for all phases of the project and the proposing Consultant's services including time for reviews and approvals. Due to the nature of ATP and CTC programming and authorization, the consultant's schedule shall, at a minimum, meet the Project Schedule shown in Appendix C. Expedited schedules are preferred to authorize funding phases and ultimately construction as soon as possible.

7. Conflict of Interest Statement

The proposing Consultant shall disclose any financial, business or other relationship with the Town that may have an impact upon the outcome of the contract or the construction project. The Consultant shall also list current clients who may have a financial interest in the outcome of this contract or the construction project that will follow. The proposing Consultant shall disclose any financial interest or relationship with any construction company that might submit a bid on the construction project.

8. Contract Agreement

Indicate if the proposing Consultant has any issues or needed changes to the proposed contract agreement included as Attachment 3.

A contract will not be awarded to a consultant without an adequate financial management and accounting system as required by 48 CFR Part 16.301-3, 49 CFR Part 18, and 48 CFR Part 31.

9. State-Only Funding Provisions

The proposing Consultant's services are State-only funded, which necessitate compliance with several requirements. Special attention is directed to the Revised Attachment 4 – Local Assistance Procedures Manual. The proposing Consultant shall complete and submit the following forms with the proposal to be considered responsive. These forms and instructions are provided for the proposer in Revised Attachment 4.

Consultant shall demonstrate familiarity of providing services for federally funded projects and has clear understanding of requirements/needs to facilitate the project through Caltrans Local Assistance and Local Assistance Procedures Manual.

10. Cost Estimate

The consultant performs the services stated in the contract for an agreed amount as compensation, including a net fee or profit.

In order to assure that the Town is able to acquire professional services based on the criteria set forth in Government Code 4526, the proposal shall include an estimated price for each service of the proposal. Proposing Consultants will be required to submit certified payroll records, as required. Cost estimate shall

be submitted in a separate sealed envelope from the proposal. Reference sample cost estimate in Attachment 4 LAPM 10-H. Consultant shall prepare a Lump Sum Fee estimate with progress payments at defined milestones/tasks.

APPENDIX B – PROPOSAL EVALUATION

Evaluation Process

All proposals will be evaluated by a Town Selection Committee (Committee). The Committee may be composed of Town staff and other parties that may have expertise or experience in the services described herein. The Committee will review the submittals and will rank the proposers. The evaluation of the proposals shall be within the sole judgment and discretion of the Committee. All contacts during the evaluation phase shall be through the Town Project Manager contact only. Proposers shall neither contact nor lobby evaluators during the evaluation process. Attempts by Proposer to contact and/or influence members of the Committee may result in disqualification of Proposer.

The Committee will evaluate each proposal meeting the qualification requirements set forth in this RFP. Proposers should bear in mind that any proposal that is unrealistic in terms of the technical or schedule commitments may be deemed reflective of an inherent lack of technical competence or indicative of a failure to comprehend the complexity and risk of the Town’s requirements as set forth in this RFP.

Once the evaluations of proposals are completed, the Town may elect to interview a number of highest ranked proposers. The Town reserves the right to select a consultant without conducting interviews. Finally, a consultant will be selected, the cost proposal for the selected firm will be opened and contract negotiations will begin. In the event negotiations fail to reach an agreement, the next highest ranked consultant’s cost proposal will be unsealed to begin negotiations with that consultant. Upon acceptance of a cost proposal and successful contract negotiations, staff will recommend a contract be awarded.

Evaluation Criteria

Proposals will be evaluated according to each Evaluation Criteria, and scored on a zero to five point rating. The scores for all the Evaluation Criteria will then be multiplied according to their assigned weight to arrive at a weighted score for each proposal. A proposal with a high weighted total will be deemed of higher quality than a proposal with a lesser-weighted total. The final maximum score for any project is five hundred (500) points.

Rating Scale		
0	Not Acceptable	Non-responsive, fails to meet RFP specifications. The approach has no probability of success. For mandatory requirement this score will result in disqualification of proposal.
1	Poor	Below average, falls short of expectations, is substandard to that which is the average or expected norm, has a low probability of success in achieving project objectives per RFP.
2	Fair	Has a reasonable probability of success, however, some objectives may not be met.
3	Average	Acceptable, achieves all objectives in a reasonable fashion per RFP specification. This will be the baseline score for each item with adjustments based on interpretation of proposal by Evaluation Committee members.
4	Above Average/Good	Very good probability of success, better than that which is average or expected as the norm. Achieves all objectives per RFP requirements and expectations.
5	Excellent/Exceptional	Exceeds expectations, very innovative, clearly superior to that which is average or expected as the norm. Excellent probability of success and in achieving all objectives and meeting RFP specification.

The Evaluation Criteria Summary and their respective weights are as follows:

No.	Evaluation Criteria	Weight
1	Completeness of Response	Pass/Fail
2	Understanding the Work to be Done	25
3	Experience with Similar Kinds of Work	20
4	Quality of Staff for Work to be Done	15
5	Capability of Developing Innovative or Advanced Techniques	10
6	Familiarity with State-only Funding Procedures	10
7	Financial Responsibility	10
8	Demonstrated Technical Ability	10
9	Litigation History	Pass/Fail
10	Conflict of Interest Statement	Pass/Fail
11	Contract Agreement	Pass/Fail
12	Cost Estimate (Separately Sealed)	Pass/Fail
Total:		100

1. Completeness of Response (Pass/Fail)

- a. Responses to this RFP must be complete. Responses that do not include the proposal content requirements identified within this RFP and subsequent addenda and do not address each of the items listed below will be considered incomplete, be rated a Fail in the Evaluation Criteria and will receive no further consideration. Responses that are rated a Fail and are not considered may be picked up at the delivery location within 14 calendar days of contract award and/or the completion of the competitive process.

2. Understanding of the Work to be Done (25 points)

- a. Describes familiarity of project and demonstrates understanding of work completed to date and project objectives moving forward
- b. Detailed Scope of Services to be Provided
 - i. Proposed scope of services is appropriate for all phases of the work.
 - ii. Scope addresses all known project needs and appears achievable in the timeframes set forth in the project schedule.
- c. Project Deliverables
 - i. Deliverables are appropriate to schedule and scope set forth in above requirements.
- d. Schedule shows completion of the work within or preferably prior to the Town’s overall time limits as specified in Appendix C.
- e. The schedule serves as a project timeline, stating all major milestones and required submittals for project management and State-only funding compliance/programming.
- f. The schedule addresses all knowable phases of the project, in accordance with the general requirements of this RFP.

3. Experience with Similar Kinds of Work (20 points)

- a. Relevant experience of the firm and sub-consultants to conduct Environmental, Right of Way and Preliminary Engineering Services on state/federal-aid projects.

4. Quality of Staff for Work to be Done (15 points)

- a. Roles and Organization of Proposed Team
 - i. Proposes adequate and appropriate disciplines of project team.
 - ii. Some or all of team members have previously worked together on similar project(s).
 - iii. Overall organization of the team is relevant to Town needs.
- b. Project and Management Approach
 - i. Team is managed by an individual with appropriate experience in similar projects. This person's time is appropriately committed to the project.
 - ii. Team successfully addresses site planning and programming efforts.
 - iii. Project team and management approach responds to project issues. Team structure provides adequate capability to perform both volume and quality of needed work within project schedule milestones.
- c. Roles of Key Individuals on the Team
 - i. Proposed team members, as demonstrated by enclosed resumes, have relevant experience for their role in the project.
 - ii. Key positions required to execute the project team's responsibilities are appropriately staffed.

5. Capability of Developing Innovative or Advanced Techniques (10 points)

- a. Consultant demonstrates understanding of the Town's project objectives but also proposes innovative approaches to project design, management, and execution.

6. Familiarity with State-only Funding Procedures (10 points)

- a. A statement addressing firm's responsibility and experience following all State-only funding contract provisions, such as DBE procedures, forms and reporting requirements, etc.

7. Financial Responsibility (10 points)

- a. Demonstrates the financial responsibility of the firm
- b. Cost Control and Budgeting Methodology
 - i. Proposer has a system or process for managing cost and budget.
 - ii. Evidence of successful budget management for a similar project.

8. Demonstrated Technical Ability (10 points)

- a. Demonstrates the technical expertise of the team assembled for the project.
- b. Identifies potential project challenges and how the firm is ready to address and move project forward.

9. Conflict of Interest Statement (Pass/Fail)

- a. Discloses any financial, business or other relationship with the Town that may have an impact upon the outcome of the contract or the construction project.
- b. Lists current clients who may have a financial interest in the outcome of this contract or the construction project that will follow.
- c. Discloses any financial interest or relationship with any construction company that might submit a bid on the construction project.

10. Litigation History (Pass/Fail)

- a. Litigation history, if any, is described.
- b. If judgment(s) against Proposer, appropriate explanation provided.

11. Contract Agreement (Pass/Fail)

- a. Proposer reviews sample contract agreement provided in Attachment 3. Consultant provides a summary any potential issues with proposed contract terms.

Weighted scores for each Proposal will be assigned utilizing the table below:

No.	Evaluation Criteria	Rating (0-5)	Weight	Score (Rating * Weight)
1	Completeness of Response	N/A	Pass/Fail	
2	Understanding the Work to be Done		25	
3	Experience with Similar Kinds of Work		20	
4	Quality of Staff for Work to be Done		15	
5	Capability of Developing Innovative or Advanced Techniques		10	
6	Familiarity with State-only Funding Procedures		10	
7	Financial Responsibility		10	
8	Demonstrated Technical Ability		10	
9	Litigation History		Pass/Fail	
10	Conflict of Interest Statement		Pass/Fail	
11	Contract Agreement		Pass/Fail	
12	Cost Estimate (Separately Sealed)		Pass/Fail	
Total:			100	

APPENDIX C – RFP & PROJECT SCHEDULE

- April 8, 2016 Issue Request for Proposals Services
 - May 11, 2016 Written questions due by 5:00 P.M.
 - May 18, 2016 Proposal due by 4:00 P.M.
 - June 7, 2016 Contract Negotiated and Consultant Selected
- June 14, 2016 Town Council Meeting for Contract Award
- June 20, 2016 Notice to Proceed (or date of contract execution)
- December 2016 CTC Meeting for Allocation Request of PS&E Funds**
- July 2017 CTC Meeting for Allocation Request of Right of Way Funds**
- July 2018 CTC Meeting for Allocation Request of Construction Funds**
- Fall 2018 Council Award Construction Contract (***End of Consultant's Contract***)

** *Opportunities to advance the schedule of these phases should be explored and will require coordination with Caltrans for funding availability*

Attachment 1

ATP Grant Application, Ponderosa Elementary SR2S Project



**Ponderosa Elementary SR2S Project
Active Transportation Program Cycle 2
Application ID: 03-Paradise-1**



ACTIVE TRANSPORTATION PROGRAM - CYCLE 2

Application Form for Part A

Parts B & C must be completed using a separate document

PROJECT unique APPLICATION NO.:

03-Paradise-1

Auto populated

Total ATP Funds Requested:

\$ 1,504

(in 1000s)

Auto populated

Important: Applicants must follow the CTC Guidelines and Chapter 22 of the Local Assistance Program Guidelines, and include attachments and signatures as required in those documents. Ineligible project elements may result in a lower score/ranking or a lower level of ATP funding. Incomplete applications may be disqualified.

Applicants are expected to use the corresponding “step-by-step” Application Instructions and Guidance to complete the application (3 Parts):

Part A: General Project Information

Part B: Narrative Questions

Part C: Application Attachments

Application Part A: General Project Information

Implementing Agency: This agency must enter into a Master Agreement with Caltrans and will be financially and contractually responsible for the delivery of the project within all pertinent Federal and State funding requirements, including being responsible and accountable for the use and expenditure of program funds. This agency is responsible for the accuracy of the technical information provided in the application and is required to sign the application.

IMPLEMENTING AGENCY'S NAME:

Paradise

IMPLEMENTING AGENCY'S ADDRESS

CITY

ZIP CODE

5555 Skyway

Paradise

CA

95969

IMPLEMENTING AGENCY'S CONTACT PERSON:

Marc Mattox

CONTACT PERSON'S TITLE:

Public Works Director / Town Engineer

CONTACT PERSON'S PHONE NUMBER:

(530) 872-6291 x125

CONTACT PERSON'S EMAIL ADDRESS :

mmattox@townofparadise.com



Project Partnering Agency: Entities that are unable to apply for Active Transportation Program funds or that are unable to enter into a Master Agreement with the State must partner with an eligible applicant that can implement the project. **In addition, entities that are unfamiliar with the requirements to administer a Federal-Aid Highway Program project may partner with an eligible applicant that can implement the project.**

If another entity (Partnering Agency) agrees to assume responsibility for the ongoing operations and maintenance of the facility, documentation of the agreement (e.g., letter of intent) must be submitted with the project application, and a copy of the Memorandum of Understanding or Interagency Agreement between the parties must be submitted with the first request for allocation. For these projects, the Project Partnering Agency's information shall be provided below.
(The Grant Writer's or Preparer's information should not be provided)

PROJECT PARTNERING AGENCY'S NAME:

[Empty text box for Project Partnering Agency's Name]

PROJECT PARTNERING AGENCY'S ADDRESS

CITY

ZIP CODE

[Empty text box for Address]	[Empty text box for City]	CA	[Empty text box for Zip Code]
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PROJECT PARTNERING AGENCY'S CONTACT PERSON:

[Empty text box for Contact Person Name]

CONTACT PERSON'S TITLE:

[Empty text box for Contact Person Title]

CONTACT PERSON'S PHONE NUMBER:

[Empty text box for Contact Person's Phone Number]

CONTACT PERSON'S EMAIL ADDRESS :

[Empty text box for Contact Person's Email Address]

MASTER AGREEMENTS (MAs):

Does the Implementing Agency currently have a MA with Caltrans?

Yes No

Implementing Agency's Federal Caltrans MS number

03-5425R

Implementing Agency's State Caltrans MS number

00449S

* Implementing Agencies that do not currently have a MA with Caltrans, must be able to meet the requirements and enter into an MA with Caltrans prior to funds allocation. The MA approval process can take 6 to 12 months to complete and there is no guarantee the agency will meet the requirements necessary for the State to enter into a MA with the agency. Delays could also result in a failure to meeting the CTC Allocation timeline requirements and the loss of ATP funding.

PROJECT NAME: (To be used in the CTC project list)

Ponderosa Elementary SR2S Project

Application Number: out of **Applications**

PROJECT DESCRIPTION: (Max of 250 Characters)

The Ponderosa Elementary SR2S Project will convert Pentz Road from a 2-lane, 20' wide roadway with undeveloped, dangerous shoulders to a complete street solution supporting walking, bicycling and rolling to and from school and nearby destinations.

PROJECT LOCATION: (Max of 250 Characters)

Pentz Road between Bille Road and 300' north of Wagstaff Road in Paradise, California. This location is severely unimproved with open drainage ditches and culverts in locations where students are currently expected to walk.



Will any infrastructure-improvements permanently or temporarily encroach on the State right-of-way? Yes No

If yes, see the application instructions for more details on the required coordination and documentation.

Project Coordinates: (latitude/longitude in decimal format) Lat. 39.775688 /long. -121.579632

Congressional District(s):

State Senate District(s): State Assembly District(s):

Caltrans District(s):

County:

MPO:

RTPA:

MPO UZA Population:

ADDITIONAL PROJECT GENERAL DETAILS: (Must be consistent with Part B of Application)

ESTIMATION OF ACTIVE TRANSPORTATION USERS

Existing Counts:	Pedestrians	<u>13</u>	Bicyclists	<u>2</u>
One Year Projection:	Pedestrians	<u>34</u>	Bicyclists	<u>6</u>
Five Year Projection:	Pedestrians	<u>60</u>	Bicyclists	<u>9</u>

BICYCLE AND/OR PEDESTRIAN INFRASTRUCTURE (Check all that apply)

Bicycle: Class I Class II Class III Other _____

Pedestrian: Sidewalk Crossing Other _____

Multiuse Trails/Paths: Meets "Class I" Design Standards Other _____

DISADVANTAGED COMMUNITIES

Project contributes toward the Disadvantaged Communities funding requirement: the project must clearly demonstrate a direct, meaningful, and assured benefit to a community that meets any of the following criteria: Yes No

If yes, which criterion does the project meet in regards to the Disadvantaged Community (mark all that apply):

Household Income Yes No CalEnvioScreen Yes No

Student Meals Yes No Local Criteria Yes No

Is the majority of the project physically located within the limits of a Disadvantaged Community: Yes No

CORPS

Does the agency intend to utilize the Corps: Yes No



PROJECT TYPE (Check only one: I, NI or I/NI)

Infrastructure (I) **OR Non-Infrastructure (NI)** **OR Combination (N/NI)**

“Plan” applications to show as NI only

Development of a Plan in a Disadvantaged Community: Yes No

If Yes, check all Plan types that apply:

- Bicycle Plan**
- Pedestrian Plan**
- Safe Routes to School Plan**
- Active Transportation Plan**

Indicate any of the following plans that your agency currently has: (Check all that apply)

Bicycle Plan Pedestrian Plan Safe Routes to School Plan Active Transportation Plan

PROJECT SUB-TYPE (check all Project Sub-Types that apply):

- Bicycle Transportation** % of Project 50.0 % (ped + bike must = 100%)
- Pedestrian Transportation** % of Project 50.0 %
- Safe Routes to School** *(Also fill out Bicycle and Pedestrian Sub-Type information above)*

How many schools does the project impact/serve: 1

If the project involves more than one school: 1) Insert “Multiple Schools” in the School Name, School Address, and distance from school; 2) Fill in the student information based on the total project; and 3) Include an attachment to the application which clearly summarizes the following school information and the school official signature and person to contact for each school.

School name: Ponderosa Elementary School
 School address: 6593 Pentz Road, Paradise, CA 95969
 District name: Paradise Unified School District
 District address: 6696 Clark Road, Paradise, CA 95969
 Co.-Dist.-School Code: 04-61531-6003339

School type (K-8 or 9-12 or Both) K-8 Project improvements maximum distance from school 0.0 mile

Total student enrollment:	<u>536</u>
% of students that currently walk or bike to school%	<u>3.0</u> %
Approx. # of students living along route proposed for improvement:	<u>536</u>
Percentage of students eligible for free or reduced meal programs **	<u>61.9</u> %

**Refer to the California Department of Education website: <http://www.cde.ca.gov/ds/sh/cw/filesafdc.asp>

A map must be attached to the application which clearly shows the limits of: 1) the student enrollment area, 2) the students considered to be along the walking route being improved, 3) the project improvements.



Trails (Multi-use and Recreational): *(Also fill out Bicycle and Pedestrian Sub-Type information above)*

Trails Projects constructing multi-purpose trails and are generally eligible in the Active Transportation Program. If the applicant believes all or part of their project meets the federal requirements of the Recreational Trails Program they are encouraged to seek a determination from the California Department of Parks and Recreation on the eligibility of their project to complete for this funding. This is optional but recommended because some trails projects may compete well under this funding program.

For all trails projects:

Do you feel a portion of your project is eligible for federal Recreational Trail funding? Yes No

If yes, estimate the total projects costs that are eligible for the Recreational Trail funding: _____

If yes, estimate the % of the total project costs that serve “transportation” uses? _____ %

Applicants intending to pursue “Recreational Trails Program funding” **must submit** the required information to the California Department of Parks and Recreation prior to the ATP application submissions deadline. (See the Application Instructions for details)

PROJECT STATUS and EXPECTED DELIVERY SCHEDULE

Applicants need to enter **either** the date the milestone was completed (for all milestones already complete prior to submitting the application) **or** the date the applicant anticipates completing the milestone. Applicants should enter "N/A" for all CTC Allocations that will not be requested as part of the project. Per CTC Guidelines, all project applications must be submitted with the expectation of receiving partially federally funded and therefore the schedule below must account for the extra time needed for federal project delivery requirements and approvals. *See the application instructions for more details.*

The agency is responsible for meeting all CTC delivery requirements or their ATP funding will be forfeited. For projects consisting of entirely non-infrastructure elements are not required to complete all standard infrastructure project milestones listed below. Non-infrastructure projects only have to provide dates for the milestones identified with a “*” and can provide “N/A” for the rest.

MILESTONE:	DATE COMPLETED	OR	EXPECTED DATE
CTC - PA&ED Allocation:	_____		7/1/2016
* CEQA Environmental Clearance:	_____		4/1/2017
* NEPA Environmental Clearance:	_____		1/1/2017
CTC - PS&E Allocation:	_____		6/1/2017
CTC - Right of Way Allocation:	_____		7/1/2018
* Right of Way Clearance & Permits:	_____		10/1/2018
Final/Stamped PS&E package:	_____		3/1/2019
* CTC - Construction Allocation:	_____		6/1/2019
* Construction Complete:	_____		9/1/2020
* Submittal of “Final Report”	_____		2/1/2021



PROJECT FUNDING (in 1000s)

Per CTC Guidelines, Local Matching funds are not required for any ATP projects, but Local Leveraging funds are strongly encouraged. See the Application instructions for more details and requirements relating to ATP funding.

ATP funds being requested for this application/project by project delivery phase:

ATP funds for PA&D:	\$66	
ATP funds for PS&E:	\$155	
ATP funds for Right of Way:	\$80	
ATP funds for Construction:	\$1,113	
ATP funds for Non-Infrastructure:	\$90	<i>(All NI funding is allocated in a project's Construction Phase)</i>
Total ATP funds being requested for this application/project:	\$1,504	

Local funds leveraging or matching the ATP funds: \$195

For local funding to be considered Leveraging/Matching it must be for ATP eligible activities and costs. Per CTC Guidelines, Local Matching funds are not required for any ATP projects, but Local Leveraging funds are strongly encouraged. See the Application instructions for more details and requirements relating to ATP funding.

Additional Local funds that are 'non-participating' for ATP: \$37

These are local funds required for the overall project, but not for ATP eligible activities and costs. They are not considered leverage/match.

TOTAL PROJECT FUNDS: \$1,736

ATP - FUNDING TYPE REQUESTED:

Per the CTC Guidelines, All ATP projects must be eligible to receive federal funding. Most ATP projects will receive federal funding, however some projects may be granted State only funding (SOF) for all or part of the project.

Do you believe your project warrants receiving state-only funding? Yes No

If "Yes", provide a brief explanation. (Max of 250 characters) Applicants requesting SOF must also attach an "Exhibit 22-f"

Based upon the Town's project delivery history, state-only funding should be considered for this project. State-only funding will expedite the project process and enable project completion at a sooner date.

ATP PROJECT PROGRAMMING REQUEST (PPR): In addition to the project funding information provided in Part A of the application, all applicants must complete the ATP Project Programming Request form and include it as Attachment B. More information and guidance on the completion and submittal of this form is located in the Application Instructions Document under Part C - Attachment B.



ACTIVE TRANSPORTATION PROGRAM - CYCLE 2

Part B: Narrative Questions (Application Screening/Scoring)

Project unique application No.: 03-Paradise-1

Implementing Agency's Name: Town of Paradise

Important:

- *Applicants must ensure all data in Part B of the application is fully consistent with Part A and C.*
- *Applicants must follow all instructions and guidance to have a chance at receiving full points for the narrative question and to avoid flaws in the application which could result in disqualification.*

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Part B: Narrative Questions **Detailed Instructions for: Screening Criteria**

The following Screening Criteria are requirements for applications to be considered for ATP funding. Failure to demonstrate a project meets these criteria will result in the disqualification of the application.

1. Demonstrated fiscal needs of the applicant:

The Town of Paradise is in dire need for additional funds to complete the Ponderosa Elementary SR2S Project. Serving over 27,000 residents, the Town of Paradise has an operating general fund budget of \$10M. Furthermore, the Public Works Department, responsible for capital improvements and maintenance of the Town's public right of way receives just above \$1M in funds to perform all of its required services. Due to the economic downturn, the Town's general fund is unable to contribute to capital improvement projects. Removing the Public Works Department's operating costs, the Town can only budget \$100,000 towards capital improvement projects annually. For the Ponderosa Elementary SR2S Project, the Town would need to budget a \$100,000 set-aside for over ten years to construction costs. With these constraints, leveraging external grants has become crucial to the Town's progress. This is evident by the Town's success in procuring and delivering federal and state-funded projects. Without the requested ATP funding, the Ponderosa Elementary SR2S Project is facing deferment again.

The proposed project is in no way related to past or future environmental mitigation resulting from a separate development or capital improvement project.

2. Consistency with Regional Plan.

The proposed project is consistent with the 2012 Metropolitan Transportation Plan (MTP) adopted by the Butte County Association of Governments (BCAG) in December 2012. Improving walkability through sidewalk improvements as well as reducing reliance on motorized transportation are shared goals of the MTP and the proposed project. The Town of Paradise General Plan goals support the project while the Bicycle Master Plan specifically identifies this project as a top priority.



Part B: Narrative Questions

Detailed Instructions for: Question #1

QUESTION #1

POTENTIAL FOR INCREASED WALKING AND BICYCLING, ESPECIALLY AMONG STUDENTS, INCLUDING THE IDENTIFICATION OF WALKING AND BICYCLING ROUTES TO AND FROM SCHOOLS, TRANSIT FACILITIES, COMMUNITY CENTERS, EMPLOYMENT CENTERS, AND OTHER DESTINATIONS; AND INCLUDING INCREASING AND IMPROVING CONNECTIVITY AND MOBILITY OF NON-MOTORIZED USERS. (0-30 POINTS)

A. Describe the following:

-Current and projected types and numbers/rates of users. (12 points max.)

The Ponderosa Elementary SR2S Project is located along Pentz Road between Bille Road and Wagstaff Road. The geographic location of the project is bounded by the Feather River Canyon (east) and Clark Drainage (west) prohibit any cross street connections along the north-south Pentz Road. Pentz Road has an average daily traffic volume of 5,784 vehicles. Ponderosa Elementary school is located along the west side of Pentz Road and has a current enrollment of 536 students. Approximately 15 students along the project route currently walk or bike to school, less than 3% of the total students enrolled. This data was obtained through pedestrian and bicycle counts in early 2015 by Town of Paradise Staff. Reference Attachment I-1A (Page 68) for pedestrian and bicyclist counts. While this number is low, it is not surprising due to the lack of safe walking conditions and lack of sidewalk infrastructure along Pentz Road, the primary route to Ponderosa Elementary. Without a continuous sidewalk, students who walk are forced to walk in the roadway or in open culverts along the side of the road. This is a deterrent to students who want to walk to school and keeps the number of students currently walking to school very low.

In 2012 a survey was given out to 480 families at Ponderosa Elementary School. 129 surveys were returned. According to the 2012 Parent Survey, 55% of the responding families live less than 2 miles from the school and 24% of responding families live less than 1 mile from the school. The survey asked specifically if sidewalks and pathways were created or improved, would their children walk or bike to school. 56% of responding parents said the lack of safe sidewalks was a major factor in their children not walking to school and 26% said their children would walk or bike to school if sidewalks and pathways were improved. 18% of parents who responded said they would allow their children to walk



or bike to school if safety was improved at crosswalks and intersections. The survey also shows the parents see the benefits of walking and biking to school; 31% of parents reported their children found walking or biking to school fun or very fun and 67% of parents felt walking and biking to school is healthy or very healthy. Reference Attachment I-1B (Page 69) for further data from the parent survey.



Figure 1 Children are forced to use the roadway edge near moving vehicles.

Judging from the comments portion of the parent survey, selected highlights shown below, increasing active transportation for students is possible when safe and effective facilities are installed.

- *“VIOLENCE AND UNCERTAIN TRAFFIC CONDITIONS CONCERN US THE MOST. ALSO THERE ARE **NO SIDEWALKS ALONG THE ENTIRE ROUTE TO SCHOOL**. THESE THINGS DISCOURAGES US FROM LETTING OUR CHILDREN WALK/BIKE TO SCHOOL.”*
- *“**LACK OF PROPER SIDEWALKS AND SPEED OF VEHICLES AREA HUGE FACTOR IN MY DECISION.**”*



- ***“PARADISE HAS VERY FEW SAFE WALKING AREAS. NO SIDEWALKS IS WHY MY CHILDREN DON'T WALK OR RIDE BIKES!”***
- ***“UNTIL THEIR ARE SAFE PATHWAYS & SIDEWALKS I WILL NOT ALLOW ANY OF MY 3 BOYS TO WALK TO SCHOOL IN THIS TOWN.”***
- ***“PENTZ IS TOO BUSY AND THERE ARE NO SIDEWALKS.”***



Figure 2 Without safe and appropriate infrastructure, parents will continue to use motorized transportation for school drop-off and pick-up.

It is expected that with the infrastructure improvement proposed in the project, the percentage of students walking or biking to school would increase by 10% within 5 years, bringing Paradise in line with the current national average (13%), meaning 69 students use active transportation to and from school. Post completion, several new pedestrian counts will be taken and a new survey will be given to assess any increase in activity and provide



insight and direction for future projects. It is also expected that with an increase in children walking and biking to school, the decrease in car trips by parents will reduce GHG emissions and reduce congestion on Pentz Road. Reduced congestion will further improve the safety of the route for children walking and biking. In the picture below, you can see an ambulance stuck in the congestion around the school. Feather River Hospital, the only hospital serving the Town of Paradise lies on the same road and is impacted by the congestion caused by the majority of children being driven to school in private vehicles.



Figure 3 Current use of motorized transportation plagues Pentz Road and even inhibits emergency responders when vehicles are idling in the roadway.



- B. Describe how the project links or connects, or encourages use of existing routes (for non-infrastructure applications) to transportation-related and community identified destinations where an increase in active transportation modes can be realized, including but not limited to: schools, school facilities, transit facilities, community, social service or medical centers, employment centers, high density or affordable housing, regional, State or national trail system, recreational and visitor destinations or other community identified destinations via: (12 points max.)**
- a. creation of new routes
 - b. removal of barrier to mobility
 - c. closure of gaps
 - d. other improvements to routes
 - e. educates or encourages use of existing routes

The proposed project will provide sidewalk and bike lanes along Pentz Road, creating a safe route to Ponderosa Elementary School where none exists. Ponderosa Elementary is located in a residential area with minor activity centers nearby. For this reason, Ponderosa Elementary is the primary beneficiary of this project and is the top priority for improving walking/bicycling routes. The proposed project will serve as a base-point for future network building projects, reaching other destinations including Feather River Hospital, local shopping, and area neighborhoods. Shown on the next page and in Attachment I-1C (Page 79) is a project connectivity map to existing and future facilities.

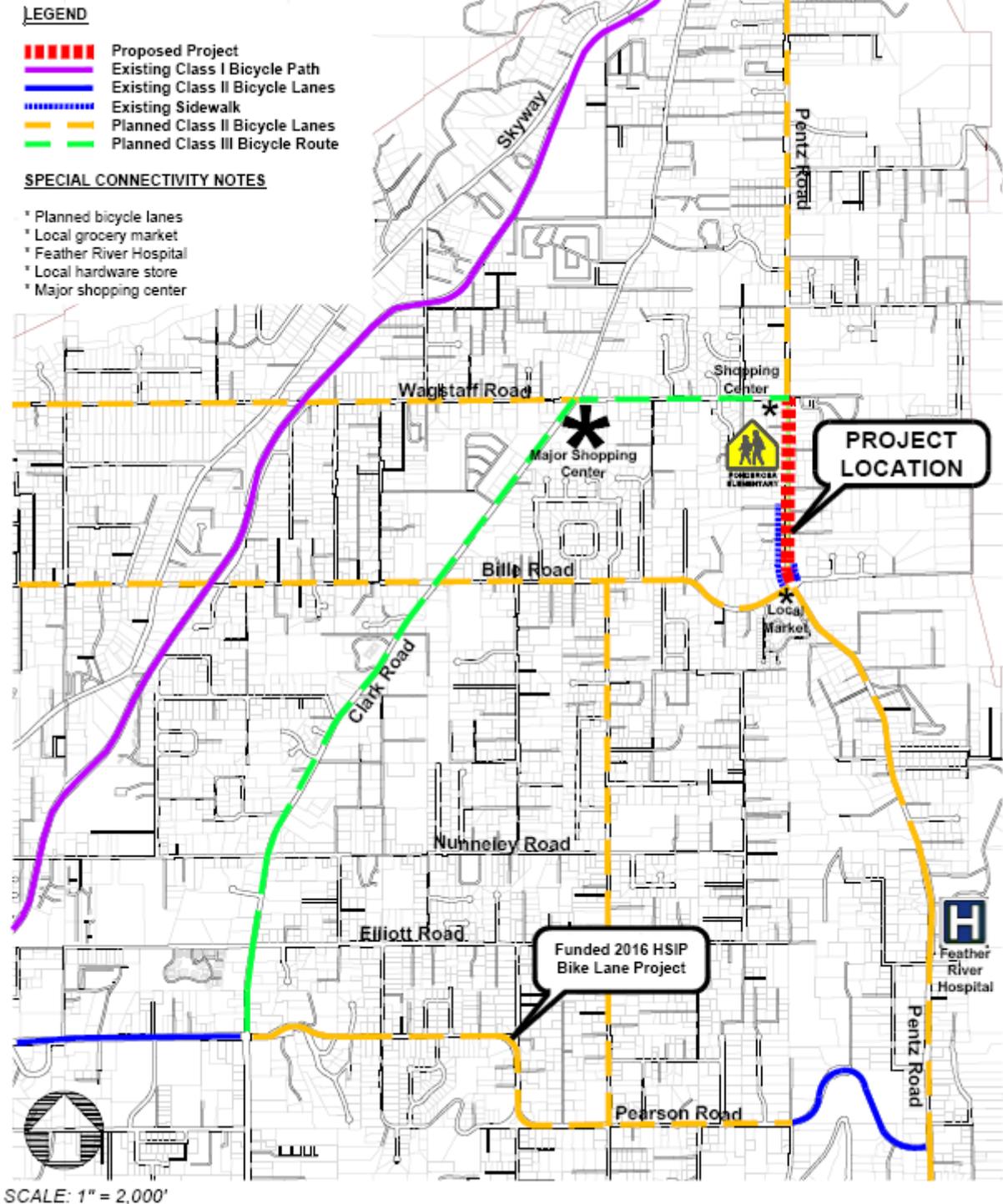


Figure 4 Project connectivity map relating to existing, funded and proposed facilities.



According to the 2012 Parent Survey for Ponderosa Elementary School, 26% of the responding parents said their children would walk or bike to school if sidewalks and pathways were improved. 18% of parents who responded said they would allow their children to walk or bike to school if safety was improved at crosswalks and intersections. The survey also shows these parents see the benefits of walking and biking to school; 31% of parents reported their children found walking or biking to school as fun or very fun and 67% of parents felt walking and biking to school is healthy or very healthy. These results indicate the comfort level among parents regarding children walking to school would increase with the installation of sidewalks and bike lanes at project completion. Reference Attachment I-1D (Page 80) for a map of the proposed benefit area for pedestrians (1/2mi) and bicyclists (2mi) for the project area. Due to the geographic nature of the school's location, all school students, teachers, faculty, and parents regardless of origin would have potential to increase their use of active transportation.

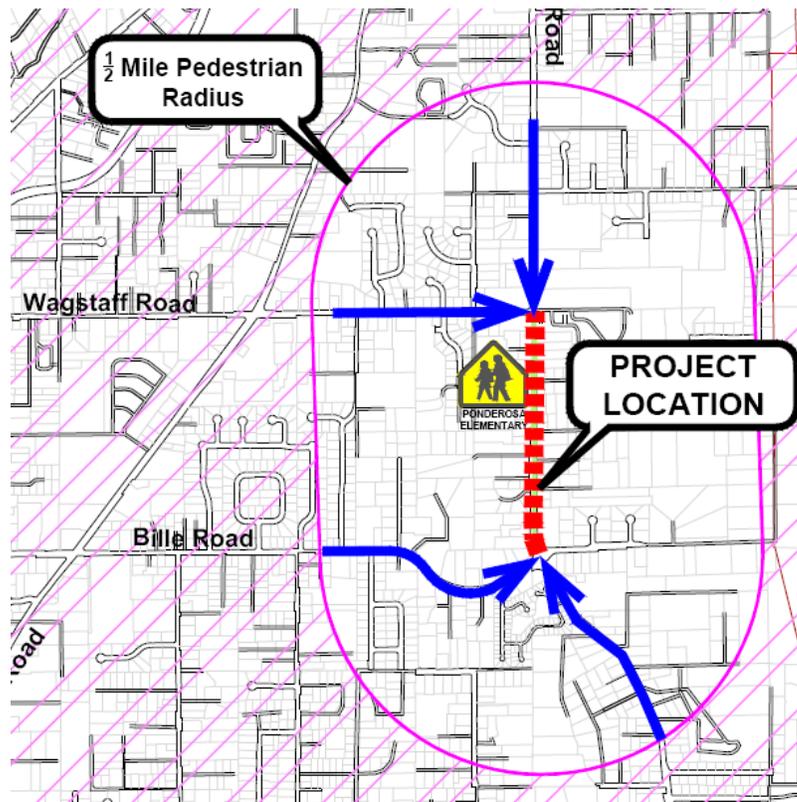


Figure 5 Limited access to Ponderosa Elementary provides 100% benefit to all users



In 2013 the Paradise Citizens Alliance conducted a survey of residents regarding life in Paradise. Over 65% of respondents felt that Paradise was not pedestrian friendly. The top community priority, according to this survey, is “more pedestrian sidewalks and walking paths”. The Paradise Citizens Alliance Survey Summary, demonstrating top priority for active transportation alternatives is shown in Attachment I-1E (Page 81).

In partnership with the local school benefitting from the project and safe routes to school experts, a comprehensive encouragement, education and enforcement program will be implemented to enhance the effects of the infrastructure improvements and help students and parents understand walking and riding to school as viable alternatives to driving. Specifically, efforts planned include bicycle safety lessons, public health curriculum, walk, ride or roll-to-school week and classroom competitions.

The combination of connected sidewalks and education, encouragement, and enforcement programs will lead to an increased awareness and increased use of non motorized modes of transportation.

- C. Referencing the answers to A and B above, describe how the proposed project represents one of the Implementing Agencies (and/or project Partnering Agency’s) highest unfunded non-motorized active transportation priorities. (6 points max.)**

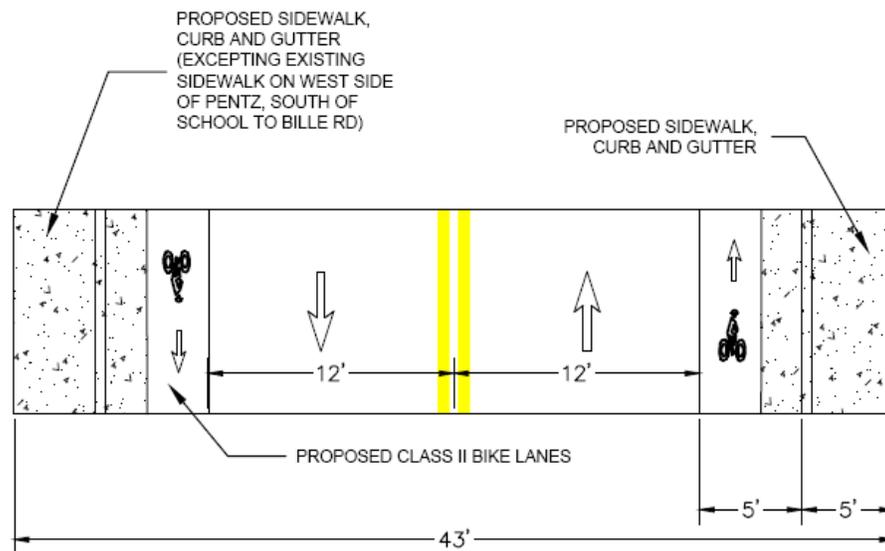
The Butte County Association of Governments (BCAG) adopted their Metropolitan Transportation Plan (MTP) in 2012 and is currently working on a new plan for publication in 2016. The proposed project supports the stated purpose and need of the non motorized transportation aspect of the plan: “bikeways and pedestrian paths are a valuable tool in the quest to improve air quality and relieve traffic congestion. The greater the user of bicycling and walking as an alternative to single occupants vehicles, the fewer vehicle emissions produced and cars on the road” as reflected in the BCAG Metropolitan Transportation Plan, Chapter 8 – Non-Motorized Transportation, Attachment I-1F (Page 91). Furthermore, the Town of Paradise Bicycle Master Plan identifies the project as a top priority for the addition of Class II Bicycle Lanes and walking facilities, referenced in Attachment I-1G (Page 94).

Paradise has five public elementary and intermediate schools and one high school within Town limits. The routes to four elementary and intermediate schools and the route to



the high school are being addressed via ATP cycle 1 awards. Ponderosa Elementary is the last remaining school in Paradise that has not had its primary route addressed with infrastructure improvements to make a safe route to school. The project's typical cross section is shown below, satisfying the planned and needed facilities for the area.

Proposed Cross Section
Pentz Road, Bille Road to Wagstaff Road (Non-School Frontage)



Proposed Cross Section
Pentz Road, Bille Road to Wagstaff Road (School Frontage)

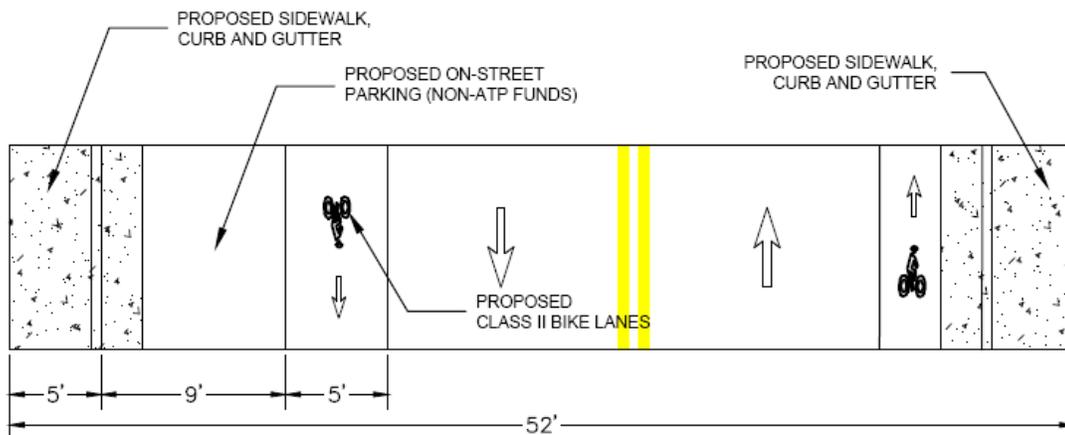


Figure 6 Proposed project cross sections.



Part B: Narrative Questions

Detailed Instructions for: Question #2

QUESTION #2

POTENTIAL FOR REDUCING THE NUMBER AND/OR RATE OF PEDESTRIAN AND BICYCLIST FATALITIES AND INJURIES, INCLUDING THE IDENTIFICATION OF SAFETY HAZARDS FOR PEDESTRIANS AND BICYCLISTS. (0-25 POINTS)

- A. Describe the plan/program influence area or project location's history of collisions resulting in fatalities and injuries to non-motorized users and the source(s) of data used (e.g. collision reports, community observation, surveys, audits). (10 points max.)**

The proposed project's influence area is Pentz Road between Bille Road and Wagstaff Road in Paradise. According to the Transportation and Injury Mapping System (TIMS), a statewide injury-collision mapping program, the subject roadway has observed only injury collision involving a pedestrian in the most recent 5 year period (2008-2012), reference Attachment I-2A TIMS Collision Diagram (Page 97). Since 2004, 20 total collisions have occurred in the project limits (2 pedestrian involved). This number of collisions, for a small urban community, is concerning and indicative of the roadway segment being underdeveloped. According to the California Office of Traffic Safety, in 2012, the Town of Paradise ranked 66th of 92 comparable municipalities for injury collisions relating to pedestrians and 70th of 92 relating to bicyclists, reference Attachment I-2B (Page 99).

Fortunately, Ponderosa Elementary School students have not been involved in any serious injuries or fatalities. The project's merit should be based upon apparent conditions creating roadway hazards and preventing non-motorized transportation. The proposed project has been evaluated for submission of a Highway Safety Improvement Program grant application and did not have a high enough Benefit-Cost ratio for consideration. This elimination from HSIP eligibility is undoubtedly a positive statement, however the need for ATP funds for a proactive solution is clear and urgent.

- B. Describe how the project/program/plan will remedy (one or more) potential safety hazards that contribute to pedestrian and/or bicyclist injuries or fatalities; including but not limited to the following possible areas: (15 points max.)**
- Reduces speed or volume of motor vehicles in the proximity of non-motorized users.
 - Improves sight distance and visibility between motorized and non-motorized users.
 - Eliminates potential conflict points between motorized and non-motorized users, including creating physical separation between motorized and non-motorized users.
 - Improves compliance with local traffic laws for both motorized and non-motorized users.
 - Addresses inadequate traffic control devices.



- Eliminates or reduces behaviors that lead to collisions involving non-motorized users.
- Addresses inadequate or unsafe traffic control devices, bicycle facilities, trails, crosswalks and/or sidewalks.

The Ponderosa Elementary SR2S will remedy multiple safety hazards that have potential to contribute to pedestrian and bicyclist injuries and fatalities. The comprehensive safety improvement project will address each of the following safety hazards:

1. *Conflict Point Reduction between Pedestrians and Motorized Users*

Installation of segregated facilities for pedestrians and vehicles is a proven safety countermeasure which has a Caltrans Crash Reduction Factor of 80% for pedestrian and bicyclist-involved collisions. Sidewalks and walkways provide people with space to travel within the public right-of-way that is separated from roadway vehicles. The presence of sidewalks on both sides of the street has been found to be related to significant reductions in the “walking along roadway” pedestrian crash risk compared to locations where no sidewalks or walkways exist.



Figure 7 Pedestrians and motorists are not separated by any physical barriers.



2. Conflict Point Reduction between Bicyclists and Motorized Users

Installation of Class II Bicycle Lanes is a proven safety countermeasure which has a Caltrans Crash Reduction Factor of 35% for pedestrian and bicyclist-involved collisions. Bicycle lanes provide marked areas for bicyclist to travel along the roadway and provide for more predictable movements for both bicyclist and motorist. Evidence shows that riding with the flow of vehicular traffic reduces bicyclists' chances of collision with a motor vehicle. Locations with bicycle lanes have lower rates of wrong-way riding.



Figure 8 Bicyclists have no room to ride and vehicles have no opportunity to comply with the 3' clearance law. Without any other options, cyclists must take the whole lane.



3. *Visibility Between Motorized and Non-Motorized Users*

Limited visibility between roadway users in many cases can lead to collisions, injuries and fatalities. During peak school drop-off and pick-up periods, restricted sight distances is a common occurrence, putting the most vulnerable population, children, at serious risk. Due to the lack of infrastructure supporting non-motorized transportation, students are forced to navigate a dangerous path, often times walking between moving and parked vehicles.



Figure 9 Limited sight distances between users create immediate hazards for all. Children should not be expected to navigate between parked vehicles and moving cars



4. *High Motorist Volumes / Congestion*

Active transportation is a dying mode due to the lack of safe and appropriate infrastructure, such as Pentz Road. For the proposed project area, the only feasible alternative is for each parent to drop off and pick up each child every day. The result is clear, a congested, fully saturated roadway. By increasing the use of active transportation a reduction of daily trips by motorized vehicles is expected.



Figure 10 Fewer than 3% of students are using active transportation to commute to school

5. *Pedestrian/Bicyclist Fall Hazards*

Existing conditions along Pentz Road create substantial fall hazards. Without an underground drainage system in place, open drainage ditches, culverts and swales occupy potential sidewalk surface area. These ditches are very difficult to navigate for able bodied children and parents and provide zero opportunities for disabled individuals to participate in the public right of way. While driving to school is the most common mode of travel for 97% of students, some are forced to walk to and from school, regardless of the existing conditions. In the project area, there are multiple ditches and culverts with 3-4' drops in elevation from the motorist roadway edge. This condition forces students to either walk in the ditch or in the roadway, neither of which is a preferred alternative.



Figure 11 Students are required to traverse open ditches to walk home



Figure 12 Fall hazards must be addressed for construction of sidewalk facilities



Non-Infrastructure

To complement new infrastructure improvements, the Town is proposing a split 18-month Non-Infrastructure (NI) project that supports ATP goals of increasing the proportion of biking and walking trips, increasing safety for non-motorized users, enhancing public health of students, and reducing greenhouse gas emissions near the school. With a lack of pedestrian and bicycle facilities nearby, few students have ever walked or bicycled to school. Therefore this NI program, demonstrated in Attachment H (Page 63) is critical to meeting the ATP goals above.

The Town envisions a two-phase approach for this project. Phase I will occur during preconstruction and will include establishing a SRTS Committee as part of the Parent Teacher Organization (PTO) to work directly with school and school district leadership, parents and teachers. This Committee will provide program guidance, as well as review and enhance school wellness policies supporting walking and bicycling to school. This will increase school ownership of the program and support long-term sustainability. It will meet a total of three times in Phase I with ongoing meetings led by the PTO once the project ends. This Committee will also lead parent outreach planning and efforts four times during the year.



Figure 13 Following construction, student education is a critical for complete success.



Phase I will also include a pre-construction parent survey distributed with Back-to-School packets. Following, contractors will provide safety education and outreach targeting students in all grades and parents. Bicycle safety education and training will be provided by a League Certified Instructor and tailored to the level of the students, with 4 – 5 grades participating in bicycle rodeos/safety clinics and younger grades participating in age-appropriate classroom education. Pedestrian and bicycle safety education will utilize the California Safe Routes to School Pedestrian and Bicycle Safety Curriculum when age appropriate. Bicycles, locks and helmets will be purchased for use at the clinics and will be maintained by the school district following the program. Education will occur twice for each grade to maximize impact and will be assisted by Paradise Police. Finally, a Phase I post-survey that analyzes student and parent behavior and the impact of the education will occur.

Parent education that encourages safe drop-off/pick-up will also occur during 3 other times during the year, with the goal of increasing safety of walkers and bicyclists. Ongoing safety and encouragement messages will also be included in parent newsletters and with signage/posters around the school to impress upon families that the culture of the school embraces these principles.

During Phase II, a week-long Walk/Bike to School event will be held in coordination with the school's SRTS Committee that will include walking school buses and bicycle trains, a remote drop-off walking school bus to encourage walking among rural residents who live too far away to walk/bike, incentives for participants, and classroom/grade-level competitions that encourage and reinforce this new behavior. School staff, teachers, college students, local bicycle advocacy groups and Paradise Police will provide support for the walking school buses as well as outreach/education at the event. Paradise Police will also provide targeted enforcement. Finally, post-construction parent survey will be conducted at the end of the school year and analyzed along with the pre-construction data to evaluate impact of the new infrastructure and programming.



To perform these activities, Paradise will work with a contractor has experience working with Paradise schools to conduct overall NI Program Coordination, including participating in SRTS Committee, coordinating and leading Walk/Bike to School events and outreach, coordinating and conducting pedestrian safety education and training, performing data collection, and preparing the evaluation report. A second contractor will provide a League Certified Instructor for bicycle safety education and training, overall education/outreach, and to lead bicycle trains/bicycle safety efforts at events.



Part B: Narrative Questions

Detailed Instructions for: Question #3

QUESTION #3

PUBLIC PARTICIPATION and PLANNING (0-15 POINTS)

Describe the community based public participation process that culminated in the project/program proposal or will be utilized as part of the development of a plan.

- A. Who: Describe who was engaged in the identification and development of this project/program/plan (for plans: who will be engaged). (5 points max)**

There have been many stakeholders engaged in the identification and development of this project. The most integral stakeholders have been Ponderosa Elementary School Administration, staff, parents and students who have provided insight and information throughout the process and who will ultimately benefit the most from the project.

Other stakeholders engaged in the project include:

- Butte County Association of Governments (BCAG)
- Paradise Town Council
- County Supervisor Doug Teeter
- Paradise Citizens Alliance
- Chico Velo
- Butte County Bicycle Coalition
- The Family Resource Center
- The Boys and Girls Club
- Butte County Public Health
- Center for Healthy Communities, CSU Chico
- Paradise Unified School Districts
- The Chamber of Commerce
- Paradise Police Department
- Paradise Association of Realtors
- The Paradise Recreation and Park District
- Paradise residents at large.

The level of engagement was good for a small community such as the Town of Paradise. According to the 2013 census estimate, Paradise's population is 26,283. Stakeholders were engaged in the project planning process through numerous meetings, workshops and community surveys.



The 2013 Community Pedestrian Safety Workshop had 28 community leaders attend the workshop, representing hundreds of others from their respective companies, agencies and other associations. A second workshop was held on May 6, 2015 to engage the general public and community leaders again on the dire public health needs, regional planning process, and localized efforts pertaining to active transportation.

Two community surveys reached numerous project stakeholders. First, of the 480 surveys distributed to Ponderosa Elementary parents in 2012, 129 were returned and provided clear recommendations on the needs of the school for further safe routes to school efforts. Secondly, 854 responses were collected by the Paradise Citizens Alliance Survey in 2013, which represents about 3% of the population. This survey aimed to prioritize the Town's needs in all quality of life aspects.

Taken together, the overall engagement on the identification and development of this project has been substantial and meaningful for this community. These engagement efforts are further described below.

B. How: Describe how stakeholders were engaged (or will be for a plan). (4 points max)

Stakeholders were engaged in a variety of ways for this project, including in-person meetings, workshops, surveys and Council meetings.

2012

- Ponderosa Elementary Parent Survey: A parent survey was given to 480 Ponderosa Elementary School parents regarding active transportation. Survey summary previously referenced as Attachment I-1B (Page 69).

2013

- Community Pedestrian Safety Workshop: On September 5, 2013, a Community Pedestrian Safety Workshop was held with 28 stakeholders attending to discuss safety and barriers to walking and biking in the community as well as safe routes to Paradise schools. This workshop was hosted by the Town of Paradise, California Walks and UC Berkeley SafeTrec. Key stakeholders were invited to



this workshop and it was also publicized on the Chamber of Commerce website, the local newspaper, and on the Town of Paradise website. The workshop was held at the Paradise Ridge Family Resource Center, a central location easily accessible via public transit. Refreshments were provided for attendees at the workshop which lasted from 8 am to noon. Childcare was available through the Family Resource Center, though no translation services were offered. Members of the Town Council, the County Supervisor, Paradise Unified School District and the Butte County Associations of Governments were in attendance representing decision making bodies. Reference Attachment I-3A (Page 100) for the formal outcome report prepared by California Walks.

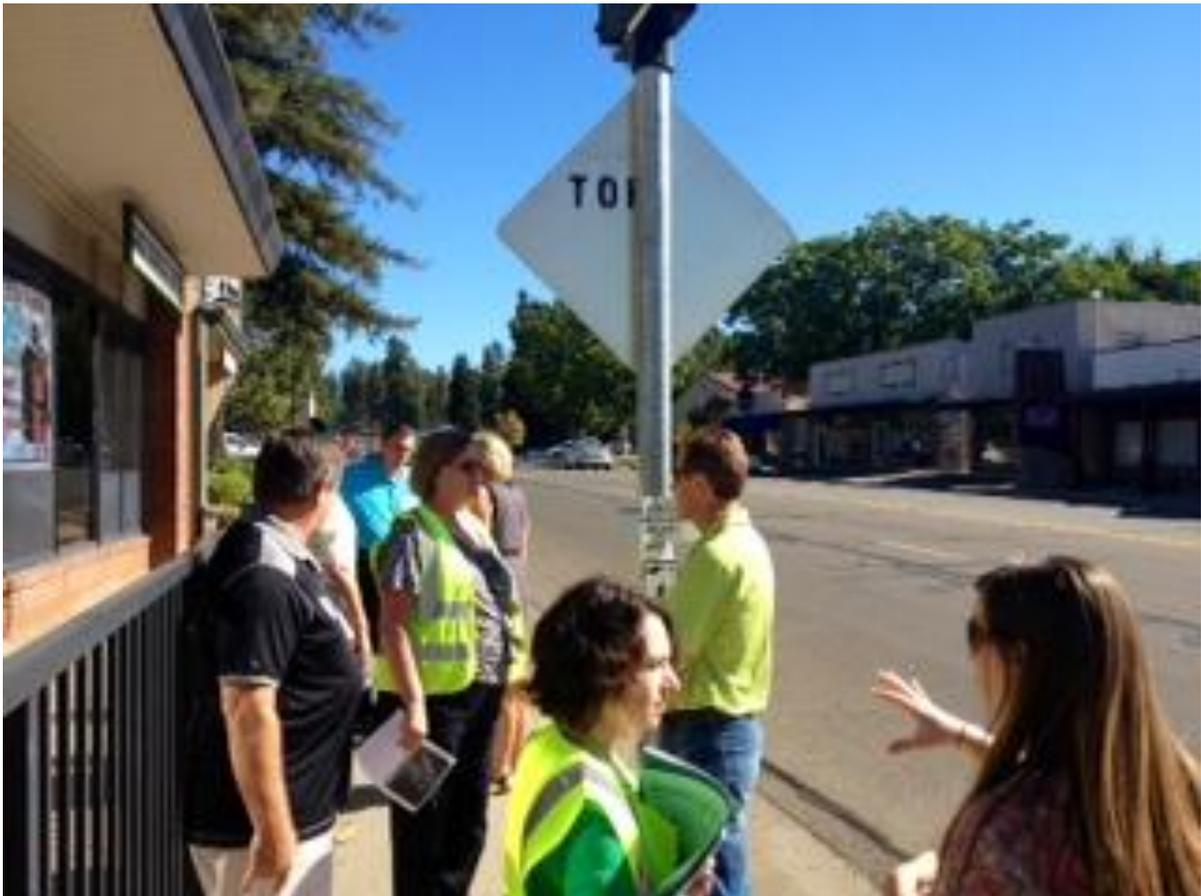


Figure 14 Workshop participants performed a walkability audit on roads similar to Pentz



- Town Council Meetings: The feedback from the September 5 Pedestrian Safety Workshop was presented and discussed at the September 10, 2013 Council Meeting where the public commented on their support for town-wide sidewalk and bicycle lane improvements. At the October 8, 2013 Council Meeting, Paradise Town Council formally recognized the California Walks Community Pedestrian Safety Workshop Recommendations. Town Council meetings are held at Paradise Town Hall at 6 pm. Town Hall is accessible by public transit and translation services are provided if requested. No childcare is available. Reference Attachment I-3B (Page 102) for Meeting Minutes.
- Paradise Citizens Alliance Community Survey: The Paradise Citizens Alliance administered a survey for all residents on life in Paradise which identified sidewalk improvement as the top community priority. As noted prior, Attachment I-1E (Page 81) contains published highlights.

The Top Identified Priorities



TIER ONE

- More pedestrian sidewalks and walking paths.
- Better streets and roads.
- Sewer for Downtown/ Commercial areas.

Figure 15 PCA Survey indicates the need for more walking paths



2015

- Meeting with Ponderosa Elementary School: On April 14, 2015 Town of Paradise staff met with Ponderosa Elementary School Principal Tom Taylor, two parents and a 5th grade student to discuss active transportation needs to Ponderosa Elementary. Reference Attachment I-3C (Page 104) for meeting notes.
- Ponderosa Elementary School Site Council: On April 23, 2015 Town staff attended the Ponderosa School Site Council meeting to discuss active transportation and plans for future projects. Reference Attachment I-3D (page 105) for meeting minutes.



Figure 16 Staff presents the ATP proposal to Ponderosa Elementary School Site Council

- Active Transportation Community Stakeholder Meeting: On May 6, 2015 an Active Transportation Community Stakeholder meeting was held at Town Hall to engage with the public regarding non motorized transportation needs in Paradise. 14 community members and stakeholders attended. This meeting was widely publicized via press release, radio, Facebook, Town Website, on public buses (B-line), Chamber of Commerce Website, and invitation to specific stakeholders. The meeting was held from 2 pm to 4 pm at Town Hall which is



easily accessible via public transit. Translation services and childcare were not provided. Reference Attachment I-3E (Page 107) for sign in sheet, agenda and summary prepared by Butte County Association of Governments.



Figure 17 CSU, Chico provides a public health presentation at the ATP Workshop

- Active Transportation After-School Presentation at Ponderosa Elementary: Also on May 6, 2015 Town Staff in partnership with the Butte County Association of Governments and Butte County Public Health presented active transportation information to children at Ponderosa Elementary School. This meeting was arranged through the Boys and Girls Club after school program and was not publicly advertised as it was specifically for the students at the elementary school to have a dialogue about active transportation to their school. The meeting was attended by 77 Ponderosa students in First through Fifth Grade and was held after school at 4 pm. Reference Attachment I-3D (Page 115) for a listing of student participants.



Figure 18 Staff presents to the Boys & Girls Club after-school students at Ponderosa.

- Town Council Meeting: On May 12, 2015 Town of Paradise Town Council held a regularly scheduled meeting and considered the Town's proposed ATP Cycle 2 Applications for submission. After discussion and public comments supporting the project, Town Council unanimously voted 5-0 to adopt a resolution of support for the project applications. This resolution is provided in Attachment I-3G (Page 116).

C. What: Describe the feedback received during the stakeholder engagement process and describe how the public participation and planning process has improved the project's overall effectiveness at meeting the purpose and goals of the ATP. (5 points max)

The feedback received throughout the engagement process was supportive of efforts to improve the safety of Pentz Road for students walking to school, and more generally making Paradise safer for pedestrians and bicycles. The 2013 Paradise Citizens



Alliance Survey showed the top priority in the community was “more pedestrian sidewalks and walking paths”. The parent participants in the April 14, 2015 meeting at Ponderosa Elementary expressed their feeling that installing a sidewalk in addition to parking along one side of the road will greatly improve the safety for children walking on Pentz Road. As a result of this feedback, on-street parking was added to the project plan. The construction costs of the on-street parking are separated from ATP-participating items of work and will be funded locally.



Figure 19 Separate facilities for on-street parking were requested during outreach. As these costs are not attributable to ATP, construction costs will remain non-participating



Feedback from the September 5, 2013 Pedestrian Safety Workshop focused on education, specifically for students. This feedback will be incorporated into the non-infrastructure portion of this project through safety outreach in classrooms and “walk, bike or roll to school week”.

At the 2015 Stakeholder Meeting, feedback was very focused on providing sidewalks and bike lanes. Chico Velo, a local bicycling group, proposed designing the road so the bike lane is protected by the parking area, rather than having the bike lane adjacent to the traffic lane. Feedback from the Ponderosa After-School Meeting was colorful and informative. The children attending had some interesting suggestions for improving safety on their route to school, including jet packs; however the idea of installing sidewalks was brought up by many of the students who agreed walking along the culverts was difficult and unsafe.

D. Describe how stakeholders will continue to be engaged in the implementation of the project/program/plan. (1 points max)

Throughout the proposed project, stakeholders will continue to be engaged. Town staff will meet with Ponderosa Elementary School Principal, staff, parents and students before during and after construction as well as during the implementation of the non-infrastructure elements to this project. Ponderosa Elementary will be heavily involved in the implementation of safety education, health education through partnerships with local experts, and walk, bike and roll to school events during the school year.



Part B: Narrative Questions

Detailed Instructions for: Question #4

QUESTION #4

IMPROVED PUBLIC HEALTH (0-10 points)

- **NOTE: Applicants applying for the disadvantaged community set aside must respond to the below questions with health data specific to the disadvantaged communities. Failure to do so will result in lost points.**

A. Describe the health status of the targeted users of the project/program/plan. (3 points max)

To gather health data on Paradise's residents, the Town of Paradise consulted with two leading local public health authorities: Ann Dickman, PHN, Maternal and Child Health Director at the Butte County Department of Public Health; and Patti Horsley, MPH, Health Education Specialist at the Center for Health Communities at California State University, Chico.

Butte County ranks 42nd out of 58 California counties in overall health outcomes of our residents, with 24% adults obese and 17% reporting no leisure-time physical activity at all. (CountyHealthRankings.org) In addition to obesity, Butte County is plagued with high rates of asthma, with just over 22% of children ages 1 - 17 having been ever diagnosed and rates of active asthma prevalence almost twice as high as California rates. (As cited on kidsdata.org, California Health Interview Survey (CHIS) and California Breathing County Astmas Profiles) These factors contribute to Butte County coming in a low 48th out of 58 counties in length of life and years of potential life lost. (CountyHealthRankings.org)

Few Paradise residents walk for transportation or recreation. In fact, just 29% of adults walked at least 150 minutes/week (150 minutes of physical activity is recommended/week for adults) and only about 3% of children walk or bike to school on a given week. One reason for this is a lack of safe, walkable infrastructure. In fact, Paradise's Walk Score is just 37 out of a possible 100. Research on Walk Scores has shown them to be a consistent predictor for walking, particularly for transportation; with a lower Walk Score associated with less walking. Increasing a community's Walk Score has been shown to influence not only walking behaviors but also Body Mass Index (a measure of obesity). (Hirsch, et al. Am J of Public Health; March 2014)



Figure 20 Physical activity since 1977 has taken a steep decline for the nation

Daily physical activity is essential for children and adolescents; supporting muscle development, bone health, and heart health. In fact, the Centers for Disease Control and Prevention (CDC) recommends that children and adolescents participate in at least one hour of physical activity every day. (CDC; 2011) However, data shows Paradise’s children are suffering the effects of too little physical activity. In 2010, 27.7% of students in Paradise Unified School District were overweight or obese and just 15% of 5th graders and 38.8% of 7th graders met all state fitness standards. (As cited on kidsdata.org; Babey S. H., et al. California Department of Education, Physical Fitness Testing Research Files; 2012)

Finally, Paradise residents voiced their health concerns in two recent community needs assessments that explored health-related gaps/needs and priorities to improve health status. The 2015 Butte County Community Health Assessment identified obesity, air quality and chronic disease as some of the top health issues facing county residents and recommended “better community planning to allow for walkable and bikeable communities” as one way to address these issues. Specifically, residents identified bikeways, transportation and sidewalks as top desired changes they would like to see improved in the physical environment. The 2013 Feather River Hospital Community Health Assessment (Paradise’s hospital), stated that Paradise is “difficult to navigate on foot or on a bicycle”



and has a “lack of sidewalks.” In addition, Paradise residents identified obesity, heart disease and diabetes as high priority areas for the Town to address.

B. Describe how you expect your project/proposal/plan to enhance public health. (7 points max.)

By creating safer places to walk and bicycle, this project will contribute to positive health outcomes for Paradise’s residents including: increased physical activity and subsequent reduction in chronic diseases identified above. Increasing walking and bicycling in Paradise is also expected to support improved air quality thus impacting incidence of active asthma.

According to the Strategic Growth Council’s Active Transportation Action Plan, there is strong evidence that active transportation contributes to better cardiovascular health, as well as lower risk of diabetes and hypertension. (Furie, G., Desai, M. Am J Prev Med. 2012) Likewise, the California Department of Public Health’s Integrated Transport and Health Impacts Model found that an increase in daily walking and biking per capita from 4 to 22 minutes would reduce cardiovascular disease and diabetes by 14% and decrease greenhouse gas emissions by 14%. (Maizlish, et al. Am J Public Health; 2013) In addition to impacts on chronic disease, children who regularly exercise do better in school, have lower levels of depression and anxiety, and are more likely to become healthy adults. (CDC, 2008) Finally, studies have found that walkable neighborhoods lead to more walking for transportation and a reduction of obesity risk by 8 - 13%. (Smith, et al., Am J of Preventive Medicine, Sept 2008)

Walkable neighborhoods are a key way to increase active transportation. Walk Scores, a common measure of walkability, have been found to consistently predict walking for transportation, with the higher the walk score the more walkable the area and the more walking. (Hirsch, et al., Am J Preventive Medicine, Aug 2013) Recent studies have further determined that body mass index, a marker for obesity and health risk, actually declines when people move to locations with a higher Walk Score. (Hirsch, et al., Am J of Public Health, March 2014) Paradise’s Walk Score is 37, placing it squarely into the “car dependent” category. (Walkscore.com) This indicates that increasing walkability factors in Paradise has significant potential to increase walking and decrease obesity and associated



health risks. Finally, studies have found that programs that combine active transportation infrastructure with education, outreach, and encouragement programs significantly increase walking, biking, and use of transit. (Wanner M, et al. Am J Prev Med. 2012)

TO SUM IT UP...DATA PROVES THAT **ACTIVE TRANSPORTATION IS GOOD FOR HEALTH**

More walking and bicycling for transportation and recreation

Improves cardiovascular health

Lowers risk of diabetes and hypertension

Decreases greenhouse gas emissions that contribute to asthma

Linked to less cognitive decline and improved mental health

Decreasing obesity and overweight

Facilitates increased physical activity for children

- Do better in school
- Lower levels of depression and anxiety
- Increased likelihood of being a healthy adult



Figure 21 CSU, Chico states active transportation infrastructure will improve public health



Part B: Narrative Questions

Detailed Instructions for: Question #5

QUESTION #5

BENEFIT TO DISADVANTAGED COMMUNITIES (0-10 points)

A. Identification of disadvantaged communities: (0 points – SCREENING ONLY)

To receive disadvantaged communities points, projects/programs/plans must be located within a disadvantaged community (as defined by one of the four options below) AND/OR provide a direct, meaningful, and assured benefit to individuals from a disadvantaged community.

1. The median household income of the census tract(s) is 80% of the statewide median household income
2. Census tract(s) is in the top 25% of overall scores from CalEnviroScreen 2.0
3. At least 75% of public school students in the project area are eligible for the Free or Reduced Priced Meals Program under the National School Lunch Program
4. Alternative criteria for identifying disadvantage communities (see below)

Provide a map showing the boundaries of the proposed project/program/plan and the geographic boundaries of the disadvantaged community that the project/program/plan is located within and/or benefiting.

Option 1: Median household income, by census tract for the community(ies) benefited by the project:

- Provide all census tract numbers
- Provide the median income for each census track listed
- Provide the population for each census track listed

1. Census Tract No. 0600700118 // \$36,127 Median Household Income // Population = 5,512
2. Census Tract No. 0600700119 // \$43,603 Median Household Income // Population = 3,594
3. Census Tract No. 0600700120 // \$37,410 Median Household Income // Population = 5,767

Option 2: California Communities Environmental Health Screening Tool 2.0 (CalEnviroScreen) score for the community benefited by the project: N/A

- Provide all census tract numbers
- Provide the CalEnviroScreen 2.0 score for each census track listed
- Provide the population for each census track listed

Option 3: Percentage of students eligible for the Free or Reduced Price Meals Programs:

- Provide percentage of students eligible for the Free or Reduced Meals Program for each and all schools included in the proposal

1. Ponderosa Elementary School // 61.9 % FRMP (Not considered disadvantaged)



Option 4: Alternative criteria for identifying disadvantaged communities:

- Provide median household income (option 1), the CalEnviroScreen 2.0 score (option 2), and if applicable, the percentage of students eligible for Free and Reduced Meal Programs (option 3)
- Provide ADDITIONAL data that demonstrates that the community benefiting from the project/program/plan is disadvantaged
- Provide an explanation for why this additional data demonstrates that the community is disadvantaged

B. For proposals located within disadvantage community: (5 points max)

What percent of the funds requested will be expended in the disadvantaged community? 100%

Explain how this percent was calculated.

The proposed project has a 100% benefit to disadvantaged communities. The project is physically located within Census Tract 19, which has a median household income of \$43,603 and is less than 80% of the statewide median household income, \$61,094 (US Census Bureau, California Quick Facts). Furthermore, using typical walking and bicycling trip distances, the project also benefits Census Tracts 18 and 20 with median household incomes of \$36,127 and \$37,410, respectively. This information is further demonstrated in Attachment I-5A (Page 118), a map of the Town of Paradise which shows population and median household income levels per census tract in relation to the project location and benefit area.

C. Describe how the project/program/plan provides (for plans: will provide) a direct, meaningful, and assured benefit to members of the disadvantaged community. (5 points max)

Define what direct, meaningful, and assured benefit means for your proposed project/program/plan, how this benefit will be achieved, and who will receive this benefit.

According to the California Department of Education website (<http://www.cde.ca.gov/ds/sd/sd/files.asp>) 62% of children attending Ponderosa Elementary School are eligible for the Free or Reduced Lunch Program. While this figure is less than the ATP-threshold, Ponderosa Elementary School and their entire school boundary is located within census tracts which are considered disadvantaged community based on median household income level. The members of the disadvantaged community who live near the school and their children who attend the school will directly benefit from this project. Education programs in the classroom will target students who live within walking and biking distance of school who are the most likely to walk or bike to school.



Part B: Narrative Questions

Detailed Instructions for: Question #6

QUESTION #6

COST EFFECTIVENESS (0-5 POINTS)

- A. Describe the alternatives that were considered and how the ATP-related benefits vs. project-costs varied between them. Explain why the final proposed alternative is considered to have the highest Benefit to Cost Ratio (B/C) with respect to the ATP purpose of “increased use of active modes of transportation”. (3 points max.)**

Understanding cost-effectiveness is a critical component of the Active Transportation Program and all funding sources, the Town of Paradise explored several alternatives to meet the stated goals and objectives of the project. Similar to the Highway Safety Improvement Program, the ATP prefers low-cost alternatives such as striping, signage, and equipment upgrades. These improvement options each require basic infrastructure to be in place for the proposed improvements to enhance. Unfortunately, the segment of Pentz Road between Bille Road and Wagstaff road essentially consists of 20' of pavement and open ditches.

With the lack of infrastructure present in the project area, there are no low-cost alternatives to serve bicyclists and pedestrians, alike. Understanding roadway widening and expansion of the usable road cross-section is mandatory, the Town has evaluated multiple project configurations. Constructing a Class I Shared Bike/Ped Path was considered in lieu of Class II Bicycle Lanes. This alternative requires nearly the same roadway cross section if the path was constructed on the west side of Pentz Road while a standard sidewalk is added on the east side of Pentz Road. This alternative requires existing sidewalk between the school's southern boundary to be removed and replaced with bicycle paths. From initial estimates, this would increase construction costs by 30%.

The project's recommended alternative of Class II Bicycle Lanes and sidewalks on each side of Pentz Road has been deemed the most cost-effective and appropriate for the ATP-related benefit. This option ties into existing facilities and will serve as the base point for further connectivity efforts in years to come. Without the project, Ponderosa Elementary



will remain underserved by the public infrastructure which students, parents and teachers are expected to use each day.

- B. Use the ATP Benefit/Cost Tool, provided by Caltrans Planning Division, to calculate the ratio of the benefits of the project relative to both the total project cost and ATP funds requested. The Tool is located on the CTC's website at: <http://www.dot.ca.gov/hq/tpp/offices/eab/atp.html>. After calculating the B/C ratios for the project, provide constructive feedback on the tool (2 points max.)**

$$\left(\frac{\textit{Benefit}}{\textit{Total Project Cost}} \textit{ and } \frac{\textit{Benefit}}{\textit{Funds Requested}} \right).$$

The development of the ATP Benefit/Cost Tool provided by Caltrans Planning Division is an impressive attempt to quantify expected results from project funding. The tool combines the advantages of HSIP Benefit/Cost calculator, a collision data based tool, and adds comprehensive consideration to all aspects of the Active Transportation Program. For the Ponderosa Elementary SR2S Project, the ATP B/C tool was used to compare both "Benefit/Total Cost" and "Benefit/ATP Funds Requested" ratios. Inputs for the tool were gathered from actual user counts, available collision data, and other local sources to ensure the most representative result was achieved. The results are shown below:

Benefit / Total Project Cost	=	2.10 B/C Ratio
Benefit / Funds Requested	=	2.29 B/C Ratio

The B/C ratio results page, shown in Attachment I-6A (Page 119), further describes the project benefits.

Using the B/C ratio tool and examining how each spreadsheet works was a very interesting process. We appreciate the effort and detail put into the tool to balance out the benefit calculations between Mobility, Health, Recreational, Gas & Emissions, and Safety. As a small urban community, Paradise does not have the collision data larger agencies will have. With this in mind, we request the tool be modified to increase the benefits of non-safety savings. The HSIP program serves as a great funding source for reactive projects, where ATP has potential to fill the void of fundable preventative projects. ATP should mostly consider the quantitative benefits of mobility, health, recreation and emissions as well as qualitative community objectives. Furthermore, the B/C ratio tool should be modified to consider an added benefit of projects serving small urban, disadvantaged communities.



Part B: Narrative Questions

Detailed Instructions for: **Question #7**

QUESTION #7

LEVERAGING OF NON-ATP FUNDS (0-5 points)

- A. The application funding plan will show all federal, state and local funding for the project: (5 points max.)

The subject project remains in the first stages of development due to the high construction costs anticipated. The Town of Paradise remains financially restricted with the reduction in revenues experienced in the last five years. To begin addressing the Town's revenue shortfalls, the community passed Measure C, a local 0.5% sales tax initiative which will provide an estimated \$850,000 for the purposes of fire protection, police protection, and road projects. The Town of Paradise aims to partner local funds, possibly even Measure C funds, with the proposed ATP project. A breakdown of project funding by phase is shown below.

Project Phase	State/Federal ATP Funds	Local Funds for Non-ATP Const. Costs	Local Funds for ATP Leveraging (11.5%)	Totals
PA&ED	\$66,375	\$0	\$8,625	\$75,000
PS&E	\$154,875	\$0	\$20,125	\$175,000
Right of Way	\$79,650	\$0	\$10,350	\$90,000
Construction	\$1,113,165	\$37,335	\$144,648	\$1,295,148
Non-Infrastructure	\$89,538	\$0	\$11,634	\$101,172
Totals	\$1,503,603	\$37,335	\$195,382	\$1,736,320

The commitment of the 11.5% match is a demonstration of the Town's desire to leverage ATP funds for project feasibility. Non-ATP eligible expenditures are excluded from the leveraging percentage, per program guidelines. A Project Estimate is shown in Attachment G (Page 62) and the Project Programming Request is shown in Attachment B (Page 43).



Part B: Narrative Questions Detailed Instructions for: **Question #8**

QUESTION #8

USE OF CALIFORNIA CONSERVATION CORPS (CCC) OR A CERTIFIED COMMUNITY CONSERVATION CORPS (0 or -5 points)

- Step 1: Is this an application requesting funds for a Plan (Bike, Pedestrian, SRTS, or ATP Plan)?
- Yes (If this application is for a Plan, there is no need to submit information to the corps and there will be no penalty to applicant: 0 points)
 - No (If this application is NOT for a Plan, proceed to Step #2)

Step 2: The applicant must submit the following information via email concurrently to **both** the CCC **AND** certified community conservation corps prior to application submittal to Caltrans. The CCC and certified community conservation corps will respond within five (5) business days from receipt of the information.

- Project Title
- Project Description
- Detailed Estimate
- Project Schedule
- Project Map
- Preliminary Plan

California Conservation Corps representative:

Name: Wei Hsieh
 Email: atp@ccc.ca.gov
 Phone: (916) 341-3154

Community Conservation Corps representative:

Name: Danielle Lynch
 Email: inquiry@atpcommunitycorps.org
 Phone: (916) 426-9170

Step 3: The applicant has coordinated with Wei Hsieh with the CCC **AND** Danielle Lynch with the certified community conservation corps and determined the following (check appropriate box):

- Neither corps can participate in the project (0 points)
- Applicant intends to utilize the CCC or a certified community conservation corps on the following items listed below (0 points).

- Applicant has contacted the corps but intends not to use the corps on a project in which either corps has indicated it can participate (-5 points)
- Applicant has not coordinated with both corps (-5 points)

The CCC and certified community conservation corps will provide a list to Caltrans of all projects submitted to them and indicating which projects they are available to participate on. The applicant must also attach any email correspondence from the CCC and certified community conservation corps to the application verifying communication/participation.



Part B: Narrative Questions

Detailed Instructions for: Question #9

QUESTION #9

APPLICANT'S PERFORMANCE ON PAST GRANTS AND DELIVERABILITY OF PROJECTS

(0 to-10 points OR disqualification)

- A. **Applicant:** Provide short explanation of the Implementing Agency's project delivery history for all projects that include project funding through Caltrans Local Assistance administered programs (ATP, Safe Routes to School, BTA, HSIP, etc.) for the last five (5) years.

The Town of Paradise Public Works Department takes pride in project delivery and accountability. Federally and/or State-funded projects are given top priority within the organization because we understand how precious and valuable non-local funds are to the success of our community. The Town of Paradise has had ten active project numbers within the previous five years. These projects have been funded or are currently funded through CMAQ, SRTS, HSIP and even ATP. The Town has remained compliant with each program's requirements and has never been flagged for delivery. Please reference Attachment I-9A (Page 122), an email correspondence between the Town of Paradise and Caltrans District 3 pertaining to the Town's project delivery history.

- B. **Caltrans response only:**

Caltrans to recommend score for deliverability of scope, cost, and schedule based on the overall application.



Part C: Application Attachments

Applicants must ensure all data in this part of the application is fully consistent with the other parts of the application. See the Application Instructions and Guidance document for more information and requirements related to Part C.

List of Application Attachments

The following attachment names and order must be maintained for all applications. Depending on the Project Type (I, NI or Plans) some attachments will be intentionally left blank. All non-blank attachments must be identified in hard-copy applications using "tabs" with appropriate letter designations

Application Signature Page Required for all applications	Attachment A
ATP - PROJECT PROGRAMMING REQUEST (ATP-PPR) Required for all applications	Attachment B
Engineer's Checklist Required for Infrastructure Projects	Attachment C
Project Location Map Required for all applications	Attachment D
Project Map/Plans showing existing and proposed conditions Required for Infrastructure Projects (optional for 'Non-Infrastructure' and 'Plan' Projects)	Attachment E
Photos of Existing Conditions Required for all applications	Attachment F
Project Estimate Required for Infrastructure Projects	Attachment G
Non-Infrastructure Work Plan (Form 22-R) Required for all projects with Non-Infrastructure Elements	Attachment H
Narrative Questions backup information Required for all applications Label attachments separately with "H-#" based on the # of the Narrative Question	Attachment I
Letters of Support Required or Recommended for all projects (as designated in the instructions)	Attachment J
Additional Attachments Additional attachments may be included. They should be organized in a way that allows application reviews easy identification and review of the information.	Attachment K



Part C: Attachments Attachment A: Signature Page

03-Paradise-1

IMPORTANT: Applications will not be accepted without all required signatures.

Implementing Agency: Chief Executive Officer, Public Works Director, or other officer authorized by the governing board

The undersigned affirms that their agency will be the "Implementing Agency" for the project if funded with ATP funds and they are the Chief Executive Officer, Public Works Director or other officer **authorized by their governing board with the authority to commit the agency's resources and funds.** They are also affirming that the statements contained in this application package are true and complete to the best of their knowledge. For infrastructure projects, the undersigned affirms that they are the manager of the public right-of-way facilities (responsible for their maintenance and operation) or they have authority over this position.

Signature:	<u></u>	Date:	<u>May 22, 2015</u>
Name:	<u>Lauren M. Gill</u>	Phone:	<u>530-872-6291</u>
Title:	<u>Town manager</u>	e-mail:	<u>lgill@townofparadise.com</u>

For projects with a Partnering Agency: Chief Executive Officer or other officer authorized by the governing board
(For use only when appropriate)

The undersigned affirms that their agency is committed to partner with the "Implementing Agency" and agrees to assume the responsibility for the ongoing operations and maintenance of the facility upon completion by the implementing agency and they intend to document such agreement per the CTC guidelines. The undersigned also affirms that they are the Chief Executive Officer or other officer authorized by their governing board with the authority to commit the agency's resources and funds. They are also affirming that the statements contained in this application package are true and complete to the best of their knowledge.

Signature:	_____	Date:	_____
Name:	_____	Phone:	_____
Title:	_____	e-mail:	_____

For Safe Routes to School projects and/or projects presented as benefiting a school: School or School District Official
(For use only when appropriate)

The undersigned affirms that the school(s) benefited by this application is not on a school closure list.

Signature:	<u></u>	Date:	<u>5/26/15</u>
Name:	<u>Tom Taylor</u>	Phone:	<u>530-872-6470</u>
Title:	<u>Principal</u>	e-mail:	<u>ttaylor@pusd.k12.org</u>

For projects with encroachments on the State right-of-way: Caltrans District Traffic Operations Office Approval*
(For use only when appropriate)

If the application's project proposes improvements within a freeway or state highway right-of-way, whether it affects the safety or operations of the facility or not, it is required that the proposed improvements be reviewed by the district traffic operations office and either a letter of support/acknowledgement from the traffic operations office be attached or the signature of the traffic manager be secured in the application. The Caltrans letter and/or signature does not imply approval of the project, but instead is only an acknowledgement that Caltrans District staff is aware of the proposed project; and upon initial review, the project appears to be reasonable and acceptable.

Is a letter of support/acknowledgement attached? If yes, no signature is required. If no, the following signature is required.

Signature:	_____	Date:	_____
Name:	_____	Phone:	_____
Title:	_____	e-mail:	_____

* Contact the District Local Assistance Engineer (DLAE) for the project to get Caltrans Traffic Ops contact information. DLAE contact information can be found at <http://www.dot.ca.gov/hq/LocalPrograms/dlae.htm>

ATP PROJECT PROGRAMMING REQUEST

Date: 15-May-15

Project Information:					
Project Title: Ponderosa Elementary SR2S Project					
District	County	Route	EA	Project ID	PPNO
03	Butte	Pentz Rd			

Funding Information:									
DO NOT FILL IN ANY SHADED AREAS									
Proposed Total Project Cost (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Notes:
E&P (PA&ED)				75				75	
PS&E				175				175	
R/W					90			90	
CON						1,396		1,396	
TOTAL				250	90	1,396		1,736	

ATP Funds		Infrastructure Cycle 2							Program Code	
		Proposed Funding Allocation (\$1,000s)							ATP	
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency	
E&P (PA&ED)				66				66		
PS&E				155				155	Notes:	
R/W					80			80		
CON						1,113		1,113		
TOTAL				221	80	1,113		1,414		

ATP Funds		Non-Infrastructure Cycle 2							Program Code	
		Proposed Funding Allocation (\$1,000s)							ATP	
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency	
E&P (PA&ED)										
PS&E									Notes:	
R/W										
CON						90		90		
TOTAL						90		90		

ATP Funds		Plan Cycle 2							Program Code	
		Proposed Funding Allocation (\$1,000s)								
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency	
E&P (PA&ED)										
PS&E									Notes:	
R/W										
CON										
TOTAL										

ATP Funds		Previous Cycle							Program Code	
		Proposed Funding Allocation (\$1,000s)								
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency	
E&P (PA&ED)										
PS&E									Notes:	
R/W										
CON										
TOTAL										

ATP Funds		Future Cycles							Program Code	
		Proposed Funding Allocation (\$1,000s)								
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency	
E&P (PA&ED)										
PS&E									Notes:	
R/W										
CON										
TOTAL										

ATP PROJECT PROGRAMMING REQUEST

Date: 15-May-15

Project Information:					
Project Title: Ponderosa Elementary SR2S Project					
District	County	Route	EA	Project ID	PPNO
03	Butte	Pentz Rd			

Funding Information:
DO NOT FILL IN ANY SHADED AREAS

Fund No. 2:	Future Source for Matching								Program Code
Proposed Funding Allocation (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)				9				9	Town of Paradise
PS&E				20				20	Notes:
R/W					10			10	11.5% Match for ATP participating items of work
CON						156		156	
TOTAL				29	10	156		195	

Fund No. 3:	Future Source for Non-ATP Eligible Items of Work\								Program Code
Proposed Funding Allocation (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)									Town of Paradise
PS&E									Notes:
R/W									Local funds for non-ATP participating items of work
CON						37		37	
TOTAL						37		37	

Fund No. 4:	Future Source for Non-ATP Eligible Items of Work\								Program Code
Proposed Funding Allocation (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)									
PS&E									Notes:
R/W									
CON									
TOTAL									

Fund No. 5:	Future Source for Non-ATP Eligible Items of Work\								Program Code
Proposed Funding Allocation (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)									
PS&E									Notes:
R/W									
CON									
TOTAL									

Fund No. 6:	Future Source for Non-ATP Eligible Items of Work\								Program Code
Proposed Funding Allocation (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)									
PS&E									Notes:
R/W									
CON									
TOTAL									

Fund No. 7:	Future Source for Non-ATP Eligible Items of Work\								Program Code
Proposed Funding Allocation (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)									
PS&E									Notes:
R/W									
CON									
TOTAL									

Form Date: March, 2015

ATP Cycle 2 - Application Form – Attachment C

ATP Engineer's Checklist for Infrastructure Projects

03-Paradise-1

Required for "Infrastructure" applications ONLY

This application checklist is to be used by the engineer in "responsible charge" of the preparation of this ATP application to ensure all of the primary elements of the application are included as necessary to meet the CTC's requirements for a PSR-Equivalent document (per CTC's ATP Guidelines and CTC's Adoption of PSR Guidelines - Resolution G-99-33) and to ensure the application is free of critical errors and omissions; allowing the application to be accurately ranked in the statewide ATP selection process.

Special Considerations for Engineers before they Sign and Stamp this document attesting to the accuracy of the application:

Chapter 7; Article 3; Section 6735 of the Professional Engineer's Act of the State of California requires engineering calculation(s) or report(s) be either prepared by or under the responsible charge of a licensed civil engineer. Since the corresponding ATP Infrastructure-application defines the scope of work of a future civil construction project and requires complex engineering principles and calculations which are based on the best data available at the time of the application, the application must be signed and stamped by a licensed civil engineer.

By signing and stamping this document, the engineer is attesting to this application's technical information and engineering data upon which local agency's recommendations, conclusions, and decisions are made. This action is governed by the Professional Engineer's Act and the corresponding Code of Professional Conduct, under Sections 6775 and 6735.

The following checklist is to be completed by the engineer in "responsible charge" of defining the projects Scope, Cost and Schedule per the expectations of the CTC's PSR Equivalent. The checklist is expected to be used during the preparation of the documents, but not initialed and stamped until the final application and application attachments are complete and ready for submission to Caltrans.

1. **Vicinity map /Location map** Engineer's Initials: MM
 - a. The project limits must be clearly depicted in relationship to the overall agency boundary
2. **Project layout-plan/map** showing existing and proposed conditions must: Engineer's Initials: MM
 - a. Be to a scale which allows the visual verification of the overall project "construction" limits and limits of each primary element of the project
 - b. Show the full scope of the proposed project, including any non-participating construction items
 - c. Show all changes to existing motorized/non-motorized lane and shoulder widths. Label the proposed widths
 - d. Show agency's right of way (ROW) lines when permanent or temporary ROW impacts are possible. (As appropriate, also show Caltrans', Railroad, and all other government agencies ROW lines)
3. **Typical cross-section(s)** showing existing and proposed conditions. Engineer's Initials: MM
(Include cross-section for each controlling configuration that varies significantly from the typical)
 - a. Show and dimension: changes in lane widths, ROW lines, side slopes, etc.
4. **Detailed Engineer's Estimate** Engineer's Initials: MM
 - a. Estimate is reasonable and complete.
 - b. Each of the main project elements are broken out into separate construction items. The costs for each item are based on calculated quantities and appropriate corresponding unit costs
 - c. All non-participating costs in relation to the ATP funding are clearly identified and accounted for separately from the eligible costs.
 - d. All project elements the applicant intends to utilize the CCC (or a certified community conservation corps) on need to be clearly identified and accounted for
 - e. All project development costs to be funded by the ATP need to be accounted for in the total project cost

Form Date: **March, 2015**

ATP Cycle 2 - Application Form – Attachment C

03-Paradise-1**5. Crash/Safety Data, Collision maps and Countermeasures:**Engineer's Initials: MM

- a. Confirmation that crash data shown occurred within influence area of proposed improvements.

6. Project Schedule and Requested programming of ATP fundingEngineer's Initials: MM

- a. All applicants must anticipate receiving federal ATP funding for the project and therefore the project schedules and programming included in the application must account for all applicable requirements and timeframes.
- b. "Completed Dates" for project Milestone Dates shown in the application have been reviewed and verified
- c. "Expected Dates" for project Milestone Dates shown in the application account for all reasonable project timetables, including: Interagency MOUs, Caltrans agreements, CTC allocations, FHWA authorizations, federal environmental studies and approvals, federal right-of-way acquisitions, federal consultant selections, project permits, etc.
- d. The fiscal year and funding amounts shown in the PPR must be consistent with the values shown in the project cost estimate(s), expected project milestone dates and expected matching funds.

7. Warrant studies/guidance (Check if not applicable)

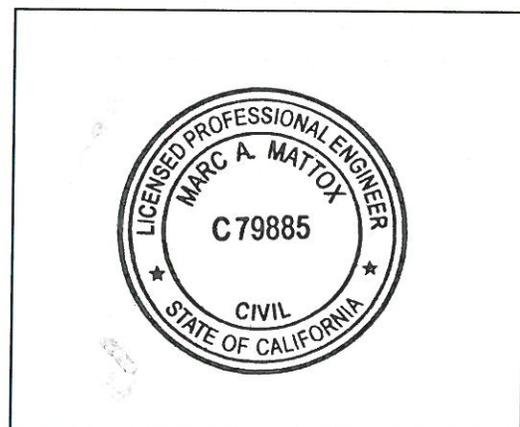
Engineer's Initials: _____

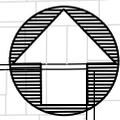
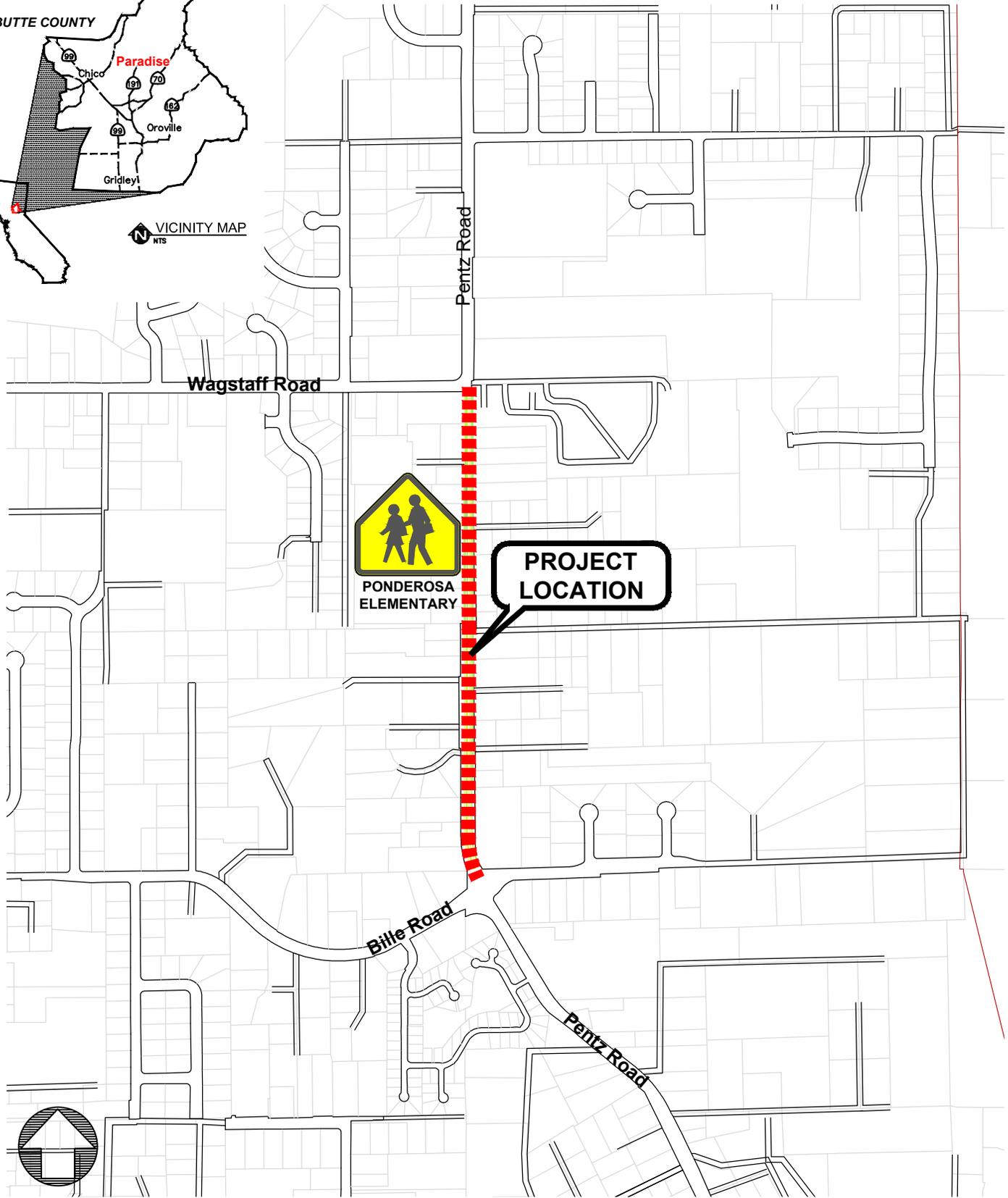
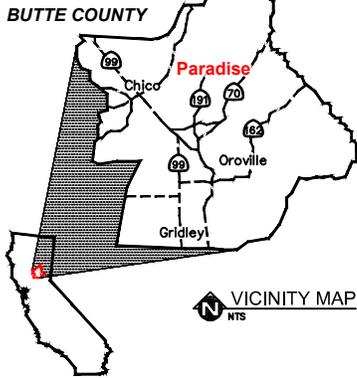


- a. For new Signals – Warrant 4, 5 or 7 must be met (CA MUTCD): Signal warrants must be documented as having been met based on the CA MUTCD

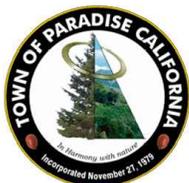
8. Additional narration and documentation:Engineer's Initials: MM

- a. The text in the "Narrative Questions" in the application is consistent with and supports the engineering logic and calculations used in the development of the plans/maps and estimate
- b. When needed to clarify non-standard ATP project elements (i.e. vehicular roadway widening necessary for the construction of the primary ATP elements); appropriate documentation is attached to the application to document the engineering decisions and calculations requiring the inclusion of these non-standard elements.

Licensed Engineer:Name (Last, First): Mattox, MarcTitle: Public Works DirectorEngineer License Number 79885Signature: MMDate: May 22, 2015Email: mmattox@townofparadise.comPhone: 530 872-6291 x125**Engineer's Stamp:**



SCALE: 1" = 1,000'



TOWN OF PARADISE
PUBLIC WORKS DEPARTMENT

5555 Skyway
 Paradise, California 95969
 Phone: (530) 872-6291 Fax: (530) 877-5059

Ponderosa Elementary
SR2S Project

Vicinity & Project Location Map

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TOWN OF PARADISE
5555 Skyway
Paradise, CA 95969
(530) 872-6291

***Active Transportation Program Cycle 2
Attachment E – Project Scope Summary***

ATP Cycle 2 ID: 03-Paradise-1

Project Title: Ponderosa Elementary SR2S Project

Project Description:

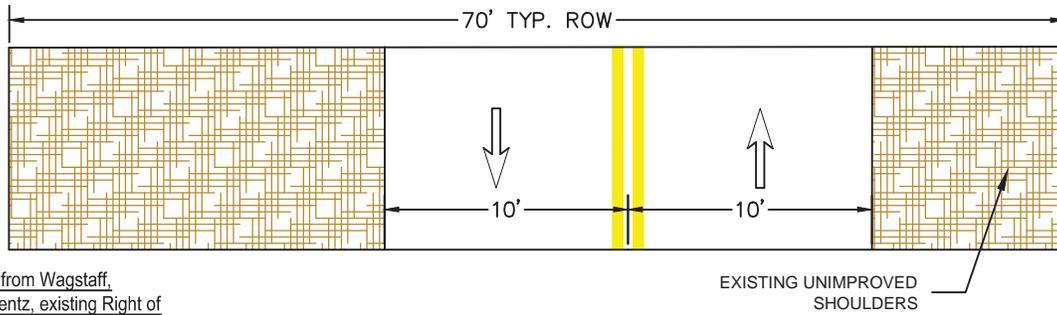
The proposed project will add sidewalks, curbs and gutters along Pentz Road between 300' north of Wagstaff Road and tie in to existing sidewalks just north of Bille Road on both sides of the roadway. Class II Bicycle Lanes will be added to the existing roadway section to allow for bicyclists to use Pentz Road safely. To complete this effort, construction of underground drainage facilities is required. The project includes a small component of non-participating items of work to construct on-street parking adjacent to the school site frontage. This parking will create a completely separate space for motorists so that they do not obstruct the bicycle lanes. Minor vehicle lane widening is expected in short stretches to increase buffer from the bicycle lane and to comply with state design standards.

Project Status:

The proposed project is in the preliminary engineering / development phase. Initial evaluation of existing right-of-way has been completed and determined the project can be supported within existing rights of way, excepting a small portion of Pentz Road near the northern project limit at Wagstaff Road. Minor utility pole relocations are anticipated.

Existing Cross Section

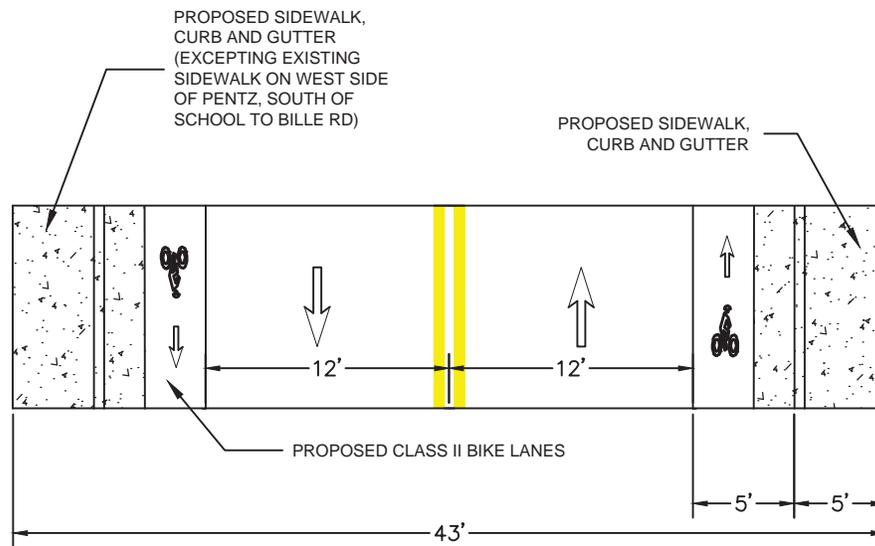
Pentz Road, Bille Road to Wagstaff Road



Note: Starting 400' from Wagstaff, heading south on Pentz, existing Right of Way is 28' wide. Remaining existing Right of Way is 60' wide or greater.

Proposed Cross Section

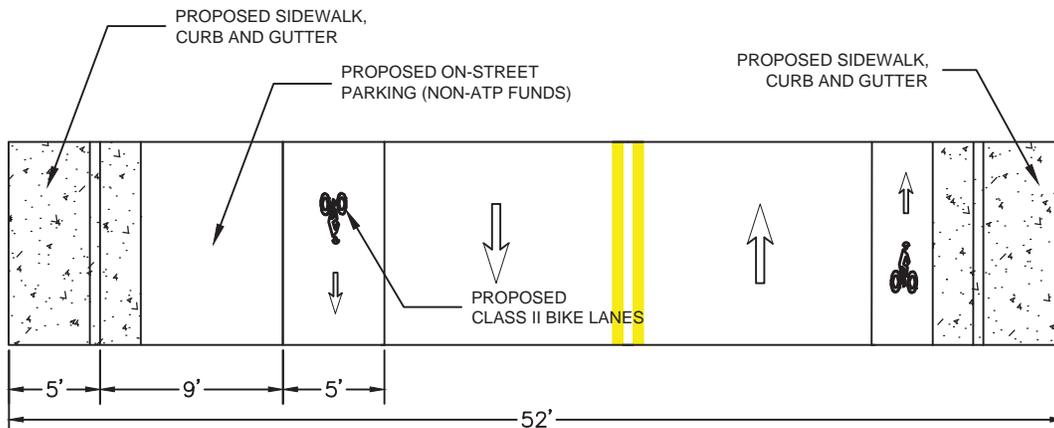
Pentz Road, Bille Road to Wagstaff Road (Non-School Frontage)



Note: Additional Right of Way (15' Total) is needed for short segment at northern project limit

Proposed Cross Section

Pentz Road, Bille Road to Wagstaff Road (School Frontage)



TOWN OF PARADISE
PUBLIC WORKS DEPARTMENT

5555 Skyway
Paradise, California 95969

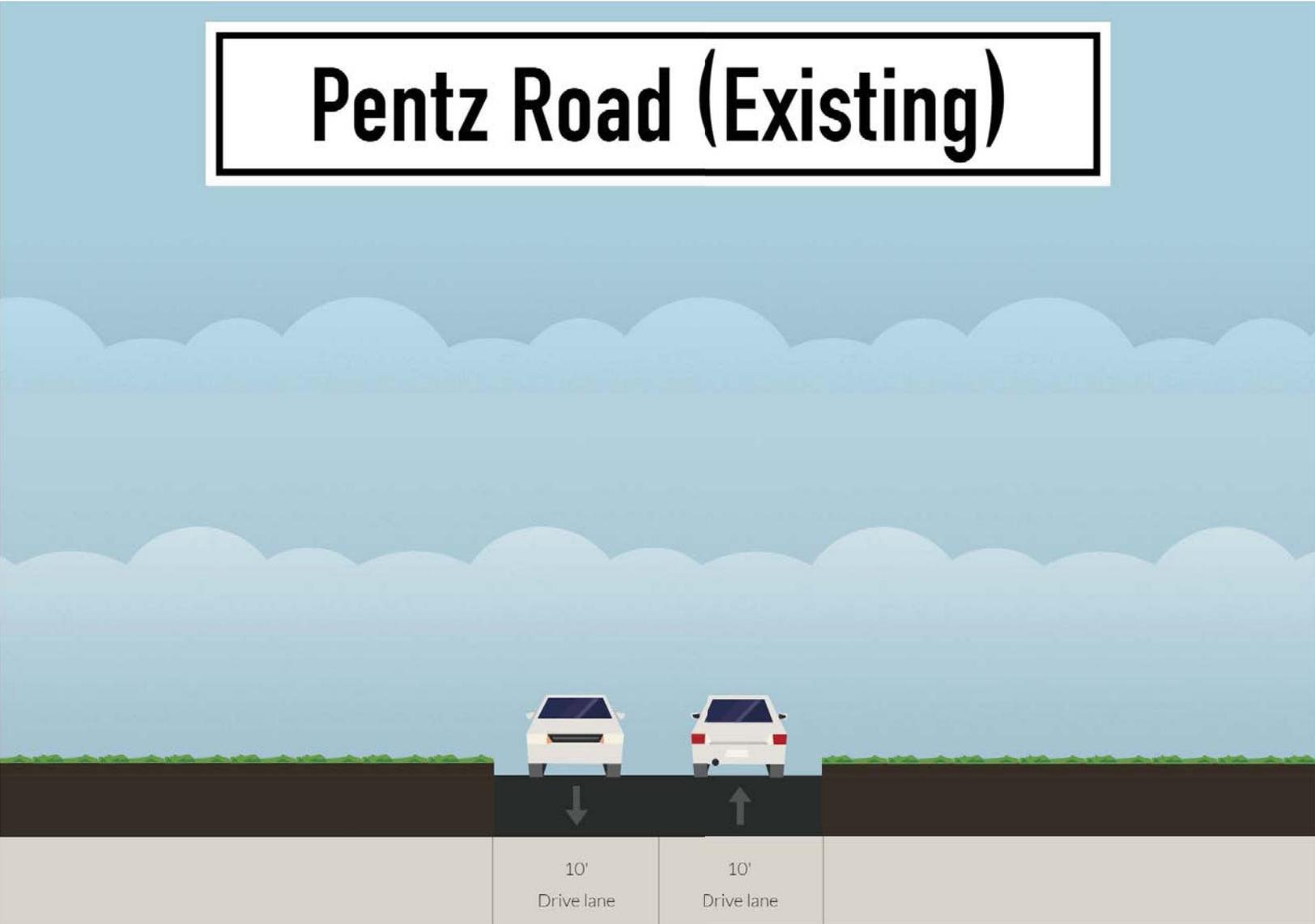
Phone: (530) 872-6291 Fax: (530) 877-5059

Ponderosa Elementary
SR2S Project
Project Cross Sections

ATTACHMENT E

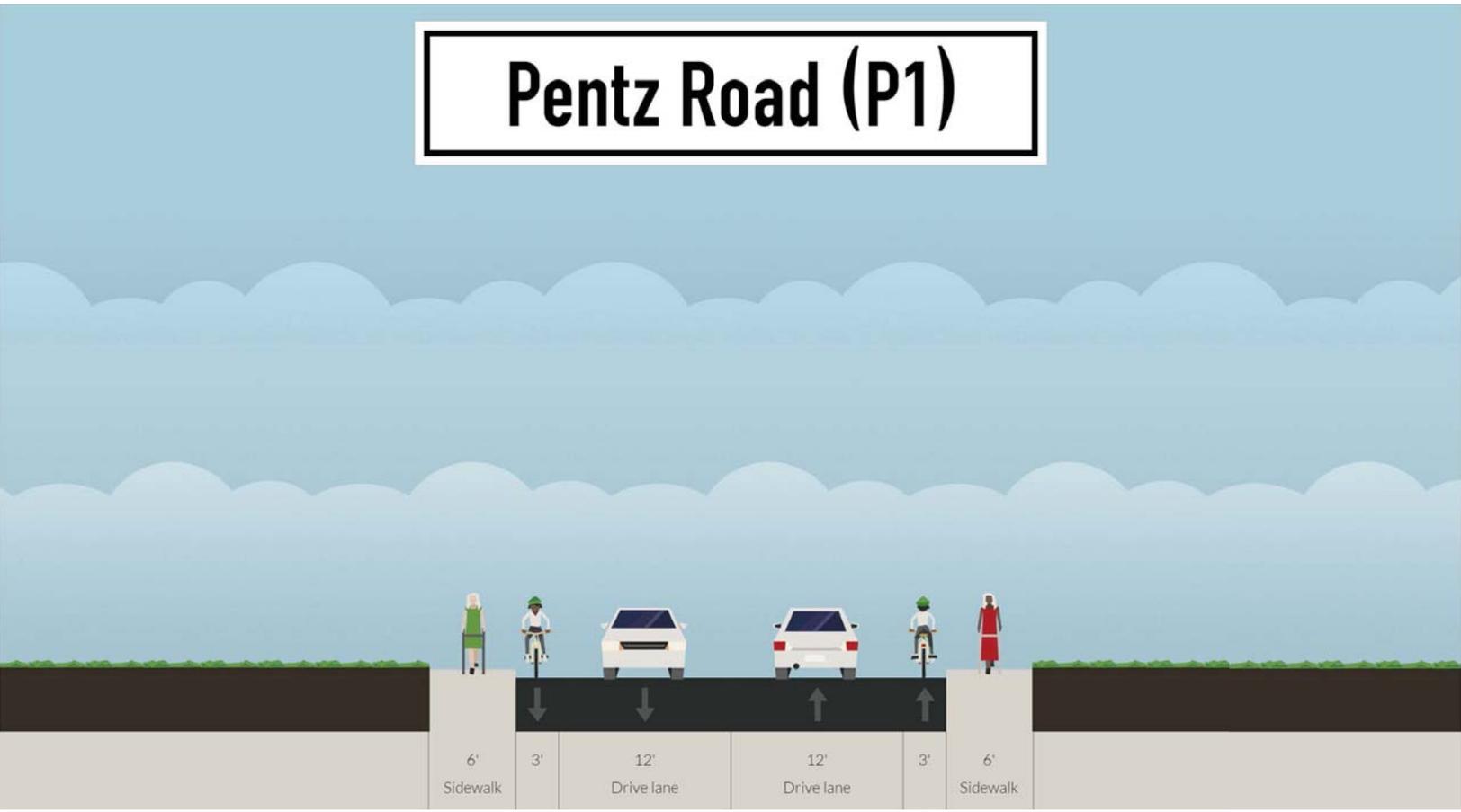
Existing Pentz Road Cross Section

Pentz Road (Existing)



Proposed Pentz Road Cross Section (Outside of School Frontage)

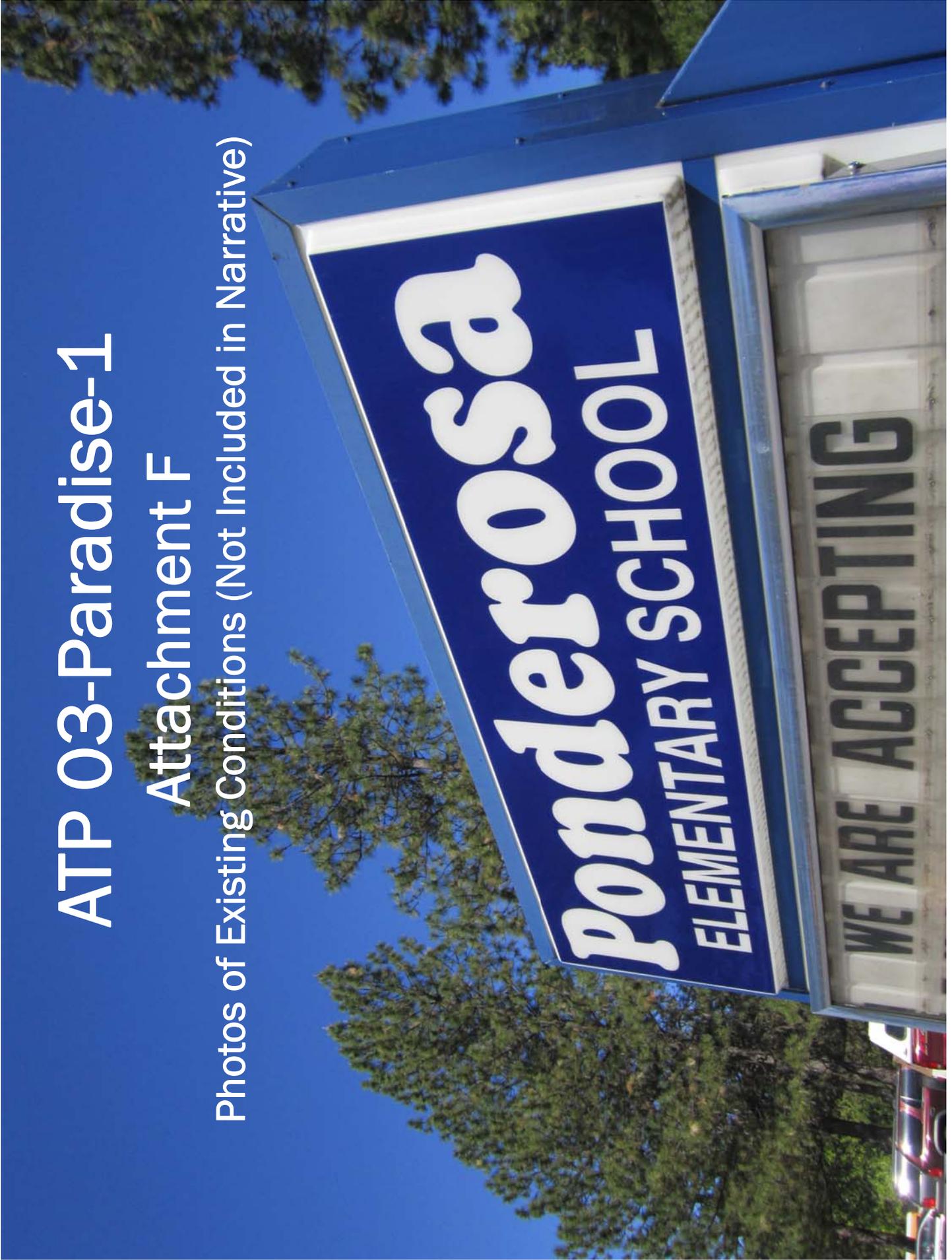
Pentz Road (P1)



ATP 03-Paradise-1

Attachment F

Photos of Existing Conditions (Not Included in Narrative)





Existing Roadway Before School Day Ends

Pentz Road looking north towards Wagstaff Road



Existing Roadway as School-Day Ends

Pentz Road looking north towards Wagstaff Road



Existing Roadway Before School Day Ends

Pentz Road facing south towards Bille Road



Existing Roadway as School-Day Ends

Pentz Road facing south towards Bille Road



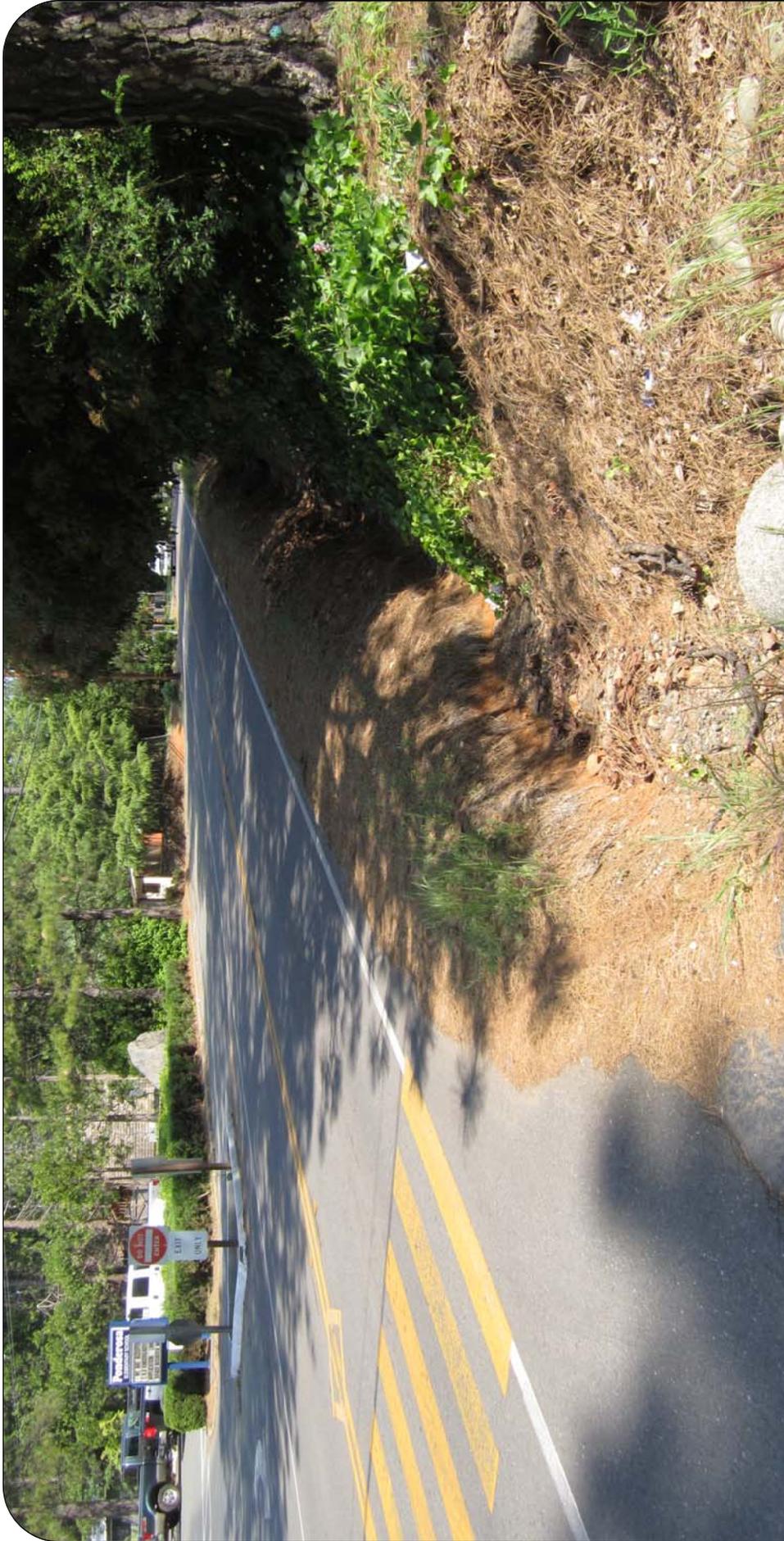
Typical Existing Roadway Edge

Pedestrians and bicyclists have no safe space to use



Pedestrians Walking Home

Those who do walk home, are forced to walk less than 3' unprotected from moving vehicles



Primary Crosswalk

The only crosswalk along Pentz Road between Wagstaff and Bille provides little to no refuge



Where the Sidewalk Ends

The proposed project ties into two existing sidewalks along the southern project boundary.

Detailed Engineer's Estimate and Total Project Cost

Important: Read the Instructions in the other sheet (tab) before entering data. Do not enter in shaded fields (with formulas).

Project Information:

Agency:	Town of Paradise		
Application ID:	03-Paradise-1	Prepared by:	Marc A. Mattox
Date:	5/8/2015		
Project Description:	Installation of sidewalk, curbs, gutters and bicycle lanes to provide safe and effective infrastructure serving Ponderosa Elementary School and Paradise residents.		
Project Location:	Pentz Road between Bille Road and Wagstaff Road in Paradise, Butte County.		

Engineer's Estimate and Cost Breakdown:

Engineer's Estimate (for Construction Items Only)						Cost Breakdown							
						Note: Cost can apply to more than one category. Therefore may be over 100%.							
						ATP Eligible Items		Landscaping		Non-Participating Items		To be Constructed by Corps/CCC	
Item No.	Item	Quantity	Units	Unit Cost	Total Item Cost	%	\$	%	\$	%	\$	%	\$
1	Mobilization	1	LS	\$10,000.00	\$10,000	100%	\$100						
2	Traffic Control System	1	LS	\$20,000.00	\$20,000	100%	\$200						
3	Stormwater Protection Plan	1	LS	\$15,000.00	\$15,000	100%	\$150						
4	Clearing and Grubbing	1	LS	\$50,000.00	\$50,000	100%	\$500						
5	Demolition	1	LS	\$50,000.00	\$50,000	100%	\$500						
6	Minor Concrete, Sidewalk	13536	SF	\$10.00	\$135,360	100%	\$1,354						
7	Minor Concrete, 6" Curb	3384	LF	\$30.00	\$101,520	100%	\$1,015						
8	Minor Concrete, ADA Ramp	24	EA	\$5,000.00	\$120,000	100%	\$1,200						
9	Minor Concrete, Driveway	19	EA	\$6,000.00	\$114,000	100%	\$1,140						
10	Class II AB, Bicycle Lanes Area	696	TON	\$45.00	\$31,320	100%	\$313						
11	Class II AB, On-Street Parking Area	403	TON	\$45.00	\$18,135					100%	\$181		
12	HMA, Bicycle Lanes Area	290	TON	\$120.00	\$34,800	100%	\$348						
13	HMA, On-Street Parking Area	160	TON	\$120.00	\$19,200					100%	\$192		
14	Class IV 24" RCP Storm Drain Pipe	2127	LF	\$100.00	\$212,700	100%	\$2,127						
15	Class IV 12" RCP Storm Drain Pipe	225	LF	\$90.00	\$20,250	100%	\$203						
16	Storm Drain Manhole	8	EA	\$5,000.00	\$40,000	100%	\$400						
17	Storm Drain Inlet	4	EA	\$2,500.00	\$10,000	100%	\$100						
18	Driveway Conform	19	EA	\$2,000.00	\$38,000	100%	\$380						
19	Thermoplastic Striping	1	LS	\$30,000.00	\$30,000	100%	\$300						
20	Bicycle Lane Signage	1	LS	\$5,000.00	\$5,000	100%	\$50						
Subtotal of Construction Items:					\$1,075,285		\$10,380				\$373		
Construction Item Contingencies (% of Construction Items):				10.00%	\$107,529								
Enter in the cell to the right													
Total (Construction Items & Contingencies) cost:					\$1,182,814								

Project Cost Estimate:

Type of Project Delivery Cost	Cost \$		
Preliminary Engineering (PE)			
Environmental Studies and Permits(PA&ED)	\$ 75,000		
Plans, Specifications and Estimates (PS&E)	\$ 175,000		
Total PE:	\$ 250,000	21.14%	25% Max
Right of Way (RW)			
Right of Way Engineering	\$ 60,000		
Acquisitions and Utilities	\$ 30,000		
Total RW:	\$ 90,000		
Construction (CON)			
Construction Engineering (CE)	\$ 75,000	5.96%	15% Max
Total Construction Items & Contingencies	\$1,182,814		
Total CON:	\$ 1,257,814		
Total Project Cost Estimate:	\$ 1,597,814		

ATTACHMENT G

Exhibit 22-R ATP Non-Infrastructure Project Work Plan

Fill in the following items:	
Date: (1)	11-May-15
Project Number: (2)	03-Paradise-1
Project Location(s): (3a)	Ponderosa Elementary School, Pentz Rd between Bille Rd and Wagstaff Rd
" " (3b)	
" " (3c)	
Project Description: (4)	The Ponderosa Elementary SR2S Project will convert Pentz Road from a 2-lane, 20' wide roadway with undeveloped, dangerous shoulders to a complete street solution supporting walking, bicycling and rolling to and from school and nearby destinations. The project will construct ADA-compliant sidewalks, curbs and gutters with pedestrian ramps. In addition, Class II Bicycle Lanes will be installed. Project requires underground drainage improvements to remove pedestrian hazards along roadway and allow for sidewalk construction. Non-infrastructure component is included to compliment and train end-users on the project and increase walking and bicycling to school

Proceed to enter information in each Task Tab, as applies (Task A, Task B, Task C, Task C, etc.)

For Department use only

You will not be able to fill in the following items. Items will auto-populate once you've entered all "Task" tabs that applies:

Task Summary:

Click the links below to navigate to "Task Details" tabs:

Task	Task Name	Start Date	End Date	Cost
Task "A"	SRTS Infrastructure Support- Pre-Construction	Jul-2018	Jun-2019	\$ 79,325.00
Task "B"	SRTS Infrastructure Support - Post Construction	Sep-2019	Nov-2019	\$ 21,847.50
Task "C"				\$ -
Task "D"				\$ -
Task "E"				\$ -
Task "F"				\$ -
Task "G"				\$ -
Task "H"				\$ -
Task "I"				\$ -
Task "J"				\$ -
GRAND TOTAL				\$ 101,172.50

TASK "A" DETAIL				
Task Name (5a):		SRTS Infrastructure Support- Pre-Construction		
Task Summary (5b):		Perform education, outreach and enforcement activities to compliment constructed ATP improvements		
Task Schedule (5c):		Start Date :	Jul-2018	End Date: Jun-2019
Activities (6a):		Deliverables (6b):		
1.	Establish and participate in a SRTS Committee with Parents, Teachers and Public Health (3 total meetings)	Announcement, agendas, sign-in sheets, outcomes report, photos		
2.	Coordinate Bicycle Safety Education and Training (All Grades; two per grade)	Flyers, agenda, sign-in sheet, curriculum, photos		
3.	Coordinate and conduct Pedestrian Safety Education and Training (All Grades; two per grade)	Flyers, agenda, sign-in sheet, curriculum, photos		
4.	Provide ongoing drop-off/pickup safety education/outreach to support safe walking and bicycling (3 total)	Flyers, agenda, sign-in sheet, notes, photos		
5.	Conduct pedestrian and bicycle safety outreach at school sponsored events and educational outreach such as School Newsletters, Back to School Nights, Open Houses and similar (4 times during school year)	Flyers/announcements, posters, photos, educational material		
6.	Coordinate with Paradise Police to conduct targeted enforcement that supports safety education	Citation data, hourly logs, photos		
7.	Parent survey (pre-survey only)	Compiled data		
8.	Phase I post-survey analyzing student and parent behavior change	Compiled data		
9.				
10.				
Staff Costs:				
Staff Title (7a):		Annual Hours (7b)	Rate Per Hour (7c)	Total \$
Party 1 -	Community Service Officer	200	\$40.00	\$ 8,000.00
Party 2 -				\$ -
Party 3 -				\$ -
Party 4 -				\$ -
Party 5 -				\$ -
Party 6 -				\$ -
Subtotal Party Costs (6d):				\$ 8,000.00
Indirect Costs (6e):				
Total Staff Costs (6f):				\$ 8,000.00
Task Notes (8):				
<p>The Town of Paradise would like to partner with a public health organization/agency and bicycle advocacy organization/agency (both to-be-determined) to assist in performance of the activities identified above. The public health organization/agency will conduct overall NI Program Coordination, including participating in SRTS Committee, coordinating and leading Walk/Bike to School events and outreach, coordinating and conducting pedestrian safety education and training, performing data collection. The bicycle advocacy organization will provide a League Certified Instructor to conduct bicycle safety education and training, including bike rodeos, will support overall education/outreach, and will participate in Walk/Bike to School Events. A Paradise Community Service Officer will provide targeted enforcement and participate in/support pedestrian and bicycle safety education efforts.</p>				
Other Costs:				
<p>You will not be able to fill in the following items. The totals for each "Other Costs" category listed below will automatically calculate from information entered in the itemized other costs section:</p>				
<p>To fill out an itemized cost for each "Other Cost", click below:</p> <div style="border: 1px solid black; padding: 5px; display: inline-block; margin: 10px 0;">Itemized "Other Costs" Section</div>		Travel (9a):	\$	-
		Equipment (9b):	\$	1,800.00
		Supplies/Materials (9c):	\$	600.00
		Incentives (9d):	\$	1,225.00
		Other Direct Costs (9e):	\$	67,000.00
		" " (9f):	\$	700.00
		Total Other Costs (9g):		\$
TASK GRAND TOTAL (10g):				\$ 79,325.00

Task "A" Other Costs:

Itemized Travel Cost (8a)			
Please provide an itemized "travel" cost estimate for all travel costs applicable to each task			
Travel (8a)			
Type of Travel	Quantity	Unit Cost \$	Total \$
1.		\$	-
2.		\$	-
3.		\$	-
4.		\$	-
5.		\$	-
6.		\$	-
7.		\$	-
8.		\$	-
9.		\$	-
10.		\$	-
11.		\$	-
12.		\$	-
13.		\$	-
14.		\$	-
15.		\$	-
16.		\$	-
17.		\$	-
18.		\$	-
19.		\$	-
20.		\$	-
Total	0	\$	-
Total Travel Cost:		\$	-

Itemized Equipment Cost (8b)				
Please provide an itemized "equipment" cost estimate for all equipment cost applicable to each task				
Equipment (8b)				
Type of Equipment	Quantity	Units	Unit Cost \$	Total \$
1. Bicycles for school bicycle safety clinics	10	each	150	\$ 1,500.00
2. Helmets	20	each	10	\$ 200.00
3. Locks	10	each	10	\$ 100.00
4.				\$ -
5.				\$ -
6.				\$ -
7.				\$ -
8.				\$ -
9.				\$ -
10.				\$ -
11.				\$ -
12.				\$ -
13.				\$ -
14.				\$ -
15.				\$ -
16.				\$ -
17.				\$ -
18.				\$ -
19.				\$ -
20.				\$ -
Total:	40		\$170	\$ 1,800.00
Total Equipment Cost:			\$	1,800.00

Itemized Supplies/Materials Cost (8c)				
Please provide an itemized "supplies/materials" cost estimate for all equipment cost applicable to each task				
Supplies/Materials (8c)				
Type of Supplies/Materials	Quantity	Units	Unit Cost \$	Total \$
1. Copies and printing for safety education	1200	each	\$0.50	\$ 600.00
2.				\$ -
3.				\$ -
4.				\$ -
5.				\$ -
6.				\$ -
7.				\$ -
8.				\$ -
9.				\$ -
10.				\$ -
11.				\$ -
12.				\$ -
13.				\$ -
14.				\$ -
15.				\$ -
16.				\$ -
17.				\$ -
18.				\$ -
19.				\$ -
20.				\$ -
Total:	1200		\$1	\$ 600.00
Total Supplies/Materials Cost:		\$	600.00	

Itemized Incentives Cost (8d)				
Please provide an itemized "incentives" cost estimate for all incentives cost applicable to each task				
Incentives (8d)				
Type of Incentives	Quantity	Units	Unit Cost \$	Total \$
1. Rubber bracelets and buttons with safety message	500	each	1.30	\$ 650.00
2. Pedometers	500	each	1.15	\$ 575.00
3.				\$ -
4.				\$ -
5.				\$ -
6.				\$ -
7.				\$ -
8.				\$ -
9.				\$ -
10.				\$ -
11.				\$ -
12.				\$ -
13.				\$ -
14.				\$ -
15.				\$ -
16.				\$ -
17.				\$ -
18.				\$ -
19.				\$ -
20.				\$ -
Total:	1000		\$2	\$ 1,225.00
Total Incentives Cost:			\$	1,225.00

Itemized Other Direct Costs (8e)				
Please provide an itemized "other" cost estimate for all other costs applicable to each task				
Other Direct Costs (8e)				
Type of Other Direct Costs	Quantity	Units	Unit Cost \$	Total \$
1. External contract with TBD Public Health Organization/Agency	1	LS	55,000	\$ 55,000.00
2. External contract with TBD Bicycle Advocacy Organization Agency	1	LS	12,000	\$ 12,000.00
3.				\$ -
4.				\$ -
5.				\$ -
6.				\$ -
7.				\$ -
8.				\$ -
9.				\$ -
10.				\$ -
11.				\$ -
12.				\$ -
13.				\$ -
14.				\$ -
15.				\$ -
16.				\$ -
17.				\$ -
18.				\$ -
19.				\$ -
20.				\$ -
Total:	2		\$67,000	\$ 67,000.00
Total Other Direct Cost:		\$	67,000.00	

Itemized Other Direct Costs (8f)				
Please provide an itemized "other direct" cost estimate for all other costs applicable to each task				
Other Direct Costs (8f)				
Type of Other Direct Costs	Quantity	Units	Unit Cost \$	Total \$
1. Customization and/or design and printing of education and outreach materials	1		700	\$ 700.00
2.				\$ -
3.				\$ -
4.				\$ -
5.				\$ -
6.				\$ -
7.				\$ -
8.				\$ -
9.				\$ -
10.				\$ -
11.				\$ -
12.				\$ -
13.				\$ -
14.				\$ -
15.				\$ -
16.				\$ -
17.				\$ -
18.				\$ -
19.				\$ -
20.				\$ -
Total:	1		\$700	\$ 700.00
Total Other Direct Cost:			\$	700.00

TASK "B" DETAIL				
Task Name (5a):		SRTS Infrastructure Support - Post Construction		
Task Summary (5b):		Conduct post-construction walk/bike to school events and enforcement to compliment constructed ATP improvements		
Task Schedule (5c):		Start Date : Sep-2019	End Date:	Nov-2019
Activities and Deliverables:				
Activities (6a):		Deliverables (6b):		
1.	Participate in a SRTS Committee with Parents, Teachers and Public Health (estimate 2 total meetings)	Announcement, agendas, sign-in sheets, outcomes report, photos		
2.	Conduct pedestrian and bicycle safety outreach at school sponsored events and educational outreach such as School Newsletters, Back to School Nights, Open Houses and similar (2 times)	Flyers/announcements, posters, photos, educational material		
3.	Coordinate a week-long Walk and Bike to School event to promote walking/biking on newly constructed infrastructure	Media releases, receipts, photos		
4.	Coordinate with Paradise Police to conduct targeted enforcement that supports encouragement event and overall safety education	Citation data, hourly logs, photos		
5.	Conduct parent post-survey	Complied data		
6.	Prepare evaluation report	Program summary report		
7.				
8.				
9.				
10.				
Staff Costs:				
Staff Title (7a):		Annual Hours (7b)	Rate Per Hour (7c)	Total \$
Party 1 -	Community Service Officer	50	\$40.00	\$ 2,000.00
Party 2 -				\$ -
Party 3 -				\$ -
Party 4 -				\$ -
Party 5 -				\$ -
Party 6 -				\$ -
Subtotal Party Costs (6d):				\$ 2,000.00
Indirect Costs (6e):				
Total Staff Costs (6f):				\$ 2,000.00
Task Notes (8):				
<p>The Town of Paradise would like to partner with a public health organization/agency and bicycle advocacy organization/agency (both to-be-determined) to assist in performance of the activities identified above. The public health organization/agency will conduct overall NI Program Coordination, including participating in SRTS Committee, coordinating and leading Walk/Bike to School events and outreach, coordinating and conducting pedestrian safety education and training, performing data collection. The bicycle advocacy organization will provide a League Certified Instructor to conduct bicycle safety education and training, including bike rodeos, will support overall education/outreach, and will participate in Walk/Bike to School Events. A Paradise Community Service Officer will provide targeted enforcement and participate in/support pedestrian and bicycle safety education efforts.</p>				
Other Costs:				
<p>You will not be able to fill in the following items. The totals for each "Other Costs" category listed below will automatically calculate from information entered in the itemized other costs section:</p>				
<p>To fill out an itemized cost for each "Other Cost", click below:</p> <p style="text-align: center;">Itemized "Other Costs" Section</p>		Travel (9a):	\$	-
		Equipment (9b):	\$	-
		Supplies/Materials (9c):	\$	-
		Incentives (9d):	\$	3,347.50
		Other Direct Costs (9e):	\$	16,000.00
		" " (9f):	\$	500.00
Total Other Costs (9g):				\$ 19,847.50
TASK GRAND TOTAL (10g):				\$ 21,847.50

Task "B" Other Costs:

Itemized Travel Cost (8a)			
Please provide an itemized "travel" cost estimate for all travel costs applicable to each task			
Travel (8a)			
Type of Travel	Quantity	Unit Cost \$	Total \$
1.		\$	-
2.		\$	-
3.		\$	-
4.		\$	-
5.		\$	-
6.		\$	-
7.		\$	-
8.		\$	-
9.		\$	-
10.		\$	-
11.		\$	-
12.		\$	-
13.		\$	-
14.		\$	-
15.		\$	-
16.		\$	-
17.		\$	-
18.		\$	-
19.		\$	-
20.		\$	-
Total	0	\$	-
Total Travel Cost: \$ -			

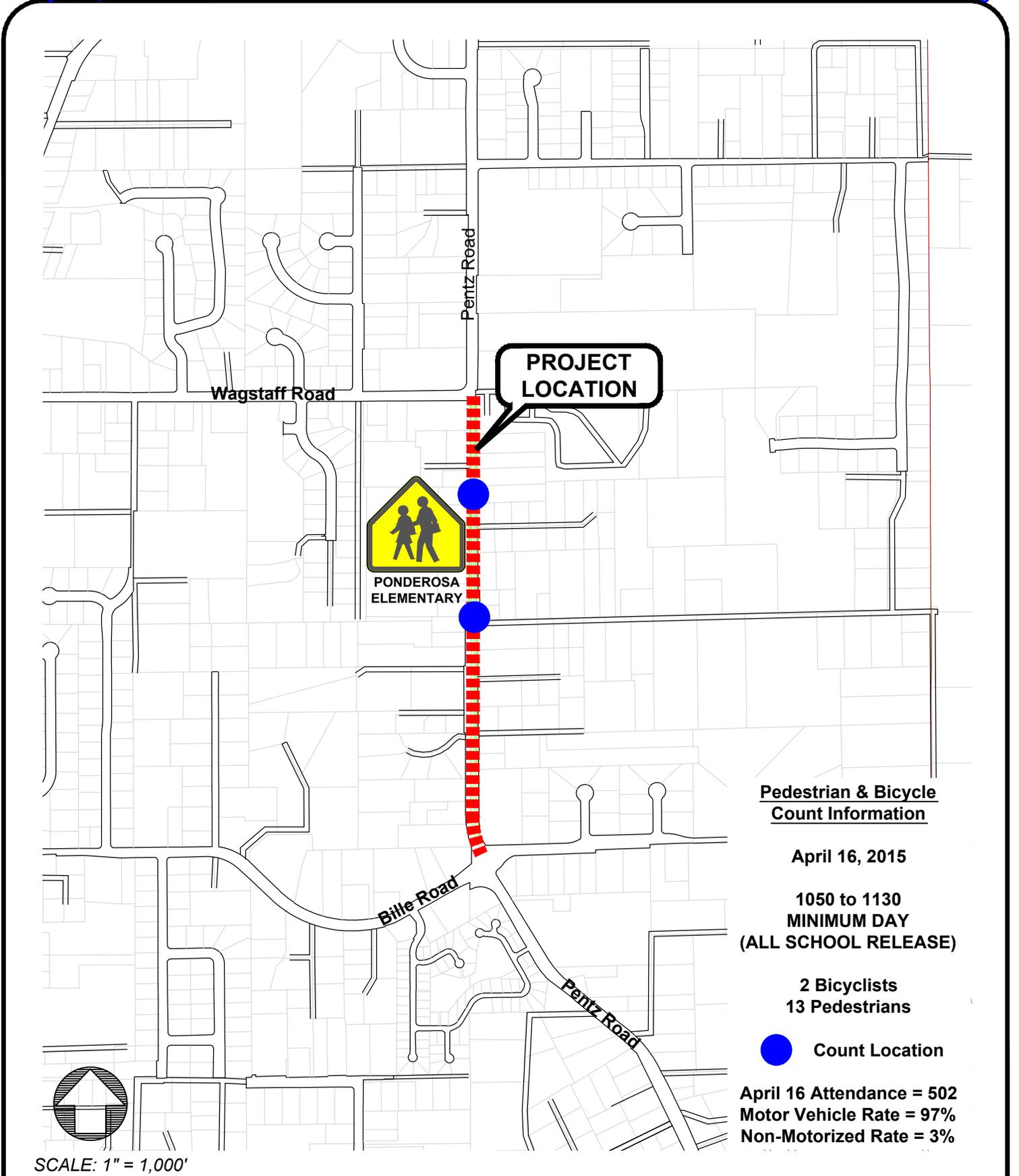
Itemized Equipment Cost (8b)				
Please provide an itemized "equipment" cost estimate for all equipment cost applicable to each task				
Equipment (8b)				
Type of Equipment	Quantity	Units	Unit Cost \$	Total \$
1.				\$ -
2.				\$ -
3.				\$ -
4.				\$ -
5.				\$ -
6.				\$ -
7.				\$ -
8.				\$ -
9.				\$ -
10.				\$ -
11.				\$ -
12.				\$ -
13.				\$ -
14.				\$ -
15.				\$ -
16.				\$ -
17.				\$ -
18.				\$ -
19.				\$ -
20.				\$ -
Total:	0		\$0	\$ -
Total Equipment Cost: \$ -				

Itemized Supplies/Materials Cost (8c)				
Please provide an itemized "supplies/materials" cost estimate for all equipment cost applicable to each task				
Supplies/Materials (8c)				
Type of Supplies/Materials	Quantity	Units	Unit Cost \$	Total \$
1.				\$ -
2.				\$ -
3.				\$ -
4.				\$ -
5.				\$ -
6.				\$ -
7.				\$ -
8.				\$ -
9.				\$ -
10.				\$ -
11.				\$ -
12.				\$ -
13.				\$ -
14.				\$ -
15.				\$ -
16.				\$ -
17.				\$ -
18.				\$ -
19.				\$ -
20.				\$ -
Total:	0		\$0	\$ -
Total Supplies/Materials Cost: \$ -				

Itemized Incentives Cost (8d)				
Please provide an itemized "incentives" cost estimate for all incentives cost applicable to each task				
Incentives (8d)				
Type of Incentives	Quantity	Units	Unit Cost \$	Total \$
1. Bicycles	6	each	100	\$ 600.00
2. T-shirts	250	each	7.50	\$ 1,875.00
3. Rubber bracelets and buttons with safety message	400	each	1.30	\$ 520.00
4. Pedometers	150	each	1.15	\$ 172.50
5. Helmets	12	each	15	\$ 180.00
6.				\$ -
7.				\$ -
8.				\$ -
9.				\$ -
10.				\$ -
11.				\$ -
12.				\$ -
13.				\$ -
14.				\$ -
15.				\$ -
16.				\$ -
17.				\$ -
18.				\$ -
19.				\$ -
20.				\$ -
Total:	818		\$125	\$ 3,347.50
Total Incentives Cost: \$ 3,347.50				

Itemized Other Direct Costs (8e)				
Please provide an itemized "other" cost estimate for all other costs applicable to each task				
Other Direct Costs (8e)				
Type of Other Direct Costs	Quantity	Units	Unit Cost \$	Total \$
1. External contract with TBD Public Health Organization/Agency	1	LS	15,000	\$ 15,000.00
2. External contract with TBD Bicycle Advocacy Organization Agency	1	LS	1,000	\$ 1,000.00
3.				\$ -
4.				\$ -
5.				\$ -
6.				\$ -
7.				\$ -
8.				\$ -
9.				\$ -
10.				\$ -
11.				\$ -
12.				\$ -
13.				\$ -
14.				\$ -
15.				\$ -
16.				\$ -
17.				\$ -
18.				\$ -
19.				\$ -
20.				\$ -
Total:	2		\$16,000	\$ 16,000.00
Total Other Direct Cost: \$ 16,000.00				

Itemized Other Direct Costs (8f)				
Please provide an itemized "other direct" cost estimate for all other costs applicable to each task				
Other Direct Costs (8f)				
Type of Other Direct Costs	Quantity	Units	Unit Cost \$	Total \$
1. Customization and/or design and printing of education and outreach materials	1		500	\$ 500.00
2.				\$ -
3.				\$ -
4.				\$ -
5.				\$ -
6.				\$ -
7.				\$ -
8.				\$ -
9.				\$ -
10.				\$ -
11.				\$ -
12.				\$ -
13.				\$ -
14.				\$ -
15.				\$ -
16.				\$ -
17.				\$ -
18.				\$ -
19.				\$ -
20.				\$ -
Total:	1		\$500	\$ 500.00
Total Other Direct Cost: \$ 500.00				



TOWN OF PARADISE
PUBLIC WORKS DEPARTMENT

5555 Skyway
 Paradise, California 95969
 Phone: (530) 872-6291 Fax: (530) 877-5059

Ponderosa Elementary
SR2S Project

Existing Non-Motorized Use

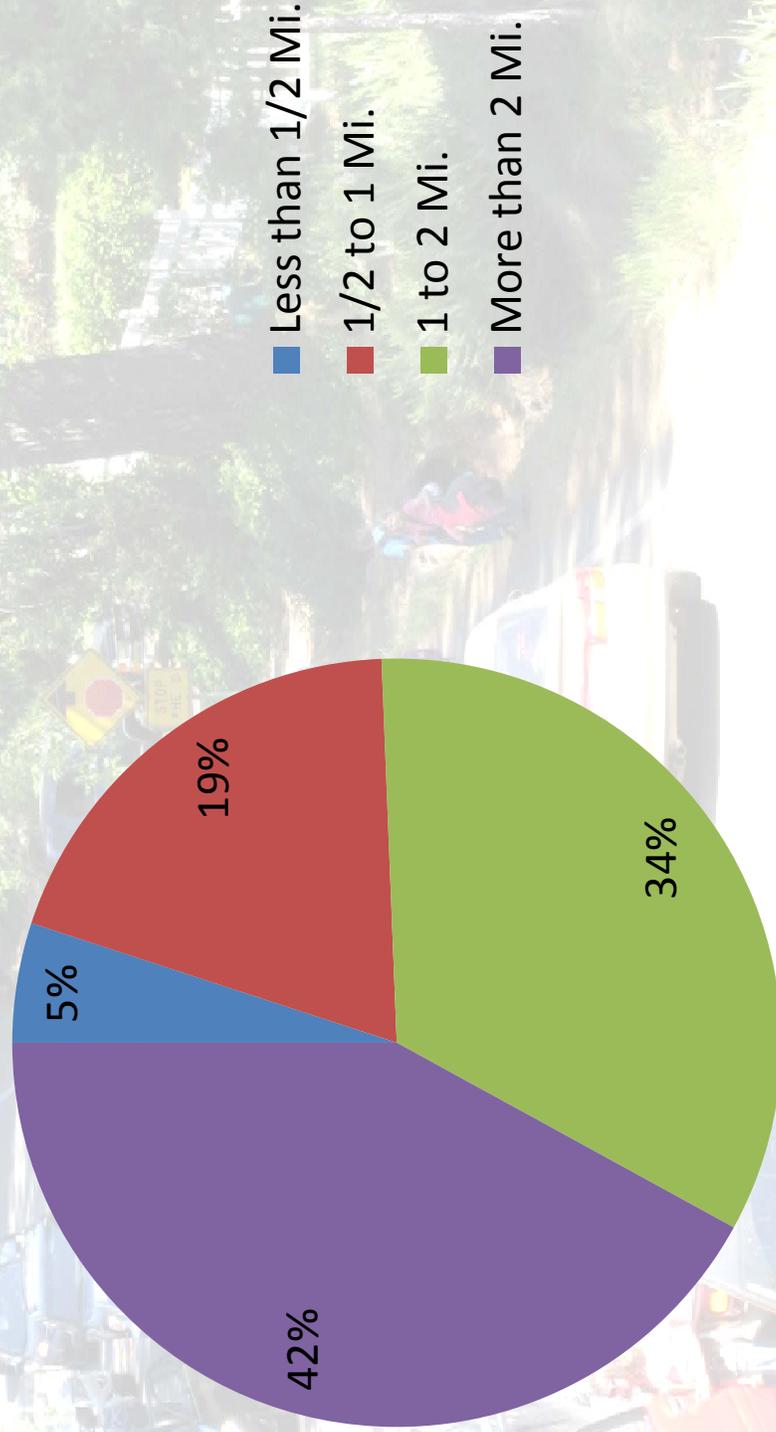


ATP Public Engagement Ponderosa Elementary SR2S Survey

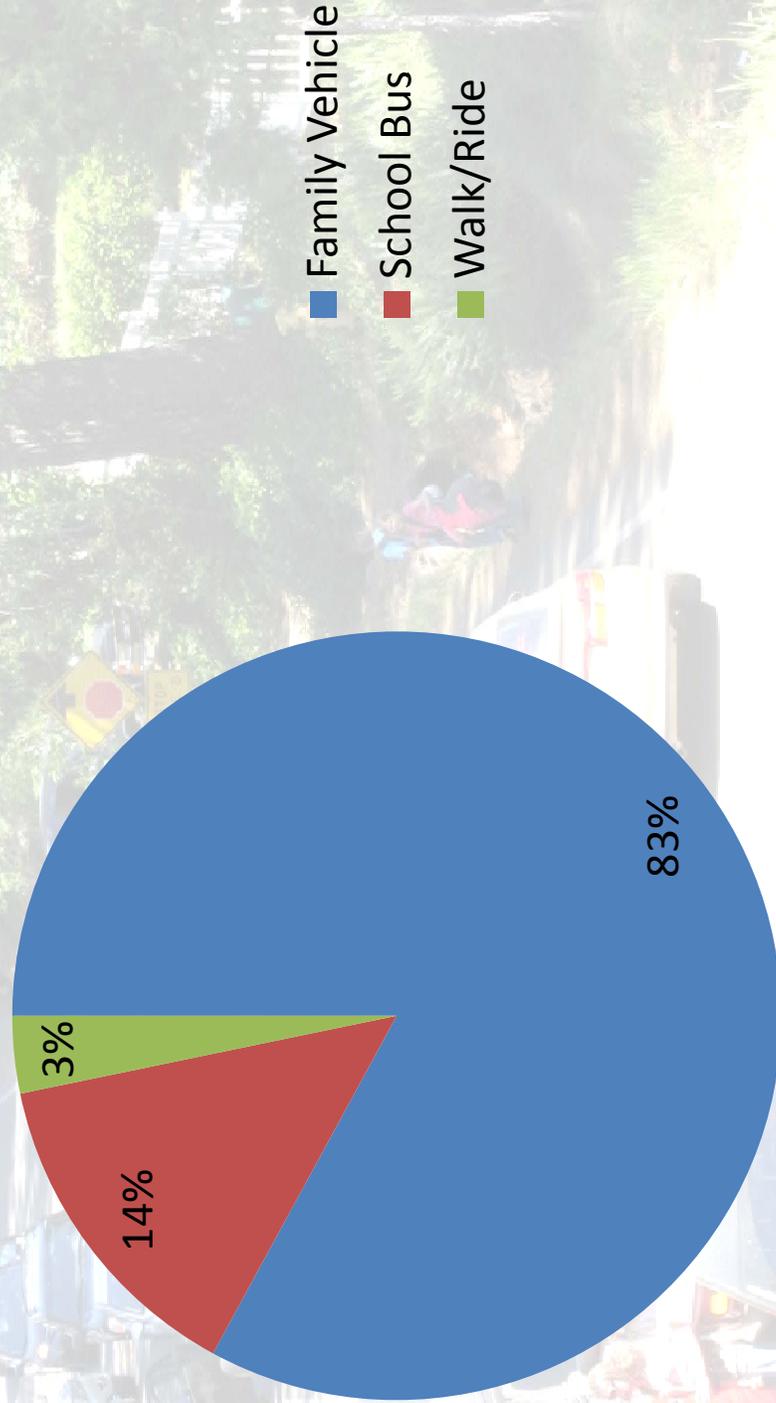
Survey Background

- 480 Surveys Distributed
- 129 Parent Respondents
- Surveys represent 229 children in K-8
- Data processed by the National Center for Safe Routes to School

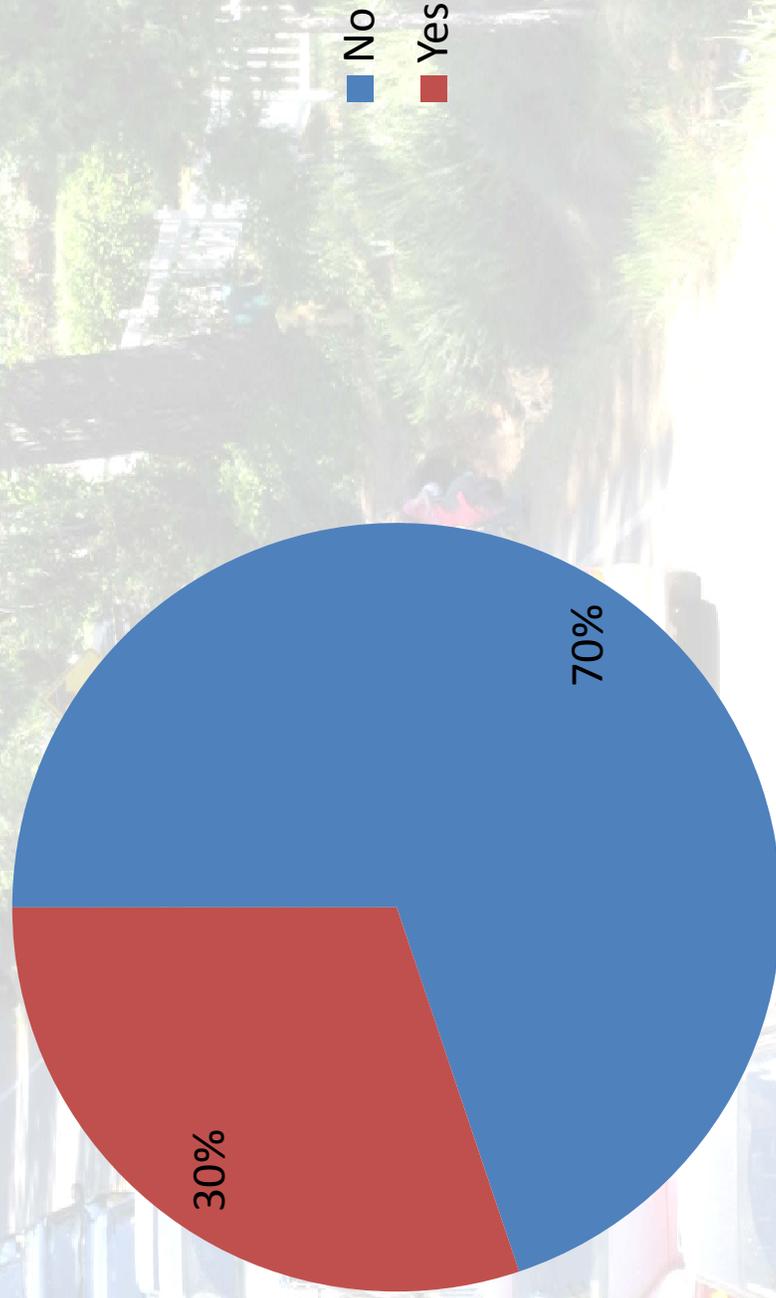
Commuter Distance to Ponderosa



Mode of Transportation

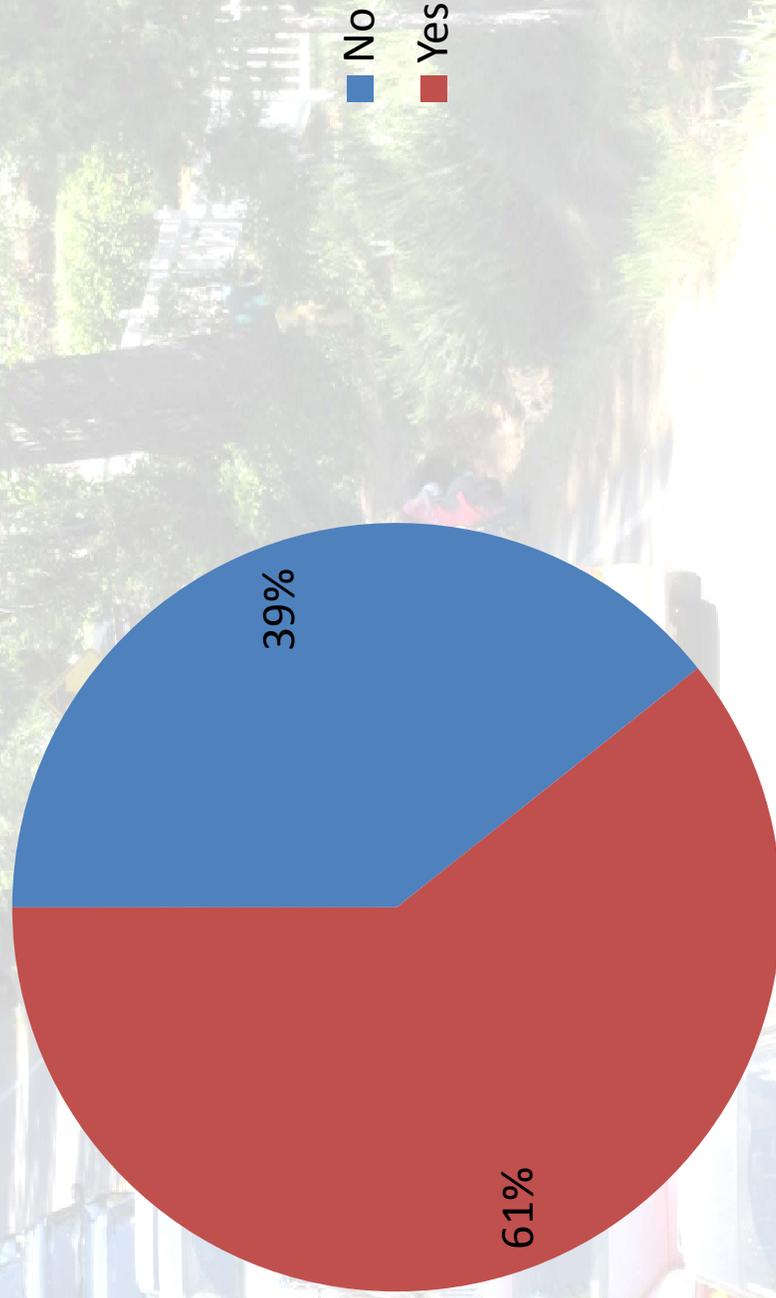


Has Child Asked to Walk or Ride to School?



Compared to 3% Actually Walking or Riding

Is the lack of sidewalks preventing you from walking/riding?



Compared to 3% Actually Walking or Riding

Highlights from Comments (1 of 4)

- **“I SEE TOO MANY VERY YOUNG KIDS... WALKING TO SCHOOL IN HEAVY TRAFFIC AND DARTING IN FRONT OF CARS.”**
- **“VIOLENCE AND UNCERTAIN TRAFFIC CONDITIONS CONCERN US THE MOST. ALSO THERE ARE NO SIDEWALKS ALONG THE ENTIRE ROUTE TO SCHOOL. THESE THINGS DISCOURAGES US FROM LETTING OUR CHILDREN WALK/BIKE TO SCHOOL.”**
- **“LACK OF PROPER SIDEWALKS AND SPEED OF VEHICLES AREA HUGE FACTOR IN MY DECISION.”**

Highlights from Comments (2 of 4)

- **“PENTZ IS TOO BUSY AND THERE ARE NO SIDEWALKS.”**
- **“IT IS NOT SAFE TO WALK TO AND FROM SCHOOL IN OUR AREA. THERE ARE NO SIDEWALKS OR SHOULDERS ON THE ROAD. THE STREETS ARE HEAVILY TRAVELED AT FAST SPEEDS.”**
- **“THERE ARE FEW SIDEWALKS AND SHOULDERS TO ALLOW CHILDREN THE SAFE SPACE THEY NEED TO WALK OR RIDE.”**

Highlights from Comments (3 of 4)

- **“PARADISE HAS VERY FEW SAFE WALKING AREAS. NO SIDEWALKS IS WHY MY CHILDREN DON'T WALK OR RIDE BIKES!”**
- **“MY ISSUE IS NOT ABOUT HIM WALKING IT'S ABOUT BIKING. HE NEEDS TO TAKE BIKE SAFETY CLASS. DON'T KNOW WHERE A CLASS FOR THAT IS GIVEN.”**
- **“WE NEED SIDEWALKS WITH OUT THEM ITS JUST NOT SAFE FOR KIDS TO WALK OR BIKE AT ANY AGE!!!”**

Highlights from Comments (4 of 4)

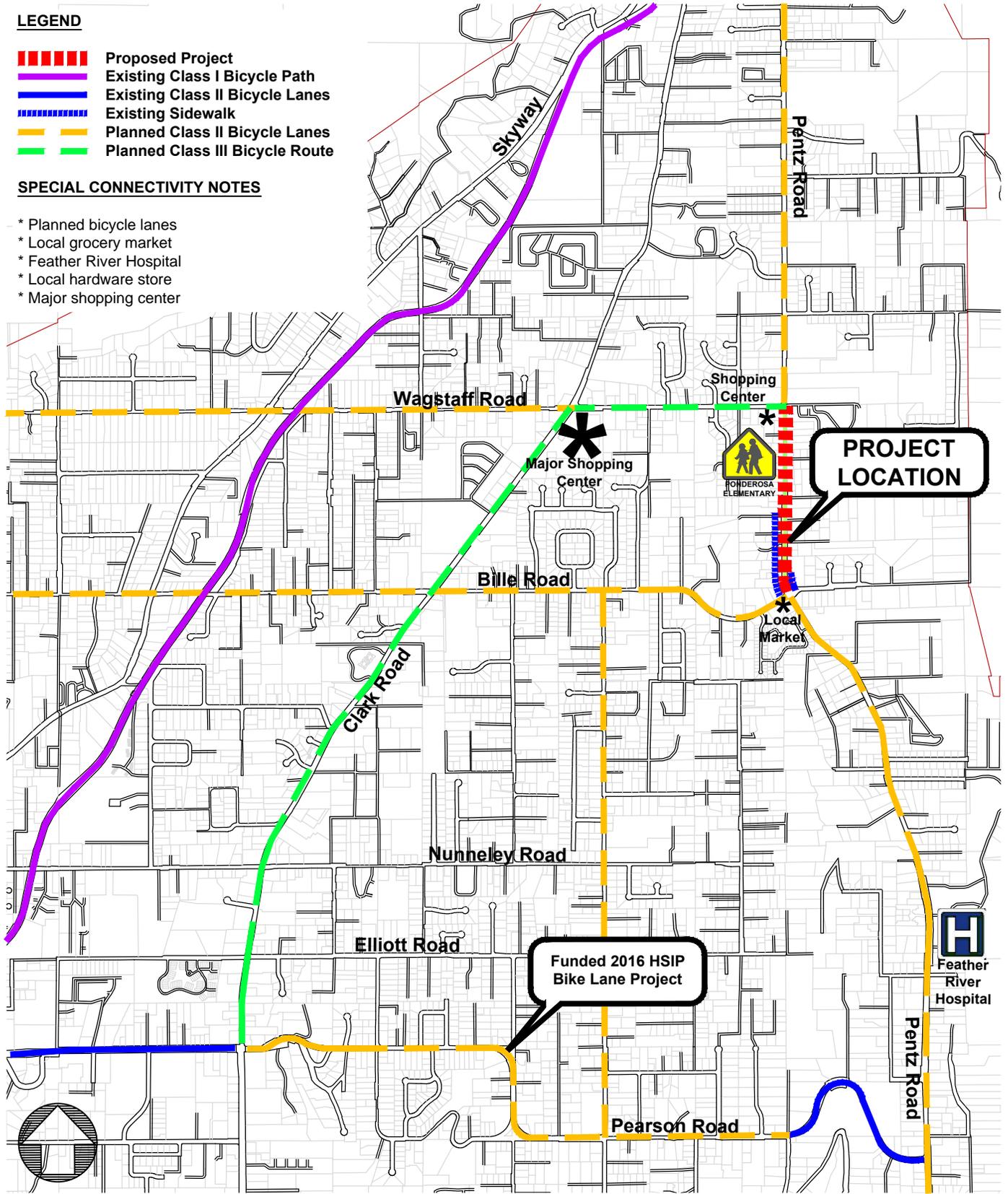
- **“THE LACK OF SIDEWALKS BETWEEN OUR HOME AND THE SCHOOL IS A MAJOR FACTOR IN OUR DECISION TO NOT ALLOW THEM TO WALK/RIDE THE SPEED OF TRAFFIC ON WAGSTAFF IS ALSO A MAJOR FACTOR.”**
- **“UNTIL THEIR ARE SAFE PATHWAYS & SIDEWALKS I WILL NOT ALLOW ANY OF MY 3 BOYS TO WALK TO SCHOOL IN THIS TOWN.”**
- **“ALL SCHOOLS SHOULD HAVE SIDEWALKS AND OR BIKE LANES AT LEAST 500 YARDS PRIOR TO ENTERING SCHOOL PROPERTY.”**

LEGEND

-  Proposed Project
-  Existing Class I Bicycle Path
-  Existing Class II Bicycle Lanes
-  Existing Sidewalk
-  Planned Class II Bicycle Lanes
-  Planned Class III Bicycle Route

SPECIAL CONNECTIVITY NOTES

- * Planned bicycle lanes
- * Local grocery market
- * Feather River Hospital
- * Local hardware store
- * Major shopping center



SCALE: 1" = 2,000'



TOWN OF PARADISE
PUBLIC WORKS DEPARTMENT

5555 Skyway
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 Phone: (530) 872-6291 Fax: (530) 877-5059

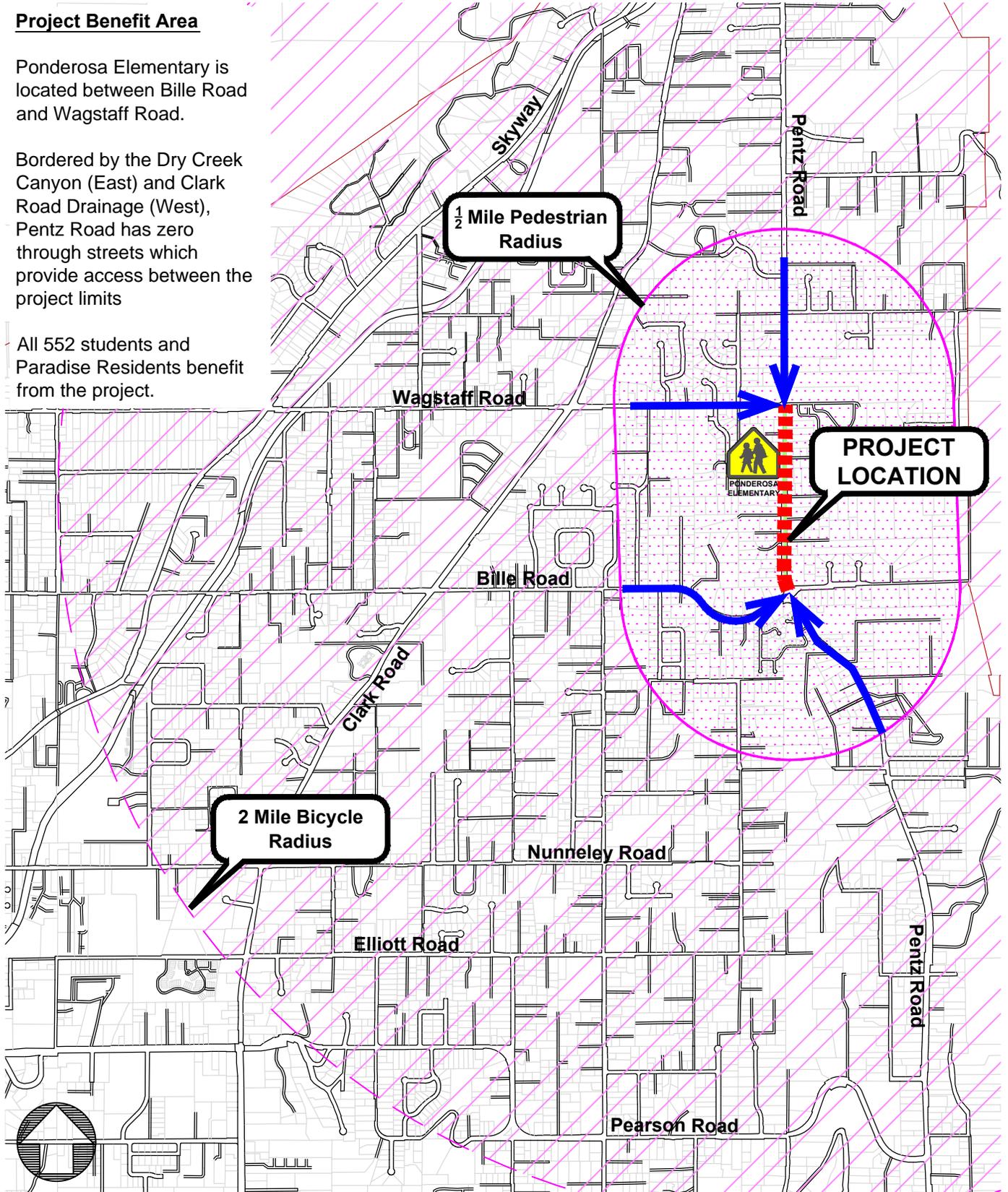
Ponderosa Elementary
SR2S Project
Existing and Planned
Connectivity Map

Project Benefit Area

Ponderosa Elementary is located between Bille Road and Wagstaff Road.

Bordered by the Dry Creek Canyon (East) and Clark Road Drainage (West), Pentz Road has zero through streets which provide access between the project limits

All 552 students and Paradise Residents benefit from the project.



SCALE: 1" = 2,000'



**TOWN OF PARADISE
PUBLIC WORKS DEPARTMENT**

5555 Skyway
Paradise, California 95969
Phone: (530) 872-6291 Fax: (530) 877-5059

**Ponderosa Elementary
SR2S Project
SR2S Benefit Area and
Commute Routes**



PARADISE
CITIZENS' ALLIANCE



Paradise Speaks!



Results of our
**“Speak Up for Paradise
Quality of Life”**
Survey



Factors that Define Quality of Life in a Community



Education



Economy



Public Safety



Infrastructure



Health & Human Services



Leisure & Recreation

Our Community Outreach Efforts

- Public Agencies Serving Paradise
- Paradise Ridge Chamber of Commerce & Business Community
- Paradise Ridge Senior Center
- Paradise Community Service Clubs & Organizations
- Paradise Churches



Our Community Outreach Efforts

CONTINUED

- Youth Organizations, Schools, etc.
- Community Events
- Shopping Center Outreach
- Direct Media, Ads, Newsletters, Website Links & Social Network Appeals



Survey Statistics



 SurveyMonkey

Online Survey through
SurveyMonkey.com

- Collected & Tabulated
- 854 Responses (4% of pop.)
- 4.5% ± Error Rate

Infrastructure in Paradise

Strongly Agree

Agree

Neither Agree nor Disagree

Disagree

Strongly Disagree

Paradise has well-maintained public streets & roads.

1.60%

23.54%

23.14%

39.63%

12.10%

Paradise is pedestrian friendly.

1.61%

16.11%

12.35%

37.58%

32.35%

Paradise is bicycle friendly.

2.53%

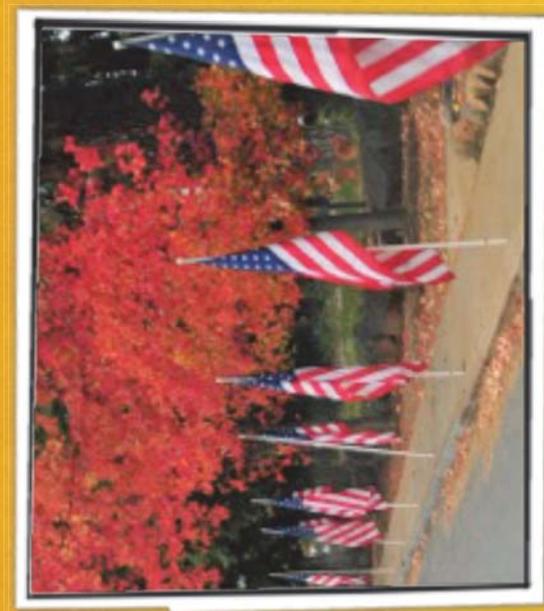
16.80%

13.87%

40.27%

26.53%

The Top Identified Priorities



TIER ONE

- More pedestrian sidewalks and walking paths.
- Better streets and roads.
- Sewer for Downtown/ Commercial areas.

The Top Identified Priorities

continued



TIER TWO

- Greater number and quality of restaurants
- More Streetlights
- Revitalize Downtown

The Top Identified Priorities

continued

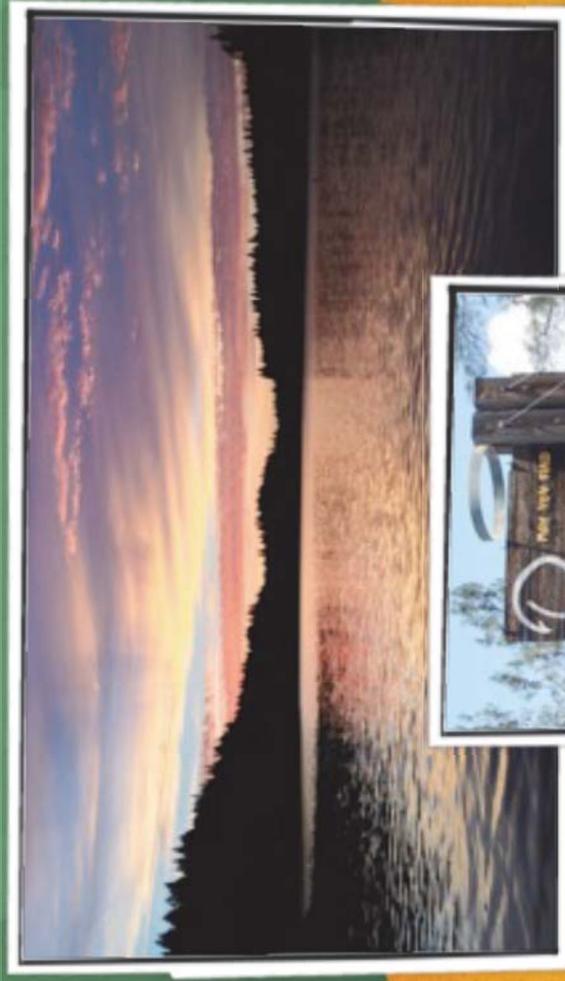


TIER THREE

- Greater diversity & quality of retail businesses.
- Walmart or big box discount.
- Better cell phone/ internet service.
- More police.



PARADISE
CITIZENS' ALLIANCE



*Helping to improve
the quality of life for
all Paradise Citizens.*

ACTION ELEMENT – NON-MOTORIZED TRANSPORTATION

Background

The two primary types of non-motorized transportation used in Butte County are bicycling and pedestrian travel.

Bicycling has become an increasingly popular method of travel throughout the region. Many individuals are attracted to the energy savings, environmental benefits, and health advantages, while others who are not able to drive due to age or finances use bicycles as a primary means of transportation. The valley areas of the county are particularly attractive to bicyclists and pedestrians due to the flat terrain.

Pedestrian travel is commonly used for very short trips and for students traveling to school. In addition, the health benefits of walking have made this a popular form of exercise for all ages. In urban areas, pedestrian facilities most often consist of sidewalks and shared bicycle/pedestrian paths.

Another aspect of the pedestrian system in rural areas is hiking. Butte County has much to offer in scenery, diversity of climatic zones, and wildlife. Large portions of land are not accessible by car or off-road vehicles due to the rugged terrain. However, a networks of trails and pathways have provided access to the abundant natural resources. These trails have added to the quality of life within the region by providing recreational, physical, and educational opportunities.

Local land use and transportation planning within the region has been sensitive to the attributes necessary to promote and encourage bicycling and walking. Each urban area within the region boasts at least one non-motorized transportation facility. Mixed land use developments, which include commercial, office, school, and residential areas, have also been used to make bicycling and walking more attractive as a method of travel. Jurisdictions generally require sidewalks be installed for new developments. In addition, jurisdictions have required developers to construct, or contribute toward, the construction of bicycle and pedestrian paths.

Purpose and Need

The purpose of identifying non-motorized transportation is to identify early in the planning process potential new routes. Bikeway and pedestrian paths are used for recreation and leisure. In addition, bikeways and pedestrian paths are a valuable tool in the quest to improve air quality and relieve traffic congestion. The greater the use of bicycling and walking as an alternative to single occupant vehicles, the fewer vehicle emissions produced and cars on the road.

the City of Chico has been designated a Bicycle Friendly Community at the Bronze level, first in 2005 and consecutively again in 2007 and upgraded to Silver in October 2012, by the League of American Bicyclists. In addition, local land use and transportation planning within the region have been sensitive to the attributes necessary to promote and encourage bicycling and walking. In 2008, the City of Chico Council readopted their plan to remain eligible for Caltrans' Bicycle Transportation Account funds. As part of the 2007/08 fiscal year, BCAG secured a grant from the Butte County Air Quality Management District to develop a comprehensive Chico Area Bicycle Map identifying the City on the front side, with Bidwell Park (Lower and Upper) on the back side. The map has been distributed to the University, each bike shop, and posted online at BCAG's website: <http://www.bcag.org/Transit/Bicycle-Resources/Bike-Maps/index.html>

In the 2008/09 fiscal year, the City of Chico began the SR 99 Corridor Bikeway Project funded in part with local and CMAQ funds approved by BCAG. The project is a combination Class 1 and 2 facilities, generally along SR 99 frontage routes and drainage easements from Eaton Rd on the north to Southgate Ave on the south. The City of Chico will also pursue Caltrans BTA funding for construction costs. In addition, BCAG is scheduled to update the Chico Bike Map in the Spring of 2013.

Oroville

In 2008, the City of Oroville began a comprehensive update to their Bicycle Transportation Plan. The anticipated completion date is December 2008 in order to be eligible for Caltrans' Bicycle Transportation Account (BTA) funding. The City of Oroville has also included an extensive system of bikeways and trails in the Oroville General Plan. Currently, there are two Class I bike paths and one Class II bike lane within the City of Oroville, with the Bikeway Master Plan identifying several bikeways for future construction. In addition, a 41-mile bicycle trail loops around the Feather River.

Paradise

In 2007 the Town of Paradise adopted their Master Bicycle Plan to serve as the planning guide for future bikeway and pedestrian facility development. In this plan, the Town established a bikeway system to serve the entire community. The backbone of the Paradise bikeway system is the Paradise Memorial Trailway, an abandoned railroad right-of-way through town converted to pedestrian and bikeway usage.

Gridley

The City of Gridley adopted their Bicycle Plan in 2008. The City received a Community Based Transportation Grant from Caltrans to develop their bicycle plan. The completion of the plan enabled the City to pursue State funding for projects identified in the plan. The City of Gridley intends to make minor updates to the existing plan and re-adopt it to remain eligible for BTA funding.

Table 8-5
Class 2 Routes –Proposed Facilities - Continued

2	Agency	Route	From	To
	Paradise	Pearson Rd	Skyway	Pentz Rd
	Paradise	Pentz Rd	Pearson Rd	Skyway
	Paradise	Bille Rd	Paradise Memorial Trailway	Bille Park
	Paradise	Bille Rd	Pentz Rd	Clark Rd

Table 8-6
Class 3 Routes –Proposed Facilities

3	Agency	Route	From	To
	Biggs	Bannock Street	2 nd Street	6 th Street
	Biggs	2 nd Street / Trent Street	B Street	6 th Street
	Biggs	C Street	1 st Street	6 th Street
	Biggs	5 th Street	E Street	Trent Street
	Gridley	Sycamore Ave.	Randolph Ave.	Washington Street
	Gridley	Magnolia Ave.	W. Biggs Gridley Rd.	Jackson Street
	Gridley	E. Gridley Rd	Jackson Street	Bonnell Av
	Gridley	Laurel Street	Randolph Ave.	Oregon Street
	Gridley	Locust Street	Randolph Ave.	Vermont Street
	Gridley	Oregon Street	Little Ave.	End
	Gridley	Randolph St	Locust Street	Sycamore Ave.
	Gridley	Vermont Street	Locust Street	Boeger Property
	Gridley	Washington Street	Vierra Park	Spruce Ave.
	Gridley	Indiana Street	Little Ave.	Magnolia Ave
	Gridley	Fairview Drive	E. Gridley Rd.	Standish Lane
	Gridley	Obermeyer Ave	Sr 99	Bonnell Rd. Extension
	Gridley	Bonnell Rd	Obermeyer Ave	E. Gridley Rd
	Paradise	Jones Avenue	Midway	Durham Dayton Hwy
	Paradise	Maxwell Drive	Skyway	Elliott Rd
	Paradise	Central Park Drive	Maxwell Drive	Clark Rd
	Paradise	Clark Rd.	Central Park Drie	Elliott Rd
	Paradise	Scottwood Rd	Pearson Rd.	Buschmann Rd.
	Paradise	Buschmann Rd.	Scottwood Rd.	Recreation Drive
	Paradise	Recreation Drive	Buschmann Rd.	Pearson Rd
	Paradise	Academy Drive	Pearson Rd.	Nunneley Rd.
	Paradise	Nunneley Rd	Academy Drive	Sawmill Rd.
	Paradise	Clark Rd.	Nunneley Rd	Wagstaff Rd.
	Paradise	Honey Run Rd.	Skyway	City Limits
	Paradise	Sawmill Rd.	Bille Rd.	Pearson Rd.
	Paradise	Wagstaff Rd.	Pentz Rd.	Clark Rd.

TOWN OF PARADISE

MASTER BICYCLE AND PEDESTRIAN PLAN



March, 2012

PARADISE MASTER BICYCLE AND PEDESTRIAN PLAN Page 11*Length: 1,590 LF**Estimated cost: \$88,378*

- Class II bike lanes and an extension of Class I bike path on Forest Service Road from Clark Road to the Paradise Memorial Trailway

*Status: Not currently scheduled.**Length: 1500 LF (Class I) 750 LF (Class II)**Estimated cost: \$158,454*

- Class II bike lanes on Pearson Road from the Skyway to Pentz Road

*Status: Not currently scheduled.**Length: 18,500 LF**Estimated cost: \$543,345*

- Class II bike lanes on Pentz Road from Pearson to the Skyway

*Status: Not currently scheduled.**Length: 20,450 LF**Estimated cost: \$600,618*

- Class II bike lanes on Bille Road from the Paradise Memorial Trailway to Bille Park.
Status: Design fiscal year 2000-2001; construct FY 2001-2002. Not currently scheduled.

*Length: 7100 LF**Estimated cost: \$208,527*

- Class II bike lanes on Bille Road from Clark Road to the Paradise Memorial Trailway.

*Status: Not currently scheduled.**Length: 3,250 LF**Estimated cost: \$95,452*

- Class II bike lanes on Bille Road from Pentz Road to Clark Road

*Status: Not currently scheduled.**Length: 5500 LF**Estimated cost: \$281,502*

- Class II bike lanes on Neal Road from the Paradise Memorial Trailway to Wayland Road

*Status: Not currently scheduled.**Length: 8900 LF**Estimated cost: \$261,393*

- Class II bike lanes on Wagstaff Road from the Paradise Memorial Trailway to Oliver Road and southerly on Oliver Road to Bille Road

*Status: Not currently scheduled.**Length: 8900 LF**Estimated cost: \$261,393*

- Class II bike lanes on Sawmill Road from Pearson Road northerly to Bille Road

*Status: Not currently scheduled.**Length: 8300 LF**Estimated cost: \$243,771*

- Class II bike lanes on Rocky Lane from the Paradise Memorial Trailway to Wagstaff Road and easterly on Wagstaff Road to Clark Road

*Status: Not currently scheduled**Length: 3700 LF**Estimated cost: \$108,669*

PARADISE MASTER BICYCLE AND PEDESTRIAN PLAN Page 13

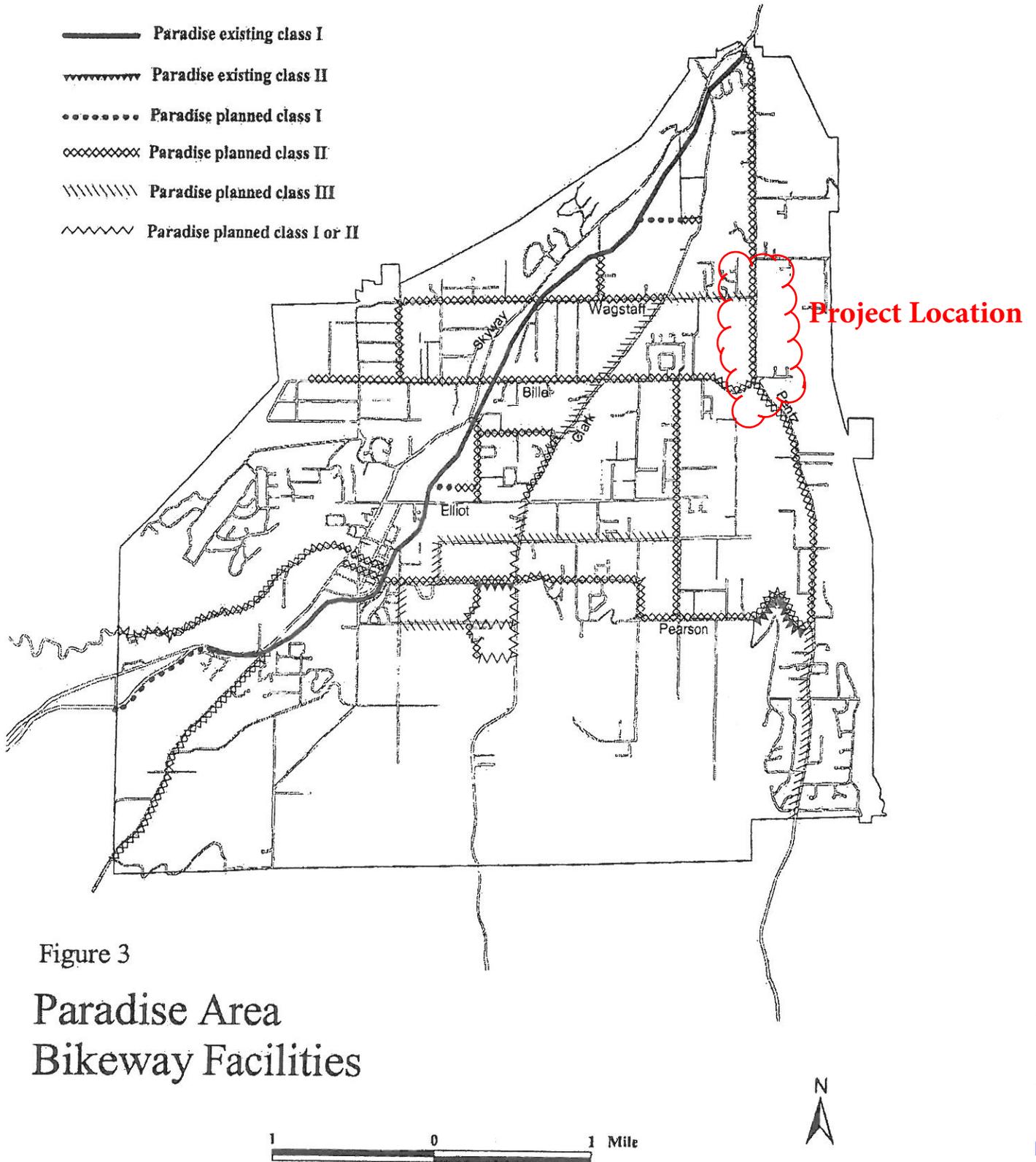


Figure 3
Paradise Area
Bikeway Facilities

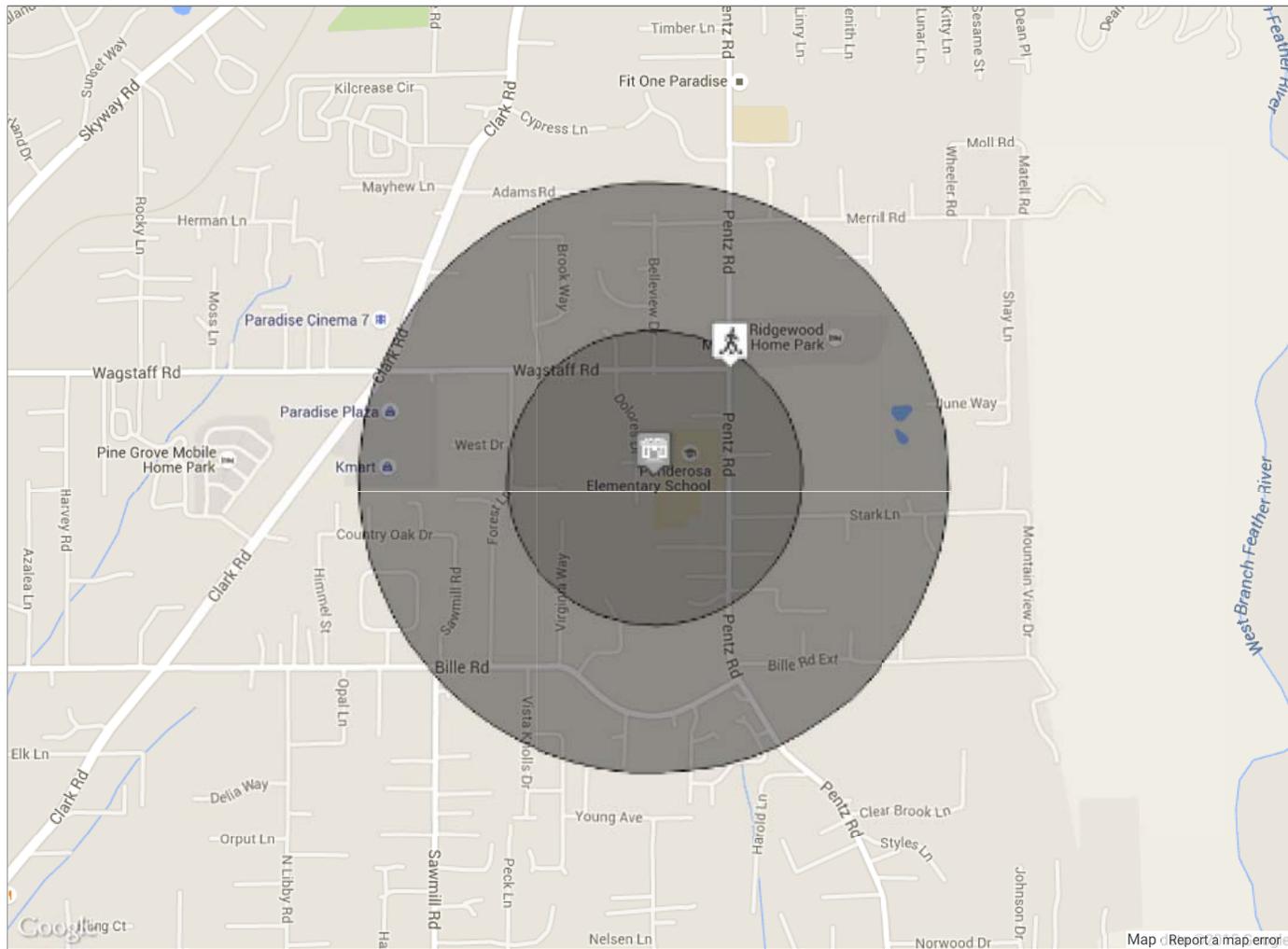
SAFE ROUTES TO SCHOOL COLLISION MAP VIEWER

Interactive map and data summaries of bicycle and/or pedestrian collisions around school.

Ponderosa Elementary

6593 Pentz Rd | Paradise | Butte County | CDS: 4615316003339

Types of Collisions: Bicycle Pedestrian
 Collision Severity: Fatal Severe Injury Other Visible Injury Complaint of Pain
 Years : 2008 - 2012



Summary Statistics							
Radius	Fatal	Severe Injury	Visible Injury	Complaint of Pain	Pedestrian	Bicycle	Total
< ¼ mi.	0	0	0	1	1	0	1
¼ - ½ mi.	0	0	0	0	0	0	0
Total	0	0	0	1	1	0	1

Collision List								
Case ID	Date	Time	Primary	Secondary	Distance	Direction	Bike	Ped
5953332	2012-12-18	8:32	PENTZ RD	WAGSTAFF RD	0	-	No	Yes

COLLISION DIAGRAM

Primary Street:
Pentz Road

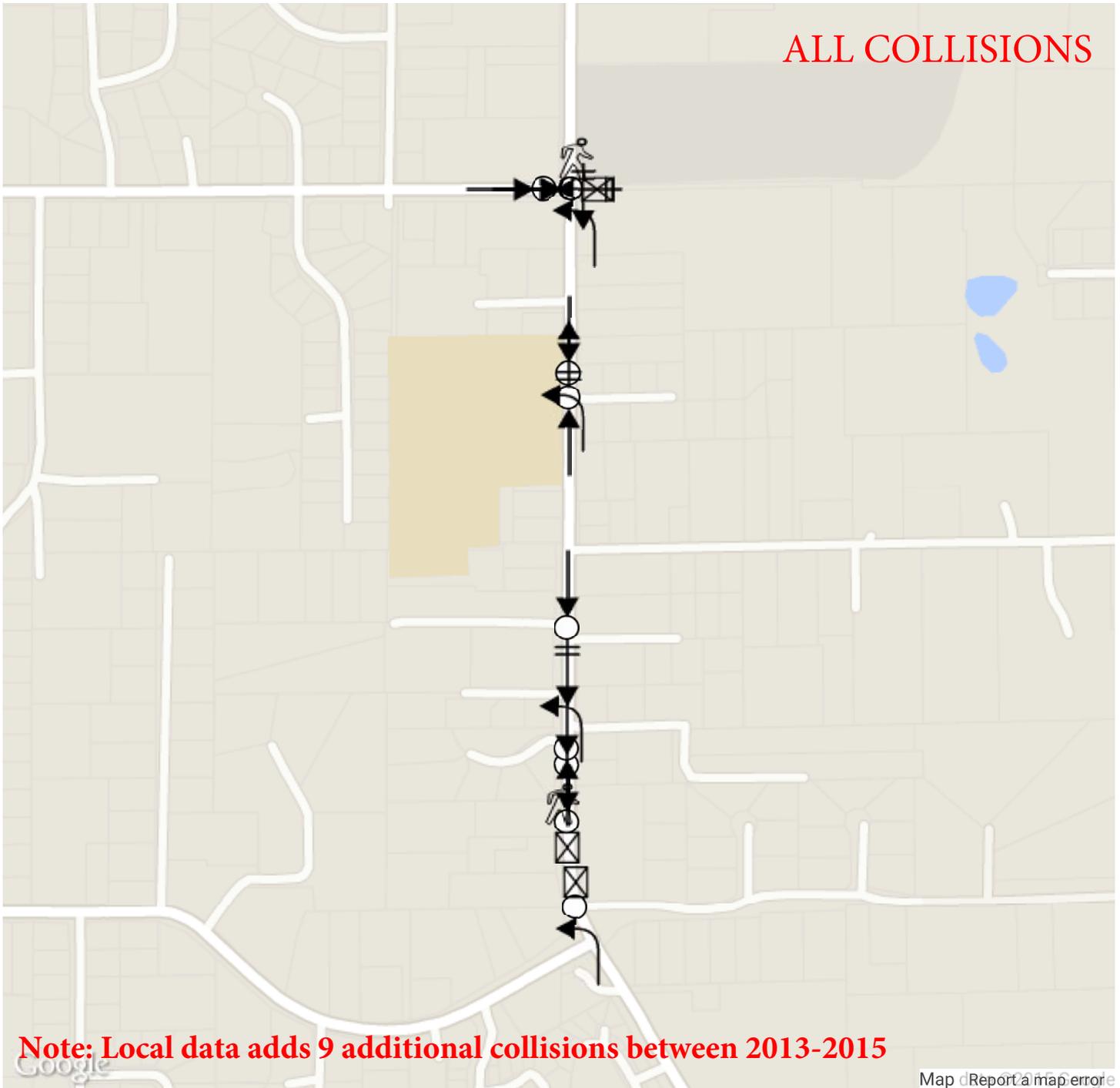
Secondary Street:
Bille Rd to Wagstaff Rd

Time Period:
2004-2012

Agency Name:
Town of Paradise

Mapping Summary	
Fatal Collision	0
Injury Collision	11
<hr/>	
Mapped	11
Not Drawn	1
<hr/>	
Total	12

→ Straight	↪ Overturned
↶ Left Turn	↷ Ran Off Road
↷ Right Turn	⊞ Stopped
↶ U-Turn	⊞ Parked
🚶 Pedestrian	🚲 Bicycle
⊞ Object	○ Injury Crash
● Fatal Crash	



ALL COLLISIONS

Note: Local data adds 9 additional collisions between 2013-2015

Map d/Report a map error

Date Created: 04/07/2015

Created by TIMS (<http://tims.berkeley.edu>) © UC Regents, 2014

2012 OTS RANKINGS

Agency	Year	County	Group	Population (Avg)	DVMT
Paradise	2012	BUTTE COUNTY	D	26,045	368,564

TYPE OF COLLISION	VICTIMS KILLED & INJURED	OTS RANKING
Total Fatal and Injury	154	27/92
Alcohol Involved	15	30/92
Had Been Drinking Driver < 21	4	4/92
Had Been Drinking Driver 21 - 34	5	40/92
Motorcycles	8	27/92
Pedestrians	4	66/92
Pedestrians < 15	1	31/92
Pedestrians 65+	1	41/92
Bicyclists	5	70/92
Bicyclists < 15	1	39/92
Composite		27/92

TYPE OF COLLISION	FATAL & INJURY COLLISIONS	OTS RANKING
Speed Related	41	11/92
Nighttime (9:00pm - 2:59am)	11	37/92
Hit and Run	4	67/92

TYPE OF ARRESTS	ARRESTS	% RATE	OTS RANKING*
DUI Arrests	125	0.80	65/90

RECOMMENDATIONS TO IMPROVE PEDESTRIAN SAFETY IN THE TOWN OF PARADISE



September 2013

By Tony Dang, Wendy Alfsen, California WALKS

This report is funded by the UC Berkeley Safe Transportation Research and Education Center (SafeTREC) and the California Office of Traffic Safety through the National Highway Traffic Safety Administration.



Reflections from Walkability Assessment

Walkability assessments were conducted in small groups primarily along Skyway Road, with one group evaluating parts of Pearson and smaller side streets (Fir, Almond) as well. Participants were asked to complete a standardized walkability checklist form from the national Pedestrian and Bicycle Information Center (PBIC)—a national clearinghouse for pedestrian- and bicycle-related resources. Cal WALKS received 12 completed assessment forms. The top 3 issues identified by participants during the walk assessment dealt with sidewalk maintenance and Americans with Disabilities Act (ADA) compliance (sidewalks obstructions and need for ADA-compliant or repair of curb ramps). The next tier of issues identified by the majority of respondents touched upon sidewalk connectivity (or lack of sidewalks/paths/shoulders) and perceived high traffic speeds. Respondents also expressed that they felt too close to traffic when walking, that crosswalk markings were faded and needed to be restriped, and that they observed a fair amount of driver inattention/distraction. Using the PBIC scoring scale (1 being the worst walking conditions and 5 being the most pleasant), respondents were evenly split between a score of 1-3.

Community Resident Recommendations

Following the walkability assessment, workshop participants were divided into three groups to discuss and provide concrete recommendations for the following three topics: Pedestrian Safety Education, Highway Safety Improvement Program grant project for Skyway Road, and Marked Crosswalks as part of the Skyway Micro-surfacing Project.

Pedestrian Safety Education

Two small work groups discussed how best to develop and disseminate pedestrian safety education messages within the Town of Paradise. Both groups pinpointed key safety messages they wanted to be communicated and then developed various dissemination strategies the Town can pursue.

SAFETY MESSAGES

After much discussion, the groups settled on the following as key safety messages that need to be taught and broadcast to all Paradise residents:

- Make eye contact with drivers before and while crossing.
- Look both ways before beginning to cross.
- Marked crosswalks are not absolutely safe and caution must still be exercised when crossing.
- Failing to exercise caution while walking or crossing has real-world consequences.
- Do not use electronic devices while walking, especially high school-age youth.
- Distracted driving has real-world consequences.
- When no sidewalk is present, walk against traffic.
- When walking at night, wear reflective clothing or some sort of illumination.

RESIDENT RECOMMENDATIONS

- **Establish a traffic safety commission/committee** (or equivalent) for the Town of Paradise: This commission or committee would be coordinating body to develop and champion education efforts and would be the central focal point for the Town to disseminate information about engineering projects to residents.

MINUTES
PARADISE TOWN COUNCIL
REGULAR MEETING – 6:00 PM – September 10, 2013

1. OPENING

The Regular Meeting of the Paradise Town Council was called to order by Mayor Timothy Titus at 6:00 pm in the Town Council Chamber located at 5555 Skyway, Paradise, California. Following the Pledge of Allegiance to the Flag of the United States of America, Council Member Rawlings offered an invocation.

COUNCIL MEMBERS PRESENT: Greg Bolin, Steve “Woody” Culleton, Scott Lotter, John J. Rawlings, and Timothy Titus, Mayor.

STAFF PRESENT: Town Clerk Joanna Gutierrez, Town Manager Lauren Gill, Town Attorney Dwight L. Moore, Finance Director Will, Community Development Director Craig Baker, Police Chief Gabriela Tazzari-Dineen, Division Chief Rob Cone, CAL FIRE/Paradise Fire, Battalion Chief Curtis Lawrie, Assistant Town Clerk Dina Volenski, Associate Civil Engineer Marc Mattox, and Public Works Manager Paul Derr.

e. Presentations/Proclamations/Recognitions

- (1) Presentation by Oliver Allen, Butte Country Library Outreach
- (2) Proclamation recognizing *The Yellow Birds*, by Kevin Powers, as the community Book in Common
- (3) Proclamation Recognizing Constitution Week: September 17-23, 2013
- (4) Proclamation Recognizing Stanley D. McEtchin
- (5) Recognition of Jose Gallardo for Intern Engineering services
- (6) Recognition of Sarah Gomez for volunteer services in the Onsite Division
- (7) Presentation by Chief of Police Gabriela Tazzari-Dineen - Refurbished Patrol Vehicles

2. ITEMS DEFERRED FROM PREVIOUS MEETINGS - None.

3. CONSENT CALENDAR

Following a MOTION by Culleton, seconded by Bolin, the following items were adopted by unanimous roll call vote:

- 3a. Approved Minutes of the August 13, 2013, Regular meeting.
- 3b. Approved cash disbursements in the amount of \$1,432,253.48. (310-10-29)
- 3c. Adopted Resolution No. 13-46, A Resolution Of The Town Council Of The Town Of Paradise Authorizing Disposal Or Destruction Of Certain Town Records Maintained In Storage in the Town Clerk Department Pursuant To Government Code Section 34090. (160-20-16)

information regarding the recommendations that resulted from the Pedestrian Safety Community Workshop hosted by UC Berkeley SafeTrec, California Walks and the Town of Paradise on September 5, 2013. Associate Civil Engineer Mattox presented a Power Point and discussed the unique situations that the community would like to address within the Town of Paradise; and, that the staff would like Council to approve the following policy recommendations at this time:

- Establish a 20' (twenty-foot) no parking zone on each side of a crosswalk, a process called "daylighting" to provide for pedestrian visibility at crosswalks; and,
- Remove one of the mid-block crosswalks located on Skyway north of Elliott, south of Oliver, during the 2013 Microsurfacing Project.

Mayor Titus opened the matter for public comment.

1. Tom Kelly stated that he thinks that the public safety problem is that the speed limits are too high and that cars are speeding through Town and threatening pedestrians.
2. Don Drowty stated that he has observed youth break into a run halfway through the crosswalk and that education in the schools could address personal safety measures that can be taken to protect oneself in the crosswalk.

7a. Council concurred with the recommended policy directions and directed the establishment of a 20' no-parking zone on each side of crosswalks in town; and, to the elimination of a crosswalk on Skyway north of Elliott, south of Oliver, during the 2013 Microsurfacing Project. Staff is to determine which of the two crosswalks in that area would best serve the needs of the pedestrians. (490-60-04)

Following a report from Associate Engineer Mattox regarding the request to authorize staff to issue Contract Change Order to Intermountain Slurry Seal for the implementation of a Two-Way Left-Turn Lane along Skyway between Jewell Road and Pearson Road, Skyway between Elliott Road and Center Street, Skyway between Maxwell Drive and Bille Road under Contract No. 13-03, Paradise Micro-Surfacing Project 2013, with a fiscal impact estimated at \$2,700, Mayor Titus opened the matter for public comment.

1. Louis Johnson stated that he has gathered traffic statistics that indicate two way turn lanes actually increase traffic accidents.
2. Michael Snyder stated that he came to talk about sidewalks, cited a Government Code Section that states there is a duty to improve pedestrian safety and accessibility, discussed other areas in Town where it is dangerous for pedestrians to walk such as on Pentz Road and Demille, and asked for more sidewalks and bike lanes in Paradise.



TOWN OF PARADISE
5555 Skyway
Paradise, CA 95969
(530) 872-6291

**Active Transportation Program
Ponderosa Elementary School Stakeholder Meeting**

**April 14, 2015
Ponderosa Elementary School**

In attendance:

Principal Tom Taylor, Emily Vail (parent), Linda Singler (parent) Lottie Farley (5th grade student), Marc Mattox (Town of Paradise), Colette Curtis (Town of Paradise)

Notes:

Marc Mattox presented Active Transportation program goals and possible projects to meet the needs of Ponderosa Elementary school. Colette Curtis briefly discussed the public engagement portion of the application and ways for the school community to be involved.

Both parents present recalled many stories of major issues for pedestrians over the past several years. Opportunities for improvements were discussed including sidewalks, upgraded crosswalks, and bike lanes. Parent Emily Vail expressed her support for adding parking along one side of the road, as right now there is no parking area and Parents park unsafely in an open culvert. Parent Linda Singler relayed her experience with wanting to walk to school with her child but after surveying the route determined it was unsafe.

Principal Taylor and the parents invited Marc and Colette to the next School Site Council meeting to discuss the program and get input from the council. This will also be an opportunity to collect some firsthand parent and student stories demonstrating the current conditions and needs. It was clear from the discussion that with some safety improvements a larger population of students would be interested in walking to school.

Principal Taylor and parent representatives plan to attend the upcoming Stakeholder Meeting on May 6th. They will also bring 5th grade student Lottie Farley.

Ponderosa Elementary School Site Council
Meeting Minutes
April 23, 2015

Members in attendance: Emily Vail, Becki Nevel, Kelly White, Jammie Herl, Gina Lefebvre, Tom Taylor, Tim Hull, Jonathan Mattern, Mary Foy, Tierra Lloyd, Mike Thompson, and Mark Mattox an engineer from the Town of Paradise

Call meeting to order: 3:40

Public Comments

Town of Paradise Engineer Marc Mattox joined us to explain the Ponderosa SR5S Project. The Town of Paradise is currently working on the application for grant funding to improve bike and pedestrian safety at the school. There is \$360 million dollars available statewide. The Ponderosa project is one of five that the town is applying for. Pictures have been taken at both peak traffic and low traffic times to demonstrate the need. The project plan will include bike lanes, sidewalks, and possibly a loading zone. Project would span between Wagstaff and Billie with a proposed estimate of \$2 million. If funds are granted the estimated construction time would be during the summer of 2017.

- Contact: Marc Mattox at 872-6291 x125 or email mmattox@townofparadise.com
- Would like to get personal experience testimonies
- May 6th will be a Community Stakeholder meeting at Town Hall. We are encouraged to attend!

Approval of minutes: Mike Thompson motioned to approve the March 2015 minutes, Tim Hull second, motion passed.

Principals Report:

- STEAM - Still waiting to hear on grant
- We need to spend \$6,500 professional development (Title 1) by September or we lose it. Needs to be used for staff development.
- We have 13k of LCAP to spend from 14/15
- Last year we were given 49K for 2014/15. It looks to be around the same for 2015/16 school year.
- In 2015/16 Bob will be full time.

DAC - LCAP:

- print out on all school sites
- ballot given to vote on where funding goes to.
- School Board is going over applications for new school board.

LCAP: See handout (cover page and goal 1)15497.5 Local Control Accountability Plan and Annual Update

We have \$20,000 that can be used in other areas.

*are suggestions or ideas where we can use the funds

Goal 1

- We will have a full-time intervention staff.

**STAR testing might benefit from more adults in the room during tests.*

**We want to look at the process of testing, smaller testing groups.*

**Add SBAC*

**Release time for classified & certificated staff to observe other staff for training.*

**Add in an additional aide time to help provide push-in time.*

**Data sheet input to follow student progress.*

Goal 2: Math

Measurable outcomes; change to say: **80% of Ponderosa student in grades k-5 will perform at the proficient or advanced level as measured STAR or other CCCSS assessments.**

**Spend \$ on training for aids*

Goal 3: Culture

**Opportunities for parents & teachers to support Ponderosa through PEP club, Identify and implement Funds for Homeschool connection.*

**This can be ran by Toni PBIS representative.*

Goal 4

**Add funds to technology*

Nominations for Site Council have gone out. We need to fill 2 parent positions and one Classified position for next year. We have nominated: Mindi Farley, Nicole Hutts.

Adjourned meeting at 4:1pm.



2580 Sierra Sunrise Terrace, Suite 100
 Chico, California 95928-8441
 (530) 879-2468 FAX (530) 879-2444

May 19, 2015

Marc Mattox, Public Works Director
 Town of Paradise
 5555 Skyway
 Paradise, CA 95969

Subject: Active Transportation Program, Public Participation Process Documentation for
 Community Stakeholder Meeting - May 6, 2015 - 2-4pm

Attendees: Hoppie Campos - Paradise Director, Boys and Girls Club
 Mike Trinca - Director, Paradise Recreation and Park District
 Lauren Gill – Town Manager, Town of Paradise
 Susan Hartman – Associate Planner, Town of Paradise
 Ivan Garcia – Programming Manager, Butte County Association of Governments
 Marc Mattox – Public Works Director/Town Engineer, Town of Paradise
 Colette Curtis – Administrative Analyst, Town of Paradise
 Stephen Rowe – Lieutenant, Paradise Police Department
 Pamela Teeter – Youth for Change
 Emily Vail – Parent/School Site Council President, Ponderosa Elementary School
 Janine Rood – Director, Chico Velo
 Tom Taylor – Principal, Ponderosa Elementary School
 Jody Jones – Council Member, Paradise Town Council
 Patti Horsley – Center for Healthy Communities, California State University Chico

Summary:

The workshops were noticed in the Paradise Post, Chico Enterprise, Oroville Mercury, Gridley Harold newspapers as well as posted on the entire Butte Regional Transit Fleet. In addition, Chico Velo, the regional bicycle advocacy group posted the announcement on its Facebook page. In addition, the announcement was presented and circulated to the BCAG Transportation Advisory Committee, and BCAG Board of Directors and sent to their respective email distribution list.

The meeting began at 2 pm with 14 stakeholders in attendance. Lauren Gill, Town Manager welcomed the group and went over the importance of active transportation for the community. Colette Curtis gave a brief background presentation on the Active Transportation Program and

Town of Paradise
Active Transportation Program
Public Participation Documentation
May 6, 2015
Page 2

its goals. Patti Horsley from CSU Chico gave a presentation on the public health benefits of active transportation and went over statistics regarding current health issues in Paradise such as obesity and inactivity. Ivan Garcia from BCAG gave a brief presentation on regional funding needs and the significance of public outreach in the transportation planning process.

Marc Mattox gave a presentation on past Town projects and possible grant opportunities. This portion brought out many questions and comments from the group. There was a great deal of excitement around the projects already completed as well as those in the works.

Following the presentation was an open discussion regarding active transportation needs. Mike Trinca from the Paradise Recreation and Park District mentioned he was excited to see plans for sidewalks on Pentz Rd, and hoped it might be continued 50 feet to connect to a park that will be installed next year. Town Staff let him know they would take that into consideration. Hoppie Campos from The Boys and Girls Club expressed interest in connecting parks and other destinations (schools, after school recreation, etc) by safe sidewalks and bike lanes.

Janine Rood from Chico Velo mentioned bike safety on Pentz Rd, and was interested in creating a bike lane that is separated from traffic by parking. Town Staff let her know they would consider that for the design to see if it would work in that area.

As a result of the great interaction, it was agreed to take the presentation to Ponderosa Elementary to hear from the kids and staff as in order to get a user's perspective on active transportation needs. There were approximately 50 students in attendance and about 10 staff.

Wrap Up:

The group was in agreement that the priority for Paradise was installing sidewalks and bike lanes since so few exist in Town, which has created a barrier to active transportation. They were very supportive of safe routes to school projects and were keen to see sidewalks and bike lanes connect to parks and other destinations.

Signed:



Ivan Garcia, BCAG Programming Manager



Active Transportation Program (ATP) Community Stakeholder Meeting

The public is invited to come and participate!

ATP encourages increased use of active modes of transportation by achieving the following goals:

- Increase the proportion of trips accomplished by biking and walking,
- Increase safety and mobility for non-motorized users,
- Advance the active transportation efforts of regional agencies to achieve greenhouse gas (GHG) reduction goals,
- Enhance public health,
- Ensure that disadvantaged communities fully share in the benefits of the program, and
- Provide a broad spectrum of projects to benefit many types of active transportation users.

Get Involved, Make a Difference.

The purpose of the Active Transportation Program Community Stakeholder Meeting is to gather information and feedback regarding active transportation in Butte County. Local agencies will be applying for Active Transportation Program Grants to address active transportation needs in our community. Your input is needed to guide future plans and projects.

Provide valuable input on active transportation needs in our community!



Questions? Contact Ivan Garcia at 530-879-2468 or igarcia@bcag.org

City of Chico
Council Chambers Conf. Rm 1
411 Main Street
Monday, May 4, 2015
11am to 1pm

Gridley City Hall
Conference Room
685 Kentucky Street
Monday, May 4, 2015
4pm to 6pm

Oroville
Oakdale Elementary
School Library
2255 Las Plumas Ave
Tuesday, May 5, 2015
2pm to 4pm

Paradise Town Hall
Council Chambers
5555 Skyway
Wednesday, May 6, 2015
2pm to 4pm



Active Transportation Program (ATP) Community Stakeholder Lub Rooj Sib Tham

Thov caw txhua tus pej xeem tuaj thiab koom!

ATP txhawb kom muaj active transportation los ntawm cov hom phiaj nram qab no:

- Txhawb kom muaj kev taug kev lossis caij luv thij,
- Txhawb kom muaj kev ruaj ntseg thiab kev zoo ncig rau cov tibneeg tsis caij tshab lossis caij bus,
- Txhawb kom muaj active transportation thiaj li ncau cuag txojkev siv greenhouse gas kom tsawg,
- Txhim kho pej xeem kev noj qab haus huv,
- Xyuas kom meej tias tej zej zog txhua tus tau txhais kev pab los ntawm lub kev pab cuam no,
- Thiab muab ntau yam kev pab rau cov tibneeg uas siv active transportation.

Sib Pab Koom Tes.

Active Transportation Program lub rooj sib tham no yog tsim los rau sawvdaws coj tswvim thiab kev txhawjxeeb tuaj hais qhia rau sawvdaws paub txog lawv txojkev taug kev thiab caij luv thij hauv Butte County. Cov koom haum nyob hauv Butte County yuav rov qab thov nyiaj pab los ntawm Active Transportation Program Grants los pab kho tej yam uas lub zej zog cov pejxeem xam pom tias yuav tsum tau kho thiaj li zoo taug kev thiab caij luv thij. Peb xav tau koj lub tswvim thiab koj kev xav txog qhov no.

Muab tswvim tseemceeb txog active transportation coj tuaj pab peb lub zej zog!



Yog muaj lus nug, hu rau Ivan Garcia ntawm 530-879-2468 lossis igarcia@bcag.org

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Active Transportation Program (ATP)

Reunión De La Comunidad De Las Partes Interesadas

El público está invitado a venir y participar!

El propósito de la **ATP** es fomentar un mayor uso de los modos activos de transporte por la consecución de los siguientes objetivos :

- Aumentar la proporción de viajes realizados por el ciclismo y el senderismo,
- Aumentar la seguridad y la movilidad de los usuarios no motorizados ,
- Avanzar en los esfuerzos de transporte activo de los organismos regionales para alcanzar los objetivos de gases (Greenhouse gas -GHG) de reducción de efecto invernadero ,
- Mejorar la salud pública
- Asegurar que las comunidades desfavorecidas plenamente participen en los beneficios del programa , y
- Proporcionar una amplia gama de proyectos en beneficio de muchos tipos de usuarios del transporte activo .

Involúcrate , Hacer la Diferencia!

El propósito de la reunión de las partes interesadas Activo Comunidad Programa de Transporte es reunir información y retroalimentación sobre el transporte activo en el condado de Butte. Las agencias locales estarán aplicando para Activos Programa Becas de transporte para abordar las necesidades de transporte activos en nuestra comunidad. Se necesita su entrada para guiar a los planes y proyectos futuros.

Proporcionar información valiosa sobre las necesidades de transporte activos en nuestra comunidad!



¿Preguntas? Póngase en contacto con Iván García al 530-879-2468 o igarcia@bcag.org

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ACTIVE TRANSPORTATION PROGRAM

COMMUNITY STAKEHOLDER MEETING

Get Involved, Make Difference.

The purpose of the Active Transportation Program Community Stakeholder Meeting is to gather information and feedback regarding active transportation in Butte County. Local agencies will be applying for Active Transportation Program Grants to address active transportation needs in our community. Your input is needed to guide future plans and projects.

City of Chico
 Council Chambers
 411 Main Street
 Monday, May 4, 2015
 11am to 1pm

Gridley City Hall
 685 Kentucky Street
 Monday, May 4, 2015
 4pm to 6pm

Oroville
 Oakdale Elem. School Library
 2255 Las Plumas Ave
 Tuesday, May 5, 2015
 2pm to 4pm

Paradise Town Hall
 5555 Skyway
 Wednesday, May 6, 2015
 2pm to 4pm

* * * *

Provide valuable input on active transportation needs in our community

Discuss future plans for local projects





Active Transportation Community Stakeholder Meeting
Town of Paradise - Council Chambers
May 6, 2015

Sign In Sheet

<u>Name (Please Print)</u>	<u>Organization (if applicable)</u>
1. <u>JUAN GARCIA</u>	BCAG <u>rgarcia@bcag.org</u>
2. <u>Marc Mattox</u>	Town of Paradise
3. <u>STEPHEN ROWE</u>	PARADISE P.D.
4. <u>Pamela Teeter</u>	Youth For Change
5. <u>Emily Vail</u>	Ponderosa Parent
6. <u>Janire Rood</u>	Chica Velo
7. <u>Tom Tan</u>	Ponderosa Principal
8. <u>Jody Jones</u>	Town Council
9. <u>Patti Florsley</u>	C8UC
10. <u>Cdette Curtis</u>	Town of Paradise
11. _____	
12. _____	
13. _____	
14. _____	
15. _____	

ACTIVE TRANSPORTATION PROGRAM COMMUNITY WORKSHOP

Get Involved, Make Difference.

The purpose of the Active Transportation Program Community Stakeholder Meeting is to gather information and feedback regarding active transportation in Butte County. Local agencies will be applying for Active Transportation Program Grants to address active transportation needs in our community. **Your input is needed to guide future plans and projects.**

Please provide your concerns, comments & suggestions (write them down or draw them out).

Name & Contact information if needed for clarification:





BOYS & GIRLS CLUBS OF THE NORTH VALLEY

Client Contact Log

Chico Teen Center PR Clubhouse Oroville Teen Center JH Teen Center Volunteer

Program/Activity Name: SR25 Project Date: 5/6/15

1= Character & Leadership Development 2= Education & Career Development 3= The Arts 4= Health & Life Skills 5= Sports, Fitness & Rec.

STAFF:

Staff Name:

Staff Name:

Staff Name:

First/Last Name	
1. Larsson Emily	Mateo
2. Gavin	22. Destiny
3. Lillianna	23. Jacob
4. Billie	24. Joey
5. Jena	25. Braxten
6. Evan	26. Keith
7. John	27. Ana/Gloria
8. Erika	28. Daryn
9. Ava	29. Hunter
10. Macaylah	30. Nick
11. Jenna	31. Cooper
12. Lilly	32. Cameron
13. Aiyanna	33. Elisha
14. Dylan	34. Heather
15. Evan	35. Vincent
16. Kolby	36. Shant
17. Jake	37. Lea
18. Will	38.
19. Dexter	39.
20. R.J.	40.

ATTACHMENT

**TOWN OF PARADISE
RESOLUTION NO. 15-14**

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF
PARADISE SUPPORTING THE SUBMISSION OF FIVE GRANT
APPLICATIONS FOR THE ACTIVE TRANSPORTATION PROGRAM
CYCLE 2 CALL FOR PROJECTS.**

WHEREAS, the Town of Paradise supports policies and programs that focus on safe infrastructure in addition to the health and wellness of the community; and,

WHEREAS, the health and safety of children is of highest concern to the citizens of the Town of Paradise; and,

WHEREAS, driving students to school in private vehicles contributes to traffic congestion, safety concerns, and air pollution; and

WHEREAS, being able to walk or bicycle to school along safe routes offers an opportunity to build healthful physical activity into daily routines, so that children can arrive at school ready to learn; and

WHEREAS, having safer routes to and from schools can decrease pedestrian and bicycling related injuries, not just for students, but for the entire community; and

WHEREAS, the California Active Transportation Program aims to:

- Increase the proportion of trips accomplished by biking and walking,
- Increase safety and mobility for non-motorized users,
- Advance the active transportation efforts of regional agencies to achieve greenhouse gas reduction goals,
- Enhance public health,
- Ensure that disadvantaged communities fully share in the benefits of the program, and
- Provide a broad spectrum of projects to benefit many types of active transportation users; and,

WHEREAS, the Ponderosa Elementary SR2S Project, Downtown Paradise Equal Mobility Project, Memorial Trailway Class 1 Enhancements Project, Almond Street Multi-Modal Improvements Project, and Paradise Active Transportation Plan each could potentially achieve successful program goals by installing critical infrastructure allowing residents of all ages to enjoy the benefits of safe active transportation throughout the Town of Paradise.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PARADISE AS FOLLOWS:

Section 1. The submission of five Active Transportation Program grant applications is supported.

TOWN OF PARADISE
RESOLUTION NO. 15-14

PASSED AND ADOPTED by the Town Council of the Town of Paradise on this 12th day of May, 2015, by the following vote:

AYES: Steve "Woody" Culleton, Jody Jones, Scott Lotter, John J. Rawlings and Greg Bolin, Mayor

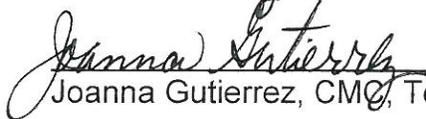
NOES: None

ABSENT: None

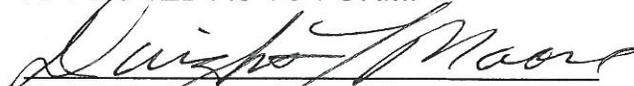
ABSTAIN: None

By: 
Greg Bolin, Mayor

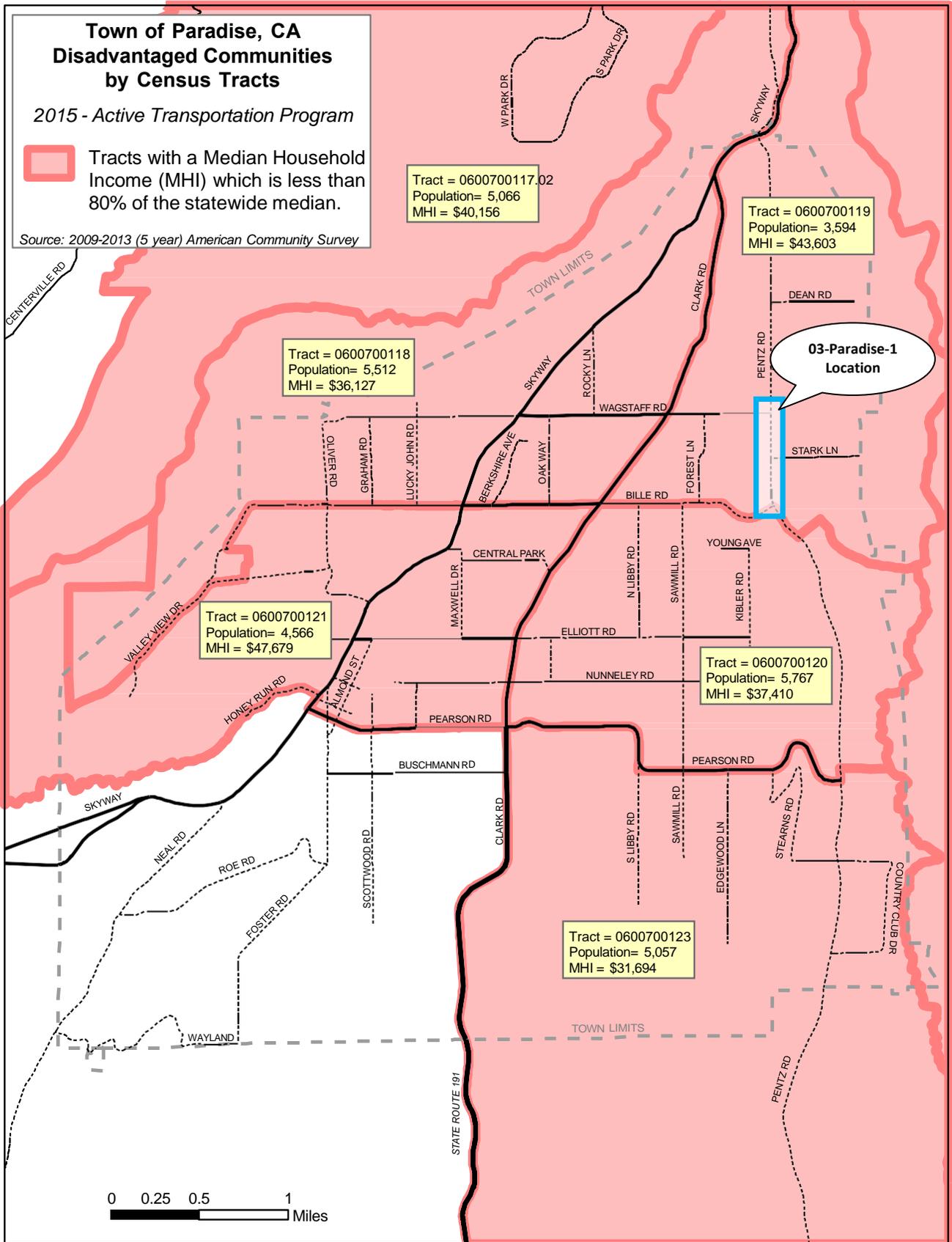
ATTEST: May 12, 2015


Joanna Gutierrez, CMO, Town Clerk

APPROVED AS TO FORM:


Dwight L. Moore, Town Attorney

I, DINA A. VOLENSKI, ASSISTANT TOWN CLERK OF THE TOWN OF PARADISE, DO HEREBY CERTIFY THAT THIS IS A TRUE AND CORRECT COPY OF RESOLUTION NO. 15-14
ADOPTED BY THE COUNCIL OF THE TOWN OF PARADISE AT A Regular MEETING HELD ON THE 12th DAY OF May 2015
Dina A. Volenski
DINA A. VOLENSKI, ASSISTANT TOWN CLERK



20 Year Invest Summary Analysis

Total Costs	\$1,736,320.00
Net Present Cost	\$1,669,538.46
Total Benefits	\$4,991,265.65
Net Present Benefit	\$3,504,868.56
Benefit-Cost Ratio	2.10

20 Year Itemized Savings

Mobility	\$3,337,036.83
Health	\$298,495.02
Recreational	\$171,733.81
Gas & Emissions	\$839,120.30
Safety	\$344,879.69

Funds Requested	\$1,593,141.00
Net Present Cost of Funds Requested	\$1,531,866.35
Benefit Cost Ratio	2.29

Mattox, Marc

From: Hsieh, Wei@CCC [Wei.Hsieh@CCC.CA.GOV] on behalf of ATP@CCC [ATP@CCC.CA.GOV]
Sent: Monday, May 11, 2015 9:12 AM
To: Mattox, Marc
Cc: Curtis, Colette; inquiry@atpcommunitycorps.org; ATP@CCC; Hsieh, Wei@CCC; Welch, Keith@CCC; Wolsey, Scott@CCC
Subject: RE: Town of Paradise ATP Coordination (4 Projects)

Hi Marc,

Thank you for contacting the CCC. Unfortunately, we are unable to participate in these 4 projects. Please include this email with your application as proof that you reached out to the CCC.

Thank you,

Wei Hsieh, Manager
Programs & Operations Division
California Conservation Corps
1719 24th Street
Sacramento, CA 95816
(916) 341-3154
Wei.Hsieh@ccc.ca.gov

From: Mattox, Marc [<mailto:mmattox@townofparadise.com>]
Sent: Friday, May 08, 2015 4:35 PM
To: ATP@CCC
Cc: Curtis, Colette
Subject: Town of Paradise ATP Coordination (4 Projects)

Good afternoon Mr. Hsieh:

Please find attached the Town's formal submittals to request CCC participation on four potentially ATP-funded projects. Can you please review the submittals and advise if the CCC is able to participate on any items of work? If you have any questions, please do not hesitate to contact me.

Thank you,

Marc Mattox, PE

Public Works Director - Town Engineer | Town of Paradise
(530) 872-6291 x125 | mmattox@townofparadise.com

Mattox, Marc

From: Active Transportation Program [inquiry@atpcommunitycorps.org]
Sent: Monday, May 11, 2015 3:09 PM
To: Mattox, Marc
Cc: atp@ccc.ca.gov
Subject: Re: Town of Paradise ATP Coordination (4 Projects)

Hi Marc,

Thank you for reaching out to the local conservation corps. Unfortunately, we are not able to participate in any of these projects because it is out of our range. Please include this email with your application as proof that you reached out to the Local Corps.

Thank you
Monica

On Fri, May 8, 2015 at 4:39 PM, Mattox, Marc <mmattox@townofparadise.com> wrote:

Good afternoon Ms. Lynch:

Please find attached the Town's formal submittals to request CALCC participation on four potentially ATP-funded projects. Can you please review the submittals and advise if the CALCC is able to participate on any items of work? If you have any questions, please do not hesitate to contact me.

Thank you,

Marc Mattox, PE

Public Works Director - Town Engineer | Town of Paradise

[530\) 872-6291 x125](tel:5308726291) | mmattox@townofparadise.com

--

Monica Davalos | Legislative Policy Intern
Active Transportation Program
California Association of Local Conservation Corps
1121 L Street, Suite 400
Sacramento, CA 95814

Mattox, Marc

From: Haslem, Felicia K@DOT [felicia.haslem@dot.ca.gov]
Sent: Friday, March 27, 2015 2:44 PM
To: Mattox, Marc; Day, James P@DOT
Cc: Curtis, Colette
Subject: RE: 5425 Project Delivery History

Hi Marc,

Jim and I highly recommend the Town of Paradise for ATP Cycle 2 funding. We've never had issues with your current or past projects and the Town is always thorough and timely with submittals. Keep up the good work.

Felicia Haslem
 California Department of Transportation
 District 3 Office of Local Assistance
 703 B Street
 Marysville, CA 95901
 530.741.4156

From: Mattox, Marc [<mailto:mmattox@townofparadise.com>]
Sent: Friday, March 27, 2015 10:03 AM
To: Day, James P@DOT; Haslem, Felicia K@DOT
Cc: Curtis, Colette
Subject: 5425 Project Delivery History

Good morning Jim & Felicia:

We are diving into the details of the ATP Cycle 2 application. Per Part B Question 9, we are required to provide an explanation of our project delivery history for projects within the last five years. Would you mind providing a brief email/narrative on our delivery history. Ideally, I would like to insert the email as an attachment to supplement our own assessment of delivery history.

CML 5425 (021) Pearson Road Park & Ride Facility (Closed)
 CML 5425 (022) Pearson-Recreation Signalization (Closed)
 SRTSNI 5425 (023) Three E's Safe Routes to School (Closed)
 HSIPL 5425 (024) Downtown Paradise Safety Project (Pending Closeout)
 HSIPL 5425 (025) Cypress Curve Realignment Project (PE Phase, CON 2016)
 HSIPL 5425 (026) Paradise Signal Upgrades Project (CON complete 3/13/15)
 HSIPL 5425 (027) Pearson Rd Shoulder Widening Project (PE Phase, CON 2016)
 HSIPL 5425 (028) Clark Rd Safety Enhancements Project (PE Phase, CON 2015)
 ATPL 5425 (029) Pearson Rd SR2S Connectivity Project (PAED Phase, PE Request 4/16/2015)
 ATPL 5425 (030) Maxwell Dr SR2s Project (PAED Phase, PE Request 4/16/2015)

Your input would be greatly appreciated.

Thank you,

Marc Mattox, PE

Public Works Director - Town Engineer | Town of Paradise
 (530) 872-6291 x125 | mmattox@townofparadise.com



May 19, 2015

Mr. Ted Davini
CALTRANS
Division of Local Assistance, MS 1
Attn: Office of Active Transportation and Special Programs
Sacramento, CA 94274-0001

Dear Mr. Davini,

Butte County Association of Governments (BCAG) is pleased to offer its support for the Town of Paradise's Ponderosa Elementary SRTS Project application for the Active Transportation Program Grant. BCAG is the federally designated Metropolitan Planning Organization (MPO) and State designated Regional Transportation Planning Agency (RTPA) for Butte County.

The lack of continuous, level sidewalks in the Town of Paradise presents a serious challenge to students walking to school. The hilly terrain and open culverts along the roads prevent many students from enjoying the exercise, social benefits and independence gained through walking to school. BCAG fully supports the Town of Paradise in its effort to secure funding to install a safe sidewalk along the primary route to Ponderosa Elementary School.

BCAG intends to work with the Town of Paradise wherever necessary to complete their proposed project. Improving the walkability of Paradise roads for their students and all residents is a shared goal and we look forward to the results of this project.

This project is consistent with BCAG's goals, objectives and policies included in the current Metropolitan Transportation Plan/Sustainable Communities Strategy for Butte County;. Specifically, this project furthers our goals in meeting air quality and greenhouse gas emissions goals.

We look forward to a response from Caltrans. Thank you for the consideration.

Sincerely,

Ivan Garcia
Programming Manager

**Public Health Department**

Cathy A. Raevsky, Director

Mark A. Lundberg, M.D., M.P.H., Health Officer

Nursing Programs - Chico2491 Carmichael Drive, Ste 100
Chico, California 95928

T: 530.895.6565

F: 530.891.2873

buttecounty.net/publichealth

May 18, 2015

Mr. Ted Davini
CALTRANS
Division of Local Assistance, MS 1
Attn: Office of Active Transportation and Special Programs
Sacramento, CA 94274-0001

Dear Mr. Davini,

As the Maternal, Child, Adolescent Health Director for Butte County Public Health, I am pleased to offer my support for the Town of Paradise's Ponderosa Elementary SR2S Project application for the Active Transportation Program Grant. The lack of continuous, level sidewalks in the Town of Paradise presents a serious challenge to students walking to school. The hilly terrain and open culverts along the roads prevent many students from enjoying the exercise, social benefits and independence gained through walking to school. Installing a safe sidewalk along the primary routes to Ponderosa Elementary School is essential to creating a safe and walkable route.

Inactivity is a major contributor to the overweight/obesity epidemic. According to Kidsdata.org, 34.7% of Butte County's children are overweight or obese and only 25.4% of fifth grade children meet all fitness standards. Walking and biking to school is a great benefit to children by improving their health, reducing their risk for obesity and increasing their ability to learn once at school. For these reasons, Butte County Public Health supports the Town of Paradise in their effort to construct sidewalks and bike lanes along school routes.

We are pleased endorse the Town of Paradise in their endeavor to improve the walkability of Paradise roads for both students and all residents. We are poised to provide support as necessary to complete the proposed project.

Sincerely,

Ann Dickman
Maternal, Child, Adolescent Health Director



May 21, 2015

Ted Davini
Caltrans, Division of Local Assistance, MS 1
Attn: Office of Active Transportation and Special Programs
Sacramento, CA 94274-0001

Re: Letter of Support for the Ponderosa Elementary Safe Routes to School Project, Town of Paradise

Dear Mr. Davini,
California Walks (Cal Walks) is pleased to offer its support for the Town of Paradise's Ponderosa Elementary School Safe Routes to School (SRTS) Project application for the Active Transportation Program. The lack of continuous, level sidewalks in the Town of Paradise presents a serious challenge to students walking to school. The hilly terrain and open culverts along the roads prevent many students from enjoying the exercise, social benefits and independence gained through walking to school. Cal Walks fully supports the Town of Paradise in its effort to secure funding to install a safe sidewalk along the primary route to Ponderosa Elementary School.

Cal Walks, at the invitation of the Town of Paradise, facilitated a workshop on September 5, 2013 to community residents, Town staff members, and other professionals with an overview of pedestrian safety best practices, a hands-on walkability assessment of areas near the downtown core, and facilitated small group action planning discussions to develop specific recommendations for the Town Council to improve the safety and walkability of Paradise. The workshop was attended by 28 participants representing a wide cross-section of the Paradise community—with a range of organizations and disciplines represented, including Town of Paradise government agencies (Vice Mayor, Council Members, Town Manager's Office, Town Engineer, Police Department, etc.), Downtown Businesses, Butte County agencies (County Supervisor, Butte County Association of Governments (BCAG), Department of Public Health, Board of Education), the Paradise Ridge Family Resource Center, Paradise Senior Center, concerned parents and other community members and many others. The workshop galvanized community members and local agencies to work together to devise common priorities for improving pedestrian safety in Paradise.

One of the major issue areas Cal Walks observed—reiterated many times by workshop participants—is the discontinuous nature of sidewalks, as well as the poor state of repair of existing sidewalks and curb ramps. This creates an environment that is difficult to navigate on

foot, and the lack of safe walking connections to more residential streets can encourage residents to drive to their children to school even if they are within reasonable walking distance.

California Walks intends to work with the Town of Paradise wherever necessary to complete their proposed project. Improving the walkability of Paradise streets for all residents is a shared goal, and we look forward to the results of this project.

Sincerely,



Wendy Alfsen
Executive Director



Center for Healthy Communities

CALIFORNIA STATE UNIVERSITY, CHICO

CHC helps create healthy, connected and empowered communities

May 18, 2015

Theresa McWilliam
ATP Program Manager
CALTRANS, Division of Local Assistance
1120 N Street
Sacramento, CA 95814

Re: Letter of Commitment for the Town of Paradise ATP, Project Funding Application (Cycle 2)

Dear Ms. McWilliam:

The Center for Healthy Communities (CHC) at California State University, Chico enthusiastically supports the Town of Paradise's Active Transportation Program (ATP) proposal to provide much-needed infrastructure improvements that will enhance safety and promote walking and bicycling in Paradise.

Paradise is a rural community with aging infrastructure and a lack of basic pedestrian and bicycle facilities to support safe walking and bicycling throughout the town. Through the proposed improvements, this project can have a significant impact on the health and safety of Paradise's residents. Data from Paradise schools shows that 27% of students in grades 5, 7 and 9 are overweight or obese and just 29% of Paradise adults walk enough to meet minimum physical activity recommendations.

Recent community health assessments from the local Feather River Hospital and Butte County Public Health Department further support the need for these improvements, with residents indicating that Paradise is difficult to navigate on foot or by bicycle and lacks sufficient sidewalks. In addition, these assessments identified obesity, air quality and chronic disease as the top health concerns of Paradise residents – all conditions that can be addressed by improving infrastructure to make it safer to walk and bicycle.

CHC has a long history of working with the community of Paradise and Paradise schools to encourage healthy eating and active living. We fully support the Town in their work to make pedestrian and bicycle facilities safer and more accessible to students and all residents in the community and we look forward to the implementation of the project improvements. We are confident this proposal will have significant safety and health benefits for residents in the disadvantaged community being served.

Sincerely,

Patti Horsley, MPH
Program Manager



5974 Pentz Road
Paradise, CA 95969
530-877-9361

Feather River Hospital

5/26/2015

Mr. Ted Davini
CALTRANS
Division of Local Assistance, MS 1
Attn: Office of Active Transportation and Special Programs
Sacramento, CA 94274-0001

Dear Mr. Davini,

Feather River Hospital is pleased to offer our support for the Town of Paradise's Ponderosa Elementary SR2S Project application for the Active Transportation Program Grant. The lack of continuous, level sidewalks in the Town of Paradise presents a serious challenge to students walking to school. The hilly terrain and open culverts along the roads prevent many students from enjoying the exercise, social benefits and independence gained through walking to school. I fully support the Town of Paradise in its effort to secure funding to install a safe sidewalk along the primary routes to Ponderosa Elementary School.

As the local Hospital, Feather River Hospital is interested in the safety and health of students in the Town of Paradise. The project proposed in the Active Transportation Program Grant will provide a significant infrastructure improvement that will allow our students to safely walk to school. Feather River Hospital participated in the Community Stakeholder Meeting held in May 2015 and we are supportive of the recommendation to focus on sidewalk improvements in our community.

Feather River Hospital intends to work with the Town of Paradise wherever necessary to complete their proposed project. Improving the safety of our students as they walk to school is of the utmost importance and we look forward to the results of this project.

Sincerely,

A handwritten signature in blue ink that reads "Maureen M. Wisener".

Maureen M. Wisener
Assistant Vice President, Foundation & Communications



Recipient of the
Gold CAPE Award for
Performance Excellence
2008 & 2010



PARADISE

CITIZENS' ALLIANCE

May 19, 2015

Mr. Ted Davini
CALTRANS
Division of Local Assistance, MS 1
Attn: Office of Active Transportation and Special Programs
Sacramento, CA 94274-0001

Dear Mr. Davini,

Paradise Citizen's Alliance is pleased to offer our support for the Town of Paradise's Ponderosa Elementary SR2S Project application for the Active Transportation Program Grant. The lack of continuous, level sidewalks in the Town of Paradise presents a serious challenge to students walking to school. The hilly terrain and open culverts along the roads prevent many students from enjoying the exercise, social benefits and independence gained through walking to school. We fully support the Town of Paradise in its effort to secure funding to install a safe sidewalk along the primary routes to Ponderosa Elementary School.

Paradise Citizen's Alliance conducted a survey of residents on life in Paradise in 2013. The number one priority identified in the survey was more pedestrian sidewalks and walking paths. 69.93% of respondents indicated they disagreed or strongly disagreed that Paradise is pedestrian friendly. The results of this survey clearly illustrate the need and desire of the community to improve the walkability of our community. For this reason, the Paradise Citizens' Alliance supports the Town of Paradise' effort to construct sidewalks along school routes in Paradise.

Paradise Citizens' Alliance intends to work with the Town of Paradise wherever necessary to complete their proposed project. Improving the safety of our students as they walk to school is of the utmost importance and we look forward to the results of this project.

Sincerely,

Charles L. Rough, Jr.
Chair

6593 PENTZ ROAD
PARADISE, CA 95969
TELEPHONE: (530) 872-6470
FAX: (530) 872-6474
Mr. Tom Taylor
Principal

PONDEROSA  ELEMENTARY SCHOOL

May 12, 2015

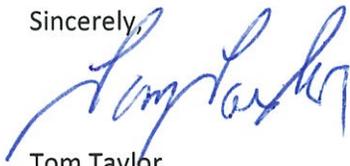
Mr. Ted Davini
CALTRANS
Division of Local Assistance, MS 1
Attn: Office of Active Transportation and Special Programs
Sacramento, CA 94274-0001

Dear Mr. Davini,

Ponderosa Elementary School is pleased to offer its support for the Town of Paradise's Ponderosa Elementary SR2S Project application for the Active Transportation Program Grant. The lack of continuous sidewalks along the routes to local schools presents a major obstacle to students walking to and from school. The hilly terrain and open culverts along our roads prevents many students from enjoying the exercise, social benefits and independence gained through walking to school. Ponderosa Elementary fully supports the Town of Paradise in its effort to secure funding to install a safe sidewalk along the primary route to our school.

Ponderosa Elementary School intends to work with the Town of Paradise wherever necessary to complete their proposed project. Improving the safety of our students as they walk to school is of the utmost importance and we look forward to the results of this project.

Sincerely,



Tom Taylor
Principal

Paradise Unified School District

May 7, 2015

I Shar Daniels and my husband Charles Daniels support having a sidewalk constructed on Pentz Rd, just up from Ponderosa Elementary. Our property sits on Pentz Rd where our children walk to and from school every day. There is no safe walking zone for any person to walk, but even more the children having a safe walking path that's appropriate for walking on. Every day whether it is 730am or 8am or 11am or 1120 am or 2pm walking my children to and from school is unsafe, we fight every day with vehicles that are driving on Pentz rd and there's no safe walking place. At the end of a day drivers are doubling up on the roadway, drivers are on Pentz rd backed up while other drivers park their vehicles on the sides of the road the gutter, the only walking path we have. During the rain or wet seasons we must walk on the road (Pentz rd) in order to stay out of the gutter where the water is at.

Please as a home owner, town of Paradise resident & most importantly a parent of students who attend Paradise Unified School District I urge your support to have a sidewalk placed in from Wagstaff Rd to Ponderosa Elementary on Pentz Rd. so that our children have a "Safe Zone" to walk on instead of the roadway where drivers drive fast.

Shar Daniels

530-327-7051

tcsdaniels@comcast.net

6647 Pentz Rd Paradise

Charles Daniels





TOWN OF PARADISE POLICE DEPARTMENT

5595 Black Olive Drive, Paradise, CA 95969 (530) 872-6241 FAX (530) 872-4950

Gabriela F. Tazzari-Dineen, Chief of Police

May 25, 2015

Mr. Ted Davini
CALTRANS
Division of Local Assistance, MS 1
Attn: Office of Active Transportation and Special Programs
Sacramento, CA 94274-0001

Dear Mr. Davini,

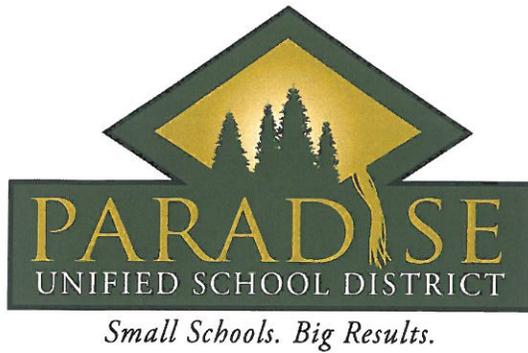
The Paradise Police Department is pleased to offer its support for the Town of Paradise's Ponderosa Elementary SR2S Project application for the Active Transportation Program Grant. The lack of continuous sidewalks along the routes to local schools presents a major safety issue for students walking in the roadway. Currently students who walk to school must walk in the lane of travel of vehicles causing an unsafe situation and high probability of collision. The Paradise Police Department fully supports the Town of Paradise in its effort to secure funding to install a safe sidewalk along the primary route to Ponderosa Elementary School.

The Paradise Police Department participated in the Community Stakeholder Meeting in May 2015 and we are supportive of the recommendation to focus on sidewalk improvements in our community. Allowing students to walk on a sidewalk, rather than in a lane of travel will significantly reduce the chances of a collision.

The Paradise Police Department intends to work with the Town of Paradise wherever necessary to complete their proposed project. Improving the safety of our students as they walk to school is of the utmost importance and we look forward to the results of this project.

Sincerely,

Gabriela Tazzari-Dineen
Chief of Police



6696 Clark Road
Paradise, California 95969
Telephone: (530) 872-6400
Fax: (530) 872-6409
Website: www.pusdk12.org

Roger Bylund
Superintendent

Susan Davis
Deputy Superintendent
Educational Services
Human Resources

David McCreedy
Assistant Superintendent
Business Services

May 13, 2015

Mr. Ted Davini
CALTRANS
Division of Local Assistance, MS 1
Attn: Office of Active Transportation and Special Programs
Sacramento, CA 94274-0001

Dear Mr. Davini,

The Paradise Unified School District (PUSD) is pleased to offer its support for the Town of Paradise's Ponderosa Elementary SR2S Project application for the Active Transportation Program Grant. The lack of continuous sidewalks along the routes to local schools presents a major obstacle to students walking to and from school. The hilly terrain and open culverts along our roads prevents many students from enjoying the exercise, social benefits and independence gained through walking to school. PUSD fully supports the Town of Paradise in its effort to secure funding to install a safe sidewalk along the primary route to Ponderosa Elementary School.

As the local School District overseeing Paradise Public Schools, Paradise Unified School District is interested in the safety and health of students in the Town of Paradise. The project proposed in the Active Transportation Program Grant will provide a significant infrastructure improvement that will allow our students to safely walk to school.

The Paradise Unified School District intends to work with the Town of Paradise wherever necessary to complete their proposed project. Improving the safety of our students as they walk to school is of the utmost importance and we look forward to the results of this project.

Sincerely,

Roger Bylund
Superintendent

Board of Trustees

Tom Conry, President Judith Peters Vice President Alan White, Clerk Donna L. Nichols Lisa Nelson

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TOWN OF PARADISE
5555 Skyway
Paradise, CA 95969
(530) 872-6291

EXHIBIT 22-F REQUEST FOR STATE-ONLY ATP FUNDING

To: ATP Manager
1120 N Street, MS 1
Sacramento, CA 95814

Date: May 23, 2015

Subject: Request for ATP State-Only Funding

The Town of Paradise hereby requests ATP State-only funding for the following project:

03-Paradise-1, Ponderosa Elementary SR2S Project

PROJECT DESCRIPTION:

The proposed project will construct sidewalks, curbs, gutters and Class II Bicycle Lanes along Pentz Road between Bille Road and 300' north of Wagstaff Road.

JUSTIFICATION:

- A. Type of Work: *Combined (IF/NI)*
- B. Project cost: *\$1,736,000*
- C. Status of Project
 1. Beginning and Ending Dates of the Project: *July 1, 2017 // February 1, 2021*
 2. Environmental Clearance Status: *Incomplete*
 3. R/W Clearance Status: *Not certified*
 4. Status of Construction
 - a) Proposed Advertising Date: *February 1, 2020*
 - b) Proposed Contract and Construction Award Dates: *May 1, 2020*
- D. Total Project Funding Plan by Fiscal Year (\$1,000s)

Project Phase	Fiscal Year 16/17		Fiscal Year 17/18		Fiscal Year 18/19		Total
	ATP	Local	ATP	Local	ATP	Local	
PA&ED	66	9	-	-	-	-	75
PS&E	155	20	-	-	-	-	175
ROW	-	-	80	10	-	-	90
CON	-	-	-	-	1,113	182	1,295
CON-NI	-	-	-	-	90	11	101
TOTAL	221	29	80	10	1,203	193	1,736

- E. State specific reasons for requesting State-Only fund and why Federal funds should not be used on the project.

The Town of Paradise understands the importance of project accountability and on-time delivery for State funded projects. With this in mind, the Town requests State-Only funds for the subject Active Transportation Program project application. State-Only funds will enable the Town to deliver the project in the timeliest manner, by forgoing a full-NEPA review. The Town's project delivery history should be a strong consideration for State-Only funds, as we are currently on schedule for five HSIP-funded projects and two ATP-funded projects. The Town appreciates the consideration for State-Only funds.



5/18/15

Mr. Ted Davini
CALTRANS
Division of Local Assistance, MS 1
Attn: Office of Active Transportation and Special Programs
Sacramento, CA 94274-0001

Dear Mr. Davini,

Chico Velo is a 501.c(3) non-profit bicycling advocacy organization supporting bicycle usage and bike safety in Northern California. We are pleased to offer our support for the Town of Paradise's Ponderosa Elementary SR2S Project application for the Active Transportation Program Grant. The lack of complete streets in the Town of Paradise presents a serious challenge to students walking and biking to school. The hilly terrain and open culverts along the roads prevent many students from enjoying the exercise, social benefits and independence gained through walking and biking to school. We fully support the Town of Paradise in its effort to secure funding to install a safe sidewalk along the primary routes to Ponderosa Elementary School.

In May 2015 Chico Velo was invited to participate in a community stakeholder meeting focused on active transportation needs in Paradise. We agreed with the recommendation that sidewalk and bike lane infrastructure was needed to increase the number of children walking and riding to school and improve the safety of those children already doing so. Walking and biking to school is a great benefit to children by improving their health, reducing their risk for obesity and increasing their ability to learn once at school. For these reasons, we support the Town of Paradise in their effort to construct sidewalks and bike lanes along school routes.

We intend to work with the Town of Paradise wherever necessary to complete their proposed project. Improving the condition of Paradise roads to increase riding is a shared goal and we look forward to the results of this project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Janine Rood", written over a light blue horizontal line.

Janine Rood
Executive Director

Attachment 2

PA&ED Request for Authorization Package for June CTC Meeting

EXHIBIT 22-C STATE-ONLY FINANCE LETTER

DEPARTMENT OF TRANSPORTATION
ACCOUNTING SERVICE CENTER
LOCAL PROGRAM ACCOUNTING BRANCH

Date: March 18, 2016
Agency: Town of Paradise
Project No.: ATPL 5425 (033) Ponderosa Elementary SR2S Project
Advantage ID.: _____
PPNO: _____

Attention.: Felicia Haslem

	P/L	TOTAL COST	PARTICIPATING COST	ATP STATE-ONLY FUNDS	LOCAL FUNDS	OTHER FUNDS	OTHER FUNDS
Environmental & Permits	L	\$75,000	\$75,000	\$66,000	\$9,000		
Plans, Specs, & Estimate							
Right of Way							
Construction							
Contract Items							
Suppl. Work							
Contingencies							
Contingencies							
Agency Furn. Mat.							
Constr. Engineering							
Force Acct. Amt.							
Construction Total							
TOTALS:		\$75,000	\$75,000	\$66,000	\$9,000		

ALLOCATION BY: CTC

Signature:  Printed name: Marc A. Mattox

Date: _____ Title: Public Works Director / Town Engineer Telephone number: (530) 872-6291 x125

REMARKS: This is a Project Approval / Environmental Document Phase Finance Letter. Submitting early per Ted Davini e-mail dated 03/17/16.



**EXHIBIT 22-N FUNDING ALLOCATION CHECKLIST
(LOCAL ATP PROJECTS)**

PPNO: _____

Project ID: ATPL 5425 (033)

Brief Project Description: Construction of sidewalks, bike lanes and other improvements

Output/Outcome: Increased safety and bicycling / walking trips in the project area

(Action taken/quantifiable benefits or results)

This checklist is to be completed by the local agency and attached to the Request for Funding Allocation.

TYPE OF PROJECT (Select only one)

Infrastructure (IF)

Non-Infrastructure (NI)

Combined IF & NI

TYPE OF FUNDING

1. Indicate type of funding

- Federal-only (Skip to question #3)
- Federal/Local (Skip to question #3)
- Federal/State (Skip to question #3)
- State-only

2. Is the project approved by ATP Manager for State-only funding?

- Yes
- No

If "Yes" continue to question #3

If "No" your project is not eligible for State-only funded

ENVIRONMENTAL CLEARANCE REQUIREMENTS

3. Is this request limited to funding for the Environmental Studies component?

- Yes
- No

If "Yes", go to question #10.

If "No," a completed CEQA Environmental Document is required.

For certain types of projects that do not result in either direct or indirect change in the physical environment, a formal CEQA document may not be needed. An example of this type of project is installing bicycle racks on buses. Consult Caltrans Environmental office for interpretations.

4. Has the local agency made a final CEQA determination that the project is exempt?
- Yes
 - No

If “Yes,” skip to question #6.
If “No,” go to question #5.

5. Did local agency prepare and approve a Negative Declaration, Mitigated Negative Declaration or Environmental Impact Report?
- Yes

If “Yes”, please provide Resolution E#:_____. This can be obtained from the CTC “Action Taken Report” at <http://www.dot.ca.gov/hq/transprog/ctcliainson.htm>.

- No - If the local agency has not made a final determination that the project is exempt from CEQA and has not approved a Negative Declaration, Mitigated Negative Declaration or Environmental Impact Report, the local agency must attach a letter, signed by the Executive Director of the CEQA Lead Agency (or their designee), explaining the Lead Agency’s determination regarding CEQA. Note: the option is only available for ATP Non-Infrastructure Projects or Plans.

6. Is this request for a project with any federal funds (ATP or non-ATP)?
- Yes
 - No

If “Yes”, NEPA Environmental Document is required.
If “No,” a NEPA Environmental Document is not required.

RIGHT OF WAY CLEARANCE REQUIREMENTS

7. Is this request for Construction funding?
- Yes
 - No

If “No” skip to question #10

8. Is this request for a project with any federal funds (ATP or non-ATP)?
- Yes
 - No

If “Yes” submit a RW Certification Document. Go to question #10.
If “No” go to question #9

9. Has RW Clearances been achieved?
- Yes
 - No

If “Yes”, Please provide date: _____.
If “No”, Project is not ready for allocation.



ESTIMATED TIMELY USE OF FUNDS DEADLINES

10. Requested Funding Allocation Approval date May 18-19, 2016

11. Is this request for Project Development costs (Environmental Studies or PS&E)?

- Yes
 No

If "Yes," complete the following:

Estimated expenditure deadline for this project development allocation: June 30, 2017
(Enter June 30th of the end of the second fiscal year after the requested approval date.) **Expenditures after this date will not be reimbursed unless the CTC extends the deadline via time extension.**

12. Is this request for Right of Way costs?

- Yes
 No

If "Yes," complete the following:

Estimated expenditure deadline for this right of way allocation: _____

13. Is this request for Construction costs?

- Yes
 No

If "Yes," complete the following:

Estimated award deadline for this allocation: _____
(Enter the date that is 6 months after the date of the requested approval date.) **If the project is not awarded by this date, the funding will be rescinded unless the CTC extends the deadline via time extension.**

Based on the requested funding approval date shown above, we estimate that we will award a contract for this project on _____ (enter date) and complete the contract on _____ (enter date).

Estimated expenditure deadline for this construction allocation _____ (Enter the date that is 36 months after the estimated award date shown above.) **If it is estimated that the contract will not be completed and accepted by this date, attach justification for the extra time required to complete the contract.**

REGIONAL TRANSPORTATION PLANNING AGENCY CONCURRENCE

14. Will this request change the project description, scope, exceed the amount programmed, or require an advance?

- Yes
- No

15. Has the RTPA passed a resolution requiring their concurrence on all requests for ATP funding allocations?

- Yes
- No

If the answer to question 14 or 15 is “Yes,” the RTPA must sign the “Request for Funding Allocation” form.

Prepared by: Marc A. Mattox Date: 03/18/16 Phone No. (530) 872-6291 x125 Title: Public Works Director



TOWN OF PARADISE
5555 Skyway
Paradise, CA 95969
(530) 872-6291

**EXHIBIT 22-O REQUEST FOR FUNDING ALLOCATION
LOCAL ATP PROJECTS**

To: Martin Villanueva
District Local Assistance Engineer
Caltrans, Office of Local Assistance
703 B Street, Marysville, CA 95901

Date: March 18, 2016

PPNO: _____
Project ID: ATPL 5425 (033)
Construction of sidewalks,
bike lanes and other _____
improvements
Pentz Rd between Bille and
Wagstaff (Paradise, Butte)
Assembly District: 3
Senate District: 2

Dear Mr. Villanueva:

We request that the California Transportation Commission allocate **\$66,000** of Active Transportation Program funding for this project.

Project Description:

The proposed project will add sidewalks, curbs and gutters along Pentz Road between 300' north of Wagstaff Road and tie in to existing sidewalks just north of Bille Road on both sides of the roadway. Class II Bicycle Lanes will be added to the existing roadway section to allow for bicyclists to use Pentz Road safely. To complete this effort, construction of underground drainage facilities is required. The project includes a small component of non-participating items of work to construct on-street parking adjacent to the school site frontage. This parking will create a completely separate space for motorists so that they do not obstruct the bicycle lanes.

Output/Outcome:

Construction of these facilities will lead to increased and safer walking and bicycling trips in the project area.

A. Fund Allocation Summary

<u>Project Component</u>	Fund Allocation (This Request)
Environmental Studies & Permits	<u>\$66,000</u>
Plans, Specifications & Estimate	<u>\$ _____</u>
Right of Way	<u>\$ _____</u>
*Construction	<u>\$ _____</u>
Total	<u>\$66,000</u>

Will project be completed (accepted) within 36 months

Yes

No

If NO, how many additional months are required to complete the project? _____



Total Project Funding Plan by Fiscal Year

See attached PPR.

Type of ATP Funding

State-only

Request for Advance of ATP Funding

This funding request is made slightly in advance of the FY 16/17 year as approved by Ted Davini email dated 03-17-2016. Town is looking to maintain an aggressive schedule to meet all CTC and project deadlines for delivery.

Status of Project

- 1) Completion of Environmental Document:
CEQA – This Request will formally commence the PA&ED phase.

If the project is not exempt from CEQA, all CEQA environmental submittals shall be coordinated directly with the CTC. The lead agency ensures that the necessary environmental documents are brought forward to the CTC for action prior to allocation of funds to receive an E Resolution number. The form to submit environmental documentation and request an E-Resolution is available on the CTC website at <http://www.catc.ca.gov/programs/environ.htm>

NEPA – Not applicable. This project is State-only funded.

- 2) Right of Way Certification:

Not applicable at the PA&ED phase.

- 3) Construction

Not applicable at the PA&ED phase.

Timely Use of Funds

We request that the CTC allocate these funds at the May 18-19, 2016 meeting.
(use appropriate wording per Checklist instructions)



Local Agency Certification:

This Request for Funding allocation has been prepared in accordance with the procedures outlined in Chapter 23 of the *Local Assistance Program Guidelines*. I certify that the information provided in the attached checklist is accurate and correct. I understand that if the required information has not been provided this form will be returned and the funding allocation may be delayed. Please advise us as soon as the fund allocation has been approved. You may direct any questions to

Marc Mattox at (530) 872-6291 x125 or mmattox@townofparadise.com.

Signature:  Title: Public Works Director / Town Engineer Date: 03/18/16

Regional Transportation Planning Agency/County Transportation Commission Concurrence:

Concurred: Iván García, Programming Manager

Signature:  Butte County Association of Governments Date: 03/18/16
(Agency/Commission)

Caltrans District Local Assistance Engineer Acceptance:

I have reviewed the information submitted on the Request for Funding and agree it is complete and has been prepared in accordance with the procedures outlined in Chapter 22 of the *Local Assistance Program Guidelines*.

Signature: _____ Date: _____
(Title)

Attachments:

- Project Programming Request
- Funding Allocation Checklist
- Others (as required, i.e., , Justification for construction deadlines longer than 36 months, Pre-award Audit Request, Audit Disposition letter, State-only Finance Letter, etc.)

Distribution: (1) Original + 1 copy to DLAE

ATP PROJECT PROGRAMMING REQUEST

Date: 15-May-15

Project Information:					
Project Title: Ponderosa Elementary SR2S Project					
District	County	Route	EA	Project ID	PPNO
03	Butte	Pentz Rd			

Funding Information:									
DO NOT FILL IN ANY SHADED AREAS									
Proposed Total Project Cost (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Notes:
E&P (PA&ED)				75				75	
PS&E				175				175	
R/W					90			90	
CON						1,396		1,396	
TOTAL				250	90	1,396		1,736	

ATP Funds	Infrastructure Cycle 2								Program Code
Proposed Funding Allocation (\$1,000s)									ATP
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)				66				66	
PS&E				155				155	Notes:
R/W					80			80	
CON						1,113		1,113	
TOTAL				221	80	1,113		1,414	

ATP Funds	Non-Infrastructure Cycle 2								Program Code
Proposed Funding Allocation (\$1,000s)									ATP
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)									
PS&E									Notes:
R/W									
CON						90		90	
TOTAL						90		90	

ATP Funds	Plan Cycle 2								Program Code
Proposed Funding Allocation (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)									
PS&E									Notes:
R/W									
CON									
TOTAL									

ATP Funds	Previous Cycle								Program Code
Proposed Funding Allocation (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)									
PS&E									Notes:
R/W									
CON									
TOTAL									

ATP Funds	Future Cycles								Program Code
Proposed Funding Allocation (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)									
PS&E									Notes:
R/W									
CON									
TOTAL									

ATP PROJECT PROGRAMMING REQUEST

Date: 15-May-15

Project Information:					
Project Title: Ponderosa Elementary SR2S Project					
District	County	Route	EA	Project ID	PPNO
03	Butte	Pentz Rd			

Funding Information:
DO NOT FILL IN ANY SHADED AREAS

Fund No. 2:	Future Source for Matching								Program Code
Proposed Funding Allocation (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)				9				9	Town of Paradise
PS&E				20				20	Notes:
R/W					10			10	11.5% Match for ATP participating items of work
CON						156		156	
TOTAL				29	10	156		195	

Fund No. 3:	Future Source for Non-ATP Eligible Items of Work\								Program Code
Proposed Funding Allocation (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)									Town of Paradise
PS&E									Notes:
R/W									Local funds for non-ATP participating items of work
CON						37		37	
TOTAL						37		37	

Fund No. 4:	Future Source for Non-ATP Eligible Items of Work\								Program Code
Proposed Funding Allocation (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)									
PS&E									Notes:
R/W									
CON									
TOTAL									

Fund No. 5:	Future Source for Non-ATP Eligible Items of Work\								Program Code
Proposed Funding Allocation (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)									
PS&E									Notes:
R/W									
CON									
TOTAL									

Fund No. 6:	Future Source for Non-ATP Eligible Items of Work\								Program Code
Proposed Funding Allocation (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)									
PS&E									Notes:
R/W									
CON									
TOTAL									

Fund No. 7:	Future Source for Non-ATP Eligible Items of Work\								Program Code
Proposed Funding Allocation (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)									
PS&E									Notes:
R/W									
CON									
TOTAL									

ATTACHMENT B

Attachment 3
Proposed Contract Agreement

AGREEMENT FOR PROFESSIONAL SERVICES

Contract 16-04.PE Ponderosa Elementary SR2S Project

ARTICLE I INTRODUCTION

A. This contract is between the following named, hereinafter referred to as, CONSULTANT and the following named, hereinafter referred to as, LOCAL AGENCY:

The name of the "CONSULTANT" is as follows:

Consultant Name

Incorporated in the State of (NAME OF STATE)
The Project Manager for the "CONSULTANT" will be (NAME)

The name of the "LOCAL AGENCY" is as follows:

Town of Paradise

The Contract Administrator for LOCAL AGENCY will be Marc Mattox, Town Engineer

- A. The work to be performed under this contract is described in Article II entitled Statement of Work, further defined in Exhibit A, and the approved CONSULTANT's Cost Proposal dated (DATE). The approved CONSULTANT's Cost Proposal is attached hereto (Exhibit B) and incorporated by reference. If there is any conflict between the approved Cost Proposal and this contract, this contract shall take precedence.
- C. The CONSULTANT agrees to indemnify and hold harmless LOCAL AGENCY, its officers, agents, and employees from any and all claims, demands, costs, or liability arising from or connected with the Consultant's services provided under this contract due to negligent acts, acts, errors, or omissions of the CONSULTANT. The CONSULTANT will reimburse LOCAL AGENCY for any expenditure, including reasonable attorney fees, incurred by LOCAL AGENCY in defending against claims ultimately determined to be due to negligent acts, acts, errors, or omissions of the CONSULTANT
- D. CONSULTANT and the agents and employees of CONSULTANT, in the performance of this contract, shall act in an independent capacity and not as officers or employees or agents of LOCAL AGENCY.
- E. LOCAL AGENCY may immediately terminate this contract with CONSULTANT should CONSULTANT fail to perform the covenants herein contained at the time and in the manner provided in this contract. In the event of such termination, LOCAL AGENCY may proceed with the work in any manner deemed proper by LOCAL AGENCY. If LOCAL AGENCY terminates this contract with CONSULTANT, LOCAL AGENCY shall pay CONSULTANT the sum due to CONSULTANT under this contract prior to termination, unless the cost of completion to LOCAL AGENCY exceeds the funds remaining in the contract. In which case the overage shall be deducted from any sum due CONSULTANT under this contract and the balance, if any, shall be paid to CONSULTANT upon demand.
- F. Without the written consent of LOCAL AGENCY, this contract is not assignable by CONSULTANT either in whole or in part.
- G. No alteration or variation of the terms of this contract shall be valid, unless made in writing and signed by the parties hereto; and no oral understanding or agreement not incorporated herein, shall be binding on any of the parties hereto.
- H. The consideration to be paid to CONSULTANT as provided in this contract, shall be in compensation for all of CONSULTANT's expenses incurred in the performance hereof, including travel and per diem, unless otherwise expressly so provided.

ARTICLE II STATEMENT OF WORK

A. Consultant shall complete the following task list as referenced in the Consultant's Proposal dated MMMM DD, YYYY, attached as Exhibit A, and as further described in the list below:

TASK LIST TO BE INSERTED FROM PROPOSAL

ARTICLE III CONSULTANT'S REPORTS OR MEETINGS

- A. CONSULTANT shall submit progress reports at least once a month. The report should be sufficiently detailed for the Contract Administrator to determine, if CONSULTANT is performing to expectations, or is on schedule; to provide communication of interim findings, and to sufficiently address any difficulties or special problems encountered, so remedies can be developed.
- B. CONSULTANT's Project Manager shall meet with LOCAL AGENCY's Contract Administrator, as needed, to discuss progress on the contract.

ARTICLE IV PERFORMANCE PERIOD

- A. This contract shall go into effect on June 20, 2016, contingent upon approval by LOCAL AGENCY, and CONSULTANT shall commence work after notification to proceed by LOCAL AGENCY'S Contract Administrator. The contract shall end when a construction contract is awarded.
- B. CONSULTANT is advised that any recommendation for contract award is not binding on LOCAL AGENCY until the contract is fully executed and approved by LOCAL AGENCY.

ARTICLE V ALLOWABLE COSTS AND PAYMENTS

- A. The method of payment for this contract will be based on lump sum. The total lump sum price paid CONSULTANT will include compensation for all work and deliverables, including travel and equipment described in Article II Statement of Work of this contract. No additional compensation will be paid to CONSULTANT, unless there is a change in the scope of the work or the scope of the project. In the instance of a change in the scope of work or scope of the project, adjustment to the total lump sum compensation will be negotiated between CONSULTANT and LOCAL AGENCY. Adjustment in the total lump sum compensation will not be effective until authorized by contract amendment and approved by LOCAL AGENCY.
- B. Progress payments may be made monthly in arrears based on the percentage of work completed by CONSULTANT. If CONSULTANT fails to submit the required deliverable items according to the schedule set forth in the Statement of Work, LOCAL AGENCY shall have the right to delay payment or terminate this Contract in accordance with the provisions of Article VI Termination.
- C. CONSULTANT shall not commence performance of work or services until this contract has been approved by LOCAL AGENCY and notification to proceed has been issued by LOCAL AGENCY'S Contract Administrator. No payment will be made prior to approval of any work, or for any work performed prior to approval of this contract.
- D. CONSULTANT will be reimbursed, as promptly as fiscal procedures will permit, upon receipt by LOCAL AGENCY'S Contract Administrator of itemized invoices in triplicate. Invoices shall be submitted no later than 45-calendar days after the performance of work for which CONSULTANT is billing. Invoices shall detail the work performed on each milestone, on each project as applicable. Invoices shall follow the format stipulated for the Cost Proposal and shall reference this contract number and project title. Final invoice must contain the final cost and all credits due LOCAL AGENCY that include any equipment purchased under the provisions of Article XVII Equipment Purchase of this contract. The final invoice should be submitted within 60-calendar days after completion of CONSULTANT's work. Invoices shall be mailed to LOCAL AGENCY's Contract Administrator at the following address:

Marc A. Mattox, Public Works Director / Town Engineer
Town of Paradise
5555 Skyway
Paradise, CA 95969

- E. The total amount payable by LOCAL AGENCY shall not exceed \$(Amount).
- F. All subcontracts in excess of \$25,000 shall contain the above provisions.

ARTICLE VI TERMINATION

- A. In addition to Article IE of this Contract, LOCAL AGENCY reserves the right to terminate this contract upon thirty (30) calendar days written notice to CONSULTANT with the reasons for termination stated in the notice.
- B. The maximum amount for which the Government shall be liable if this contract is terminated is _____ dollars.

ARTICLE VII FUNDING REQUIREMENTS

- A. It is mutually understood between the parties that this contract may have been written before ascertaining the availability of funds or appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays that would occur if the contract were executed after that determination was made.
- B. This contract is valid and enforceable only, if sufficient funds are made available to LOCAL AGENCY for the purpose of this contract. In addition, this contract is subject to any additional restrictions, limitations, conditions, or any statute enacted by the Congress, State Legislature, or LOCAL AGENCY governing board that may affect the provisions, terms, or funding of this contract in any manner.
- C. It is mutually agreed that if sufficient funds are not appropriated, this contract may be amended to reflect any reduction in funds.
- D. LOCAL AGENCY has the option to void the contract under the 30-day cancellation clause, or by mutual agreement to amend the contract to reflect any reduction of funds.

ARTICLE VIII CHANGE IN TERMS

- A. This contract may be amended or modified only by mutual written agreement of the parties.
- B. CONSULTANT shall only commence work covered by an amendment after the amendment is executed and notification to proceed has been provided by LOCAL AGENCY's Contract Administrator.
- C. There shall be no change in CONSULTANT's Project Manager or members of the project team, as listed in the approved Cost Proposal, which is a part of this contract without prior written approval by LOCAL AGENCY's Contract Administrator.

ARTICLE IX DELETED

ARTICLE X COST PRINCIPLES

- A. CONSULTANT agrees that the Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31.000 et seq., shall be used to determine the cost allowability of individual items.
- B. CONSULTANT also agrees to comply with federal procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- C. Any costs for which payment has been made to CONSULTANT that are determined by subsequent audit to be unallowable under 49 CFR Part 18 and 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31.000 et seq., are subject to repayment by CONSULTANT to LOCAL AGENCY.

ARTICLE XI CONTINGENT FEE

CONSULTANT warrants, by execution of this contract that no person or selling agency has been employed, or retained, to solicit or secure this contract upon an agreement or understanding, for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees, or bona fide established commercial or selling agencies maintained by CONSULTANT for the purpose of securing business. For breach or violation of this warranty, LOCAL AGENCY has the right to annul this contract without liability; pay only for the value of the work actually performed, or in its discretion to deduct from the contract price or consideration, or otherwise recover the full amount of such commission, percentage, brokerage, or contingent fee.

ARTICLE XII RETENTION OF RECORDS/AUDIT

For the purpose of determining compliance with Public Contract Code 10115, et seq. and Title 21, California Code of Regulations, Chapter 21, Section 2500 et seq., when applicable and other matters connected with the performance of the contract pursuant to Government Code 8546.7; CONSULTANT, subconsultants, and LOCAL AGENCY shall maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of the contract, including but not limited to, the costs of administering the contract. All parties shall make such materials available at their respective offices at all reasonable times during the contract period and for three years from the date of final payment under the contract. The California State, State Auditor, LOCAL AGENCY, FHWA, or any duly authorized representative of the Federal Government shall have access to any books, records, and documents of CONSULTANT that are pertinent to the contract for audit, examinations, excerpts, and transactions, and copies thereof shall be furnished if requested Subcontracts in excess of \$25,000 shall contain this provision.

ARTICLE XIII EXTRA WORK

At any time during the term of this Agreement, Local Agency may request that Consultant perform Extra Work. As used herein, "Extra Work" means any work which is determined by Local Agency to be necessary for the proper completion of Consultant's services, but which the parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without prior written authorization from Local Agency.

ARTICLE XIV DISPUTES

- A. Any dispute, other than audit, concerning a question of fact arising under this contract that is not disposed of by agreement shall be decided by a committee consisting of LOCAL AGENCY's Contract Administrator and Town Manager, who may consider written or verbal information submitted by CONSULTANT.
- B. Not later than 30 days after completion of all work under the contract, CONSULTANT may request review by LOCAL AGENCY Governing Board of unresolved claims or disputes, other than audit. The request for review will be submitted in writing.
- C. Neither the pendency of a dispute, nor its consideration by the committee will excuse CONSULTANT from full and timely performance in accordance with the terms of this contract.

ARTICLE XV AUDIT REVIEW PROCEDURES

- A. Any dispute concerning a question of fact arising under an interim or post audit of this contract that is not disposed of by agreement, shall be reviewed by LOCAL AGENCY'S Chief Financial Officer.
- B. Not later than 30 days after issuance of the final audit report, CONSULTANT may request a review by LOCAL AGENCY'S Chief Financial Officer of unresolved audit issues. The request for review will be submitted in writing.
- C. Neither the pendency of a dispute nor its consideration by LOCAL AGENCY will excuse CONSULTANT from full and timely performance, in accordance with the terms of this contract.
- D. CONSULTANT and subconsultants' contracts, including cost proposals and indirect cost rates (ICR), are subject to audits or reviews such as, but not limited to, a Contract Audit, an Incurred Cost Audit, an ICR Audit, or a certified public accountant (CPA) ICR Audit Workpaper Review. If selected for audit or review, the contract, cost proposal and ICR and related workpapers, if applicable, will be reviewed to verify compliance with 48 CFR, Part 31 and other related laws and regulations. In the instances of a CPA ICR Audit Workpaper Review it is CONSULTANT's responsibility to ensure federal, state, or local government officials are allowed full access to the CPA's workpapers. The contract, cost proposal, and ICR shall be adjusted by CONSULTANT and approved by LOCAL AGENCY contract manager to conform to the audit or review recommendations. CONSULTANT agrees that individual terms of costs identified in the audit report shall be incorporated into the contract by this reference if directed by LOCAL AGENCY at its sole discretion. Refusal by CONSULTANT to incorporate audit or review recommendations, or to ensure that the Federal, State, or local governments have access to CPA workpapers, will be considered a breach of contract terms and cause for termination of the contract and disallowance of prior reimbursed costs.

ARTICLE XVI SUBCONTRACTING

- A. CONSULTANT shall perform the work contemplated with resources available within its own organization; and no portion of the work pertinent to this contract shall be subcontracted without written authorization by LOCAL AGENCY'S Contract Administrator, except that, which is expressly identified in the approved Cost Proposal.
- B. Any subcontract in excess of \$25,000 entered into as a result of this contract, shall contain all the provisions stipulated in this contract to be applicable to subconsultants.
- C. Any substitution of subconsultants must be approved in writing by LOCAL AGENCY's Contract Administrator prior to the start of work by the subconsultant.

ARTICLE XVII EQUIPMENT PURCHASE

- A. Prior authorization in writing, by LOCAL AGENCY's Contract Administrator shall be required before CONSULTANT enters into any unbudgeted purchase order, or subcontract exceeding \$5,000 for supplies, equipment, or CONSULTANT services. CONSULTANT shall provide an evaluation of the necessity or desirability of incurring such costs.

- B. For purchase of any item, service or consulting work not covered in CONSULTANT's Cost Proposal and exceeding \$5,000 prior authorization by LOCAL AGENCY's Contract Administrator; three competitive quotations must be submitted with the request, or the absence of bidding must be adequately justified.
- C. Any equipment purchased as a result of this contract is subject to the following: "CONSULTANT shall maintain an inventory of all nonexpendable property. Nonexpendable property is defined as having a useful life of at least two years and an acquisition cost of \$5,000 or more. If the purchased equipment needs replacement and is sold or traded in, LOCAL AGENCY shall receive a proper refund or credit at the conclusion of the contract, or if the contract is terminated, CONSULTANT may either keep the equipment and credit LOCAL AGENCY in an amount equal to its fair market value, or sell such equipment at the best price obtainable at a public or private sale, in accordance with established LOCAL AGENCY procedures; and credit LOCAL AGENCY in an amount equal to the sales price. If CONSULTANT elects to keep the equipment, fair market value shall be determined at CONSULTANT's expense, on the basis of a competent independent appraisal of such equipment. Appraisals shall be obtained from an appraiser mutually agreeable to by LOCAL AGENCY and CONSULTANT, if it is determined to sell the equipment, the terms and conditions of such sale must be approved in advance by LOCAL AGENCY." 49 CFR, Part 18 requires a credit to Federal funds when participating equipment with a fair market value greater than \$5,000 is credited to the project.
- D. All subcontracts in excess \$25,000 shall contain the above provisions.

ARTICLE XVIII INSPECTION OF WORK

CONSULTANT and any subconsultant shall permit LOCAL AGENCY, the state, and the FHWA if federal participating funds are used in this contract; to review and inspect the project activities and files at all reasonable times during the performance period of this contract including review and inspection on a daily basis.

ARTICLE XIX SAFETY

- A. CONSULTANT shall comply with OSHA regulations applicable to CONSULTANT regarding necessary safety equipment or procedures. CONSULTANT shall comply with safety instructions issued by LOCAL AGENCY Safety Officer and other LOCAL AGENCY representatives. CONSULTANT personnel shall wear hard hats and safety vests at all times while working on the construction project site.
- B. Pursuant to the authority contained in Section 591 of the Vehicle Code, LOCAL AGENCY has determined that such areas are within the limits of the project and are open to public traffic. CONSULTANT shall comply with all of the requirements set forth in Divisions 11, 12, 13, 14, and 15 of the Vehicle Code. CONSULTANT shall take all reasonably necessary precautions for safe operation of its vehicles and the protection of the traveling public from injury and damage from such vehicles.
- C. Any subcontract entered into as a result of this contract, shall contain all of the provisions of this Article.

ARTICLE XX INSURANCE

Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

Minimum Scope of Insurance

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability Coverage (occurrence form CG 0001).
2. Insurance Services Office form number CA 0001 (Ed. 1/87) Coverage Automobile Liability, code 1 (any auto).
3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.
4. Errors and Omissions liability insurance appropriate to the consultants profession. Architects' and engineers' coverage is to be endorsed to include contractual liability.

Minimum Limits of Insurance

Consultant shall maintain limits no less than:

1. General Liability: \$2,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.
3. Employer's Liability: \$1,000,000 per accident for bodily injury or disease.
4. Errors and omissions liability: \$1,000,000 per claim & \$1,000,000 aggregate.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions exceeding \$25,000 must be declared to and approved by the LOCAL AGENCY. At the option of the LOCAL AGENCY, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the LOCAL AGENCY, its officers, officials, employees and volunteers; or the Consultant shall provide a financial guarantee satisfactory to the LOCAL AGENCY guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Other Insurance Provisions

The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The LOCAL AGENCY, its officers, officials, employees and volunteers are to be covered as insured as respects: liability arising out of work or operations performed by or on behalf of the Consultant; or automobiles owned, leased, hired or borrowed by the Consultant.
2. For any claims related to this project, the Consultant's insurance coverage shall be primary insurance respects the LOCAL AGENCY, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the LOCAL AGENCY, its officers, officials, employees or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the LOCAL AGENCY.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A. M. Best's rating of no less than A: VII, unless otherwise acceptable to the LOCAL AGENCY.

Verification of Coverage

Consultant shall furnish the LOCAL AGENCY with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the LOCAL AGENCY or on other than the LOCAL AGENCY's forms provided, those endorsements conform to LOCAL AGENCY requirements. All certificates and endorsements are to be received and approved by the LOCAL AGENCY before work commences. The LOCAL AGENCY reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required.

ARTICLE XXI OWNERSHIP OF DATA

- A. Upon completion of all work under this contract, ownership and title to all reports, documents, plans, specifications, and estimates produce as part of this contract will automatically be vested in LOCAL AGENCY; and no further agreement will be necessary to transfer ownership to LOCAL AGENCY. CONSULTANT shall furnish LOCAL AGENCY all necessary copies of data needed to complete the review and approval process.
- B. It is understood and agreed that all calculations, drawings and specifications, whether in hard copy or machine-readable form, are intended for one-time use in the construction of the project for which this contract has been entered into.
- C. CONSULTANT is not liable for claims, liabilities, or losses arising out of, or connected with the modification, or misuse by LOCAL AGENCY of the machine-readable information and data provided by CONSULTANT under this contract; further, CONSULTANT is not liable for claims, liabilities, or losses arising out of, or connected with any use by LOCAL AGENCY of the project documentation on other projects for additions to this project, or for the completion of this project by others, except only such use as many be authorized in writing by CONSULTANT.
- D. Applicable patent rights provisions regarding rights to inventions shall be included in the contracts as appropriate (48 CFR 27, Subpart 27.3 - Patent Rights under Government Contracts for federal-aid contracts).
- E. LOCAL AGENCY may permit copyrighting reports or other agreement products. If copyrights are permitted; the agreement shall provide that the FHWA shall have the royalty-free nonexclusive and irrevocable right to reproduce, publish, or otherwise use; and to authorize others to use, the work for government purposes.
- F. Any subcontract in excess of \$25,000 entered into as a result of this contract, shall contain all of the provisions of this Article.

ARTICLE XXII CLAIMS FILED BY LOCAL AGENCY'S CONSTRUCTION CONTRACTOR

- A. If claims are filed by LOCAL AGENCY's construction contractor relating to work performed by CONSULTANT's personnel, and additional information or assistance from CONSULTANT's personnel is required in order to evaluate or defend against such claims; CONSULTANT agrees to make its personnel available for consultation with LOCAL AGENCY'S construction contract administration and legal staff and for testimony, if necessary, at depositions and at trial or arbitration proceedings.
- B. CONSULTANT's personnel that LOCAL AGENCY considers essential to assist in defending against construction contractor claims will be made available on reasonable notice from LOCAL AGENCY. Consultation or testimony will be reimbursed at the same rates, including travel costs that are being paid for CONSULTANT's personnel services under this contract.
- C. Services of CONSULTANT's personnel in connection with LOCAL AGENCY's construction contractor claims will be performed pursuant to a written contract amendment, if necessary, extending the termination date of this contract in order to resolve the construction claims.
- D. Any subcontract in excess of \$25,000 entered into as a result of this contract, shall contain all of the provisions of this Article.

ARTICLE XXIII CONFIDENTIALITY OF DATA

- A. All financial, statistical, personal, technical, or other data and information relative to LOCAL AGENCY's operations, which are designated confidential by LOCAL AGENCY and made available to CONSULTANT in order to carry out this contract, shall be protected by CONSULTANT from unauthorized use and disclosure.
- B. Permission to disclose information on one occasion, or public hearing held by LOCAL AGENCY relating to the contract, shall not authorize CONSULTANT to further disclose such information, or disseminate the same on any other occasion.
- C. CONSULTANT shall not comment publicly to the press or any other media regarding the contract or LOCAL AGENCY's actions on the same, except to LOCAL AGENCY's staff, CONSULTANT's own personnel involved in the performance of this contract, at public hearings or in response to questions from a Legislative committee.
- D. CONSULTANT shall not issue any news release or public relations item of any nature, whatsoever, regarding work performed or to be performed under this contract without prior review of the contents thereof by LOCAL AGENCY, and receipt of LOCAL AGENCY'S written permission.
- E. Any subcontract entered into as a result of this contract shall contain all of the provisions of this Article.
- F. All information related to the construction estimate is confidential, and shall not be disclosed by CONSULTANT to any entity other than LOCAL AGENCY.

ARTICLE XXIV NATIONAL LABOR RELATIONS BOARD CERTIFICATION

In accordance with Public Contract Code Section 10296, CONSULTANT hereby states under penalty of perjury that no more than one final unappealable finding of contempt of court by a federal court has been issued against CONSULTANT within the immediately preceding two-year period, because of CONSULTANT's failure to comply with an order of a federal court that orders CONSULTANT to comply with an order of the National Labor Relations Board.

ARTICLE XXV EVALUATION OF CONSULTANT

CONSULTANT's performance will be evaluated by LOCAL AGENCY. A copy of the evaluation will be sent to CONSULTANT for comments. The evaluation together with the comments shall be retained as part of the contract record.

ARTICLE XXVI STATEMENT OF COMPLIANCE

- A. CONSULTANT's signature affixed herein, and dated, shall constitute a certification under penalty of perjury under the laws of the State of California that CONSULTANT has, unless exempt, complied with, the nondiscrimination program requirements of Government Code Section 12990 and Title 2, California Administrative Code, Section 8103.
- B. During the performance of this Contract, Consultant and its subconsultants shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave. Consultant and subconsultants shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Consultant and subconsultants shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Contract by reference and made a part hereof as if set forth in full. Consultant and its subconsultants shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.

ARTICLE XXVII DEBARMENT AND SUSPENSION CERTIFICATION

- A. CONSULTANT's signature affixed herein, shall constitute a certification under penalty of perjury under the laws of the State of California, that CONSULTANT has complied with Title 2 CFR Part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (nonprocurement)", which certifies that he/she or any person associated therewith in the capacity of owner, partner, director, officer, or manager, is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency; has not been suspended, debarred, voluntarily excluded, or determined ineligible by any federal agency within the past three (3) years; does not have a proposed debarment pending; and has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three (3) years. Any exceptions to this certification must be disclosed to LOCAL AGENCY.
- B. Exceptions will not necessarily result in denial of recommendation for award, but will be considered in determining CONSULTANT responsibility. Disclosures must indicate to whom exceptions apply, initiating agency, and dates of action.
- C. Exceptions to the Federal Government Excluded Parties List System maintained by the General Services Administration are to be determined by the Federal highway Administration.

ARTICLE XXVIII STATE PREVAILING WAGE RATES

- A. CONSULTANT shall comply with the State of California's General Prevailing Wage Rate requirements in accordance with California Labor Code, Section 1770 et seq., and all Federal, State, and local laws and ordinances applicable to the work.
- B. Any subcontract entered into as a result of this contract if for more than \$25,000 for public works construction or more than \$15,000 for the alteration, demolition, repair, or maintenance of public works, shall contain all of the provisions of this Article.

ARTICLE XXIX CONFLICT OF INTEREST

- A. CONSULTANT shall disclose any financial, business, or other relationship with LOCAL AGENCY that may have an impact upon the outcome of this contract, or any ensuing LOCAL AGENCY construction project. CONSULTANT shall also list current clients who may have a financial interest in the outcome of this contract, or any ensuing LOCAL AGENCY construction project, which will follow.
- B. CONSULTANT hereby certifies that it does not now have, nor shall it acquire any financial or business interest that would conflict with the performance of services under this contract.
- C. Any subcontract in excess of \$25,000 entered into as a result of this contract, shall contain all of the provisions of this Article.
- D. CONSULTANT hereby certifies that neither CONSULTANT, nor any firm affiliated with CONSULTANT will bid on any construction contract, or on any contract to provide construction inspection for any construction project resulting from this contract. An affiliated firm is one, which is subject to the control of the same persons through joint-ownership, or otherwise.
- E. Except for subconsultants whose services are limited to providing surveying or materials testing information, no subconsultant who has provided design services in connection with this contract shall be eligible to bid on any construction contract, or on any contract to provide construction inspection for any construction project resulting from this contract.

ARTICLE XXX REBATES, KICKBACKS OR OTHER UNLAWFUL CONSIDERATION

CONSULTANT warrants that this contract was not obtained or secured through rebates kickbacks or other unlawful consideration, either promised or paid to any LOCAL AGENCY employee. For breach or violation of this warranty, LOCAL AGENCY shall have the right in its discretion; to terminate the contract without liability; to pay only for the value of the work actually performed; or to deduct from the contract price; or otherwise recover the full amount of such rebate, kickback or other unlawful consideration.

ARTICLE XXXI IDEMNITY

Consultant agrees to defend, indemnify and hold harmless the Local Agency, its officers, officials, employees and volunteers from and against any and all claims, demands, actions, losses, damages, injuries, and liability, direct or indirect (including any and all attorney fees, court costs, costs and expenses in connection therein), arising from its negligent performance, misconduct or omissions relating to the services under this Contract or its failure to comply with any of its obligations contained in this Contract, except for any such claim arising from the sole negligence or willful misconduct of the Local Agency, its officers, agents, employees or volunteers.

ARTICLE XXXII NOTIFICATION

All notices hereunder and communications regarding interpretation of the terms of this contract and changes thereto, shall be effected by the mailing thereof by registered or certified mail, return receipt requested, postage prepaid, and addressed as follows:

CONSULTANT:

Consultant Name
Project Manager
Street Address
City, State Zip

LOCAL AGENCY:

Town of Paradise
Marc A. Mattox, Contract Administrator
5555 Skyway
Paradise, CA 95969

ARTICLE XXXIII CONTRACT

The two parties to this contract, who are the before named CONSULTANT and the before named LOCAL AGENCY, hereby agree that this Contract and Exhibits constitutes an integrated agreement with the only terms and conditions

between them and that it is made and concluded in duplicate between the two parties. Both of these parties for and in consideration of the payments to be made, conditions mentioned, and work to be performed; each agree to diligently perform in accordance with the terms and conditions of this contract as evidenced by the signatures below.

ARTICLE XXXIII SIGNATURES

TOWN OF PARADISE

By _____
Lauren Gill,
Town Manager

CONSULTANT NAME

By _____
Name
Title

Approved and certified as being in conformance with the requirements of the Public Contract Code Section 20160 et seq.

Dwight L. Moore, Town Attorney

Approved Effective _____

**EXHIBIT "A"
Scope of Services**

**EXHIBIT "B"
Compensation**

Attachment 4

Local Assistance Procedures Manual Exhibits 10-H and 10-K

EXHIBIT 10-H SAMPLE COST PROPOSAL (EXAMPLE #1) Page 1 of 2

ACTUAL COST-PLUS-FIXED FEE OR LUMP SUM (FIRM FIXED PRICE) CONTRACTS
(DESIGN, ENGINEERING AND ENVIRONMENTAL STUDIES)

Note: Mark-ups are Not Allowed

Consultant _____ Contract No. _____ Date _____

DIRECT LABOR

Classification/Title	Name	Hours	Actual Hourly Rate	Total
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	\$ _____	\$ _____

LABOR COSTS

- a) Subtotal Direct Labor Costs \$ _____
- b) Anticipated Salary Increases (see page 2 for sample) \$ _____
- c) **TOTAL DIRECT LABOR COSTS** [(a) + (b)] \$ _____

FRINGE BENEFITS

- d) Fringe Benefits (Rate: _____)
- e) **TOTAL FRINGE BENEFITS** [(c) x (d)] \$ _____

INDIRECT COSTS

- f) Overhead (Rate: _____)
- g) Overhead [(c) x (f)] \$ _____
- h) General and Administrative (Rate: _____)
- i) Gen & Admin [(c) x (h)] \$ _____
- j) **TOTAL INDIRECT COSTS** [(e) + (g) + (i)] \$ _____

FEE (Profit)

- q) (Rate: _____)
- k) **TOTAL FIXED PROFIT** [(c) + (j)] x (q)] \$ _____

OTHER DIRECT COSTS (ODC)

Description	Unit(s)	Unit Cost	Total
l) Travel/Mileage Costs (supported by consultant actual costs)	_____	\$ _____	\$ _____
m) Equipment Rental and Supplies (itemize)	_____	\$ _____	\$ _____
n) Permit Fees (itemize), Plan sheets (each), Test Holes (each), etc.	_____	\$ _____	\$ _____
o) Subconsultant Costs (attach detailed cost proposal in same format as prime consultant estimate for each subconsultant)	_____	\$ _____	\$ _____
p) TOTAL OTHER DIRECT COSTS [(l) + (m) + (n) + (o)]			\$ _____

TOTAL COST [(c) + (j) + (k) + (p)] \$ _____

NOTES:

- Employees subject to prevailing wage requirements to be marked with an *.
- ODC items should be based on actual costs and supported by historical data and other documentation.
- ODC items that would be considered “tools of the trade” are not reimbursable.
- ODC items should be consistently billed directly to all clients, not just when client will pay for them as a direct cost.
- ODC items when incurred for the same purpose, in like circumstances, should not be included in any indirect cost pool or in overhead rate.

EXHIBIT 10-H SAMPLE COST PROPOSAL (EXAMPLE #1) Page 2 of 2

ACTUAL COST-PLUS-FIXED FEE OR LUMP SUM (FIRM FIXED PRICE) CONTRACTS
(SAMPLE CALCULATIONS FOR ANTICIPATED SALARY INCREASES)

Consultant _____ Contract No. _____ Date _____

1. Calculate Average Hourly Rate for 1st year of the contract (Direct Labor Subtotal divided by total hours)

Direct Labor Subtotal per Cost Proposal	Total Hours per Cost Proposal	=	Avg Hourly Rate	5 Year Contract Duration Year 1 Avg Hourly Rate
_____	_____			

2. Calculate hourly rate for all years (Increase the Average Hourly Rate for a year by proposed escalation %)

	Avg Hourly Rate		Proposed Escalation			
Year 1	_____	+	_____	=	_____	_____
Year 2	_____	+	_____	=	_____	_____
Year 3	_____	+	_____	=	_____	_____
Year 4	_____	+	_____	=	_____	_____

3. Calculate estimated hours per year (Multiply estimate % each year by total hours)

	Estimated % Completed Each Year		Total Hours per Cost Proposal	=	Total Hours per Year
Year 1	_____	*	_____	=	_____
Year 2	_____	*	_____	=	_____
Year 3	_____	*	_____	=	_____
Year 4	_____	*	_____	=	_____
Year 5	_____	*	_____	=	_____
Total	_____		_____	=	_____

4. Calculate Total Costs including Escalation (Multiply Average Hourly Rate by the number of hours)

	Avg Hourly Rate (calculated above)		Estimated hours (calculated above)	=	Cost per Year
Year 1	_____	*	_____	=	_____
Year 2	_____	*	_____	=	_____
Year 3	_____	*	_____	=	_____
Year 4	_____	*	_____	=	_____
Year 5	_____	*	_____	=	_____
	Total Direct Labor Cost with Escalation			=	
	Direct Labor Subtotal before Escalation			=	
	Estimated total of Direct Labor Salary Increase			=	Transfer to Page 1

NOTES:

- This is not the only way to estimate salary increases. Other methods will be accepted if they clearly indicate the % increase, the # of years of the contract, and a breakdown of the labor to be performed each year.
- An estimation that is based on direct labor multiplied by salary increase % multiplied by the # of years is not acceptable. (i.e. \$250,000 x 2% x 5 yrs = \$25,000 is not an acceptable methodology)
- This assumes that one year will be worked at the rate on the cost proposal before salary increases are granted.

**EXHIBIT 10-K CONSULTANT CERTIFICATION OF CONTRACT COSTS AND FINANCIAL
MANAGEMENT SYSTEM**

*(Note: If requesting to utilize the Safe Harbor Indirect Cost Rate submit Attachment 1 of
DLA-OB 13-07 - Safe Harbor Indirect Cost Rate for Consultant Contracts found at
http://www.dot.ca.gov/hq/LocalPrograms/DLA_OB/DLA_OB.htm in lieu of this form.)*

Certification of Final Indirect Costs:

Consultant Firm Name: _____

Indirect Cost Rate: _____ * for fiscal period _____

*Fiscal period covered for Indirect Cost Rate developed (not the contract period).

Local Government: _____

Contract Number: _____ Project Number: _____

I, the undersigned, certify that I have reviewed the proposal to establish final indirect cost rates for the fiscal period as specified above and to the best of my knowledge and belief:

1. All costs included in this proposal to establish final Indirect Cost Rates are allowable in accordance with the cost principles of the Federal Acquisition Regulations (FAR) of Title 48, Code of Federal Regulations (CFR), Part 31.
2. This proposal does not include any costs which are expressly unallowable under the cost principles of the FAR of 48 CFR, Part 31.

All known material transactions or events that have occurred affecting the firm's ownership, organization, and Indirect Cost Rates have been disclosed as of the date of proposal preparation noted above.

Certification of Financial Management System:

I, the undersigned, certify to the best of my knowledge and belief that our Financial Management System meets the standards for financial reporting, accounting records, internal and budget control as set forth in the FAR of Title 49, CFR, Part 18.20 to the extent applicable to Consultant.

Certification of Dollar Amount for all A&E Contracts:

I, the undersigned, certify that the approximate dollar amount of all A&E contracts awarded by Caltrans or a California local agency to this firm within the last three (3) calendar years for all State DOT and Local Agencies is \$_____ and the number of states in which the firm does business is _____.

Certification of Direct Costs:

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are reasonable, allowable and allocable to the contract in accordance with the cost principles of the FAR of Title 48, CFR, Part 31. Allowable direct costs to a Government contract shall be:

Consultant Certification of Contract Costs and Financial Management System

1. Compliant with Generally Accepted Accounting Principles (GAAP) and standards promulgated by the Cost Accounting Standards Board (when applicable).
2. Compliant with the terms of the contract and is incurred specifically for the contract.
3. Not prohibited by 23 CFR, Chapter 1, Part 172 – Administration of Engineering and Design Related Service Contracts to the extent requirements are applicable to Consultant.

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files.

Subconsultants (if applicable)

Proposed Contract Amount (or amount not to exceed if on-call contract): \$ _____

Prime Consultants (if applicable)

Proposed **Total** Contract Amount (or amount not to exceed if on-call contract): \$ _____

Prime, list all subconsultants and proposed subcontract dollar amounts (attach additional page if necessary):

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Consultant Certifying (Print Name and Title):

Name: _____

Title: _____

Consultant Certification Signature **: _____

Date of Certification (mm/dd/yyyy): _____

Consultant Contact Information:

Email: _____

Phone number: _____

**An individual executive or financial officer of the consultant’s organization at a level no lower than a Vice President or Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the Indirect Cost Rate proposal submitted in conjunction with the contract.

Note: Per 23 U.S.C. 112(b)(2)(B), Subconsultants must comply with the FAR Cost Principles contained in 48 CFR, Part 31. 23 CFR Part 172.3 Definitions state: Consultant means the individual or firm providing engineering and design related services as a party to the contract. Therefore, subconsultants as parties of a contract must complete a certification and send originals to A&I and keep copies in Local Agency Project Files.

Distribution: 1) Original to Caltrans Audits and Investigations
2) Retained in Local Agency Project Files