

Metro

*Los Angeles County Metropolitan Transportation Authority
One Gateway Plaza
3rd Floor Board Room
Los Angeles, CA*



Agenda - Final

Thursday, May 17, 2018

9:00 AM

**One Gateway Plaza, Los Angeles, CA 90012,
3rd Floor, Metro Board Room**

System Safety, Security and Operations Committee

John Fasana, Chair

Robert Garcia, Vice Chair

Paul Krekorian

Mark Ridley-Thomas

Hilda Solis

Carrie Bowen, non-voting member

Phillip A. Washington, Chief Executive Officer

METROPOLITAN TRANSPORTATION AUTHORITY BOARD RULES
(ALSO APPLIES TO BOARD COMMITTEES)

PUBLIC INPUT

A member of the public may address the Board on agenda items, before or during the Board or Committee's consideration of the item for one (1) minute per item, or at the discretion of the Chair. A request to address the Board should be submitted in person at the meeting to the Board Secretary. Individuals requesting to speak on more than three (3) agenda items will be allowed to speak up to a maximum of three (3) minutes per meeting. For individuals requiring translation service, time allowed will be doubled.

Notwithstanding the foregoing, and in accordance with the Brown Act, this agenda does not provide an opportunity for members of the public to address the Board on any Consent Calendar agenda item that has already been considered by a Committee, composed exclusively of members of the Board, at a public meeting wherein all interested members of the public were afforded the opportunity to address the Committee on the item, before or during the Committee's consideration of the item, and which has not been substantially changed since the Committee heard the item.

The public may also address the Board on non-agenda items within the subject matter jurisdiction of the Board during the public comment period, which will be held at the beginning and/or end of each meeting. Each person will be allowed to speak for up to three (3) minutes per meeting and may speak no more than once during the Public Comment period. Speakers will be called according to the order in which the speaker request forms are received. Elected officials, not their staff or deputies, may be called out of order and prior to the Board's consideration of the relevant item.

In accordance with State Law (Brown Act), all matters to be acted on by the MTA Board must be posted at least 72 hours prior to the Board meeting. In case of emergency, or when a subject matter arises subsequent to the posting of the agenda, upon making certain findings, the Board may act on an item that is not on the posted agenda.

CONDUCT IN THE BOARD ROOM - The following rules pertain to conduct at Metropolitan Transportation Authority meetings:

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- a. Disorderly behavior toward the Board or any member of the staff thereof, tending to interrupt the due and orderly course of said meeting.
- b. A breach of the peace, boisterous conduct or violent disturbance, tending to interrupt the due and orderly course of said meeting.
- c. Disobedience of any lawful order of the Chair, which shall include an order to be seated or to refrain from addressing the Board; and
- d. Any other unlawful interference with the due and orderly course of said meeting.

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NOTE: ACTION MAY BE TAKEN ON ANY ITEM IDENTIFIED ON THE AGENDA

CALL TO ORDER**ROLL CALL****APPROVE Consent Calendar Item(s): 23.****Consent Calendar Items are approved with one motion unless held by a Director for a discussion and/or separate action.**CONSENT CALENDAR**23. SUBJECT: P2000 AUXILIARY INVERTER ASSEMBLY OVERHAUL [2018-0150](#)****RECOMMENDATION**

CONSIDER:

- A. AUTHORIZING the Chief Executive Officer to award a 31 month, indefinite delivery, indefinite quantity Contract No. MA46603 to KB Powertech Corporation, USA for overhaul services of the Siemens P2000 Light Rail Vehicle (LRV) Auxiliary Inverter Assembly for a total not-to-exceed amount of \$999,607, subject to resolution of protest(s), if any; and
- B. AWARDING a sole source procurement, pursuant to Public Utilities Code Section 130237 for component overhaul services of the Siemens P2000 LRV Auxiliary Inverter Assembly Overhaul the Original Equipment Manufacturer (OEM), to KB Powertech Corp.

(REQUIRES TWO-THIRDS VOTE OF THE FULL BOARD)

Attachments: [Attachment A - Procurement Summary](#)
[Attachment B - DEOD Summary](#)

NON-CONSENT**24. SUBJECT: OPERATIONS EMPLOYEE OF THE MONTH [2017-0794](#)****RECOMMENDATION**

Operations Employee of the Month

25. SUBJECT: SYSTEM SAFETY, SECURITY AND OPERATIONS UPDATES [2017-0795](#)**RECOMMENDATION**

RECEIVE oral updates on Light Rail Overhead Catenary System.

Attachments: [Presentation](#)

26. **SUBJECT: MONTHLY UPDATE ON TRANSIT POLICING PERFORMANCE** [2018-0215](#)

RECOMMENDATION

RECEIVE AND FILE Monthly Update on Transit Policing Performance.

Attachments: [Attachment A - System-Wide Law Enforcement Overview March 2018](#)
[Attachment B – Detail by Rail Line March 2018](#)
[Attachment C - Key Performance Indicators March 2018](#)
[Attachment D – Transit Police Summary](#)

27. **SUBJECT: PUBLIC ART STATE OF GOOD REPAIR UPDATE** [2018-0199](#)

RECOMMENDATION

RECEIVE AND FILE Annual Report on the Phased Art Asset Management Program.

Attachments: [Attachment A - Annual Report on Phased Art Asset Management Art Asset Management Program May 2018 Presentation](#)

28. **SUBJECT: CITY OF SANTA MONICA OPERATION AND MAINTENANCE AGREEMENT** [2018-0027](#)

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to execute the Memorandum of Understanding for Operation and Maintenance Agreement (OMA) between Metro (Authority) and The City of Santa Monica (Attachment A).

Attachments: [Attachment A - MOU with the City of Santa Monica.pdf](#)

29. **SUBJECT: P3010, LIGHT RAIL VEHICLE PROCUREMENT CONTRACT KINKISHARYO** [2018-0114](#)

RECOMMENDATION

APPROVE a Modification to Contract No. P3010 with Kinkisharyo International, LLC for four (4) Request for Changes (RFC); RFC No. 1 Addition of Back-up Train Operator Display for a firm fixed price of \$1,589,240, RFC No. 2 Addition of Color Route ID to Exterior Signs for a firm fixed price of \$1,715,638, RFC No. 3 Addition of Exterior Rear View Mirrors for a firm fixed price of \$1,122,336, and RFC No. 6 Addition of Interior Route Information Signs for a firm fixed price of \$1,260,476, all for a combined firm fixed amount of \$5,687,690, increasing the total Contract value from \$914,667,177 to \$920,354,867. The contract increase is within the Life of Project Budget.

Attachments: [Attachment A - Procurement Summary](#)
[Attachment B - Contract Modification Authority Summary](#)
[Attachment C - DEOD Summary](#)

SUBJECT: GENERAL PUBLIC COMMENT

2018-0313

Receive GENERAL PUBLIC COMMENT

Consideration of items not on the posted agenda, including: items to be presented and (if requested) referred to staff; items to be placed on the agenda for action at a future meeting of the Committee or Board; and/or items requiring immediate action because of an emergency situation or where the need to take immediate action came to the attention of the Committee subsequent to the posting of the agenda.

COMMENTS FROM THE PUBLIC ON ITEMS OF PUBLIC INTEREST WITHIN COMMITTEE'S SUBJECT MATTER JURISDICTION

Adjournment



Board Report

File #: 2018-0150, File Type: Contract

Agenda Number: 23.

SYSTEM SAFETY, SECURITY AND OPERATIONS COMMITTEE MAY 17, 2018

SUBJECT: P2000 AUXILIARY INVERTER ASSEMBLY OVERHAUL

ACTION: APPROVE CONTRACT AWARD

RECOMMENDATION

CONSIDER:

- A. AUTHORIZING the Chief Executive Officer to award a 31 month, indefinite delivery, indefinite quantity Contract No. MA46603 to KB Powertech Corporation, USA for overhaul services of the Siemens P2000 Light Rail Vehicle (LRV) Auxiliary Inverter Assembly for a total not-to-exceed amount of \$999,607, subject to resolution of protest(s), if any; and
- B. AWARDING a sole source procurement, pursuant to Public Utilities Code Section 130237 for component overhaul services of the Siemens P2000 LRV Auxiliary Inverter Assembly Overhaul the Original Equipment Manufacturer (OEM), to KB Powertech Corp.

(REQUIRES TWO-THIRDS VOTE OF THE FULL BOARD)

ISSUE

The P2000 LRV fleet auxiliary inverter assembly is due for overhaul services as recommended by the OEM established guidelines. This procurement is for the sole purpose of purchasing overhaul services for existing equipment already in operational use. Execution of this component overhaul acquisition will safeguard passenger safety while maintaining equipment performance in a continuous State of Good Repair (SGR).

DISCUSSION

The Siemens P2000 LRVs are in its 17th year of operation and consists of a total of seven procurements for the overhaul of the major vehicle systems inclusive of power axle, gearbox, traction motors, couplers, friction brake & air compressor, auxiliary inverter, and the propulsion system (gate driver board) overhaul. The auxiliary inverter overhaul is sixth in succession of the seven component overhaul procurements requiring board approval. This procurement is for the professional services to complete the overhaul of up to 52 auxiliary inverter assemblies for the P2000 fleet as recommended

by the OEM established guidelines. In order to ensure continued safety and performance of the auxiliary inverter assembly, an overhaul of the equipment is required at the vehicle mid-life service interval. The auxiliary inverter is an integral vehicle system necessary for safe operation of the vehicle that inverts the overhead catenary supply voltage of 750 (VDC) to 208/110 (VAC) supplying interior lighting, power to auxiliary motors, and supplies power for the Low Voltage Power Supply charging the 37.5 VDC battery and numerous control systems.

The overhaul consists of disassembly of the entire assembly down to circuit board and component level, a thorough cleaning and inspection of components, load testing of modules, replacement of electrolytic capacitor and lithium batteries, component replacement as needed, replacement of seals and gaskets, and a comprehensive testing of the entire inverter assembly for sustained output voltages.

Rail Fleet Services (RFS) Engineering developed a Statement of Work (SOW) for the contractor to follow while performing the overhaul. The contractor will perform overhaul services in accordance with predefined schedule at two (2) inverters per month.

DETERMINATION OF SAFETY IMPACT

Passenger and employee safety are of the utmost importance to Metro and, therefore, it is imperative to maintain the P2000 fleet to a constant SGR. The auxiliary inverter assembly overhaul is in support of routine maintenance and an established component overhaul program. This effort will ensure that the fleet is maintained in accordance with OEM recommendations, regulatory standards, and within Metro's internal Corporate Safety policies and procedures.

FINANCIAL IMPACT

The approved Life-of-Project (LOP) budget for the P2000 Fleet Component Overhaul Program (number 206006) is \$26,360,100 established in 2012. Funding of \$999,607 for this Contract is included in the FY19 budget in Cost Centers 3941 and 3943, Rail Fleet Services Maintenance, account 50441, Parts - Revenue Service. Since this is a multi-year contract, the Cost Center Manager and Project Manager will ensure that the balance of funds are budgeted in future years.

Impact to Budget

The current source of funds for this action is Prop A Bonds. This will maximize funding leverage given allowable funding provisions.

ALTERNATIVES CONSIDERED

The auxiliary inverter assembly is a safety critical system that inverts the vehicle supply voltage of 750 VDC to 208/110 VAC critical for safe operation of the vehicle and is required to be overhauled per the OEM recommended interval and regulatory requirements. Deferring the auxiliary inverter

assembly overhaul is not recommended as vehicle performance and passenger safety could be adversely affected.

NEXT STEPS

Overhaul of the P2000 LRV auxiliary inverter assembly will continue in accordance with RFS Component Overhaul schedule requirements. Upon board approval staff will execute Contract No. MA46603 to provide overhaul services of the P2000 LRV auxiliary inverter assembly. The project is scheduled to commence July 2018.

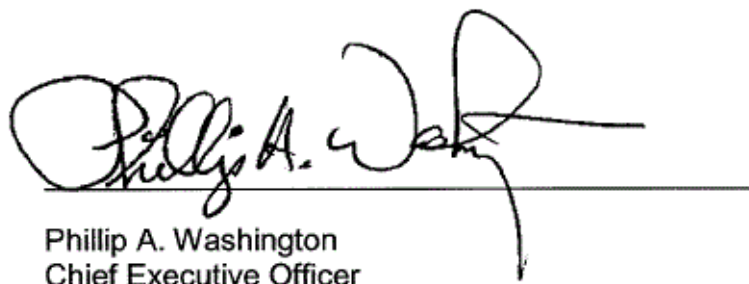
ATTACHMENTS

Attachment A - Procurement Summary

Attachment B - DEOD Summary

Prepared by: Bob Spadafora, Sr. Executive Officer, Rail Fleet Services, (213) 922-3144
Richard M. Lozano, Sr. Director, Rail Fleet Services, (310) 816-6944

Reviewed by: James T. Gallagher, Chief Operations Officer, (213) 418-3108
Debra Avila, Chief Vendor/Contract Management Officer, (213) 418-3051



Phillip A. Washington
Chief Executive Officer

PROCUREMENT SUMMARY

P2000 AUXILIARY INVERTER ASSEMBLY OVERHAUL/MA46603

1.	Contract Number: MA46603	
2.	Recommended Vendor: KB Powertech Corp. USA	
3.	Type of Procurement (check one): <input type="checkbox"/> IFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFP-A&E <input type="checkbox"/> Non-Competitive <input type="checkbox"/> Modification <input type="checkbox"/> Task Order	
4.	Procurement Dates:	
	A. Issued: August 31, 2017	
	B. Advertised/Publicized: N/A	
	C. Pre-Proposal Conference: N/A	
	D. Proposals Due: September 29, 2017	
	E. Pre-Qualification Completed: January 25, 2018	
	F. Conflict of Interest Form Submitted to Ethics: October 19, 2017	
	G. Protest Period End Date: April 24, 2018	
5.	Solicitations Picked up/Downloaded: 0	Bids/Proposals Received: 1
6.	Contract Administrator: Lorretta Norris	Telephone Number: (213) 922-2632
7.	Project Manager: Nick Madanat	Telephone Number: (213) 617-6281

A. Procurement Background

This Board Action is to approve Contract No. MA46603 issued in support of Metro's P2000 Light Rail Vehicle (LRV) to procure services required for the overhaul of the auxiliary inverter assemblies on a sole source basis. The existing auxiliary inverter systems for the P2000 were designed and built by the original equipment manufacturer (OEM), KB Powertech Corp. USA, a Division of the Knorr-Bremse Group. It was determined by Metro's engineering, to ensure full operational capability, that the overhaul of Metro's P2000 railcar auxiliary inverter assemblies be overhauled by the OEM, KB Powertech Corp. USA.

The non-competitive Request for Proposal (RFP) was issued to KB Powertech Corp. USA on August 31, 2017, in accordance with Metro's Acquisition Policy and the contract type is a not-to-exceed Indefinite Delivery, Indefinite Quantity (IDIQ).

Two amendments were issued during the solicitation phase of this RFP as follows:

- Amendment No. 1, issued on September 8, 2017, extended the proposal due date from September 8, 2017 to September 15, 2017.
- Amendment No. 2, issued on September 14, 2017, extended the proposal due date from September 15, 2017 to September 29, 2017.

B. Evaluation of Proposal

This is a sole source procurement. This sole source procurement is consistent with Public Utility Code Section 130237, applied for the purpose of duplicating equipment already in existence at Metro. KB Powertech is the OEM and owns the data rights on the auxiliary inverter assembly. Metro's technical staff conducted technical fact-finding meetings which were a part of the comprehensive technical evaluation of the technical proposal. The technical evaluation consisted of reviews of the proposer's proposed management and quality assurance plans, and compliance to the technical specification. The proposal was found to be technically acceptable. Additionally, an evaluation of the proposed management and assigned technical/project resources was conducted and both were deemed acceptable.

The firm recommended for award, KB Powertech Corp. USA, was found to be in compliance with the RFP requirements.

C. Cost Analysis

Sole source acquisitions require a cost analysis to be performed to determine fair and reasonable prices. Due to proposer's unwillingness to provide essential company sensitive cost support data needed to adequately perform a cost analysis, staff performed a price analysis. The price analysis consisted of Metro's engineering and estimating price assessments, and historical price comparisons for similar purchases. Based on staff's price analysis, it was determined that the total proposed price was fair and reasonable.

Proposer Name	Proposal Amount	Metro ICE
KB Powertech Corp. USA	\$999,607	\$1,185,000

D. Background on Recommended Contractor

KB Powertech Corp. USA (KBPC) is located in Mount Olive, New Jersey and was acquired in 2014 by Knorr-Bremse Group, an international group of industrial companies that has been in business for over 30 years. KBPC specializes in designing, manufacturing, and overhauling energy supply systems. KBPC is the OEM of the auxiliary inverter assemblies for Metro's Siemens P2000 Green Line railcars. KBPC has current auxiliary inverter overhaul contracts with Metro of St. Louis and TriMet of Oregon. KBPC has existing and past contracts with Metro supporting other rail vehicle overhauls and its performance has been satisfactory.

DEOD SUMMARY

P2000 AUXILIARY INVERTER ASSEMBLY OVERHAUL/MA46603

A. Small Business Participation

The Diversity and Economic Opportunity Department (DEOD) did not establish a Small Business Enterprise/Disabled Veteran Business Enterprise (SBE/DVBE) goal for this sole source, non-competitive procurement. It was determined that KB Powertech Corp., USA is the Original Equipment Manufacturer (OEM) of the P2000 Auxiliary Inverters, and owns the data rights to the auxiliary inverter assembly. As such, there are no apparent subcontracting opportunities and the services will be performed with the prime's own workforces.

B. Living Wage and Service Contract Worker Retention Policy Applicability

The Living Wage and Service Contract Worker Retention Policy is not applicable to this Contract.

C. Prevailing Wage Applicability

Prevailing wage is not applicable to this Contract.

D. Project Labor Agreement/Construction Careers Policy

Project Labor Agreement/Construction Careers Policy is not applicable to this Contract.



Board Report

File #: 2017-0795, **File Type:** Oral Report / Presentation

Agenda Number: 25.

**SYSTEM SAFETY, SECURITY AND OPERATIONS COMMITTEE
MAY 17, 2018**

**SUBJECT: SYSTEM SAFETY, SECURITY AND OPERATIONS
UPDATES**

ACTION: RECEIVE ORAL REPORT

RECOMMENDATION

RECEIVE oral updates on Light Rail Overhead Catenary System.

ITEM 25

Overhead Contact System Update



Metro

System Safety, Security & Operations Committee

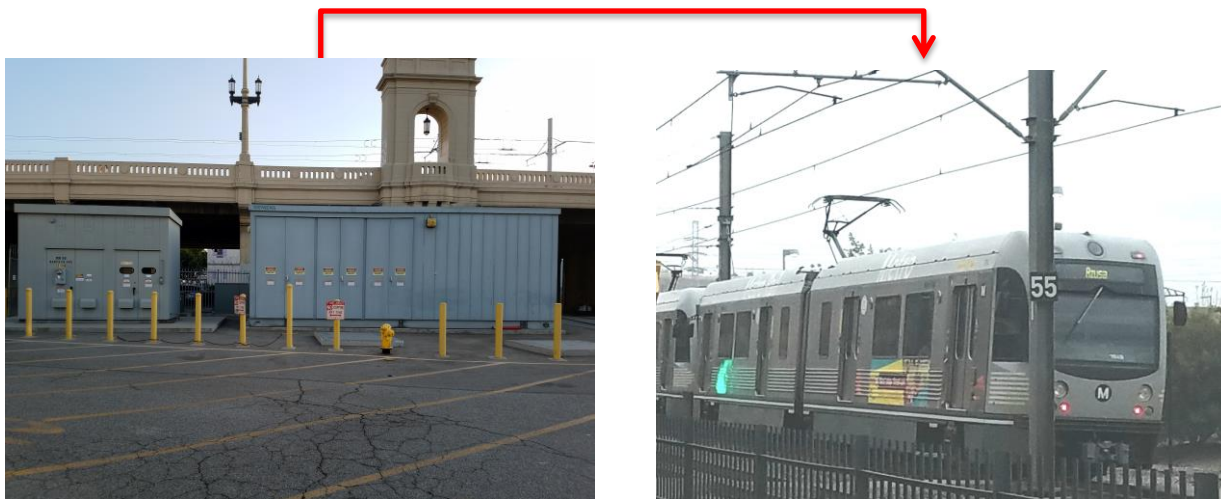
May 2018

Description

- The **Overhead Contact System (OCS)** is the overhead wire that is used to supply electricity from the wayside traction power substation to rail the vehicle.
- The **Pantograph** is the vehicle equipment of the power system that is used to collect electricity for the rail vehicle.
 - During normal operation, the pantograph pushes up against the OCS as the rail vehicle travels along the right of way.
 - When the pantograph is in contact with the OCS, electricity flows from the wayside traction power system to the rail vehicle.

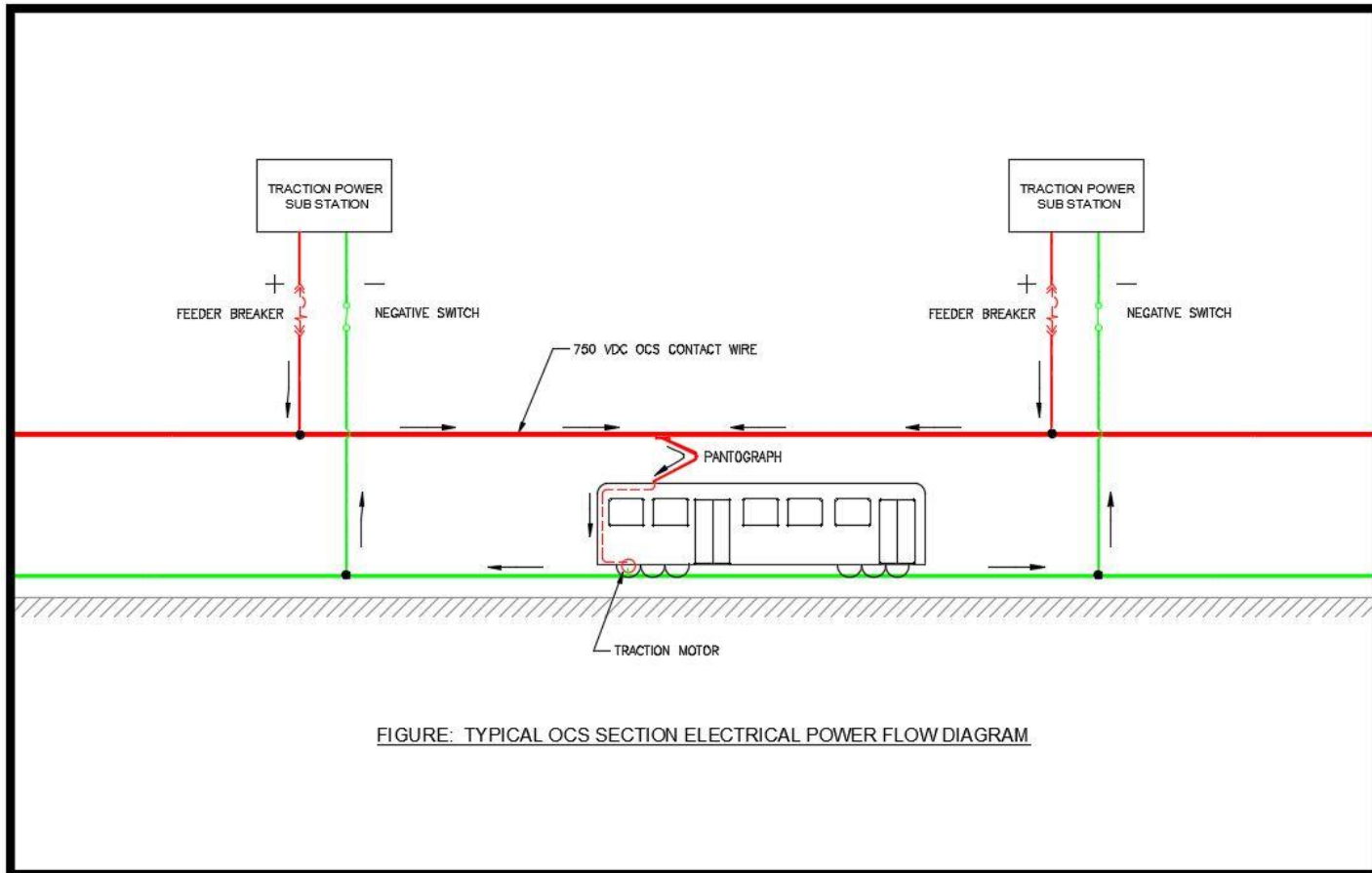
Power Flow Diagram

Positive power runs from the TPSS to the OCS and collected by the pantograph



TPSS is connected to AC utility power

Power Flow Diagram



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Types of OCS



Single Wire Fixed Tension

- Street Running
- Slower Speeds



Double Wire Fixed Tension

- Messenger and Contact Wire
- Non-Street Running
- Faster Speeds



Double Wire Auto Tension

- Counterweight/
balancweight
equipment
- Dedicated ROW

OCS Types by Line

Line	Line Miles	Single Wire Fixed Tension	Double Wire Fixed Tension	Double Wire Auto Tension	Interlockings
Blue	22	7.6	N/A	14.4	14*
Gold	31	N/A	N/A	31	19
Green	20	N/A	N/A	20	17
Expo	15.1	N/A	1.6	13.5	17*
Total	88.1	N/A	N/A	78.9	67

**Blue and Expo Lines share 3 interlockings*

90% of OCS is Double Wire Auto Tension which is the most challenging to maintain

System Maintenance Challenges

OCS Auto Tension

- Many parts to maintain
- More moving parts
- Affected by temperature (hot/cold) changes

Interface with Car Equipment

- Pantograph
- Carbon contact strip

Track Access

- Mainline
- Interlockings (*most disruptive to service requiring bus bridges or extended headways of 30+ minutes*)

Preventive Maintenance Plan

- Current required Preventive Maintenance frequency for all OCS components is every 12 months



OCS Incidents – 12 Months

Line	Date	Description
Blue	8/13/2017	OCS & Pantograph damage. Feeder cable single clamp failed.
Blue	12/21/2017	OCS & Pantograph damage. Low hanging section insulator.
Blue	1/2/2018	OCS & Pantograph damage. Low hanging section insulator.
Blue	2/22/2018	Defective section insulator.
Green	10/9/2017	Worn Contact Wire broke at the Paramount Interlocking.
Green	12/17/2017	OCS & Pantograph damage. Broken dropper/hanger wire.
Gold	12/20/2017	OCS & Pantograph damage. Jumper wire hanging below the contact wire.
Gold	4/23/2018	Broken OCS Auto Tension cables at the Indiana Interlocking, track 1.
Expo	-	No events.

Going Forward

OCS Maintenance

- Increase inspection frequencies based on component/subsystem
- Revise existing Preventive Maintenance procedures

Car Equipment

- Added inspection tasks to existing Preventive Maintenance procedures for pantographs

Interdepartmental Collaboration

- OCS/Pantograph Working Group was established in December 2017

Technology

- Vehicle Mounted OCS Monitoring System – Camera based
- Trackway Pantograph Monitoring System – Yard Exit Tracks

More Track Access

- Long Range Track Access planning
- Short & Long range planning for interlocking maintenance/repair

Increased Training

- Review of program & content
- Increase frequency of regular hands-on training at Baker Storage Track (Division 21)
- Increase training capabilities at Baker Storage Track



OCS Proactive Initiatives

- 1 Technology
- 2 Car Equipment
- 3 Access
- 4 Training
- 5 Collaboration

**Board Report**

File #: 2018-0215, **File Type:** Informational Report**Agenda Number:** 26.

**SYSTEM SAFETY, SECURITY AND OPERATIONS COMMITTEE
MAY 17, 2018****SUBJECT: MONTHLY UPDATE ON TRANSIT POLICING
PERFORMANCE****ACTION: RECEIVE AND FILE****RECOMMENDATION**

RECEIVE AND FILE Monthly Update on Transit Policing Performance.

ISSUE

This report reflects March 2018 performance data as reported under the transit policing deployment strategy which is a combination of in-house fare compliance officers, private security for fixed assets and a multi-agency law enforcement deployment strategy by the Los Angeles Police Department (LAPD), Los Angeles County Sheriff's Department (LASD), and Long Beach Police Department (LAPD). The information in this report summarizes system-wide Part 1 and Part 2 crime data, average emergency response times, assaults on bus operators, and Metro's fare compliance and homeless outreach efforts. The Six Key Performance Indicators (KPI) are System Wide Part 1 and Part 2 Crimes, Average Emergency Response Times, Percentage of Time Spent on the System, Ratio of Staffing Levels vs Vacant Assignments, Ratio of Proactive vs Dispatched Activity, and Number of Grade Crossing Operations.

DISCUSSION**Crime stats are as follows:****March**

Part 1 crime activity decreased by 25.6% system-wide compared to the same period last year. The total Part 1 crimes equated to 3.5 crimes per 1 million boardings.

Part 2 crime activity decreased by 5.2% system-wide compared to the same period last year.

March Summary by Mode

Part 1 crime on the rail system decreased by 20.7% compared to the same period last year. Part 1 crime on the bus system decreased by 37% (there were 17 less crimes committed than the same period last year). The decrease in crime can be attributed to the deployment of law enforcement resources to reported high crime areas.

Bus Operator Assaults:

There were nine (9) bus operator assaults reported in March, resulting in 18.1% decrease from last year.

Average Emergency Response Times:

Emergency response times averaged 6.06 minutes for the month of March.

Physical Security Improvements:

The Systems Security and Law Enforcement Department continues to provide a secure and safe environment for our patrons and employees. During the month of March, Metro facility physical security assessment team focused on exploring all arrangements needed for future physical security assessments of Union Station and all the parking lots that Metro acquired from Cal Trans. The physical security assessment of Union Station is projected to commence during in the summer of 2018.

The department conducted another test of person-borne explosive detection equipment with TSA. During this test, the Thru Vision detection equipment was tested and the results were gratifying for both TSA and Metro. Throughout the duration of the testing there was an extensive cooperation from LAPD. The K9 teams provided a dynamic security posture and effective secondary screening on site.

During the month of March, the Metro facility physical security assessment team also answered questions to an outside agency that was conducting an audit of the California Public Utilities Commission (Transit Services). The questions were focused on the department's System Security Plan, which is submitted to the CPUC annually.

Representatives of the department conducted a tour of Division 13 and the Central Maintenance Facility for the LA County Sheriff's personnel at the county jail, which is adjacent to our property. The purpose of the tour was to familiarize the LA County Sheriff's personnel with Metro's property as they developed their emergency action plans.

The Green Line Tie In project ended in March and no significant events occurred during the construction. The key sites were secured and the project ended ahead of schedule.

Significant Activities:

Los Angeles Police Department

3/5/18- Subject was arrested for attempted robbery at Red Line Pershing Square Station.

3/24/18- Subject was arrested for sexual assault at Union Station.

3/26/18- Subject was arrested for assaulting a bus operator at Reseda and Ventura Canyon Blvd.

Los Angeles County Sheriff's Department

3/1/18- Subject was arrested for vandalizing a ticket vending machine at Gold Line Citrus Station.

3/22/18- Subject was arrested for possession of narcotics at Blue Line Firestone Station.

3/25/18- Multiple law enforcement partners conducted a full scale training exercise (Train vs Vehicle collision) at Gold Line Atlantic Station.

Long Beach Police Department

3/7/18- Subject was arrested for threatening other patrons at Blue Line Willow Station.

3/23/18- Officers responded to assist Metro on a power outage at the Blue Line Willow Electrical Substation. The power outage affected the Blue Line from Wardlow Station to the Downtown Long Beach Station.

3/31/18- Subject was arrested for vandalism at Blue Line Downtown Long Beach Station.

Community and Problem Oriented Policing Activities:

Transit Law Enforcement officers attended an On the Move Riders Program at the El Dorado Park Senior Community Center. Law enforcement officers interacted with the older adult community members and discussed public transportation safety tips.

Metro’s Ongoing Homelessness Outreach Efforts:

In spring 2016, Metro created the Metro Homeless Task Force to address the displaced persons that have turned to Metro system and property for alternative shelter. Out of the Task Force, Metro created the Metro Transit Homeless Action Plan which was presented to the Metro Board of Directors in February 2017. The Action Plan’s goals are to enhance the customer experience, maintain a safe and secure system, and provide coordinated outreach. Components of the plan include Metro’s coordination with County and City Measure H and Measure HHH. The plan also called for the hiring of two C3 teams (County, City, Community) through the County Department of Health Services as indicated by Metro’s Board of Directors. The C3 teams are to provide coordinated and responsive outreach to the homeless and to ultimately get them in housing resources.

Metro’s C3 Homeless Outreach Teams:

Metro’s C3 Homeless Outreach teams’ twelve-month pilot program began on May 22, 2017 with initial homeless outreach on the Red Line. Since the launch of Metro’s C3 Homeless Outreach teams they have provided substantial homeless outreach-with 2,542 total unduplicated homeless contacts, 547 of whom have been placed into permanent housing solutions. Metro will expand C3 outreach in the FY19 budget to cover train and bus service.

C3 Homeless Outreach May 22, 2017 through March 6, 2018:

Performance Measure	Monthly Number Served	Fiscal YTD Number Served
Unduplicated individuals initiated contact (pre-engagement phase)	122	2,542
Unduplicated individuals engaged (engagement phase)	68	1,662
Unduplicated individuals who are provided services or who successfully attained referrals	39	888

Unduplicated individuals engaged who successfully attained an interim housing resource (this includes crisis and/or bridge housing)	31	269
Unduplicated individuals engaged who are successfully linked to a permanent housing program	2	254
Unduplicated individuals engaged who are permanently housed	2	24

C3 Coordination with Law Enforcement

With Metro System Security and Law Enforcement personnel as the lead, Metro’s C3 teams coordinate with LAPD’s Homeless Outreach and Protective Engagement (HOPE) Teams, LASD’s Mental Evaluation Teams (MET), Long Beach PD, and Metro’s Transit Security Officers, in an effort to engage the homeless and provide placement into services. These law enforcement entities provide gap service to the Red Line when the C3 Teams are off duty and provide outreach support for the rest of the system that is not part of pilot program. Being that LAPD’s patrol includes the Red Line; connections are made between C3 teams and LAPD during the course of the C3 pilot program. Of those C3 contacts connected with interim housing during the month of January, five of the connections to interim housing were due to the ongoing partnership between the LAPD and the C3 teams. LASD’s MET teams consist of Deputies paired with clinicians and the Department of Health LAPD’s HOPE teams consist of Officers who partner with LAHSA, the LA City Attorney’s Office and the LA City Department of Sanitation for homeless outreach response.

Los Angeles Police Department HOPE Teams

The LAPD Transit Bureau homeless outreach totals the HOPE team contacts plus the patrol / Transit Services Division (TSD). LAPD’s March 2018 homeless outreach is reflected in the chart below. In addition to the data, LASD- TSD HOPE Team partnered with GoBeThe1 and January 27, 2018 obtained over 150 welcome home boxes that contained many basic household items for those who were newly housed. Since January, LAPD has provided boxes to several families in the Rampart area that have experienced hardship, 12 boxes to the Department of Mental Health for individuals they have housed from skid row, and additional boxes to other DMH Offices. We also have 20 boxes set aside for LAHSA, 10 for the Union Rescue Mission, and 10 for LA Family Housing. We have also been connected with a citizen that has several larger items including beds, tables, and other miscellaneous furniture that will be distributed to the Dream Center and DMH.

ACTION	HOPE	TSD	TOTAL
Contacts	147	58	205
Referrals	56	6	62
5150 Hold	2	3	5
Mental Illness	12	7	19
Substance Abuse	8	1	9
Veterans	1	0	1
Shelter	2	0	2
Motel With Housing Plan	0	0	0
VA Housing	0	0	0

Return To Family	0	0	0
Transitional Long-Term Housing	0	0	0
Detox	2	0	2
Rehab	0	0	0

Sheriff Mental Evaluation Team (MET) Contacts and Efforts

In addition to the below data, LASD transported 13 clients to other homeless outreach connection services. Two teams also attended a training course hosted by the FBI on understanding Autism and communicating with those in crisis and two teams attended a LA County Mental Health team training course hosted by the San Gabriel Valley MET Team.

ACTION	TOTAL
Contacts	325
Referrals	79
5150 Hold	12
Mental Illness	94
Substance Abuse	65
Veterans	6
Shelter	22
Motel With Housing Plan	2
VA Housing	0
Return To Family	6
Transitional Long-Term Housing	3
Detox	3
Rehab	0

Long Beach Police Department

Consistent with the Board request, Long Beach Police Department tailored their homeless outreach data to be consistent with the other police reporting entities.

ACTION	TOTAL
Contacts	17
Referrals	1
5150 Hold	0
Mental Illness	6
Substance Abuse	5
Veterans	1
Shelter	0
Motel With Housing Plan	0
VA Housing	0

Return To Family	0
Transitional Long-Term Housing	0
Detox	0
Rehab	0

Metro’s Encampment Protocol:

LAPD HOPE and Sheriff’s MET teams continue to provide enforcement and outreach on city properties abutting Metro, while Metro in the process of creating their own encampment protocol. Information of encampment locations has also been shared with LAHSA to engage in preliminary outreach. Metro has met with the LA City Prosecutor’s office to identify protocol requirements under the City Sanitation Department’s 56.11 to see where and how to replicate a similar process at Metro.

Additional Resources and Partnership:

Metro’s Homeless Action Plan integrates itself into the work provided under Measures H and HHH. Part of the E6 strategies of Measure H includes 40 additional outreach workers to conduct outreach on Metro properties. It has been communicated by the County that the outreach workers will not go past the fare gates, however, they are willing to entertain a potential pilot program where at one station, one line, outreach workers can go past the fare gates on Metro. Metro identified that the pilot location will be 7th/Metro station. Data for this outreach will be shared next month.

The County continues to work on their full breath launch of the 2-1-1 hotline to provide homeless resources. Until that time, transit users can utilize the Transit Watch App to report persons in need.

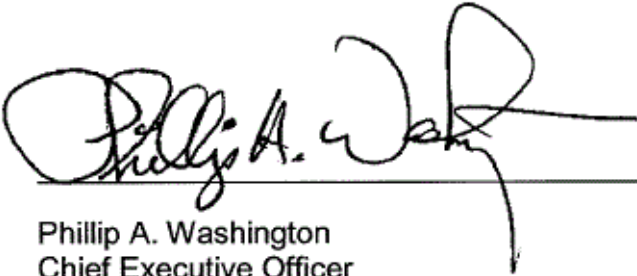
Metro continues to work to further integrate working with the faith based community and with the LA County Department of Mental Health to best serve the homeless community.

ATTACHMENTS

- Attachment A - System-Wide Law Enforcement Overview March 2018
- Attachment B - Detail by Rail Line March 2018
- Attachment C - Key Performance Indicators March 2018
- Attachment D - Transit Police Summary

Prepared by: Alex Z. Wiggins, Chief, System Security and Law Enforcement,
(213) 922-4433

Reviewed by: Stephanie Wiggins, Deputy Chief Executive Officer, (213) 922-1023



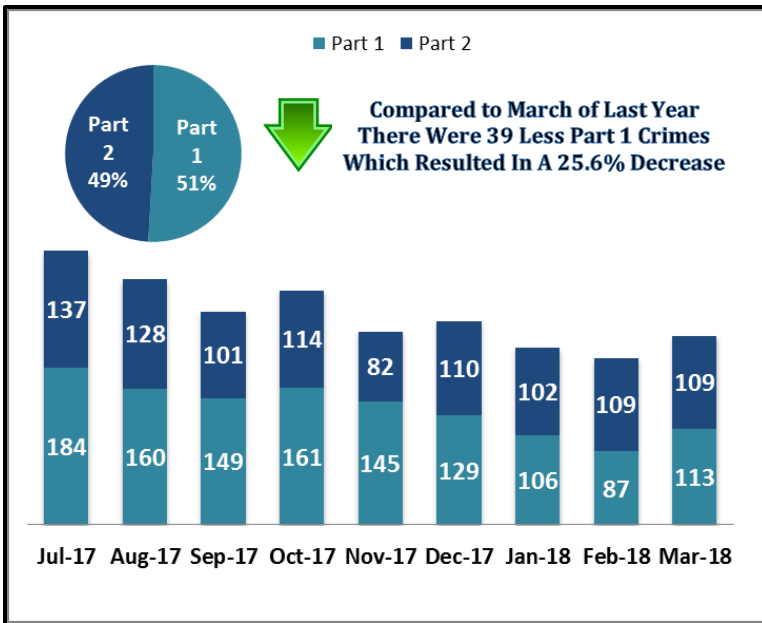
Phillip A. Washington
Chief Executive Officer

SYSTEM-WIDE LAW ENFORCEMENT OVERVIEW

MARCH 2018

Attachment A

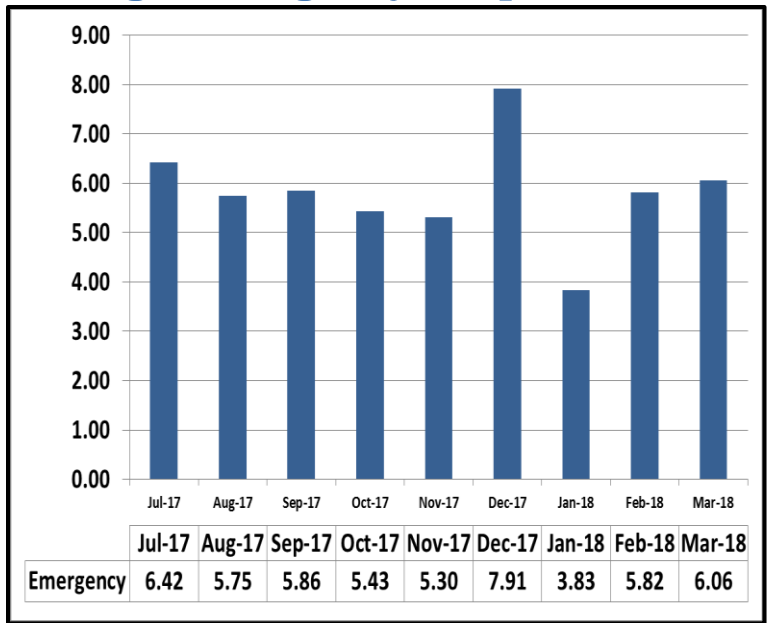
Part 1 & Part 2 Crimes



For the month of March 2018, Part 1 crime activity is down by 25.6% system-wide compared to the same period last year. In a monthly contrast, there were 26 more Part 1 crimes in March than in February, resulting in a 23% increase.

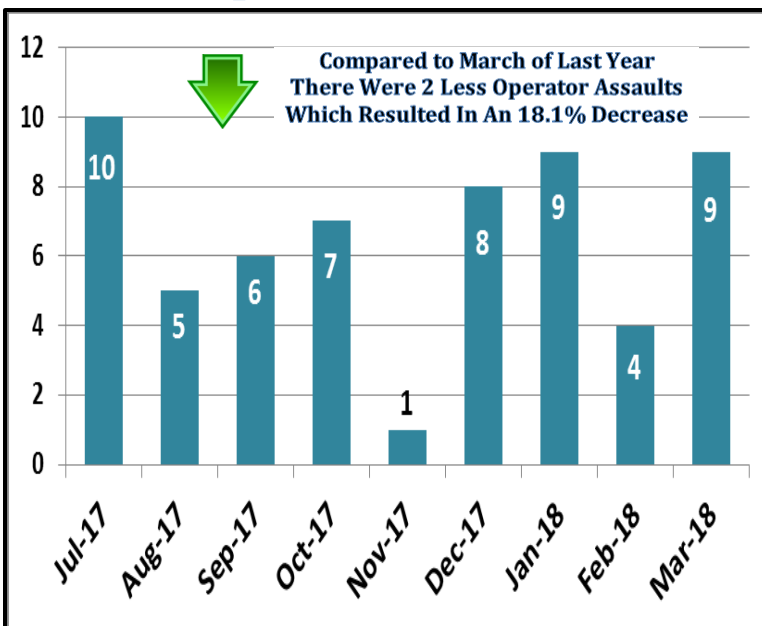
Part 2 crime activity is down 5.2% system-wide compared to the same period last year. In a monthly contrast, there was the same amount of Part 2 crimes in March than in February.

Average Emergency Response Times



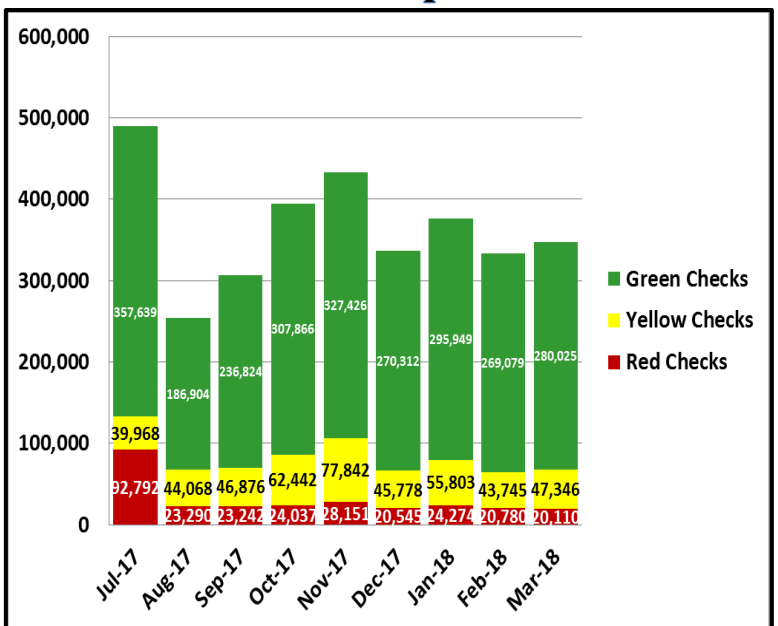
Average emergency response times were 6.06 mins.

Bus Operator Assaults



There were a total of 9 Bus Operator Assaults. Comparing the Bus Operator Assaults from the same period last year, there were 11 Operator Assaults last year resulting in a 18.1% decrease.

Fare Compliance



Green Checks- Occurs when a patron has valid fare

Yellow Checks- Occurs when a patron has valid fare, but did not tap at transfer station

Red Checks- Occurs when a patron has invalid fare

ATTACHMENT B
Detail by Rail Line March 2018

Document Available Online at:

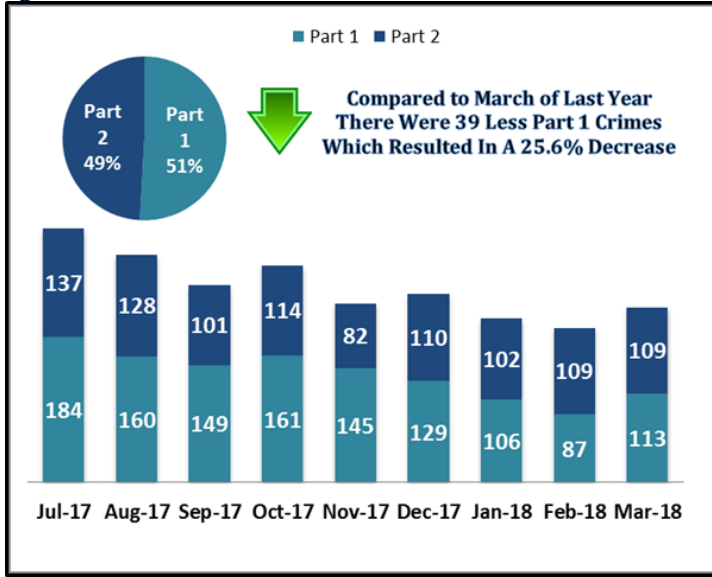
http://libraryarchives.metro.net/DB_Attachments/Supporting%20Crime%20Data%20March%202018.pdf

Key Performance Indicators

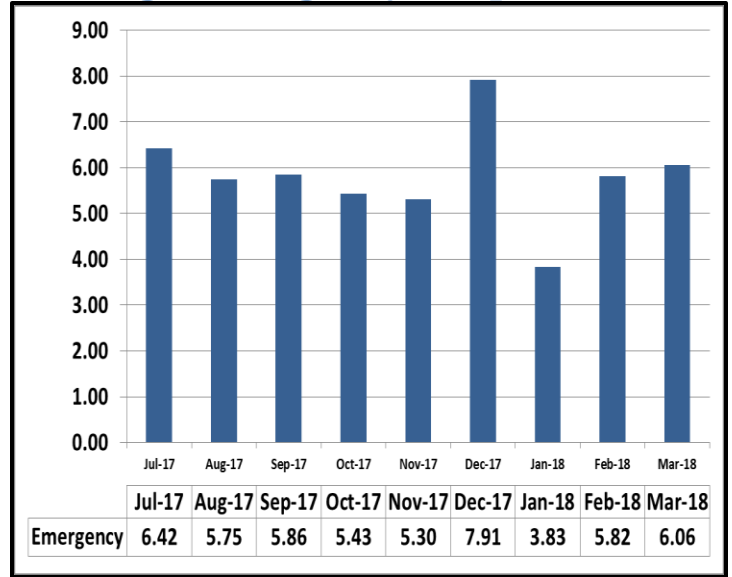
MARCH 2018

Attachment C

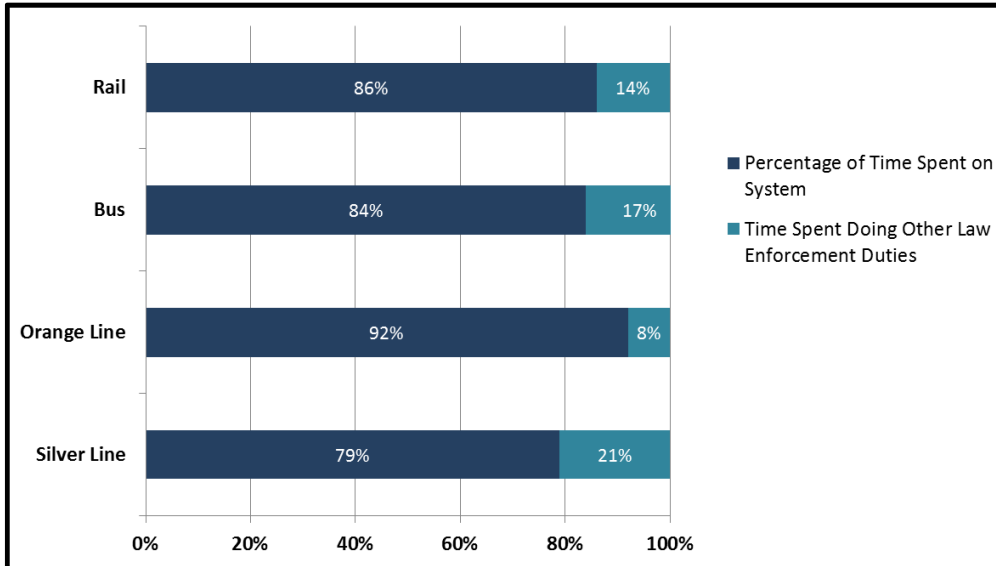
System Wide Part 1 & Part 2 Crimes



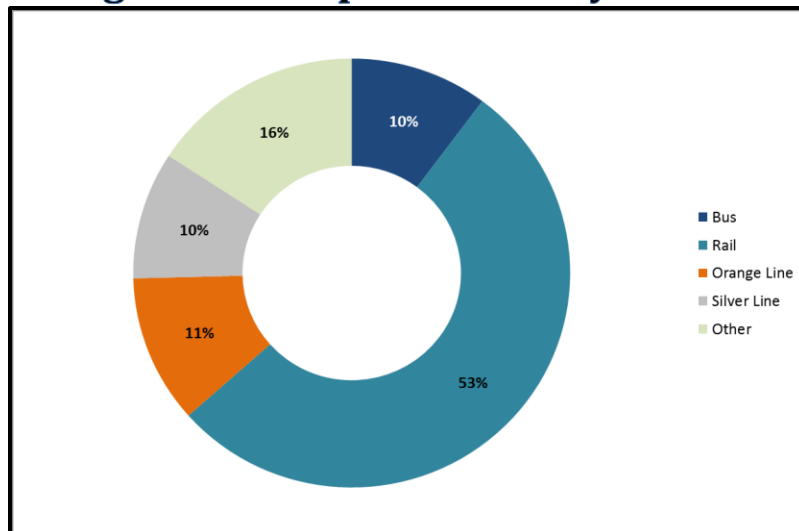
Average Emergency Response Times



Percentage of Time Spent on the System



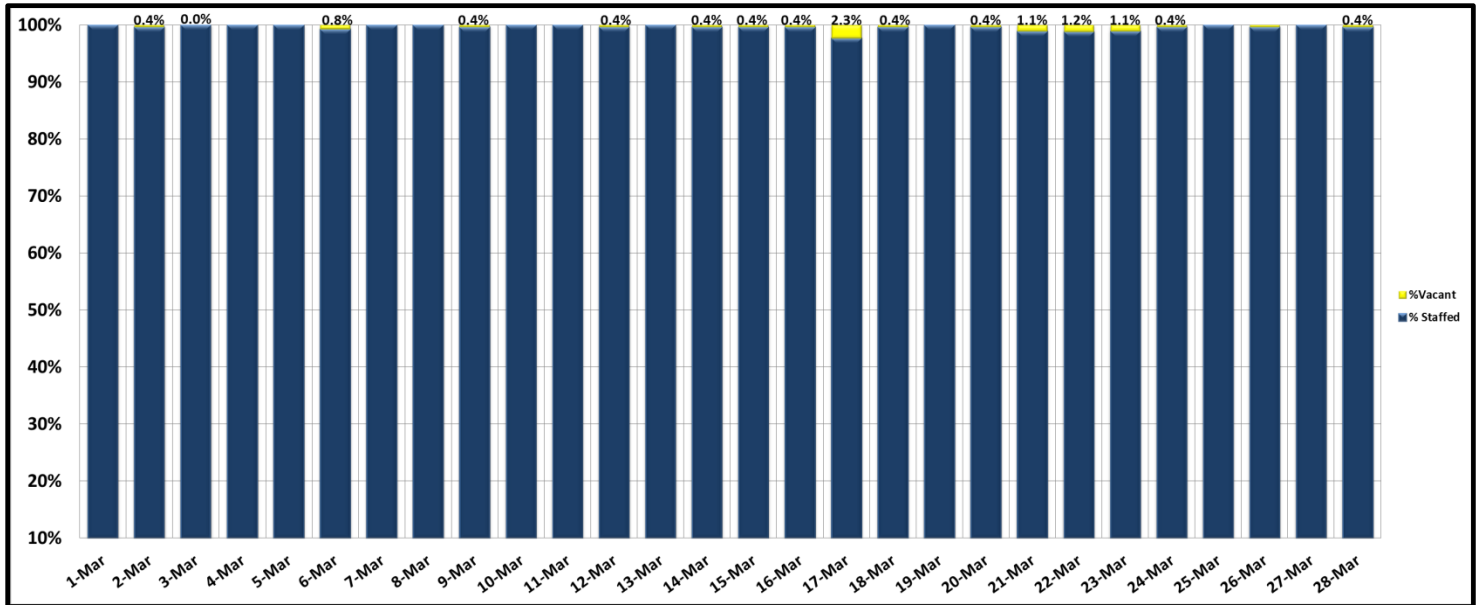
Percentage of Time Spent on the System as a Whole



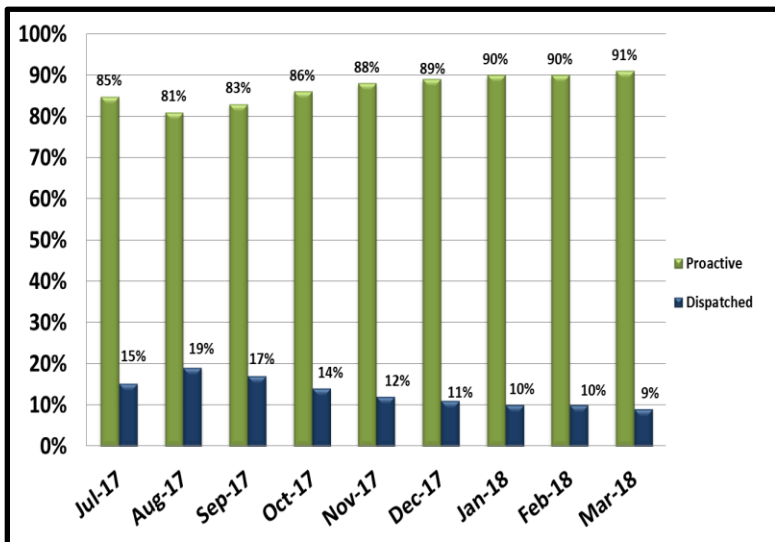
Key Performance Indicators

MARCH 2018

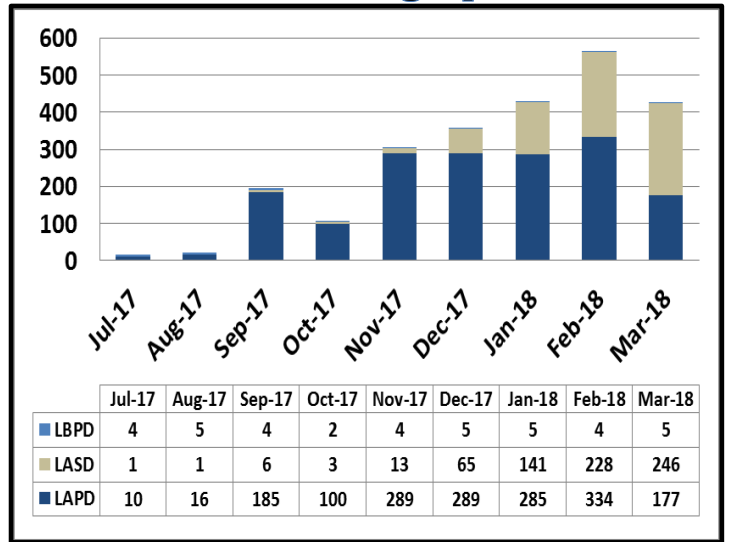
Ratio of Staffing Levels vs Vacant Assignments



Ratio of Proactive vs Dispatched Activity



Grade Crossing Operations



Grade Crossing Operation Locations March:

1. Blue Line Stations (167)
2. Expo Line Stations (62)
3. Gold Line Stations (199)

Transit Police

Monthly Crime Report



Attachment D

Part 1 Crimes	2017	2018
	MARCH	MARCH
Homicide	1	0
Rape	2	2
Robbery	30	25
Agg Assault	26	17
Agg Assault on Op	3	2
Burglary	1	1
Larceny	80	54
Bike Theft	-	11
Motor Vehicle Theft	15	1
Arson	0	0
Total	158	113
Part 1 Crime by Location		
Bus	87	84
Rail	32	3
Metro Division	0	0
Union Station	4	5
Total	123	92
Part 2 Crime by Location		
Bus	75	77
Rail	53	32
Metro Division	0	0
Union Station	2	5
Total	130	114
Enforcement Efforts		
Arrests	308	350
Citations	2,450	1,856
Fare Checks	126,106	347,481
Calls for Service	3,083	1,382

**Board Report**

File #: 2018-0199, **File Type:** Informational Report**Agenda Number:** 27.

**SYSTEM SAFETY, SECURITY AND OPERATIONS COMMITTEE
MAY 17, 2018****SUBJECT: PUBLIC ART STATE OF GOOD REPAIR UPDATE****ACTION: RECEIVE AND FILE****RECOMMENDATION**

RECEIVE AND FILE Annual Report on the Phased Art Asset Management Program.

ISSUE

At its May 2017 meeting, the Board directed staff to initiate a phased approach to Art Asset Management for existing and new lines. This report provides the requested annual report on these activities.

DISCUSSION

There are currently 168 permanent artworks integrated into the design and infrastructure of operating Metro stations and facilities throughout the Los Angeles County. These artworks were commissioned and developed through a community based process and are an important part of the customer experience. Like other assets in the Metro system, integrated artworks are subject to wear and tear of time and use and require special attention and care to ensure their state of good repair and aesthetic integrity. To address this need, and as outlined in the May 2017 Board adopted action, staff is focusing on the oldest artworks in the system first and is applying lessons learned to new lines.

Blue Line

Metro initiated art asset management on the 25+ year old Blue Line and prioritized available resources to address the line's backlog of deferred artwork maintenance and repairs, and capital funds have been secured for several refurbishments and replacements. The Blue Line now has a dedicated staff person assigned to art asset management and annual artwork inspections and professional condition assessments of each of the artworks have been completed. Seven artwork repairs have been completed, capital artwork refurbishment projects have been initiated, and regular ongoing care and maintenance is now underway (Attachment B). Consultants, including artists, conservators, fabricators and other specialized technicians, assist with this work to ensure these unique assets achieve and retain a state of good repair moving forward. Metro Art staff is also working closely with Construction on capital improvement projects along the line.

Metro collaborates with artists and community members for the engagement as part of the Blue Line art asset management process. These community partners have been included in discussions

regarding art refurbishments, removals and new commissions. Staff recently arranged a special artist-led Blue Line tour for Cal State Dominguez Hills students and is working with UCLA Design Thinking students on potential new ways to provide information on the unique stories behind the artworks along the line. Staff has also met with the Citizens Advisory Council regarding art asset management activities to ensure their involvement and feedback.

Red Line

The next line to be phased into regular ongoing art asset management is the Red Line, which reached a 25-year mark earlier this year. There are a significant number of artworks that are in need of assessment and repair. Additional staff resources to begin to address deferred artwork detailed inspections, condition assessments, and minor repairs are included in the FY19 proposed budget.

NEXT STEPS

Staff will continue to pursue the adopted phased art asset management program and will work to ensure their state of good repair and aesthetic integrity of the systems art assets as resourced. Staff will work cross-departmentally to apply lessons learned and to ensure that professional care and management of artworks is included in future operational plans and will continue to provide an annual report on the phased art asset management program implementation as directed by the Board.

ATTACHMENTS

Attachment A - Annual Report on Phased Art Asset Management

Prepared by: Maya Emsden, Deputy Executive Officer (213) 922-2720

Reviewed by: Pauletta Tonilas, Chief Communications Officer, (213) 922-3777



Phased Art Asset Management Annual Report

May 2018



Metro

Metro Public Art Assets

- Growing (and aging) system
- 168 permanent artworks
- Many artworks are now 25+ years old
- Safety, wear and tear impacts
- Facility modification impacts
- Deferred care becoming increasingly visible
- Unique assets require specialized approach

Blue Line

- Board adopted phased approach initiated
- Annual inspections of artworks completed
- Ongoing care and maintenance underway
- Repairs and refurbishment initiated
- New Blue coordination

Artesia Station - Before





Artesia Station - After

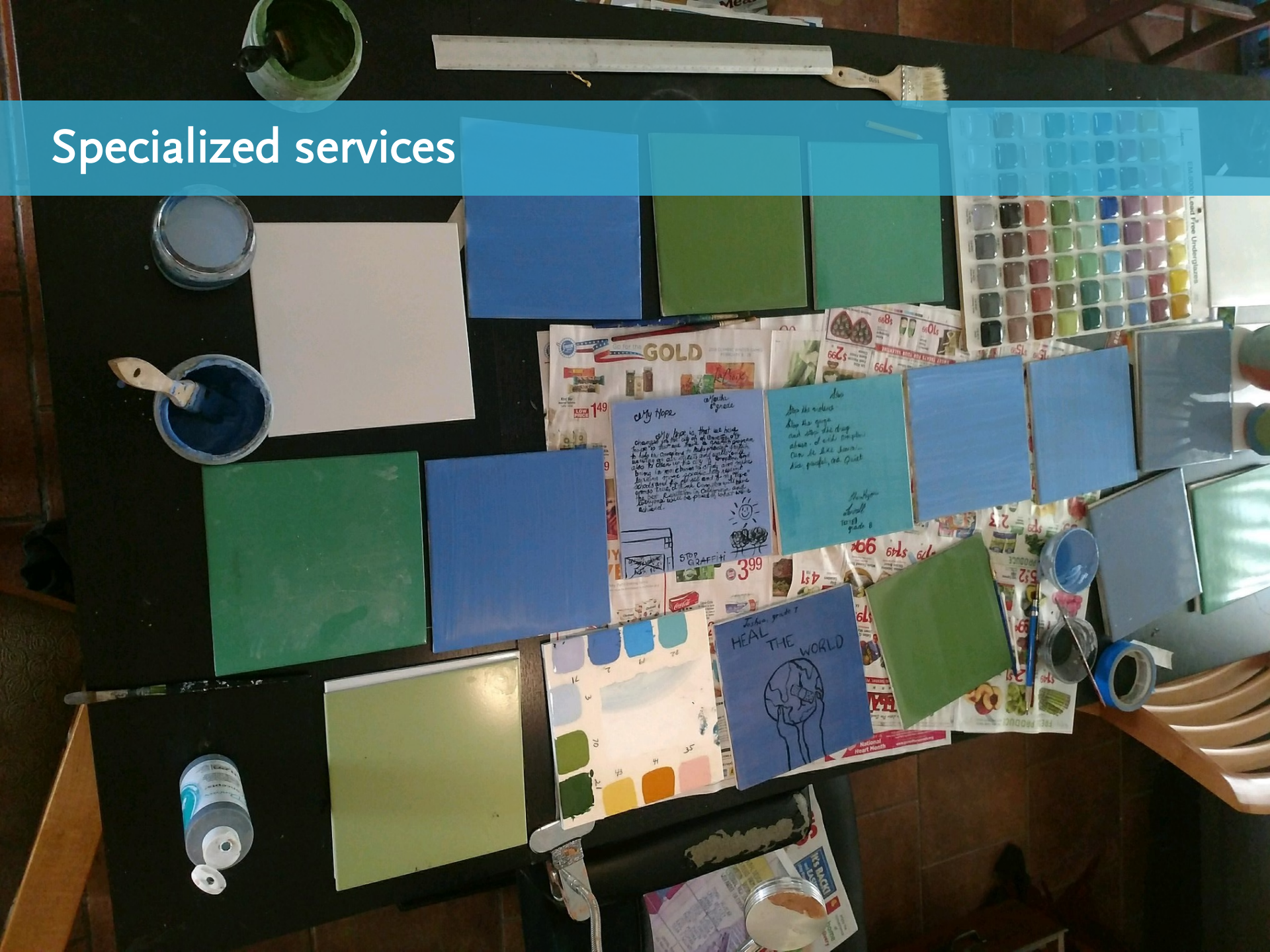
Lynn Aldrich
Blue Line Oasis
1996

Wardlow Station – Before and After



Jacqueline Dreager
Great Gathering Place
1992

Specialized services



Refurbishment of artwork onsite



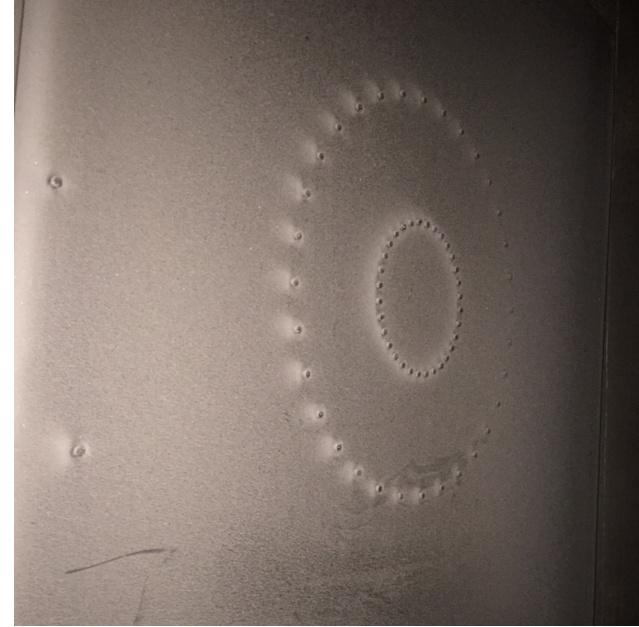
Judy Baca
Metate Bench
2008

Refurbishment of artwork offsite



Roberto Salas
Blue Line Totems in Red
1994

Tunnel Artwork Refurbishment to begin in FY19



Thomas Eatherton
Unity
1991

Willowbrook/Rosa Parks Station Improvement Project



Community Engagement



Partnered with UCLA to explore ways to raise awareness

Public Art "Welcome to Long Beach"
5.0 ★★★★★ (1) · Tourist Attraction
421 W Broadway



Public Art "Recreations of Long Beach"
5.0 ★★★★★ (1) · Tourist Attraction
252 E 3rd St



Public Art "Local Odysseys"
4.0 ★★★★★ (1) · Tourist Attraction
Station Platform, 1290 Long Beach Blvd



Public Art "Failed Ideals"
No reviews · Sculpture
Station Platform, 598 Long Beach Blvd
Open now



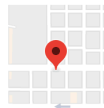
Public Art "We Know Who We Are"
No reviews · Sculpture
Station Platform, 498 Pacific Ave



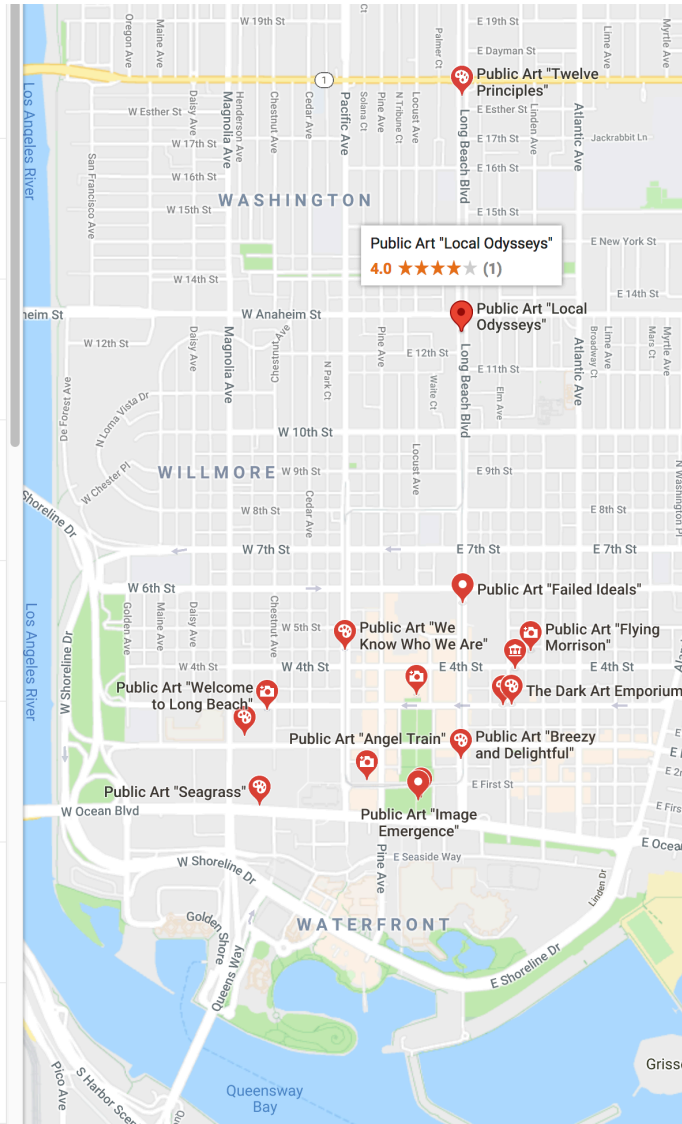
Public Art "Twelve Principles"
3.0 ★★★★★ (3) · Art
Station Platform, 1798 Long Beach Blvd



Arts Council For Long Beach
No reviews · Non-Profit Organization
350 Elm Ave



Public Art "Angel Train"
3.7 ★★★★★ (3) · Tourist Attraction
Station Platform, 128 W 1st St



Artist led tours



Red Line

Board directive (May 2017)

“Begin art asset management on the Red Line, including a request for additional staff resources in FY19 to address artwork repairs and refurbishments as well as annual inspections, care, and maintenance for the wide range of artworks along the line.”

Westlake/MacArthur Park Station – Water Intrusion Impacts



Francisco Letelier
El Sol, La Luna
1993

Hollywood/Vine Station - Vandalism/removed



Gilbert "Magu" Lujan
Hooray for Hollywood
1999

Wilshire/Vermont Station – Damaged artwork tile



Bob Zoell
No Title
2004

Hollywood/Highland Station – Artwork not functioning

Sheila Klein
Underground Girl
2000



Wilshire/Vermont Station – Artwork requires cleaning



Peter Shire
Los Angeles Seen
1996



Thank you



Metro®

Metro Art Phased Art Asset Management Program Annual Report

April 13, 2018

Metro Blue Line						
Station	Artist / Artwork Title / Components	Year Installed	Annual Maintenance Requirements	Condition	FY18 Progress	FY19 Action Plan
1 Blue Line Tunnel	<i>Thomas Eatherton</i> <i>Unity</i> LED light sculpture installations	1991	Conduct detailed annual artwork inspection and cleaning. Document conditions.	Not functioning as intended. Electronic artwork requires refurbishment of 82 lightworks.	FY18 Capital Budget has been approved to renovate and place non-functioning fiber-optic artwork with new, more efficient LED replacement units. Capital project initiated. Electronic artwork requires refurbishment of 82 lightworks.	Perform annual artwork inspections. Work with original artist and lighting designer to develop appropriate and efficient LED replacement unit design.
2 Wardlow	<i>Jacqueline Dreager</i> <i>Great Gathering Place</i> Fiberglass, bronze and steel sculptures; Concrete and steel stools; Glass medallion with imagery	1992	Conduct detailed annual artwork inspection and cleaning. Document conditions. Biennial application of gel-coat and wax at fiberglass and bronze elements. Specialized or minor repairs when needed.	Fiberglass artwork sculptural elements reflect deterioration in keeping with UV exposure and age. Glass artwork requires specialized cleaning. Staff worked with artist to remove portion of artwork in previous years for safety reasons.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report. Cleaned and re-coated fiberglass and bronze artwork components, implemented minor repairs to two artwork components.	Perform annual artwork inspections. Document artwork and update condition and corrective action report. Clean and apply gel-coat and wax at fiberglass and bronze elements
3 7th Street / Metro Center	<i>Joyce Kozloff</i> <i>The Movies: Fantasies and Spectacles</i> Ceramic tile murals	1993	Conduct detailed annual artwork inspection and cleaning. Document conditions. Biennial application of sealant along grout. Specialized or minor repairs when needed.	Low-fire ceramic tile artwork is damaged, reflecting vibration and graffiti etchings.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report.	Perform annual artwork inspections. Document artwork and update condition and corrective action report. Implement minor repairs, clean and seal grout.
4 7th Street / Metro Center	<i>Roberto Gil de Montes</i> <i>Heaven to Earth</i> Ceramic tile murals	1993	Conduct detailed annual artwork inspection and cleaning. Document conditions. Biennial application of sealant along grout. Specialized or minor repairs when needed.	Ceramic artwork tile is damaged, section missing.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report.	Perform annual artwork inspections. Document artwork and update condition and corrective action report. Implement minor repairs, clean and seal grout.
5 Pico	<i>Robin Brailsford</i> <i>Time and Presence</i> Painted steel canopy panels	1993	Conduct detailed annual artwork inspection and cleaning. Document conditions. Biennial application of coatings. Specialized or minor repairs when needed.	Paint at artwork panels has faded.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report.	Perform annual artwork inspections. Document artwork and update condition and corrective action report. Clean and re-coat panels.
6 San Pedro Street	<i>Sandra Rowe</i> <i>Hope, Dream, Path, Focus, Belief</i> Patinated, etched, pigmented waxed bronze panels; stainless steel kinetic sculptures	1993	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial application of sealant. Specialized or minor repairs when needed.	Paint at artwork panels has faded. Kinetic elements are damaged.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report.	Perform annual artwork inspections. Document artwork and update condition and corrective action report. Clean and re-coat panels, repair kinetic elements.
7 Willowbrook / Rosa Parks	<i>Joe Sam</i> <i>Hide-n-Seek</i> Painted steel sculpture	1993	Station undergoing major modification. Working with project team, artist and community advisory group.	Sculptures damaged as result of pigeon nesting, etched, faded and peeling paint. Very difficult/costly to access, clean and maintain. Station scheduled for major modifications; staff working with project team, artist and community advisory group on removal and potential relocation options.	Performed artwork inspection. Working with project team, artist and community advisory group on removal and potential relocation options.	Major station modification project will begin this year. Work will require relocation and/or removal of 3 existing artworks as well as integration of two new artworks. All work done in concert and consultation with project team, artists and community advisory group.

Metro Blue Line						
Station	Artist / Artwork Title / Components	Year Installed	Annual Maintenance Requirements	Condition	FY18 Progress	FY19 Action Plan
8 Grand / LATTC	<p><i>Mark Lere</i></p> <p><i>Who, What, Where?</i></p> <p>Etched and paint filled granite tile paving; etched and paint filled concrete</p>	1994	Working with artist to replace due to impacts of Blue Line refurbishment Project.	Artwork is no longer installed at this station as a result of Blue Line refurbishments.	Working with artist to address State of Good Repair impacts.	Manage Artist contract to fabricate and install replacement artwork. Anticipate completion in 2020.
9 Vernon	<p><i>Horace Washington</i></p> <p><i>A Tribute to Industry</i></p> <p>Bronze and powder coated steel stools; galvanized steel benches; stainless steel and painted steel sculpture; ceramic tile</p>	1994	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial application of sealant. Specialized or minor repairs when needed.	Powder coatings and galvanizing at artwork elements are failing.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report.	Perform annual artwork inspections. Document artwork and update condition and corrective action report. Remove powder-coated elements, sandblast and re-apply powdercoating finish.
10 103rd Street / Watts Towers	<p><i>Roberto Salas</i></p> <p><i>Blue Line Totems in Red</i></p> <p>Painted steel columns; ceramic tile</p>	1994	Partially removed as a result of Blue Line refurbishment Project.	Original artwork partially removed during Metro Blue Line Refurbishment Project. Working with artist to refurbish and replace artwork.	Engineering and design development completed. Manage Artist contract to fabricate and install replacement artwork.	Manage Artist contract to fabricate and install replacement artwork. Anticipated completion 2020.
11 Pacific Coast Highway	<p><i>Joe Lewis</i></p> <p><i>Twelve Principals</i></p> <p>Ceramic tile medallions</p>	1994	Conduct detailed annual artwork inspection and cleaning. Document conditions. Biennial application of sealant along grout. Specialized or minor repairs when needed.	Artwork medallions require cleaning.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report.	Perform annual artwork inspections. Document artwork and update condition and corrective action report. Implement minor repairs, clean and seal grout.
12 Anaheim Street	<p>Terry Braunstein</p> <p><i>Local Odysseys</i></p> <p>Porcelain enamel medallions</p>	1994	Conduct detailed annual artwork inspection and cleaning. Document conditions. Specialized or minor repairs when needed.	Artwork medallions require cleaning.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report.	Perform annual artwork inspections. Document artwork and update condition and corrective action report. Implement minor repairs, clean and seal grout.
13 Slauson	<p>East Los Streetscapers</p> <p><i>South Central Suite</i></p> <p>Porcelain enamel panels; ceramic tile and pigmented concrete and ceramic tile murals</p>	1995	Conduct detailed annual artwork inspection and cleaning. Document conditions. Biennial application of sealant along grout. Specialized or minor repairs when needed.	Porcelain enamel panels require re-installation upon completion of repairs. Repairs currently underway as two porcelain enamel panels are to be refabricated. Ceramic tile artwork requires monitoring for future graffiti.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report. Implemented repairs at ceramic tile, cleaned and sealed grout. Currently working to implement significant repairs and replace attachment system at all porcelain enamel panels before re-installation.	Perform annual artwork inspections. Document artwork and update condition and corrective action report. Work with original artist to reproduce two missing porcelain enamel panels.
14 Compton	<p>Eva Cockcroft</p> <p><i>Past, Present and Future</i></p> <p>Ceramic tile panels; ceramic tile columns</p>	1995	Conduct detailed annual artwork inspection and cleaning. Document conditions. Biennial application of sealant along grout. Specialized or minor repairs when needed.	Ceramic tile artwork should be monitored for graffiti and further surface loss of low-fire glaze.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report. Implemented significant specialized repairs throughout, cleaned and sealed grout.	Perform annual artwork inspections. Document artwork and update condition and corrective action report.

Metro Blue Line							
Station	Artist / Artwork Title / Components	Year Installed	Annual Maintenance Requirements	Condition	FY18 Progress	FY19 Action Plan	
15	5th Street	Jim Isermann <i>Failed Ideals</i> Stain glass medallions	1995	Partially removed as a result of Blue Line refurbishment Project.	Original artwork partially removed during Metro Blue Line Refurbishment Project. Working with artist to refurbish and replace artwork.	Engineering and design development completed. Manage artist contract to refurbish, refabricate and reinstall artwork.	Initiate design development and engineering of artwork relocation. Confirm integration of original artwork at new location with Metro Engineering and Construction. Work closely with the original artist throughout scope. Anticipate completion 2021.
16	1st Street	Paul Tzanetopoulos <i>Breezy and Delightful</i> Porcelain enamel kinetic medallions	1995	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial application of coatings and sealant. Specialized or minor repairs when needed.	Artwork medallions require cleaning. Kinetic elements are damaged.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report.	Perform annual artwork inspections. Document artwork and update condition and corrective action report. Clean medallions panels and replace kinetic elements.
17	Downtown Long Beach	Patrick Mohr <i>Angel Train</i> Anodized aluminum sculptures	1995	Conduct detailed annual artwork inspection and cleaning. Document conditions. Biennial application of sealant and wax. Specialized or minor repairs when needed.	Artwork requires cleaning and application of wax sealant.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report.	Perform annual artwork inspections. Document artwork and update condition and corrective action report. Clean and apply sealant and wax.
18	Pacific Ave	June Edmonds <i>We Know Who We Are</i> Glass mosaic medallions	1995	Conduct detailed annual artwork inspection and cleaning. Document conditions. Biennial application of sealant along grout. Specialized or minor repairs when needed.	Artwork medallions require cleaning.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report.	Perform annual artwork inspections. Document artwork and update condition and corrective action report. Clean and apply sealant to grout.
19	Artesia	Lynn Aldrich <i>Blue Line Oasis</i> Stainless steel and ceramic sculpture; glass mosaic tile, painted steel wishing well; glass mosaic panels	1996	Conduct detailed annual artwork inspection and cleaning. Document conditions. Biennial application of sealant along grout. Specialized or minor repairs when needed.	Ceramic tile artwork should be monitored for graffiti and further surface loss of low-fire glaze.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report. Implemented significant repairs at glass mosaic elements, reproduce and install ceramic tile for kiosk, clean and apply sealant to grout.	Perform annual artwork inspections. Document artwork and update condition and corrective action report.
20	Washington	Elliot Pinkney <i>Running for the Blue Line</i> Painted steel panels; painted columns	1997	Conduct detailed annual artwork inspection and cleaning. Document conditions. Biennial application of coatings. Specialized or minor repairs when needed.	Paint has failed at artwork panels. Painted artwork columns throughout station require repainting.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report.	Perform annual artwork inspections. Document artwork and update condition and corrective action report. Repaint artwork columns throughout station in keeping with artist's original design.
21	Del Amo	Colin Gray <i>Del Amo Wheel</i> Glass fiber reinforced concrete sculpture	1999	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial application of coatings and sealant. Specialized or minor repairs when needed.	Glass fiber reinforced concrete wheel has been restored in keeping with original conditions. Monitor for future graffiti.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report. Implemented significant repairs at glass fiber reinforced concrete sculpture, cleaned and applied sealant and grout.	Perform annual artwork inspections. Document artwork and update condition and corrective action report.

Metro Blue Line						
Station	Artist / Artwork Title / Components	Year Installed	Annual Maintenance Requirements	Condition	FY18 Progress	FY19 Action Plan
22	7th Street / Metro Center Rotating Artist <i>Rotating Photo Installations</i> Anodized aluminum, plexiglass, duratrans film	2001	Conduct detailed annual artwork inspection, documentation and cleaning. Annual cleaning and replacement of bulbs at the time of artwork rotation.	Electronic components are outdated and not functioning as intended. Artwork is in need of detailed artwork inspection, specialized cleaning and housing replacement.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report.	Perform annual artwork inspections. Document artwork and update condition and corrective action report. Replace lighting housings.
23	7th Street / Metro Center K. Kobayashi, N. Korten & M. Perlas <i>Plantings</i> Pigmented concrete benches; cast aluminum, painted steel, gobos and electrical components	2002	Conduct detailed annual artwork inspection and cleaning. Document conditions. Specialized cleaning of gobos and electrical components, replacement of lighting. Biennial application of sealant. Minor repairs when needed.	All projection units are broken. Electrical is outdated and not functioning as intended. Expo Rail Line impacts altered artwork location.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report.	Perform annual artwork inspections. Document artwork and update condition and corrective action report. Implement replacement of electronic components, minor repairs and full cleaning.
24	Willowbrook / Rosa Parks <i>Michael Massenburg, Robin Strayhorn</i> <i>Pathways To Freedom</i> Glass mosaic, ceramic tile and concrete benches	2002	Conduct detailed annual artwork inspection and cleaning. Document conditions. Biennial application of sealant along grout. Specialized or minor repairs when needed.	Benches are in good condition. Monitor for future graffiti. Station undergoing major modification. Working with project team, artist and community advisory group.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report. Implemented repairs, cleaned and applied sealant.	Major station modification will begin this year including relocation and/or removal of existing artworks as well as integration of new artworks. All work will be in concert/consultation with project team, artists and community input.
25	Firestone Ricardo Mendoza <i>The Will to Progress</i> Ceramic tile mural panels	2004	Conduct detailed annual artwork inspection and cleaning. Document conditions. Biennial application of sealant along grout. Specialized or minor repairs when needed.	Ceramic artwork tile is damaged.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report.	Perform annual artwork inspections. Document artwork and update condition and corrective action report. Implement repairs to tile, clean and seal grout.
26	Florence Ricardo Duffy <i>A Florence Moment</i> Ceramic tile murals	2005	Conduct detailed annual artwork inspection and cleaning. Document conditions. Biennial application of sealant along grout. Specialized or minor repairs when needed.	Repairs are currently underway at ceramic artwork tile.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report. Repairs currently underway.	Perform annual artwork inspections. Document artwork and update condition and corrective action report.
27	Willow Merge Conceptual Design <i>Out of Sight</i> Glass canopy with laminated imagery, GFRC bench	2006	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial application of sealant. Specialized or minor repairs when needed.	Bench is graffitied, canopy requires cleaning.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report.	Perform annual artwork inspections. Document artwork and update condition and corrective action report. Implement minor repairs, clean and seal bench.
28	Willowbrook / Rosa Parks Judy Baca <i>Metate Bench</i> GFRC benches with ceramic tile	2008	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial application of sealant. Specialized or minor repairs when needed.	Benches require topping coat and ceramic tile replacement.	Performed annual artwork inspections. Documented artwork and produced detailed condition and corrective action report.	Major station modification will begin this year including relocation and/or removal of existing artworks as well as integration of new artworks. All work will be in concert/consultation with project team, artists and community input.

Metro Red Line					
Station	Artist / Artwork Title / Components	Year Installed	Annual Maintenance Requirements	Condition	FY19 Action Plan
29	Union Station Christopher Sproat <i>Union Chairs</i> Granite benches	1993	Conduct detailed annual artwork inspection and develop condition report. Document conditions and develop Maintenance Requirements. Specialized or minor repairs when needed.	Graffiti damage. Lighting components are not functioning as intended. Artwork is in need of detailed artwork inspection, specialized cleaning and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
30	Union Station Terry Schoonhoven <i>Traveler</i> Ceramic tile mural	1993	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial application of coatings and sealant. Specialized or minor repairs when needed.	Artwork is in need of detailed artwork inspection, specialized cleaning and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
31	Union Station Cynthia Carlson <i>LA: City of Angels</i> Hand painted mural with reliefs	1993	Conduct detailed annual artwork inspection and cleaning. Document conditions. Biennial application of gel-coat and wax at fiberglass and bronze elements. Specialized or minor repairs when needed.	Artwork is in need of detailed artwork inspection, specialized cleaning and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
32	Civic Center / Grand Park Johnathan Borofsky <i>I Dreamed I Could Fly</i> Hand painted fiberglass sculpture; audio playback system; spotlights	1993	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial application of coatings and software update at audio component. Specialized or minor repairs when needed.	Artwork is in need of detailed artwork inspection, specialized cleaning and lighting replacement. Audio component requires software update.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
33	Pershing Square Stephen Antonakos <i>Neons for Pershing Square</i> Neon sculptures	1993	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial replacement of Neon Transformers. Specialized or minor repairs when needed.	One neon component is broken. Artwork is in need of detailed artwork inspection, neon repairs, transformer replacement and specialized cleaning.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
34	Westlake / MacArthur Park Francisco Letelier <i>El Sol/La Luna</i> Ceramic tile murals	1993	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial application of coatings and sealant. Specialized or minor repairs when needed.	Water intrusion at station at walls impacting Artwork mural. Artwork is in need of detailed artwork inspection, specialized cleaning and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
35	Westlake / MacArthur Park Therman Statom <i>Into the Light</i> Glass skylight; acrylic, aluminum, stainless steel and painted steel sculptures; ceramic tile	1993	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial replacement of lighting. Specialized or minor repairs when needed.	Artwork is in need of detailed artwork inspection, specialized cleaning and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
36	Vermont / Santa Monica Robert Millar <i>Untitled</i> Text painted on walls throughout; aluminum and polycarbonate panels; colored lighting	1993	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial application of coatings and sealant. Specialized or minor repairs when needed.	Lighting component (entrance lighting) is outdated and requires complete renovation. Artwork is in need of detailed artwork inspection, specialized cleaning and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.

Metro Red Line					
Station	Artist / Artwork Title / Components	Year Installed	Annual Maintenance Requirements	Condition	FY19 Action Plan
37	Wilshire / Vermont Peter Shire <i>Los Angeles Seen</i> Painted steel and stainless steel sculptures	1996	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial application of coatings and sealant. Specialized or minor repairs when needed.	Kinetic motorized component not working. Artwork is in need of detailed artwork inspection, specialized cleaning and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
38	Vermont / Beverly George Stone <i>Untitled</i> Glass fiber reinforced concrete sculptural rock formations	1999	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial application of coatings and sealant. Specialized or minor repairs when needed.	Graffiti damage. Artwork is in need of detailed artwork inspection, specialized cleaning, sealant and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
39	Vermont / Sunset Michael Davis <i>Ecliptic/Illume</i> Porcelain, stainless steel, illumination	1999	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial application of coatings and sealant. Specialized or minor repairs when needed.	Graffiti damage. Lighting components are not functioning as intended. Artwork is in need of detailed artwork inspection, specialized cleaning and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
40	Hollywood / Western May Sun <i>Untitled</i> Painted aluminum and polycarbonate sculptures; lighting; terrazzo and copper paving murals; etched granite; patinated bronze; ceramic tile throughout	1999	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial replacement of lighting and application of coatings and sealant. Specialized or minor repairs when needed.	Graffiti damage. Lighting components are not functioning as intended. Artwork is in need of detailed artwork inspection, specialized cleaning and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
41	Hollywood / Vine Gilbert "Magu" Lujan <i>Hooray for Hollywood</i> Painted fiberglass and pigmented concrete benches, hand painted ceramic tiles	1999	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial replacement of lighting and application of coatings and sealant. Specialized or minor repairs when needed.	All platform sculptural elements damaged and removed. Ceramic tile artworks located throughout are in need of detailed artwork inspection, specialized cleaning and sealant.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
42	Hollywood / Highland Sheila Klein <i>Underground Girl</i> Painted aluminum fixtures, electrical; aluminum and stainless sculpture	2000	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial replacement of lighting and application of coatings and sealant. Specialized or minor repairs when needed.	Electronic components are not functioning as intended. Artwork is in need of detailed artwork inspection, specialized cleaning and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
43	Universal City / Studio City Margaret Garcia <i>Tree of Califas</i> Carved ceramic tile; stainless steel, painted steel and granite benches; laminated imagery	2000	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial application of coatings and sealant. Specialized or minor repairs when needed.	Graffiti damage. Artwork is in need of detailed artwork inspection, specialized cleaning and repairs.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.

Metro Red Line					
Station	Artist / Artwork Title / Components	Year Installed	Annual Maintenance Requirements	Condition	FY19 Action Plan
44	North Hollywood <i>Kaleidoscope Dreams</i> Ceramic tile	2000	Conduct detailed annual artwork inspection, documentation and cleaning. Biennial replacement of lighting and application of coatings and sealant. Specialized or minor repairs when needed.	Electronic components are not functioning as intended. Artwork is in need of detailed artwork inspection, specialized cleaning and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
45	7th Street / Metro Center Rotating Artist <i>Rotating Photo Installations</i> Anodized aluminum, plexiglass, duratrans film	2001	Conduct detailed annual artwork inspection, documentation and cleaning. Annual cleaning and replacement of bulbs at the time of artwork rotation.	Electronic components are outdated and not functioning as intended. Artwork is in need of detailed artwork inspection, specialized cleaning and housing replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
46	Vermont / Beverly Rotating Artist <i>Rotating Photo Installations</i> Anodized aluminum, plexiglass, duratrans film	2001	Conduct detailed annual artwork inspection, documentation and cleaning. Annual cleaning and replacement of bulbs at the time of artwork rotation.	Electronic components are outdated and not functioning as intended. Artwork is in need of detailed artwork inspection, specialized cleaning and housing replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
47	Hollywood / Highland Rotating Artist <i>Rotating Photo Installations</i> Anodized aluminum, plexiglass, duratrans film	2001	Conduct detailed annual artwork inspection, documentation and cleaning. Annual cleaning and replacement of bulbs at the time of artwork rotation.	Electronic components are outdated and not functioning as intended. Artwork is in need of detailed artwork inspection, specialized cleaning and housing replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
48	Wilshire / Normandie Rotating Artist <i>Rotating Photo Installations</i> Anodized aluminum, plexiglass, duratrans film	2001	Conduct detailed annual artwork inspection, documentation and cleaning. Annual cleaning and replacement of bulbs at the time of artwork rotation.	Electronic components are outdated and not functioning as intended. Artwork is in need of detailed artwork inspection, specialized cleaning and housing replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
49	Universal City / Studio City Rotating Artist <i>Rotating Photo Installations</i> Anodized aluminum, plexiglass, duratrans film	2001	Conduct detailed annual artwork inspection, documentation and cleaning. Annual cleaning and replacement of bulbs at the time of artwork rotation.	Electronic components are outdated and not functioning as intended. Artwork is in need of detailed artwork inspection, specialized cleaning and housing replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
50	7th Street / Metro Center K. Kobayashi, N. Korten & M. Perlas <i>Plantings</i> Pigmented concrete benches; cast aluminum, painted steel, gobos and electrical components	2002	Conduct detailed annual artwork inspection, documentation and cleaning. Annual cleaning and replacement of bulbs at the time of artwork rotation.	Electronic components are outdated and not functioning as intended. Artwork is in need of detailed artwork inspection, specialized cleaning and housing replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
51	Civic Center / Grand Park Peter Requam <i>Civic Center Benches</i> Granite benches	2004	Conduct detailed annual artwork inspection and develop condition report. Document conditions and develop Maintenance Requirements. Specialized or minor repairs when needed.	Graffiti damage present. Artwork is in need of detailed artwork inspection, specialized cleaning, sealant and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.

Metro Red Line					
Station	Artist / Artwork Title / Components	Year Installed	Annual Maintenance Requirements	Condition	FY19 Action Plan
52	Civic Center / Grand Park Samm Kunce <i>In the Living Rock</i> Glass mosaic and granite murals	2004	Conduct detailed annual artwork inspection and develop condition report. Document conditions and develop Maintenance Requirements. Specialized or minor repairs when needed.	Graffiti damage present. Artwork is in need of detailed artwork inspection, specialized cleaning, sealant and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
53	Vermont / Santa Monica George Legrady <i>Kinetic Flow</i> Porcelain enamel mural	2006	Conduct detailed annual artwork inspection and develop condition report. Document conditions and develop Maintenance Requirements. Specialized or minor repairs when needed.	Graffiti damage present. Artwork is in need of detailed artwork inspection, specialized cleaning, sealant and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
54	Civic Center Station Faith Ringgold <i>People Portraits: in Creativity, Performing, Sports & Fashion</i> Glass mosaic panels	2010	Conduct detailed annual artwork inspection and develop condition report. Document conditions and develop Maintenance Requirements. Specialized or minor repairs when needed.	Artwork is in need of detailed artwork inspection, specialized cleaning, sealant and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
55	Westlake / MacArthur Park Sonia Romero <i>MacArthur Park, Urban Oasis</i> Hand carved porcelain mosaic panels	2010	Conduct detailed annual artwork inspection and develop condition report. Document conditions and develop Maintenance Requirements. Specialized or minor repairs when needed.	Water intrusion at station at walls impacting Artwork mural. Artwork is in need of detailed artwork inspection, specialized cleaning, sealant and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
56	Vermont / Beverly Tyree Guyton <i>People in Motion</i> Glass mosaic mural	2010	Conduct detailed annual artwork inspection and develop condition report. Document conditions and develop Maintenance Requirements. Specialized or minor repairs when needed.	Artwork is in need of detailed artwork inspection, specialized cleaning, sealant and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
57	Universal City / Studio City Stephen Johnson <i>Untitled</i> Glass mosaic mural	2010	Conduct detailed annual artwork inspection and develop condition report. Document conditions and develop Maintenance Requirements. Specialized or minor repairs when needed.	Artwork is in need of detailed artwork inspection, specialized cleaning, sealant and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.
58	Wilshire / Vermont Bob Zoell <i>No Title</i> Ceramic tile murals	2004	Conduct detailed annual artwork inspection and develop condition report. Document conditions and develop Maintenance Requirements. Specialized or minor repairs when needed.	Broken tile and graffiti etchings throughout. Artwork is in need of detailed artwork inspection, specialized cleaning, sealant and lighting replacement.	Perform first detailed annual artwork inspection and document. Develop a condition and corrective action report, and manage implementation of specialized cleaning, repairs and conservation as resourced.

Note: Per the Board adopted phased art asset management program, resources for all other existing lines not included in this report will be requested as each line reaches its 20-25 year anniversary and in staffing plans for new lines when they open to public.



Board Report

File #: 2018-0027, File Type: Agreement

Agenda Number: 28.

SYSTEM SAFETY, SECURITY AND OPERATIONS COMMITTEE MAY 17, 2018

**SUBJECT: CITY OF SANTA MONICA OPERATION AND
MAINTENANCE AGREEMENT**

**ACTION: CITY OF SANTA MONICA MEMORANDUM OF UNDERSTANDING FOR
OPERATION AND MAINTENANCE AGREEMENT FOR THE SUPPORT OF THE
EXPO II LINE**

RECOMMENDATION

AUTHORIZE the Chief Executive Officer to execute the Memorandum of Understanding for Operation and Maintenance Agreement (OMA) between Metro (Authority) and The City of Santa Monica (Attachment A).

ISSUE

As the Exposition II Line is in full operation, general coordination and roles and responsibilities as to operational and maintenance elements between the Authority and the City of Santa Monica need to be memorialized. Hence an Operation and Maintenance Agreement (OMA) is recommended for execution of said services.

DISCUSSION

Similar to a previously executed OMA with the City of Long Beach for the Metro Blue Line, this OMA describes the roles, responsibilities, and obligations of both parties and specifies (a) the procedures which the Authority and City of Santa Monica will follow for elements associated with the operation of the EXPO II line. Such elements include general coordination, resolving operational elements, meeting accommodations, permitting requirements, and other type of tasks in order for the Authority to continue operating the EXPO II line and (b) the manner in which City of Santa Monica will be reimbursed for its costs of reimbursable activities. The Authority and City of Santa Monica agree that each will cooperate with the other in all activities covered by the OMA. Work performed by City of Santa Monica under this OMA shall be per the work orders to be issued by the Authority on a yearly basis.

Support by the City of Santa Monica is both necessary and essential to the continued operation of the EXPO II line.

ALTERNATIVES CONSIDERED

The Board may choose not to execute this OMA, however not executing this OMA would not solidify each of the parties roles and responsibilities from an operational standpoint as well as would require Metro to follow standard over the counter processes and therefore not benefit from streamlined processes, and other administration benefits identified within the OMA. All of which are essential elements from a successful operational standpoint.

FINANCIAL IMPACT

Funds for said Authority commitments identified within the OMA are within the operational and maintenance budget of the EXPO II line.

ATTACHMENTS

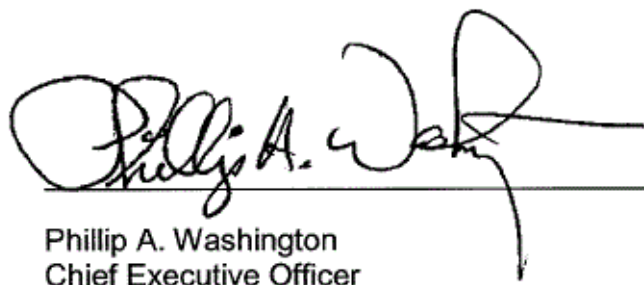
Attachment A - MOU with the City of Santa Monica

Prepared by:

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Reviewed by:

Richard Clarke, Chief Program Management Officer; 213-922-7557



Phillip A. Washington
Chief Executive Officer

MEMORANDUM OF UNDERSTANDING
BETWEEN
CITY OF SANTA MONICA
AND
LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY
TO FACILITATE OPERATION OF THE EXPOSITION METRO LINE LIGHT RAIL TRAIN
WITHIN THE BOUNDARIES OF THE CITY OF SANTA MONICA

THIS AGREEMENT is made and entered into on _____, 2017, by and between the Los Angeles County Metropolitan Transportation Authority (LACMTA or MTA), the owner and operator of the Exposition Metro Line Light Rail Train (LRT) and the City of Santa Monica ("City").

WHEREAS, the MTA and City desire to enter into an agreement regarding certain aspects of the LRT line's operation within the City's boundaries (as shown on Exhibit 1) to ensure the LRT line operates dependably, safely and securely.

NOW, THEREFORE, IT IS AGREED:

1. Terms and Definitions referred to in this agreement are as follows:
 - a. City is defined as the City of Santa Monica, and includes without limitation its officials, officers, board and commission members, employees, agents and departments.
 - b. City Appurtenances are defined as all accessories and attachments to any City structures or City facility of any kind, including without limitation public streets, rights-of-way or utilities as well as any other municipal uses or property of any kind.
 - c. City Facilities are defined as City real or physical property located in the vicinity of and adjacent to the Rail Corridor (e.g., structures, improvements, equipment, and other properties under the operating jurisdiction of City).
 - d. MTA Rail Right-of-Way includes all MTA property owned in fee within the Rail Corridor.
 - e. Rail Facilities are defined as real or personal property located within the MTA Rail right-of-way (e.g., structures, improvements, equipment, and other properties under the operating jurisdiction of MTA).
 - f. Rail Corridor is defined as that area used for the safe and efficient operation of the MTA's LRT line as generally depicted on Exhibits 1, and 4A, 4B, and 4C hereto, including,

- i. the area between the mountable curbs on Colorado Avenue from 17th Street to 5th Street, including said mountable curbs;
 - ii. the area between the two fences separating the MTA and City rights-of-way, between Centinela Avenue and 17th Street; and
 - iii. any temporary or permanent easements or licenses as may be entered into from time to time or as described at each station as shown in Exhibits 4A, 4B, and 4C.
 - g. Structures are defined as bridges, stations, fences, traction power substations, poles, supports, foundations, curbs, roadway pavement, drains, miscellaneous electronic equipment, man holes, pull boxes, vaults, cabinets, conduits, fiber optic cable and other similar structures of the City or MTA installed or used in connection with the operation of trains, street lighting, rail transit signs and traffic signals, gates (vehicular, pedestrian, and swing) overhead power contact system or third rail, rail utilities, traffic control, sign support, electrical power, storm water and sanitary collection, communications or other associated street usage.
3. Maintenance Responsibilities. Exhibits 2, 4A, 4B, and 4C to this Agreement identify MTA's maintenance, repair, and reconstruction responsibilities for the Rail Facilities located in the MTA Rail right-of-way and certain City Facilities located in the City's right-of-way adjacent to the LRT line. The exhibits also identify certain City maintenance, repair, and reconstruction responsibilities for City Facilities that encroach into MTA's Rail right-of-way (e.g., string lights on Colorado Avenue between 4th Street and 5th Street, traffic signal system, etc.).
4. Traffic Signals. The City is responsible for the operation of the traffic signal system within the jurisdiction and control of the City. In this capacity, the City agrees to work cooperatively with the MTA to facilitate the safe and efficient operation of the LRT line within the City's boundaries. Further, the City will not modify the traffic signal model 2070 controller software on the LRT line alignment without notification to and coordination with MTA.
5. Track Allocation/Work Permits. The City and its contractors will comply with the MTA's Track/Allocation Work Permit Procedures (see Exhibit 3) prior to performing any non-routine maintenance or repair work that takes place in whole or in part within 10 feet of the LRT's tracks or the overhead catenary system. Routine operations of the City, including its normal and customary operations and maintenance upon the public right-of-way or other City owned or controlled property, as well as trash pickup, street and sidewalk maintenance are excluded from the Track Allocation/Work Permit process. Further, all emergency work is excluded from the Track Allocation/Work Permit process. The City will notify MTA of emergency work as soon as possible and will provide MTA with as

much notice as is reasonably practical under the circumstances. The City will advise third parties desiring to perform work within or adjacent to the Rail Corridor of MTA's Track Allocation/Work Permit Procedures.

6. Safety Training. MTA will provide all necessary and appropriate safety training required by the MTA's Track/Allocation Work Permit Procedures (see Exhibit 3) to the City employees and its contractors.
7. City Permits. MTA will obtain appropriate permits from the City when it performs maintenance work on or near City streets, as set forth in Exhibit 5, and shall conform to all City permitting requirements for the submittal, review and approval of Temporary Traffic Control Plans, Use of Public Right of Way or any other applicable permit or license. All traffic control devices shall conform to accepted City practices and shall be installed and maintained according to the California Manual on Uniform Traffic Control Devices. All City staff cost for permitting the work shall be reimbursed by MTA through City Work Plans as specified in Exhibit 6.
8. Changes to Rail Facilities. MTA will submit to City for review any proposed material changes and resulting as-built drawings to Rail Facilities installations that affect City Facilities.
9. Miscellaneous.
 - a. Any notice to be given in writing will be given to the addresses set forth below, or to their designees for all or particular purposes:

TO CITY: City of Santa Monica
1685 Main St., Suite 116
Santa Monica, CA 90401
RE: MOU FOR METRO RAIL
Attention: Director of Public Works

TO OPERATOR: Chief Executive Officer
Los Angeles County Metropolitan
Transportation Authority
One Gateway Plaza
Los Angeles, California 90012-2952

- b. Where this agreement requires approval, consent, permission, satisfaction, agreement, or authorization by either party; such approval, consent, permission, satisfaction, agreement, or authorization shall not be unreasonably withheld. The parties agree to execute in a timely manner such further documents, agreements, instruments and notices as may be necessary or appropriate to effectuate the transactions contemplated by this agreement.

- c. Time is of the essence in performance under this agreement.
- d. **Informal Dispute Resolution.** In the event of a dispute between the parties concerning the subject matter hereof, the resolution thereof, which is not provided for by this Memorandum, either party may cause the activation of a dispute resolution committee. The committee shall consist of one representative of each party hereto, and a third member who shall be any third party they so jointly designate. In resolving the dispute, the committee shall give due regard to the parties' obligations and power under the Santa Monica City Charter and its Municipal Code, MTA Administrative Code and its policies and procedures, as well as State law.
- e. **Assignment.** Neither party shall assign this Agreement or any of such party's interest, rights or obligations under this Agreement without the prior written consent of the other party, which consent shall not be unreasonably withheld. Additionally, the obligation and benefits of this agreement will issue to the successors, heirs and assigns of the parties.
- f. **Amendments.** No variation, modification, change or amendment of this Agreement shall be binding upon either party unless such variation, modification, change or amendment is in writing and duly authorized and executed by both parties. This Agreement shall not be amended or modified by oral agreements or understandings between the parties or by any acts or conduct of the parties.
- g. **Counterparts.** This Agreement may be executed simultaneously or in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
- h. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties with respect to the subject matter of this Agreement and supersedes all prior and contemporaneous agreements and understandings.
- i. **Third Parties.** There are no third parties to this agreement and the agreement creates no benefits for any third parties for any reason or purpose.
- j. **Authority of Parties.** Each of the parties hereby represents and warrants that it has full legal authority and is duly empowered to enter into this Agreement and has taken all action necessary to authorize the execution and delivery of this Agreement.
- k. **Severability.** In the event any Section, or any sentence, clause or phrase within any Section, is declared by a court of competent jurisdiction to be void or unenforceable, such sentence, clause, phrase or Section shall be deemed severed

from the remainder of this Agreement and the balance of this Agreement shall remain in full force and effect.

- 1. Construction. The language in all parts of this Agreement shall be in all cases constructed simply according to its fair meaning and not strictly for or against any of the parties.

10. Exhibits. The following attached exhibits are incorporated into this Agreement:

- Exhibit 1: Route Location Map
- Exhibit 2: Maintenance Responsibilities Matrix
- Exhibit 3: MTA Track Allocation/Work Permit Procedures
- Exhibits 4A, 4B, and 4C: Station Site Maintenance Responsibilities
- Exhibit 5: City Use of Public Property Permit Process and Application and Requirements for Traffic Control Plans (City)
- Exhibit 6: Work Plan Process

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by their respective duly authorized officers

ATTEST:

“CITY”
CITY OF SANTA MONICA
A municipal corporation

By: _____
DENISE ANDERSON-WARREN
City Clerk

By: _____
RICK COLE
City Manager

APPROVED AS TO FORM:

By: _____
LANE DILG
City Attorney

"MTA"
LOS ANGELES COUNTY METROPOLITAN
TRANSPORTATION AUTHORITY

APPROVED AS TO FORM:

By: _____
Mary C. Wickham
County Counsel

By: _____
Phillip A. Washington
Chief Executive Officer

EXHIBIT 1

Expo Light Rail (Phase 2) Route Location Map

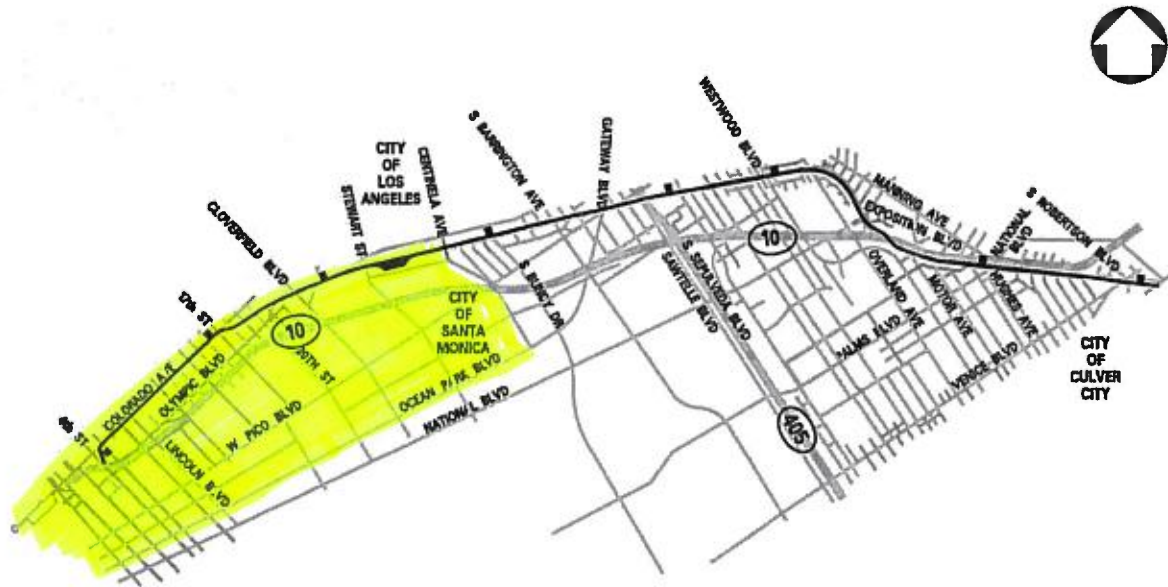


EXHIBIT 2

METRO LIGHT RAIL TRAIN (LRT)

MAINTENANCE RESPONSIBILITIES

		MTA	CITY
I. SANTA MONICA LINE SEGMENT STATIONS			
A.	Platform and Equipment/Structures on Platforms		
	1. General Maintenance & Repair	■	
	2. Cleaning	■	
B.	Equipment Rooms/Electrical Systems for LRT		
	1. General Maintenance & Repair	■	
	2. Cleaning	■	
C.	Elderly and Handicapped Ramps		
	1. General Maintenance & Repair	■	
	2. Cleaning	■	
D.	Other Non-City Transit-Related Display Devices		
	1. General Maintenance & Repair	■	
	2. Cleaning	■	
E.	Landscaping in Station Area		
	1. General Maintenance & Repair	■	
	2. Cleaning	■	
F.	LRT Operational Signs and Graphics		
	1. General Maintenance & Repair	■	
	2. Cleaning	■	
G.	Regulatory Signs in the Rail Corridor		
	1. General Maintenance & Repair	■	
	2. Cleaning	■	
	Regulatory Signs in City Right-of-Way		
	3. General Maintenance & Repair		■
	4. Cleaning		■
H.	Artwork		
	1. General Maintenance & Repair	■	
	2. Cleaning	■	
I.	Station Surfaces/Ticket Machines/Benches/Trash Receptacles		
	1. General Maintenance, Cleaning & Repair in the Rail Corridor	■	
	2. General Maintenance, Cleaning & Repair in City Right-of-Way at the 4th Street Station on Colorado Avenue.		■
J.	Transit -Related Pedestrian/Architectural Lighting within the Stations		
	1. Major Structural Pole Repair/Replacement	■	
	2. Maintenance and Repair of Luminaries, Lamps, Glassware and Ornamental Casting	■	
	3. Energy to lights	■	

EXHIBIT 2

METRO LIGHT RAIL TRAIN (LRT)

MAINTENANCE RESPONSIBILITIES

		MTA	CITY
II. STREETS			
A.	Light Rail Utilities - Duct Banks, Manholes, Pull boxes, Cable, Track Drain Laterals Plant, LRT Detector Loops and Conduits in the Rail Corridor 1. General Maintenance & Repair 2. Cleaning	■ ■	
B.	Regulatory and Transit Related Signs and Graphics Within the Rail Corridor as mandated by applicable law, regulation or industry code 1. General Maintenance & Repair 2. Cleaning	■ ■	
C.	Track Switches and Switch Machines 1. General Maintenance & Repair 2. Cleaning	■ ■	
D.	Pavement Within Track Area up to two feet (2') from outside of outermost rail; and, area between sets of tracks 1. General Maintenance & Repair 2. Cleaning	■ ■	
E.	Mountable Curbs on Colorado Avenue (see III-M) (within City right-of-way) 1. General Maintenance & Repair 2. Cleaning	■ ■	
F.	ADA Warning Tiles, Swing Gates, Ped gates, Bells, Striping from Edge of Roadway/Curb to Back of Walk at Crossing 1. General Maintenance & Repair 2. Cleaning	■ ■	

EXHIBIT 2

METRO LIGHT RAIL TRAIN (LRT)

MAINTENANCE RESPONSIBILITIES

	MTA	CITY
<p>G. Station Lighting - Major Structural Pole Repair/Replacement, Maintenance and Repair of Luminaires, Lamps, Glassware, Ornamental Casting, Energy to Lights - in the Rail Corridor</p> <p>1. General Maintenance & Repair</p> <p>2. Cleaning and Painting</p> <p>3. Power Cost</p> <p>Street Lighting - String Lights and Poles on Colorado Avenue between 4th and 5th Street in the Rail Corridor and City Right-of-Way</p> <p>1. General Maintenance & Repair</p> <p>2. Cleaning and Painting</p> <p>3. Power Cost</p>	<p>■</p> <p>■</p> <p>■</p>	<p>■</p> <p>■</p> <p>■</p>
<p>H. Drainage Facilities - Track Drain & Lead</p> <p>1. General Maintenance & Repair</p> <p>Track Drain & Lead</p>	<p>■</p>	
<p>I. Signs & Markings (City Right-of-Way) - LRT Related Signs, LRT Warning Signs, LRT Signals, LRV Signal Backplates, (see section VI)</p> <p>Train Coming Signs on City Signal mast arms and poles</p> <p>1. General Maintenance & Repair</p>		<p>■</p>
<p>J. Signs & Markings in the Rail Corridor - Operator controlled Flashing No Left Turn Signs, Look Both Ways Signs, Pedestrian Train Coming Signs</p> <p>1. General Maintenance & Repair</p>	<p>■</p>	
<p>K. Landscaping in City Right-of-Way (outside of track allocation area)</p> <p>1. General maintenance, containment and repair of plant material and associated irrigation systems in dedicated City street right-of-way outside of MTA jurisdiction and accessible to ground maintenance crews without requiring MTA permission.</p>		<p>■</p>

EXHIBIT 2

METRO LIGHT RAIL TRAIN (LRT)

MAINTENANCE RESPONSIBILITIES

	MTA	CITY
III. TRACKWAY		
A. Track Structure - Including Quad Gates, Ped Gates, Ped Arms, Tactile Strips, Track & Track Flangeway, Centerline Fencing		
1. General Maintenance & Repair	■	
2. Cleaning - including Graffiti Removal and Surface Sweeping	■	
B. Track Inlets & Leads, Trench Drains, Inlets & Leads		
1. General Maintenance & Repair	■	
2. Cleaning	■	
C. Track Hardware - Track, Loop Detectors, Turnouts, Switch Machines, Gate Mechanisms, Visibility Strips on Counterweights		
1. General Maintenance & Repair	■	
2. Cleaning	■	
D. Light Rail Utilities		
1. General Maintenance & Repair	■	
2. Cleaning	■	
E. LRT - Related Signs & Graphics - LRT Required Signs (eg: Train Signs & Other Similar Signs in City Right-of-Way or on City Structures)		
1. General Maintenance & Repair	■	
2. Cleaning	■	
F. Regulatory and LRT Signs & Graphics in the Rail Corridor		
1. General Maintenance & Repair	■	
2. Cleaning	■	
G. Electrical Power System to MTA Appurtenances (excludes HVDC LRV Power) - Track Switches, Switch Machines, Power Cost		
1. General Maintenance & Repair	■	
2. Cleaning	■	
H. Crosswalk Surfacing and Striping in the Rail Corridor to 2 ft from outermost rail or installed by Operator in City Right-of-Way, Painting of Mountable Curb on Colorado Avenue between 5th and 17th Streets.		
1. General Maintenance & Repair	■	
2. Cleaning	■	

EXHIBIT 2

METRO LIGHT RAIL TRAIN (LRT)

MAINTENANCE RESPONSIBILITIES

		MTA	CITY
I.	Crosswalk Surfacing and Striping of area between tracks 1. General Maintenance & Repair 2. Cleaning	■ ■	
IV. STRUCTURES			
A.	Substations 1. General Maintenance & Repair 2. Cleaning	■ ■	
V. FACILITIES FOR HVDC LRV ELECTRICAL POWER			
A.	All Hardware - Overhead Wires & Cables; Underground Wires, Conduits & Cables; Catenary Brackets & Hardware; Feeder Cables; Manholes, Vaults, Duct Banks; OCS Facilities 1. General Maintenance & Repair 2. Cleaning	■ ■	
B.	Power Poles (including Street Lights installed on MTA's Power Poles and OCS Poles) 1. General Maintenance & Repair 2. Cleaning and Painting 3. Power Cost	■ ■ ■	
C.	Substations 1. General Maintenance & Repair 2. Cleaning 3. Landscaping	■ ■ ■	

EXHIBIT 2

METRO LIGHT RAIL TRAIN (LRT)

MAINTENANCE RESPONSIBILITIES

		MTA	CITY
VI. SIGNALS AND COMMUNICATIONS			
A.	Communication Systems and/or Facilities of MTA 1. General Maintenance & Repair	■	
B.	Train Detection Equipment for the Traffic Signal System on Colorado Avenue Interconnects (Conduit and Loops) 1. General Maintenance & Repair, Metro to issue an annual work plan to the City in accordance with Exhibit 6. Train Detection Equipment for the Traffic Signal System on Colorado Avenue (cable between the loop and City's Cabinet, cards and terminations in City's Cabinet) 1. General Maintenance & Repair		■ ■
C.	LRT Loop Detectors, Quad Gates Detectors & Other Related Equipment Located between Lines two feet (2') outside of either rails and between sets of tracks. 1. General Maintenance & Repair 2. Cleaning LRT Loop Detectors, Quad Gates Detectors & Other Related Equipment Located between Tracks (Quad Gates) 3. General Maintenance & Repair 4. Cleaning	■ ■ ■ ■	
E.	Train Signals at Intersections Controlled by City Traffic System 1. General Maintenance & Repair, Metro to issue an annual work plan to the City in accordance with Exhibit 6. 2. Power Cost		■ ■
E.	All Other Train Signals (LRT Warning Signs) 1. General Maintenance & Repair.	■	

Exhibit 3: MTA Track Allocation/Work Permit Procedures



Metro

Rail Operations Control Track Allocation Request Form

Date/Time Submitted: 9/28/2016 10:20 AM

Instructions: Use this form to request any Track Allocation. All requests should identify the track, station, location or rooms, the equipment to be operated, crew size, and any requirements of power removal. All Track Allocation Request forms, including requests for Single Tracking/Track Closures, must be submitted two weeks in advance of proposed work week. Submissions must be received by close of business Monday prior to the weekly Track Allocation Meeting. Failure to comply with the deadlines may be cause to postpone work start date. Office Fax: (323) 563-5241.

Metro Rail Line: Blue Line Expo Line Green Line Gold Line Red Line Expo II Foothill

Requested By: _____	Office Tel #: _____
Contractor: _____	Fax Tel #: _____
Metro Contact: _____	Cell Phone #: _____
Field Contact: _____	Field Cell Phone#: _____

	DAY	HOURS	SPECIFIC LOCATION		POWER DOWN		CREW SIZE
	DATE	START/END	TRACK	STATION/FACILITY/ETC	YES	NO	#
SUN					<input type="checkbox"/>	<input type="checkbox"/>	
MON					<input type="checkbox"/>	<input type="checkbox"/>	
TUE					<input type="checkbox"/>	<input type="checkbox"/>	
WED					<input type="checkbox"/>	<input type="checkbox"/>	
THU					<input type="checkbox"/>	<input type="checkbox"/>	
FRI					<input type="checkbox"/>	<input type="checkbox"/>	
SAT					<input type="checkbox"/>	<input type="checkbox"/>	

DESCRIPTION OF WORK AND EQUIPMENT:
 IS THIS WORK BEING DONE UNDER CONTRACT TO METRO? YES NO IF 'YES', CONTRACT # _____
 IF 'NO' HAS A METRO RIGHT OF ENTRY AGREEMENT BEEN ISSUED? ROE# _____

DESCRIPTION OF IMPACT TO SERVICE/ OPERATIONAL RESTRICTIONS:

SAFETY WATCH/LOOKOUT
 LONE WORKER
 BLOCK PROTECTED WORK ZONE
 FLAG PROTECTED SLOW ZONE
 FLAG PROTECTED WORK ZONE
 IMPASSABLE WORK ZONE
 SINGLE TRACK

DESCRIPTION OF REQUIRED SUPPORT OR BUILDING/ROOM ACCESS:

Signals
 TrPwr
 Track
 Rail Comm
 Facility
 RTOS
 Train
 Pilot
 Project/Task
 LASD
 Security
 Hi-Rail

Exhibit 3: MTA Track Allocation/Work Permit Procedures



Rail Operations Control Track Allocation/Work Permit Process

TRACK ALLOCATION / WORK PERMIT PROCESS

All work on Metro Rail Property or any work that could potentially foul the envelope of a train must receive prior approval from the Rail Operations Control Department of Metro. This Track Allocation / Work Permit process must be complied with to ensure the safety of outside contractors, Metro employees, and Metro customers. Metro Rail Operations Control Work Permits will be issued for approved work. Failure to meet all the requirements listed below will delay the approval of requested work.

For Emergency Work

Please call Rail Operations Control Center Floor Manager:
(323) 563- 5022

SUBMITTAL

- All track allocation request forms, including requests for ADA Compliance, and/or Ambient Noise Restrictions must be submitted **1 week** in advance of the proposed work week (Sunday-Saturday). Submissions **must be received by Close of Business on Monday**, prior to the weekly Track Allocation meeting.
- Request requiring a change in the revenue train schedule (i.e. single tracking, track closure, etc.) must be submitted **2 weeks** in advance of the proposed work week (Sunday-Saturday). Submissions **must be received by Close of Business on Monday**, 2 weeks prior to the weekly Track Allocation meeting in order to allow ample time to create a proper train schedule and to notify Metro customers of any the changes. Request must be submitted to:

OPERATIONS AND SERVICE DELIVERY DEPARTMENT

Stephen Tu, Manager
Office: (213) 922-6985
Cell: (213) 278-2299
Fax: (213) 922-7616
tus@metro.net

Sanchez, John,
Track Allocation
Coordinator
Office: (323) 563-5258
Cell: (213) 822-6170
Opt. Cell (818) 749-4205
sanchezjo@metro.net

- Requests may be submitted up to one month in advance of requested/ projected start date.
- Request forms must be filled out completely and provide necessary information: Start/end time of work, dates of requested work, detailed description of work / testing, description of all types of equipment to be used.
- Track allocation requests must be submitted for each week of work until completion of work or project.

Exhibit 3: MTA Track Allocation/Work Permit Procedures

Rail Operations Control Track Allocation/Work Permit Process

- Submit Track Allocation Request forms via E-mail **only**:
 - Track Allocation Coordinator: John Sanchez 323 563-5258
 - Assistant Track Allocation Coordinator: Sascha Lynch 323 563-5044
 - E-mail: SanchezJo@metro.net ; LynchS@metro.net
- Submitting a Track Allocation request does not guarantee that approval for work will be authorized.
- Last minute Track Allocation requests (if not submitted in advance as required by this process) may not be approved depending on the urgency of the work, availability of manpower to support the work, and how it may impact service.

SUPPORT

- When requesting power down it is important to document (in your request form) the specific limits of the area where you are proposing to perform your work.
- Rail Operations Control will provide a copy of all requests for Traction Power support no later than the close of business on the Friday prior to the Track Allocation Meeting for review. However, the contractor, or Department, requesting the support bears ultimate responsibility for providing written notification to Traction Power of the intended request in advance of Track Allocation Meeting
- To notify Traction Power, e-mail the following:

Omotayo, Remi omotayor@metro.net

Winston Dixon dixonw@metro.net

Be sure to provide a contact name and phone number to answer any questions which may arise regarding requests for support. E-mail address alone will not suffice.

- All other requests for Traction Power support (escorts, pilots, etc.) shall be included in the Track Allocation Request and must receive written confirmation prior to the Track Allocation Meeting.
- Traction Power will consider all requests and grant or decline support based on information received, time of receipt of information, support required and availability of personnel, impact to service, and ability to coordinate with other requests for support.

Exhibit 3: MTA Track Allocation/Work Permit Procedures

Rail Operations Control Track Allocation/Work Permit Process

- During the Track Allocation Meeting the Traction Power Department will review the requested limits and provide final determination of whether the request can be accommodated based on the location of the Traction Power Sub Station, breakers that are to be opened, area of impact resulting from sectionalized power, etc.
- Work being conducted on or about Metro rail lines (mainline tracks, yard tracks, storage tracks, or any Metro tracks under construction) without proper notification will be subject to work being stopped immediately and all personnel and equipment will be cleared off the right of way.
- **Requests for support from Wayside Metro departments, Traction Power, Track, SCADA, Facilities Maintenance, Rail Communication, Rail Fleet Services, requesting of trains and train operators, Field Supervisors will be the responsibility of the individual submitting the request. Confirmation will be required upon submittal of your request and will be addressed at the Track Allocation Meeting.**

TRACTION POWER

Remit Omotayo, Dir. Wayside Sys.
Office (213) 922-3243
Fax (213) 922-3175
blackda@metro.net

Winston Dixon, Assistant Manager
(213) 922-3323
(213) 922-3175
dixonw@metro.net

TRACK DEPARTMENT

Paul Squires, Manager
Office (323) 563-9430
Fax (213) 922-3175
squiresp@metro.net

SCADA

Alan Clark – SCADA support coordination
Los Angeles Metro
2000 E. Imperial Hwy
Los Angeles, CA 90059
Office (323)563-5211
ClarkA@metro.net

FACILITIES MAINTENANCE

Eladio "Lalo" Salas, Asst. Manager
4462 Pacific Blvd.
Vernon, CA 90058
Office (323) 826-1027
Fax (323) 826-1011
salase@metro.net

RAIL COMMUNICATIONS

Christian Flores, Supervisor
Office (213) 613-2173
Cell (213) 305-8302
floresc@metro.net

Claire Reyes, Asst. Manager
(213) 613-2148
(213) 272-8513
reyescl@metro.net

Exhibit 3: MTA Track Allocation/Work Permit Procedures

Rail Operations Control Track Allocation/Work Permit Process

MEETING ATTENDANCE

A representative for the person/agency/department requesting Track Allocation shall attend the Track Allocation meeting on the Wednesday **1 week** prior to the work start date. Track Allocation is only granted on a weekly basis. Representative must attend Allocation Meeting and submit a Track Allocation Form (Must be received by Metro Track Allocation no later than Monday 5:00 P.M.) each week until project is finished.

Meetings are held on every Wednesday:

Green/Gold/Expo/Blue/Red Line Track Allocation Meeting: 08:00-10:00 a.m.

Foothill Extension / Expo Extension Track Allocation Meeting: 11:00-12:00 p.m.

100 Santa Fe Avenue, Location 63

Room 10, First Floor

Los Angeles, CA 90013

- All Track Allocation Requests will be discussed at the Track Allocation Meeting. The Track Allocation Coordinator will grant or decline the request based upon information received, support required and availability of personnel, impact to service and other work requests.

SAFETY AND WAYSIDE WORKER PROTECTION TRAINING / ID BADGE

- All members of the work crew will be required to attend Metro safety and wayside worker protection training.
- Safety and wayside worker protection training is only conducted in English. Ability to understand and speak English is required for Safety certification. No translation or interpreters may be used.
- Two Rail Safety classes are available weekly and a picture ID is required. Prior reservation is required and the class registration information is as follows:

Central Maintenance Facility Building
470 Bauchet Street
Los Angeles, CA 90012
Main Conference Room
(Located Above Cafeteria)

Two Classes are held on Mondays

AM Session: 07:00am to 10:00am

PM Session: 11:00am to 02:00pm

Contact Jamiela (Mimi) Knox at 213 922-3228 or KnoxJ@metro.net

Exhibit 3: MTA Track Allocation/Work Permit Procedures

Rail Operations Control Track Allocation/Work Permit Process

- Safety ID badges will be issued upon successful completion of the safety and wayside worker protection training by Jamiela (Mimi) Knox
- Crew members will be required to wear Metro Safety Badges at all times while performing work on or near Metro property.

WORK PERMIT

- Metro Work Permits will be issued for approved work.
- To obtain Metro Work Permits, contact the appropriate Rail Controllers a minimum of two hours prior to scheduled start time of work.

Blue Line Control:	323 563-5015
Green Line Control:	323 563-5298
Red Line Control:	323 563-5290
Gold Line Control:	323 563-5055
Foothill Ext. Control	323 563-5288
Expo Line Control	323 563-5095

- Sign work permit and fax back to Controller: **323 563-5241**
- The Employee in Charge (EIC) must maintain a signed copy of the permit in his or her possession at all times. During the required job briefing the EIC must discuss the permit, description of work being conducted, the support required, the tools/equipment being used, and the operational restriction prior to entering the Right of Way and conducting work. Appropriate notations shall be made on the Mainline Access Form.
- Upon arrival at approved work location, the EIC must contact the appropriate Controller to activate the Work Permit.
- EIC must notify the appropriate Controller each time crews move to a different work location if multiple work locations are noted on work permit.
- The Rail Controller will authorize EIC/work crew to begin work after all safety requirements are satisfied.
- Work permits must be activated by the EIC at the beginning of each day and deactivated at the end of each days work.
- The EIC shall assure that all personnel and equipment (including flagging equipment) are clear of the mainline prior to contacting Control to cancel your work permit.

Rail Operations Control Track Allocation/Work Permit Process

- The EIC and the Safety Watchperson must maintain a copy of the Operating Clearance in his or her possession at all times during the time that the authorized work is being conducted. The Operating Clearance shall be reviewed during the required job briefing prior to entering the Right of Way and conducting work.

ADDITIONAL INFORMATION

EMERGENCIES

Emergencies occurring after Track Allocation may necessitate the revoking of approved work. Urgent repairs, maintenance, or abnormal operations are some conditions, which may require modification to approved work. Incidents occurring while work is in progress could also necessitate the immediate removal of a work crew from a work area.

All work crews are expected to immediately comply with Control's instructions. Request for an explanation of removal may be addressed to the ROC Manager or Track Allocation Coordinator.

RULES AND PROCEDURES

- All work shall be performed in accordance with Metro Light and Heavy Rail Operations Rules and Procedures.
- Restrictions and protective equipment will be required per applicable rules.
- Violation of Rail Operations Rules or Procedures may result in the cancellation of a Work Permit.
- Personnel must be in proper position (facing oncoming train) and location when providing hand signals to approaching trains. When flagging the use of proper equipment (yellow flag, green flag, red flag, and flashlight) is essential in providing information to train operators. A Watchperson must not be assigned to any other duty and cannot engage in or assist with any work.

RESTRICTIONS

- Power down and grounding may be required when working within 10-feet of Overhead Catenary System (Blue/Expo/Green/Gold Lines). Power down and grounding of the Contact Rail (Red Line) is required when working at track level. Remote power down may be required for work being down in close proximity to the Overhead Catenary System or Contact Rail.

Exhibit 3: MTA Track Allocation/Work Permit Procedures

Rail Operations Control Track Allocation/Work Permit Process

- Wayside Worker Protection is the protection provided to employees or contractors to enhance their safety while working on or about the Metro Rail Lines in accordance with the Metro Rail Operating Rules. This protection includes both "On Track Protection" — a method of protecting personnel on the right of way (ROW) that affects train movement, and "Safety Watch" — a method of protecting personnel on the ROW that does not affect train movement. On Track Protection and Safety Watch requirements are determined by the applicable Rail Rule Book and SOPs.
- Work crew leader must assure that proper flagging protection for Flag Protected Slow Zones or Flag Protected Work Zones are in place (if required) prior to activating your work permit to begin work. This must be assured through proper communications with Metro personnel (Track Inspector, Field Supervisor, Traction Power or Signal Personnel) supporting your work. Proper placement of flags and the appropriate protection is required for the intended work to be performed.
- Wayside System personnel (track, signal, traction power etc.) will be provided appropriate Wayside Worker Protection with clear limits/block and it will be your responsibility to contact Control once you arrive at the end of your limits in order to establish a new work limit/block. You are not allowed to begin your work until you receive authorization from Control. You will be responsible for providing protection for yourself against all train movement when working on or about Metro rail lines.

CONTACTS

Track Allocation Coordinator:

John Sanchez: 323 563-5258
Fax: 323.563.5028
Email: SanchezJo@metro.net

Rail Operations Control Floor Manager	323.563.5022
Blue Line Control	323.563.5015
Green Line Control	323.563.5298
Red Line Control	323.563.5290
Gold Line Control	323 563-5055
EXPO Line Control	323 563-5095

Rail Operations Control Manager:

Chol Kim 323.563.5010
Fax: 323.563.5068
Email: KimC@metro.net

Service Operations Superintendent:

Patty Alexander: 323.563.5149
Fax: 323.563.5068
Email: AlexanderP@metro.net

Exhibit 3: MTA Track Allocation/Work Permit Procedures

Rail Safety Training

MTA CENTRAL MAINTENANCE FACILITY
 470 Bauchet Street,
 Los Angeles CA 90012
 Building 1 2nd Floor, Room M123
 Above Cafeteria on the Second Floor

Access parking structure via Bauchet St from Vignes St. Turn onto Bauchet St, east, proceed to second driveway on the right and check in with security guard. Walk down "One Way" driveway to last building on the left side with darkened windows.

Two Classes Held On Mondays

**7:00 AM-10:00 AM
 and
 11:00 AM-2:00 PM**

**Reservations and Picture
 I.D. Required**

Contact Jamiela (Mimi) Knox for
 Reservations:
 KnoxJ@Metro.net or call
 (213) 922-3228

**Class Starts Promptly
 Late Arrivals will not be admitted**

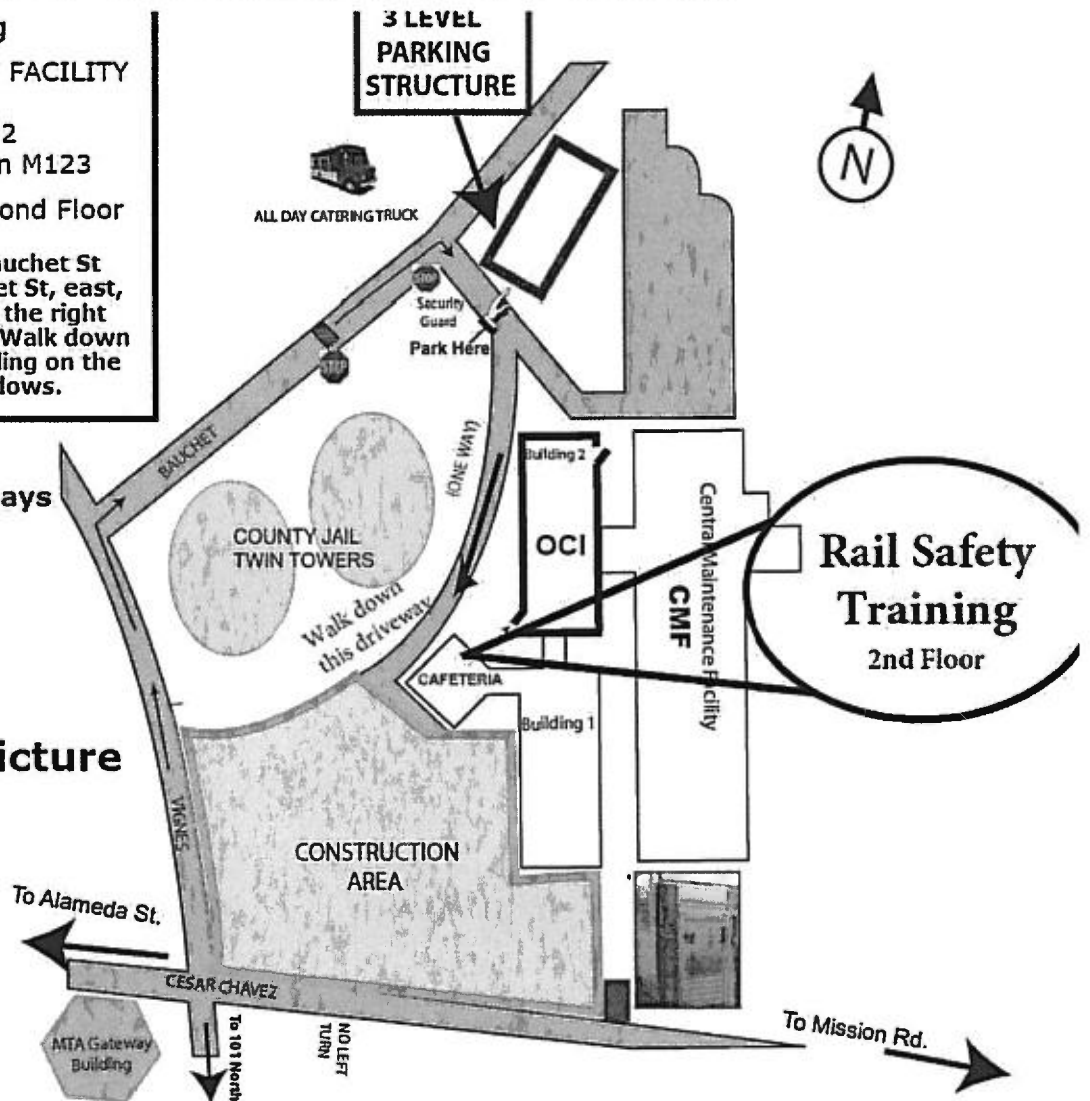
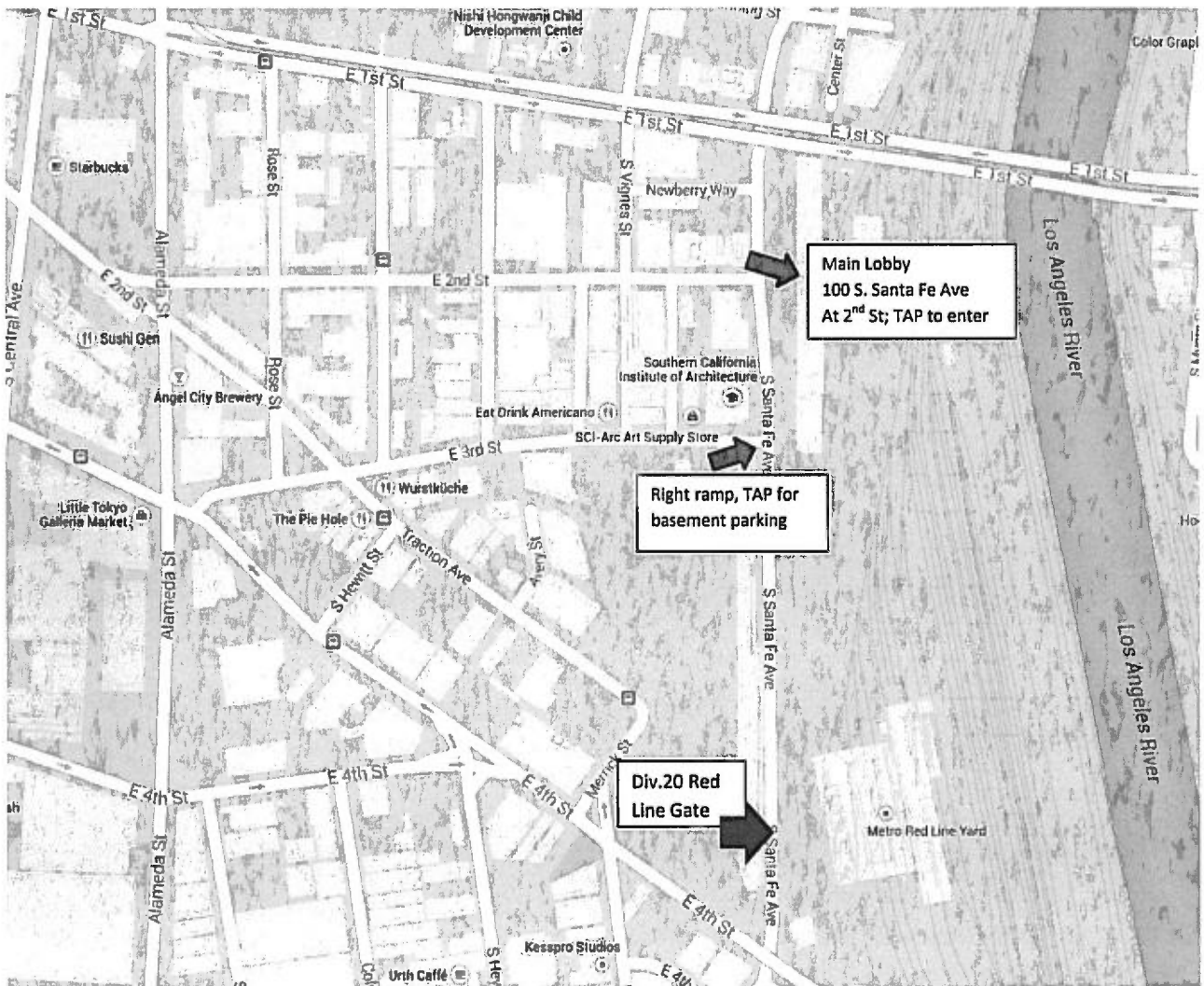
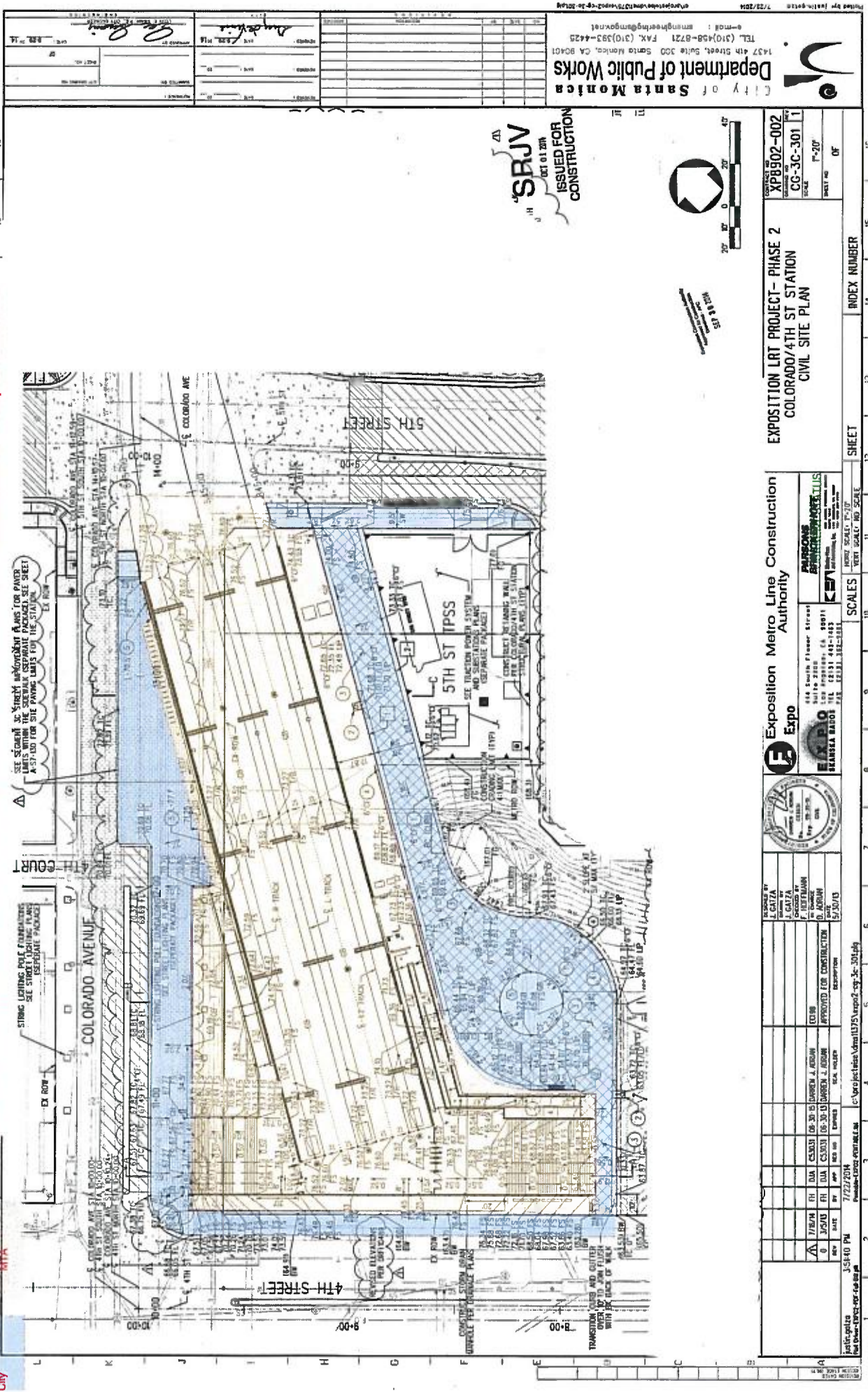


Exhibit 3: MTA Track Allocation/Work Permit Procedures



Exhibits 4A: 4th Street/Downtown Santa Monica Station Site Maintenance Responsibilities



SRJV
 OCT 01 2014
 ISSUED FOR
 CONSTRUCTION



City of Santa Monica
 Department of Public Works
 1437 4th Street, Suite 300 Santa Monica, CA 90401
 TEL (310)458-8721 FAX (310)393-4425
 e-mail: mmp@cityofsantamonica.org

EXPOSITION LRT PROJECT - PHASE 2
 COLORADO/4TH ST STATION
 CIVIL SITE PLAN

XPB9502-002
 CC-3C-301.1
 SCALE: 1"=20'
 SHEET NO. OF

Exposition Metro Line Construction Authority
Expo
 144 Santa Monica Street
 Santa Monica, CA 90401
 (310) 458-8721

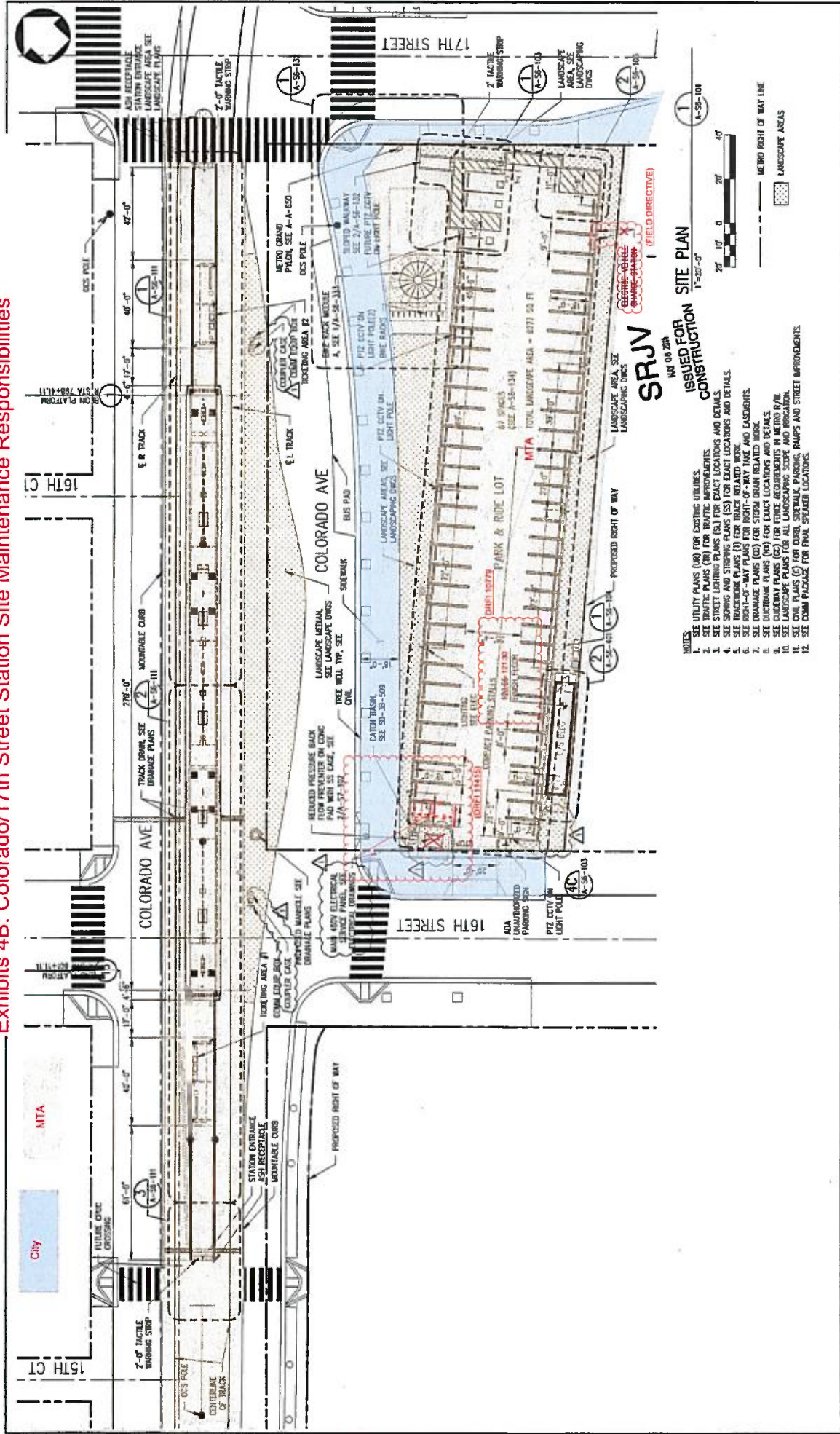
PARSONS BRINCKERHOFF
 1000 California Street
 San Francisco, CA 94109
 (415) 774-2500

APPROVED FOR CONSTRUCTION
 DATE: 7/27/14
 BY: [Signature]
 TITLE: [Title]

3:51:40 PM
 7/27/2014
 7/27/2014
 3:51:40 PM

INDEX NUMBER	11	12	13	14	15	16
SHEET	11	12	13	14	15	16
SCALES	VERT SCALE: 1"=20'					

Exhibits 4B: Colorado/17th Street Station Site Maintenance Responsibilities



- NOTES**
- SEE UTILITY PLANS (UR) FOR EXISTING UTILITIES.
 - SEE TRAFFIC PLANS (TR) FOR TRAFFIC IMPROVEMENTS.
 - SEE TRACKWORK PLANS (TW) FOR TRACK LAYOUTS AND DETAILS.
 - SEE SIGNING AND STOPPING PLANS (SS) FOR EXACT LOCATIONS AND DETAILS.
 - SEE TRACKWORK PLANS (T) FOR TRACK RELATED WORK.
 - SEE RIGHT-OF-WAY PLANS (RW) FOR RIGHT-OF-WAY TAKE AND EASEMENTS.
 - SEE DRAINAGE PLANS (DR) FOR STORM DRAIN RELATED WORK.
 - SEE DRAINAGE PLANS (DR) FOR EXACT LOCATIONS AND DETAILS.
 - SEE CONDUIT PLANS (CD) FOR CONDUIT, SIDEWALK, PARKING, RAMP AND STREET IMPROVEMENTS.
 - SEE CIVIL PLANS (C) FOR CURB, SIDEWALK, PARKING, RAMP AND STREET IMPROVEMENTS.
 - SEE COMM PACKAGE FOR FINAL STAKEOUT LOCATIONS.

<p>THE PREPARATION OF THIS DRAWING AND DATA THEREON BY THE ENGINEER IS LIMITED TO THE PROJECT AND THE CITY AND COUNTY OF LOS ANGELES, CALIFORNIA.</p>		<p>REVISIONS BY:</p> <table border="1"> <thead> <tr> <th>REV</th> <th>DATE</th> <th>BY</th> <th>APP</th> <th>DESC</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1/22/14</td> <td>JJ</td> <td>JT</td> <td>CD1814</td> </tr> <tr> <td>2</td> <td>2/10/13</td> <td>CS</td> <td>JT</td> <td>CD1814</td> </tr> </tbody> </table>	REV	DATE	BY	APP	DESC	1	1/22/14	JJ	JT	CD1814	2	2/10/13	CS	JT	CD1814
REV	DATE	BY	APP	DESC													
1	1/22/14	JJ	JT	CD1814													
2	2/10/13	CS	JT	CD1814													
<p>APPROVED FOR CONSTRUCTION</p>		<p>DATE: 2/10/13</p>															
<p>ISSUED FOR CONSTRUCTION</p>		<p>DATE: 2/10/13</p>															
<p>EXPOSITION METRO LINE CONSTRUCTION AUTHORITY</p>		<p>DATE: 2/10/13</p>															
<p>SRJV</p>		<p>DATE: 08/08/2010</p>															
<p>ISSUED FOR CONSTRUCTION</p>		<p>DATE: 08/08/2010</p>															
<p>EXPOSITION LRT PROJECT - PHASE 2</p>		<p>DATE: 08/08/2010</p>															
<p>COLORADO/17TH STREET STATION</p>		<p>DATE: 08/08/2010</p>															
<p>SITE PLAN</p>		<p>DATE: 08/08/2010</p>															
<p>SCALE: 1" = 20'-0"</p>		<p>DATE: 08/08/2010</p>															
<p>PROJECT NO. A-56-101</p>		<p>DATE: 08/08/2010</p>															
<p>PROJECT NO. XP8902-002</p>		<p>DATE: 08/08/2010</p>															

PARSONS BRINCKERHOFF

100 South Flower Street
 Suite 2208, CA 90071
 LOS ANGELES, CA 90071
 TEL: (213) 357-1491
 FAX: (213) 357-1491

ELABORA BRIDGES

EXPO

CURRENT STATUS

Exhibits 4C: Olympic/26th Street Bergamot Station Site Maintenance Responsibilities

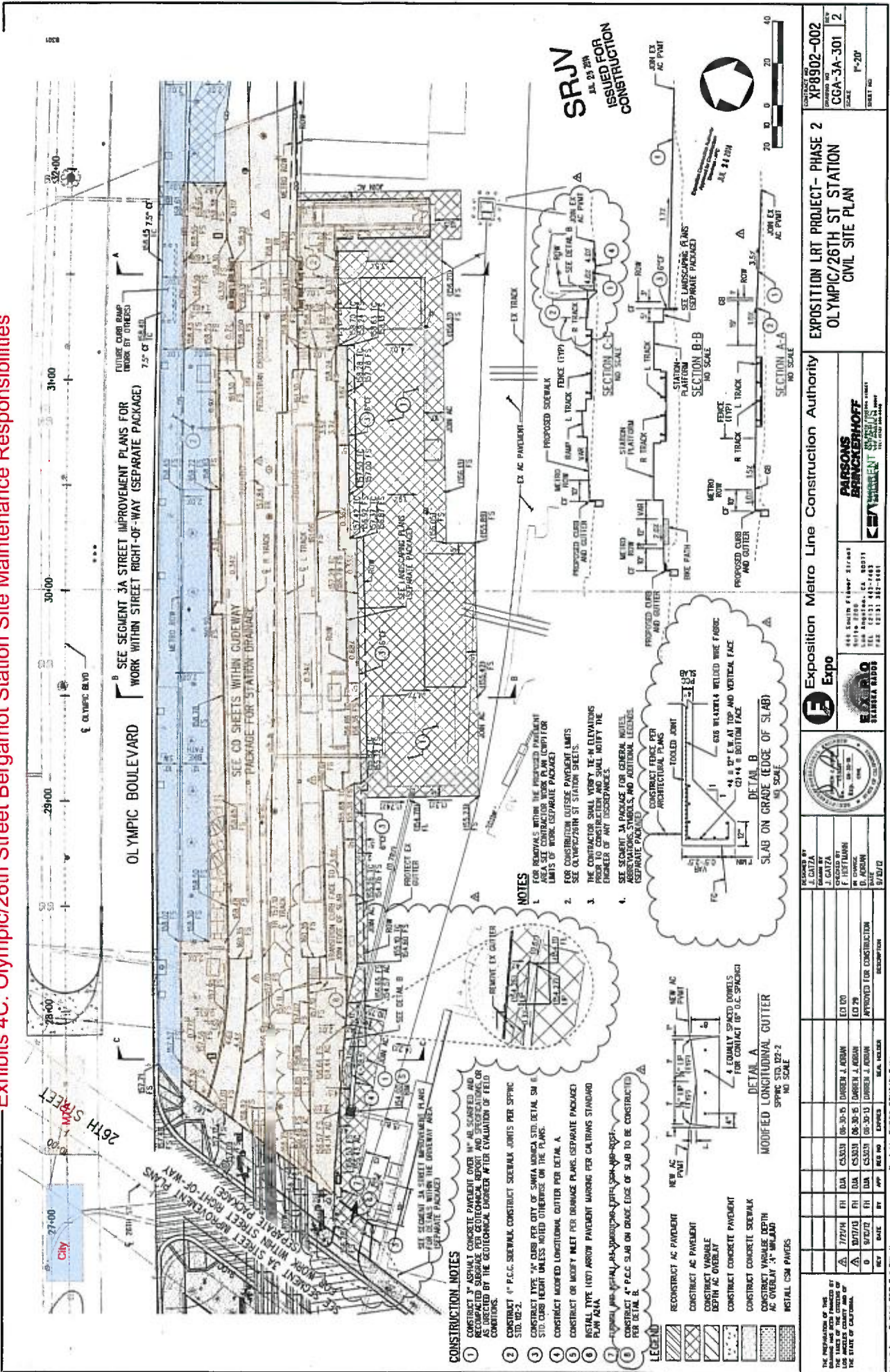



Exhibit 5 – City Use of Public Property Permit Process and Application & Requirements for Temp. Traffic Control Plans (City)



Santa Monica Public Works
Civil Engineering

1437 4th Street, Ste. 300
Santa Monica, CA 90401
Phone: (310) 458-5721
Fax: (310) 393-1425
E-mail: sm.civilengineering@smgov.net

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Use Of Public Property Permit

A street use permit is required for any type of interference or obstruction in or on any public street, alley sidewalk, parkway, or any other public property. A street use permit is valid for 7 or 30 days. Renewals, as deemed necessary, are approved for 60 days increments.


The following types of activities require a Use of Public Property Permit:

1. Storage of materials or equipment or the operation of equipment in conjunction with construction activity, including parking of trucks or equipment, loading and unloading materials, cranes, dumpsters, and any other equipment or related types of construction activity which impose a minor and temporary burden on public property.
2. Maintenance of construction fence, railing, barricade, canopy, protective walkway, scaffold or other construction or protection erected on public property.
3. Placement of portable storage containers in the street. A portable storage container may be temporarily placed in the street for a period of 1-7 days for the purpose of storing items being moved from and to the premise, or to store materials used on any construction site when construction is actively taking place.

Homeowners or building contractors wishing to place a dumpster on the street in the City of Santa Monica should contact a solid waste hauler from the approved list.

View the list of [approved solid waste private haulers](#) 

No permit is required to place a dumpster or storage container in the driveway of a private property.



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City Use of Public Property Permit Process and Application & Requirements for Temp. Traffic Control Plans (City)



Santa Monica Public Works
Civil Engineering

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1437 4th Street, Ste. 300
Santa Monica, CA 90401
Phone: (310) 458-8721
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E-mail: sm.engineering@smgov.net

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Permits

The services available at the Engineering Permit Center include public right of way permits and inspections, film permits, plan check services for commercial and residential projects, map requests, etc.

For more information regarding engineering permits, call 310-458-8737.

Engineering Counter Hours

Service hours at the Engineering Counter in City Hall are Monday - Thursday from 8:00 a.m. to 4:30 p.m. and Friday from 8:30 a.m. to 4:30 p.m.

Link to detailed information below:

- [General Information](#)
- [Use of Public Property Permit](#)
- [Street Construction Permit](#)
- [Utility Excavation Permit](#)
- [Wireless Facility Permit](#)
- [Film Permit](#)
- [Encroachments into the Public Right-of-Way](#)
- [Construction and Demolition Waste](#)
- [Water Meter Installation](#)
- [Water Demand Mitigation Fee](#)
- [Wastewater Capital Facility Fees](#)
- [Sewer Permit](#)
- [Tree Trimming Application & Notes](#)
- [Other Forms](#)
- [Fee Schedule](#)

Inspections

See the [Inspection Procedures](#) page for detailed information on City Inspections

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City Use of Public Property Permit Process and Application & Requirements for Temp. Traffic Control Plans (City)



Santa Monica Public Works
Administrative Services

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Contact Us:

City Hall
1685 Main Street, Room 113
Santa Monica, CA 90401
Phone: (310) 458-8737
Fax: (310) 576-3598

Permit Counter Hours:

Mon-Thurs: 8:00 a.m. to 4:30 p.m.
Friday: 8:30 a.m. to 4:30 p.m.

[Public Works Home](#)

[Film Permits](#)

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Inspection Procedures

Before any off-site improvements are begun, you must first obtain a mark-out inspection and a Street Permit from the Public Works office (310-458-8737) for any removal, replacement or excavation.

Minimum 24 hours notice is required for inspections - **NO SAME DAY INSPECTIONS.**

NOTE: Do not pour or lay down any concrete and/or asphalt until a Public Works Inspector has performed a forms inspection and authorized the work.

REQUIRED INSPECTIONS:

1. Pre-Job/Mark Out. Public Works Inspector will mark out.
2. Forms - Grade - Compaction
3. Asphalt Paving
4. Finals

No final inspection will be made or given until all off-site user fees are paid (street use permits, dumpster permits, fines, encroachment permits, etc.).

NOTE: If any diversion of pedestrian or vehicular traffic is needed or any intermittent use of traffic lanes, you must first get prior approval from the Transportation Management Division, 310-458-8291.

To schedule an appointment with a Public Works Inspector call 310-458-8737.

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City Use of Public Property Permit Process and Application & Requirements for Temp. Traffic Control Plans (City)

City of Santa Monica
Planning & Community Development

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Application and Requirements for TTCP Temporary Traffic Control Plans

Temporary Traffic Control Plans (TTCPs) are required whenever work is proposed in the public right-of-way, with the exception of dumpsters or storage pods to be located within a parking lane. The dates and times of work areas located in commercial districts, the downtown or on major streets are subject to the approval of City staff.

Streets

Construction or construction-related activities that will occur within any street requiring approved temporary traffic control plans must follow the TTCP Requirements and fee schedule. For all other streets, traffic control plans can be reviewed in-person at the Public Counter in City Hall. All temporary traffic control plans must comply with the requirements of the California Manual of Uniform Traffic Control Devices (MUTCD). The Plan shall include and show the following:

- The size of the work area, including all dimensions.
- The location of the work area in relation to the cross streets, alleys, or other major reference points, including all distances and dimensions.
- All temporary traffic control devices (signs, delineators, striping, others) to be used.
- Access to all existing parking facilities affected by the proposed work zone.

Alleys

An eleven foot (11') wide passageway must be maintained for emergency access at all times. If 11' can be kept clear, use the Use of Public Right-of-Way: Alleys form for the required temporary traffic controls. If 11' cannot be kept clear, an alley closure permit is required. The alley closure permit is only valid in conjunction with a separate permit issued by Public Works such as a Use of Public Property Permit or Excavation Permit.

Please note that closures of 1st, 2nd, 3rd, and 4th Courts in the Downtown and Civic Center areas must follow specific requirements as outlined in the TTCP Requirements.

Sidewalks

Determination of allowed date, time, and location of the sidewalk section to be used will be made after Strategic and Transportation Planning staff assesses pedestrian activity at the proposed work site. Sidewalk widths vary citywide. Applicants must provide the total width of the work area and the total width to be kept clear on the sidewalk. Tools, equipment, and any material removed from excavations should also be included in measurements.

To allow pedestrian use of the sidewalk during construction, a minimum four foot wide walkway must be maintained. If a four foot wide walkway cannot be maintained:

- In residential districts that are not located on major streets, sidewalks may generally be closed per the signs required diagram.
- On major streets or within commercial districts, temporary walkways will typically need to be constructed. Specifications for temporary walkways are published by the Public Works Department. Temporary walkways located at the edge of an alley need to be pulled back five feet from the alley to maintain sufficient visibility. These walkways may be allowed to encroach into curb parking lanes, but cannot encroach into any traffic lanes unless accompanied by an approved Temporary Traffic Control Plan (TTCP)

Please note that additional fees may apply for TTCP review. When a sidewalk closure or temporary walkway is located at or near a bus stop, relocation of the bus stop may be required by the Big Blue Bus and/or Metro.

Signs Required for Sidewalk Closure

Applications & Forms

<http://www.smgov.net/Departments/PCD/Transportation/Developers/Temporary-Traffic-Control-Plans/>

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- [Application and Requirements for TTCP](#)
- [Transportation Fee Schedule](#)

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Planning and Community Development Department
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[REDACTED] – City Use of Public Property Permit Process and Application & Requirements for Temp. Traffic Control Plans (City)

**City of Santa Monica
Planning and Community Development Department
Transportation Engineering & Management Division**

**NOTICE OF REVISED PROCEDURES FOR REVIEW
OF TEMPORARY TRAFFIC CONTROL PLANS**

Effective July 1, 2015, the Planning & Community Development Department is required to collect revised user fees for reviews of temporary traffic control plans, as follows:

First two reviews, \$241.86 per sheet.

(Maximum review time is 60 City Hall work days).

Third and each subsequent review, \$307.14 per sheet.

(Maximum review time is 90 City Hall work days).

Expedited plan review (upon acceptance), additional \$251.49 per every 1-2 sheets.

(Maximum review time is 10 City Hall work days).

These fees shall be collected at the time of submittal, or resubmittal, of any temporary traffic control plan. Payment may be made in cash, by check or credit card.

Plans cannot be accepted without full payment.

Please note that these fees shall be administratively revised on July First of each year.

For further information on submitting temporary traffic control plans for review by the Transportation Engineering & Management Division, please see the current **Notice to Preparers and Submitters of Temporary Traffic Control Plans**.

Please also see the current list of **Streets Requiring Approved Temporary Traffic Control Plans** for further information.

Please also see the current **Application and Use of Temporary Traffic Control Signs, Devices and Markings** for further guidance in preparing temporary traffic control plans.

The current **Temporary Traffic Control Plan General Notes** must be included in every temporary traffic control plan submittal.

Each submittal, or resubmittal, of temporary traffic control plans must be accompanied by a properly executed **Application for Review of Temporary Traffic Control Plans** with original (**wet**) signatures. Incomplete or incorrect applications will result in plans being returned marked "**NOT APPROVED**" and fees forfeited.

Questions ? Call (310) 458-8291 or e-mail at traffic.engineering@smgov.net.

City of Santa Monica
Planning & Community Development Department
Transportation Engineering & Management Division

**NOTICE TO PREPARERS AND SUBMITTERS
OF TEMPORARY TRAFFIC CONTROL PLANS**

Effective until further notice, the following requirements shall apply to all Temporary Traffic Control Plans (hereinafter referred to as "Plans") submitted for review by this Division:

01. Plans are required for any work or temporary traffic control in any street shown on the list "Streets Requiring Approved Temporary Traffic Control Plans". Plans may be required for other locations as deemed necessary by this Division.
02. Plans shall be prepared based on the most recent edition of the California Manual on Uniform Traffic Control Devices. Information on the California Manual on Traffic Control Devices applicable to temporary traffic control may be available at the Caltrans website.
<http://www.dot.ca.gov/hq/traffops/signtech/mutcdsupp/pdf/camutcd/CAMUTCD-TTC.pdf>
03. Plans shall provide accommodations for all applicable modes of transportation including pedestrians, bicycles, motor vehicles and public transportation.
04. Plans received by this Division shall be placed in queue with all other requests for service. The average maximum response time for requests in queue is **sixty (60)** days. Requests for status of plan review may result in a **delay** of the review process.
05. Plans submitted for a third or subsequent review shall be placed at the **end** of the queue for service. Response times for such reviews may exceed **ninety (90)** days.
06. Not less than **two (2)** complete sets of Plans shall be submitted for each review, along with a properly completed Application Form. For second or subsequent reviews, the prior marked-up copy with the City's **purple** stamp must also be submitted. All sheets, including marked copies, shall be submitted in a **single roll**. Folded sheets or multiple roll submittals are subject to being separated and may be lost. Plan sets shall **not** be stapled or paper clipped.
07. Unless otherwise advised by the Traffic and Parking Manager, or designee, the stamp of a Registered Professional Engineer is **not** required on any Temporary Traffic Control Plan.
08. Plans submitted with clear evidence of competent professional traffic engineering and meeting these requirements may be moved forward in the queue for service.
09. The title block of **each** sheet of a Plan shall include a title describing the **actual location** where the temporary traffic control is to be implemented. (e.g., Main Street between 4th Street and 7th Street or East side of B Street north of Pier Avenue, etc.) The phrase "City of Santa Monica" shall not appear in the plan title unless the work is being done under contract to the City of Santa Monica. In that case the City's contract number shall also be shown. Use of the name "Santa Monica" is acceptable.
10. Each sheet of a Plan shall include the full name, address and telephone number of the individual or organization that prepared the Plan. Each sheet of a Plan shall also include the Permit Application Number, if available, and the street address of the job.
11. False or erroneous information may result in plans being marked NOT APPROVED and fees forfeited.
12. Submitters will be notified when plan review is completed as requested on the Application Form at the time the plans are submitted. Only **one (1)** means of notification or return will be accepted.

NOTICE TO PREPARERS AND SUBMITTERS OF TEMPORARY TRAFFIC CONTROL PLANS
(cont'd)

13. Other original documents related to the work should **not** be submitted with Plans. This Division cannot be responsible for the return of such other documents.
14. Plans shall be drawn **to scale** utilizing one of the scales found on the common civil engineer's scale.
15. Plans shall be submitted on U.S. standard inch size sheets, including the following: 8-1/2" x 11", 11" x 17" or 24" x 36" paper. Image areas shall **not exceed** 22" x 34", including borders.
16. Plans shall be submitted in monochrome. Color submittals will **not** be accepted unless approved prior to submittal by the Traffic and Parking Manager, or designee.
17. Plans shall reflect **actual** field conditions in the City of Santa Monica, recognizing the spacing between cross streets and block lengths.
18. Plans shall show **all** driveways, cross streets, alleys, courts and places within the area shown on the temporary traffic control plan.
19. Plans shall show all existing and proposed signs within the area where temporary traffic control is to be established. Signs shown on the Plans shall be appropriately coded to reflect existing signs, existing signs to be removed or covered, as well as proposed signs necessary for temporary traffic control. Signs removed or covered shall be **restored** upon removal of the temporary traffic controls. Signs and devices shall be shown on the plans using appropriate symbols along with their CAMUTCD designation. **Images** of signs shall **not** be shown in the body of the plan. Sign images should be shown as part of the Legend.
20. Plans shall show **all** curb zones, including but not limited to, valet parking zones, bus zones, taxi zones, passenger loading zones, commercial loading zones, parking spaces for persons with disabilities and all other red, green, blue, yellow and white zones within the area shown on the temporary traffic control plan.
21. The current version of the City's Temporary Traffic Control Plan General Notes shall appear as part of any plan submittal. Said General Notes need appear on only one sheet of multi-sheet plan sets, so long as they are referenced on **each** sheet of the plan set.
22. In the event that plans call for several construction phases, each such phase shall be drawn independent of the other phases. When substructures (e.g., underground pipes, vaults or conduits) are to be constructed in several phases, the phases shall show **overlaps** so that the construction may actually proceed safely.
23. Work areas shown on Plans shall be sized to include adequate space for **all** equipment, vehicles and materials involved in the work.
24. Plans shall show the duration, in days, for completion of the work. Plans shall also show the start date for the work.
25. Nothing above is intended to preclude the application of sound professional traffic engineering judgment.

Failure to comply with the requirements stated above may result in plans being marked NOT APPROVED and returned to the submitter and fees forfeited.

This document is subject to change without notice.

City of Santa Monica
Planning & Community Development Department
Transportation Engineering & Management Division

**STREETS REQUIRING APPROVED
TEMPORARY TRAFFIC CONTROL PLANS**

<u>Street</u>	<u>Range</u>
1 st Court*	Wilshire Boulevard to Vicente Terrace
2 nd Court*	Wilshire Boulevard to Broadway
2 nd Street	California Avenue to Colorado Avenue
3 rd Court*	Wilshire Boulevard to Broadway
4 th Street	Adelaide Drive to City Limit south of Marine Street
4 th Court*	Wilshire Boulevard to Colorado Avenue
5 th Street	California Avenue to Olympic Boulevard
6 th Street	California Avenue to Bay Street (south intersection)
7 th Street	City Limit north of Adelaide Drive to Pico Boulevard
10 th Street	Arizona Avenue to Santa Monica Boulevard
11 th Street	San Vicente Boulevard to Ozone Street
14 th Street	San Vicente Boulevard to Ashland Avenue
15 th Street	Wilshire Boulevard to Santa Monica Boulevard
16 th Street	Washington Avenue to Santa Monica Boulevard
16 th Street	Colorado Avenue to Olympic Boulevard
16 th Street	Pico Boulevard to Ocean Park Boulevard
17 th Street	San Vicente Boulevard to Marine Street
20 th Street	Montana Avenue to Ocean Park Boulevard
21 st Street	Olympic Boulevard to Michigan Avenue
23 rd Street	Arizona Avenue to Santa Monica Boulevard
23 rd Street	Pico Boulevard to City Limit near Dewey Street
24 th Street	Michigan Avenue to Delaware Avenue
26 th Street	City Limit north of La Mesa Drive to Cloverfield Boulevard
27 th Street	Virginia Avenue to Kansas Avenue
28 th Street	Pico Boulevard to Donald Douglas Loop North
31 st Street	Ocean Park Boulevard to Donald Douglas Loop North
Airport Avenue**	23 rd Street to Bundy Drive
Appian Way	Palisades Beach Road to Pico Boulevard
Arizona Avenue	Ocean Avenue to 26 th Street
Barnard Way	Hollister Avenue to Marine Street
Broadway	Ocean Avenue to Centinela Avenue
California Avenue	Ocean Avenue to Lincoln Boulevard
California Avenue	14 th Street to 16 th Street
California Incline	Palisades Beach Road to Ocean Avenue

STREETS REQUIRING APPROVED TEMPORARY TRAFFIC CONTROL PLANS
(cont'd)

<u>Street</u>	<u>Range</u>
Centinela Avenue	Ocean Park Boulevard to terminus south
Chelsea Avenue	Arizona Avenue to Santa Monica Boulevard
Cloverfield Boulevard	Santa Monica Boulevard to Ocean Park Boulevard
Colorado Avenue	Ocean Avenue to Centinela Avenue
Dewey Street	Robson Street to 23 rd Street
Exposition Boulevard	Stewart Street to Centinela Avenue
Kansas Avenue	Cloverfield Boulevard to Stewart Street
Lincoln Boulevard***	Montana Avenue to City Limit south of Ozone Street
Main Street	Colorado Avenue to City Limit south of Marine Street
Marine Street	Barnard Way to Main Street
Marine Street	Lincoln Boulevard to 17 th Street
Michigan Avenue	21 st Street to terminus east of 24 th Street
Montana Avenue	Ocean Avenue to Stanford Street
Moomat Ahiko Way	Palisades Beach Road to Ocean Avenue
Neilson Way	Pico Boulevard to City Limit south of Marine Street
Ocean Park Boulevard	Barnard Way to Centinela Avenue
Ocean Avenue	City Limit near Adelaide Drive to Hollister Avenue
Ocean Way	Pico Boulevard to Bay Street
Olympic Boulevard	4 th Street to Centinela Avenue
Olympic Drive	Ocean Avenue to 11 th Street
Palisades Beach Road****	City Limit near Adelaide Drive to Portal of McClure Tunnel
Pearl Street	14 th Street to 20 th Street
Pearl Street	24 th Street to 28 th Street
Pico Boulevard	Terminus west of Appian Way to Centinela Avenue
Robson Street	17 th Street to Dewey Street
San Vicente Boulevard	Ocean Avenue to 26 th Street
Santa Monica Boulevard	Ocean Avenue to Centinela Avenue
Santa Monica Pier Bridge	Foot of Bridge near shore line to Ocean Avenue
Stewart Street	Colorado Avenue to Pico Boulevard
Third Street Promenade	Wilshire Boulevard to Broadway
Virginia Avenue	20 th Street to 27 th Street
Washington Avenue	14 th Street to 16 th Street
Wilshire Boulevard	Ocean Avenue to Centinela Avenue

* Required if work will not provide for an 11 foot traffic lane.

** Work in Airport Avenue requires approval of the Airport Manager.

*** May also require Caltrans approval or Encroachment Permit or both (Colorado Avenue to Michigan Avenue).

**** May also require Caltrans approval or Encroachment Permit or both.

NOTE: Work in Donald Douglas Loop North or Donald Douglas Loop South requires Approval of the Airport Manager.

This document is subject to change at any time without notice.

City of Santa Monica
Planning & Community Development Department
Transportation Engineering & Management
Division

**APPLICATION AND USE OF
TEMPORARY TRAFFIC CONTROL
SIGNS, DEVICES AND MARKINGS**

Temporary traffic control signs, devices and markings shall be applied and used as follows:

- a. K-rail, if used, shall be frangible in compliance with Federal and State standards. Concrete or other non-frangible K-rail shall not be used.
- b. The use of steel plate bridging or any other construction activity which may result in vertical pavement height differences shall be treated as described in the General Notes.
- c. Pedestrian canopies, fences, K-rail, trailers and other structures placed in the roadway shall be protected with crash cushions which comply with Federal and State standards. Such crash cushions shall be properly maintained at all times.
- d. Delineators, cones and other devices used to indicate the paths of travel for vehicles or bicycles shall be not less than 36 inches in height.
- e. A clearance of two (2) feet shall be maintained between any vertical obstruction and any adjacent travel lane. The term "vertical obstruction", includes barricades, cones, delineators, K-rail and any other devices or objects having a vertical dimension in excess of one (1) inch.
- f. A clearance of five (5) feet shall be maintained between any open excavation and any adjacent travel lane. Open excavations may also be protected by frangible k-rail or similar protective systems.
- g. C27(CA) OPEN TRENCH warning signs shall be provided on all approaches to any open excavation.
- h. Pictogram signs, such as R4-7, W21-1 and C9A(CA) shall be used in favor of signs with text messages.
- i. C40(CA) series signs shall be used only when shown on an approved plan. Their use is recommended only on streets with speed limits of 35 miles per hour or higher.

j. Temporary speed limit signs {C17(CA) series} shall be used only when shown on an approved plan. Such signs shall be displayed only during times when workers are present in the roadway, unless the temporary alignment requires them to be in place at all times. If C17(CA) signs are used, C17(CA)(END) signs shall also be used at the end of the work zone on each roadway where the C17(CA) signs are used.

k. If Temporary NO PARKING signs are used, they shall be posted in accordance with City requirements. Only signs issued by the City of Santa Monica shall be used. Such signs shall show hours and days appropriate to the needs of the job. 24-hour NO PARKING restrictions shall not be used unless there is a demonstrated need for such restrictions. Signs not in compliance with this section may be removed by the City at a cost to the user of \$57.90 per sign removed. Such costs shall be paid by the user before the work is accepted.

l. LANE CLOSED {SC11(CA)} signs shall be placed at 150 foot intervals throughout extended work areas in each lane that is closed.

m. At locations where sidewalks must be closed and no alternative pedestrian path of travel is provided, standard R9-series signs shall be utilized with signs provided in advance at the nearest signalized intersection or other City-approved crossing location. In addition, at locations where a sidewalk is closed and pedestrians might attempt to bypass the work area by walking in the roadway, R5-10c signs shall be provided in the roadway faced toward approaching pedestrians.

n. Construction which affects bike lanes shall be treated as described in the latest release from Caltrans regarding such activities, including modified signs SC11(CA) "BIKE LANE CLOSED" and W20-5 "BIKE LANE CLOSED AHEAD", as well as the W11-1 and W16-1 signs. To the extent possible, bike lanes shall be carried through temporary traffic control zones.

o. Temporary traffic control signs, devices and markings shall comply with the latest Federal and State standards.

p. Items required in order to comply with the General Notes shall be shown on the Plan.

**This document is subject to change
without notice.**

City of Santa Monica
Planning and Community Development
Department
Transportation Engineering and
Management Division
TEMPORARY TRAFFIC CONTROL PLAN
GENERAL NOTES

A. The term "USER" as used herein refers to the parties involved in the conduct of the work to which this Plan is applicable including, but not limited to: the owner, developer, contractor, subcontractor, traffic control provider or any other organization or individual who makes use of this Plan.

B. The term "DESIGNATED REPRESENTATIVE" as used herein refers to the individual designated by the Traffic and Parking Manager to act in matters related to the job.

C. By submitting this Plan for review by the City of Santa Monica, the User agrees to fully implement and comply with the Plan and these General Notes.

D. User further agrees that if any employee of the City of Santa Monica or any peace officer finds that the User is not in compliance with the Plan, said employee or peace officer may order the entire job shut down for 24 work hours, or the time it takes to correct the problem, whichever is longer. Such shut down hours do not include hours on Saturdays, Sundays or national holidays.

E. A copy of this Plan bearing the City's stamp with the purple message CONTENTS NOTED shall be maintained at the job site at all times. It shall be made available to any employee of the City of Santa Monica or to any peace officer within ten (10) minutes of a request for the Plan. Failure to provide a copy of the Plan within ten (10) minutes may result in the job being shut down as noted in D. above.

F. The Plan shall include the name, address and telephone number of the User (e.g., contractor) as well as the name and 24 hour telephone number of the Superintendent or other person responsible for work at the job site.

G. In the event that temporary traffic controls are left in place during times other than normal working hours, signs with the message EMERGENCY CALL and the phone number for the individual responsible for temporary traffic control for the job shall be placed at each approach to the temporary traffic control.

H. The User shall fully install and maintain the traffic controls as shown herein, as well as any additional traffic controls as may be necessary to ensure the safe movement of traffic and pedestrians through or around the Work Area and to provide maximum protection and safety for workers.

I. The User shall provide additional signs, barricades, caution tape and other items and flaggers as necessary to ensure that pedestrians do not enter the Work Area, even though such items may not be shown on this Plan.

J. Emergency vehicle access shall be maintained at all times, unless prior written approval is received from both the Traffic and Parking Manager, or the designated representative, and the Fire Marshal.

K. All traffic controls required by this Plan shall be installed, relocated or removed ONLY by a User holding a valid Class C-31 license as issued by the California Contractors State License Board. Alternatively, the traffic controls may be installed, relocated or removed by a User, competent in temporary traffic control, and holding a valid Class A license as issued by the California Contractors State License Board, subject to the prior written approval of the Traffic and Parking Manager, or the designated representative.

L. The Traffic and Parking Manager, or the designated representative, each, reserves the right to observe the Plan in use and to order the User to make any changes deemed necessary as field conditions warrant. Any such change shall supersede this Plan.

M. The User shall notify the Traffic and Parking Manager, or the designated representative, at (310) 458-8291 and by electronic mail at TransportationMgmt@smgov.net, the Santa Monica Police Department at (310) 458-8427, and the Santa Monica Fire Marshal at (310) 458-8674 not less than three (3) working days in advance of implementing this Plan or other detour.

N. The User shall notify the Big Blue Bus at (310) 451-5444 and Metro at (213) 922-6111 and any other affected transit service provider not less than three (3) working days in advance of implementing this Plan or other detour which affects any roadway on which transit service is provided.

O. Failure to make required notifications may result in the work being delayed until the notifications are properly made as noted in M. and N. above.

P. No signs, markings or other traffic control devices, other than those called for in this Plan shall be placed in the public right-of-way unless prior written authorization is received from the Traffic and Parking Manager, or the designated representative.

Q. No signs, markings or other traffic control devices shall be substituted for those shown in this Plan unless prior written authorization is received from the Traffic and Parking Manager, or the designated representative.

R. No vehicles, equipment or materials shall be staged, stored or parked outside the Work Area designated on the Plan unless prior written authorization is received from the Traffic and Parking Manager, or the designated representative.

S. The User shall comply with the requirements of the Americans with Disabilities Act (ADA) as related to pedestrian access and shall maintain pedestrian access at all times per ADA requirements.

T. All signs, stripes, delineators, barricades and other traffic control devices and their installation shall conform to the latest editions of the following documents: the State of California, Standard Specifications and, the California Manual on Uniform Traffic Control Devices. In the event of conflict between these

documents, the most stringent requirement shall apply. Sign sizes shall be those shown as "Standard", or larger, in the California Manual on Uniform Traffic Control Devices.

U. All traffic control devices shall be kept in their proper position at all times, and shall be repaired, replaced or cleaned as necessary to preserve their maximum visibility and effectiveness. Devices to be in place for more than seven (7) days shall be affixed to fixed objects or pavement so as to prevent their movement. Signs to be in place for more than seven (7) days shall NOT be mounted on Type I or Type II barricades.

V. Conflicting striping or pavement markings shall be removed only by grinding or by GCACMD-approved sandblasting. Painting or taping over conflicting striping or pavement markings is not permitted.

W. Traffic signals shall remain in operation at all times. Traffic signal operation during construction phases shall be coordinated with, and approved by, the Traffic and Parking Manager, or the designated representative. User shall immediately notify the Traffic and Parking Manager, or the designated representative, of any damage to or malfunction of any traffic signal equipment or wiring. In the event the damage or malfunction causes the traffic signal to fail, the User shall immediately notify the Santa Monica Police Department at (310) 458-8427.

X. User shall cover or remove existing signs which conflict with the Plan.

Y. Signs not in active use shall be stored so that their messages are not visible to the public.

Z. Flaggers shall be provided as necessary to properly direct and control traffic, including motor vehicles, bicycles and pedestrians. Such flaggers shall at all times have in their possession documentation of training as set forth in Chapter 6E, FLAGGER CONTROL of the California Manual on Uniform Traffic Control Devices and as required by Section 1599 of the Construction Safety Orders as issued by the California Department of Industrial Relations, Division of Industrial Safety. Any flagger found without such documentation shall be immediately removed from the job site. The C28(CA) STDP / SLOW paddle shall be visible to motorists only while in the hand of a properly trained flagger.

AA. In the event steel plate bridging is used, plates shall be placed so that they do not move or make noise when vehicles pass over them. Plates shall be sld resistant. Whenever possible, plates shall be recessed into the pavement. Plates which extend more than one-half (1/2) inch above the surrounding pavement shall be ramped with temporary pavement with a slope not less than one (1) vertical to four (4) horizontal (1:4) in all directions. Warning signs WB-24 "STEEL PLATE AHEAD" signs shall be placed on all approaches to steel plates.

AB. In the event that temporary pavement, steel plate bridging or other construction activity causes the surface of one travel lane to be more than one-half (1/2) inch higher or lower than an adjacent travel lane, C41(CA) "uneven lanes" warning signs shall be installed on all approaches to the affected area.

AC. Any vertical pavement height difference of one (1) inch or more shall be provided with ramped temporary pavement with a minimum slope of one (1) vertical to four (4) horizontal (1:4) in all directions.

AD. A clearance of two (2) feet shall be maintained between any vertical obstruction and any adjacent travel lane. The term "vertical obstruction" includes barricades, cones, delineators, k-rail and any other device or object having a vertical dimension in excess of one (1) inch.

AE. A clearance of five (5) feet shall be maintained between any open excavation and any adjacent travel lane. Open excavations may also be protected by frangible K-rail or similar protective systems. C27(CA) OPEN TRENCH warning signs shall be provided on all approaches to any open excavation.

AF. Equipment which produces any sound exceeding 90dBa shall be used only between the hours of 10 a.m. and 3 p.m.

AG. Work hours are subject to City ordinance and shall be shown on the Plan.

AH. Temporary traffic control plans are valid only for the activities and locations specified in applicable City-issued permits.

AI. Temporary traffic control plans shall be valid for one year from the date shown hereon.

This document is subject to change without notice.



Application for Review of Temporary Traffic Control Plans

PLANNING & COMMUNITY DEVELOPMENT
1685 Main Street, Room 115, PO Box 2200
Santa Monica, CA 90407-2200 • 310.458.8291
traffic.engineering@smgov.net

- Submit completed form, at least 2 sets of the plan, and fees in person to counter staff. NO DROP-OFFS.
- Include a photocopy of this form with all subsequent review submittals. Include most recent marked up "redline" plan with submittal.
- When TTCP is received, it is placed in queue with other requests for service. Maximum review time is 60 business days each for first two reviews, maximum 90 business days for third/subsequent reviews. Expedited review available upon request (see below).

Temporary Traffic Control Location: _____

Job Address: _____ Number of Sheets: _____
(Number + Street Name)

Check for Excavation Permit # _____ Notify transportation.planning@smgov.net when TTCP is approved

Public Works Permit No.: _____ Building Permit No.: _____
(If applicable) (must provide one or the other) (If applicable)

Applicant (MUST BE COMPLETED)

Name: _____ Email: _____

Address: _____

City, State, ZIP: _____ Phone _____

Plan Preparer (MUST BE COMPLETED)

Name: _____ Email: _____

Address: _____

City, State, ZIP: _____ Phone _____

Contractor (Do not leave blank. Complete as much as possible, write N/A if not applicable or TBD if still to be determined)

Name: _____ Email: _____

Address: _____

City, State, ZIP: _____ Phone _____

C-31 Subcontractor (Do not leave blank. Complete as much as possible, write N/A if not applicable or TBD if still to be determined)

Name: _____ Email: _____

Address: _____

City, State, ZIP: _____ Phone _____

Expedited Plan Review

Expedited plan review is available upon request at the time of submittal for an additional fee of \$251.49 for each two (2) sheets. Review time is no more than ten (10) business days and covers this submittal only. Submitter must sign below.

Name: _____ Signature: _____

Submitter (MUST BE COMPLETED, SIGNED and SUBMITTED IN PERSON AT City Hall, Permit Center Station E)

Preferred notification method when review is complete (Check **ONE ONLY**): US Mail Phone Email

Name: _____ Email: _____

Title: _____

Signature: _____ Phone _____

City of Santa Monica Use Only

TTCP Application 01 JUL 15

Date Received: _____ Fees Waived by _____ Ext.: _____ Initial: _____

First two reviews review # of Pages _____ x Amt/Page \$241.86 = Amount \$ _____

Third and subsequent review # of Pages _____ x Amt/Page \$307.14 = Amount \$ _____

Paid by CA CK CC receipt # 1 TPOS- _____ Expedited Fee # of Pages _____ x \$251.49/each 2 pages = Amount \$ _____

TTCP # is last 4 digits of TPOS number + latest Rev # _____ Rev # _____ Rev # _____ Rev # _____ Total Amount Received \$ _____

City of Santa Monica
Planning & Community Development Department

**INSTRUCTIONS FOR APPLICATION FOR REVIEW OF
TEMPORARY TRAFFIC CONTROL PLANS**

This application must be filled out completely, legibly and accurately. The following paragraphs describe the information necessary to complete the application:

Temporary Traffic Control Location- Describe the **actual street location** where the plan will be implemented. (e.g., Main Street between 4th Avenue and 9th Avenue; or South side of Hill Street east of Lemon Avenue.)

Job Address – The address of the job site.

Number of Sheets – The total number of sheets of plans submitted.

Public Works Permit No. - The number of the permit to be issued by the Public Works Department in connection with the plan submitted, if applicable. This may be an Excavation Permit, Street Permit, Use of Public Property Permit, Crane Permit, Film Permit or any other permit issued by the Public Works Department.

Building Permit No. – The number of the Building Permit to be issued for the job, if applicable.

(MUST have either a Public Works Permit OR a Building Permit)

Applicant – The information of the party applying for the review of the plan. This must be completed.

Preparer – The information of the party that prepared the plan. This must be completed.

Contractor – The information of the Contractor performing the work at the job site. Provide as much information as possible.

C-31 Contractor – The information for the C-31 licensed Contractor responsible for implementing the traffic control shown on the plan. Provide as much information as possible.

Submitter – The information for the party submitting the plan for review. This must be completed. Mark **ONLY ONE** notification method.

Do not leave any space blank. If the same party is responsible for more than one of the above areas, the message "same as _____" may be used. Insert "N/A" if there is no information applicable to a space.

Please ask for help if you need it. Our staff is here to help you.

Strategic and Transportation Planning Division - Tel: 310.458.8291

Exhibit 6 : Work Plan Process

1 REIMBURSEMENT TO CITY

MTA shall reimburse City for City's costs incurred in performing services in accordance with a Work Plan. The issuance of a Work Plan shall obligate MTA to reimburse City in the manner provided by this Agreement. The term "Cost" shall mean the direct and indirect costs incurred by City for activities or work performed or materials acquired in accordance with the terms of this Agreement. Direct costs shall include allowable labor costs spent performing work under this Agreement by approved and designated positions and/or individuals. Indirect costs shall be computed based upon the indirect cost rates approved annually for the City by its cognizant agency (currently the United States Department of Labor pursuant to Circular A-87 of the Office of Management and Budget and Publication OASC-10), for allocation to Federally funded or State funded contracts. Unless the Internal Revenue Service and the California Public Utilities Commission issue regulations or rulings to the contrary, reimbursable costs will not include taxes purportedly arising or resulting from MTA payments to City under this Agreement. Notwithstanding and in lieu of the foregoing, a fixed price for certain permits may be established upon mutual agreement of the Parties, as set forth in the applicable Work Plan.

2 WORK PLAN, BILLINGS

2.1 Work Performed by City

"Work Plan" means all work and services performed by City under this Agreement, as approved by MTA and City. Consistent with its own staffing and workload requirements, City shall allocate staff and other resources as it deems appropriate to provide the service identified and agreed upon in Work Plan.

2.2 Work Plans

MTA and City will cooperate to develop a mutually agreeable annual Work Plan for the Project for each Fiscal Year in accordance with the following provisions:

2.2.1 Not later than February 28 of each calendar year during the term of this Agreement, MTA shall provide City with information with respect to anticipated Permitting requirements and proposed Work Plan. MTA's provided information shall include a list of each item of work that MTA anticipates to request from City with respect to the Project during the upcoming Fiscal Year. Within thirty (30) Days after receiving the required information from MTA, City shall submit a preliminary annual Work Plan to MTA for the Project that requires work by City during the upcoming Metro Fiscal Year, which will include an estimated amount of money that City will require reimbursement for work performed, a detailed description of individual staffing for such work, including anticipated tasks and hours for each individual, and purchase of requested items.

2.2.2 For each Fiscal Year, following MTA's receipt of the preliminary annual work plans, City and MTA shall negotiate in good faith to finalize such annual Work Plans, not later than March 30 prior to the commencement of such Fiscal Year:

2.2.3 For each Fiscal Year, within 60 Days after City's submittal to MTA of the final annual work plans and agreed upon by the Parties, MTA shall issue a Work Plan to City identifying each item of work MTA anticipates City will perform through the end of the Fiscal Year, the amount of money City and MTA agreed that City will be reimbursed therefor, and the anticipated schedule City will be required to meet in performance of such work. City acknowledges that such Work Plan may be subject to amendments (including additions, deletions and modifications) may be issued throughout the Fiscal Year as deemed appropriate by MTA for the Project, as approved by the City by signing off the amendment to the Work Plan.

2.3 Work Plan Changes

2.3.1 Any proposed changes to a Work Plan issued under this Agreement shall be submitted in writing to MTA for its prior approval. If MTA fails to respond in writing to a requested change within 20 Days, the change shall be deemed accepted. However, any proposed change occasioned by emergency field construction difficulties may be submitted to MTA orally or by telephone, and shall subsequently be confirmed in writing by City. In such event, MTA agrees to act on such request as promptly as possible, and MTA's lead field engineer may convey MTA's decision orally, to be confirmed subsequently in writing.

2.3.2 MTA, at its sole discretion, may terminate a Work Plan for City performed work at any time, but will reimburse City in accordance with this Agreement for Costs, if any, already reasonably incurred by City. If MTA terminates any such Work Plan, which allowed work under a City Permit(s), the City may terminate such City Permit(s).

2.3.3 City agrees to notify MTA if at any time City has reason to believe that the Costs which it expects to incur in the next 60 Days under any Work Plan, when added to all Costs previously incurred, will exceed 75% of the total Costs specified in the Work Plan, or if at any time City has reason to believe that the total Costs under said Work Plan will be in excess of ten percent (10%) than previously estimated Costs or that the estimated finishing date will be later than the date stated in the Work Plan. City will request written revisions of Work Plans in the event of anticipated cost overruns or completion delays; provided, however, that any such revision is subject to MTA's approval, and MTA may withhold its approval of any modification of scheduling requirements in its sole discretion. Without MTA's prior approval, City will not be reimbursed for Costs expended in excess of maximum amounts stated in a Work Plan. In addition to monthly billing statements, City agrees to submit a report to MTA each month, setting forth the hours City has billed for the prior month under a specified Work Plan, with a cost break down describing the nature of the work performed and the individuals (identified by position) performing such work. Each such report shall identify any cost overruns by the City for the budgeted month with respect to outstanding Work Plan.

2.4 Procedures for City Billing to MTA

The Parties agree that the following procedures shall be observed for City's submission of progress billings to MTA for work performed by City under a specific Work Plan:

2.4.1 City's billings shall begin within 90 Days following the commencement of work under a specific Work Plan, and shall follow the standard City billing procedures. Invoices for each billing shall be submitted on the form referred to ("Invoice Form"), along with all required data and documentation required by the Invoice Form. MTA shall provide City with a copy of the Invoice Form prior to the commencement of City's billings. City shall not be entitled to receive payment for any invoice not timely or otherwise sufficiently submitted, or for any invoice otherwise billing for work or services performed more than 90 days prior to such billing. Incomplete or inaccurate invoicing Forms submitted by City shall not be considered by MTA and shall be returned to City for re-submittal within 20 Days of receipt. Any such non-conforming submittals shall not entitle City to an extension of the submittal deadlines set forth in this Exhibit.

Each Invoicing Form shall be labeled as either "progress" or "final," shall be addressed to the MTA, and shall include a certification that the charges identified in such billing were appropriate and necessary to performance of the referenced contract and have not previously been billed or paid. The final billing, with a notation that all work covered by a specific Work Plan has been performed, shall be submitted to MTA within 90 Days following the completion of the work, shall recapitulate prior progress billings, shall show inclusive dates upon which work billed therein was performed, and shall include a certification that the charges identified in such billing were appropriate and necessary to performance of the referenced contract and have not previously been billed or paid.

2.4.2 The City's Finance Department shall be the City's "Billing Agency" and will process all billings and collect and disburse funds.

2.5 Payment of Billings

Payment of each bill timely and properly submitted pursuant to Exhibit 7 Section 2.4 shall be due within forty (40) Days of receipt thereof; provided, however, that (a) all such payments shall be conditional, subject to post-audit adjustments, (b) City may stop any works pursuant to MTA's work plan if MTA fails to issue payments to any parts of City's billings within forty (40) Days and without written notification to City regarding the reasons of delay for such as disputed billings.

**Board Report**

File #: 2018-0114, **File Type:** Contract**Agenda Number:** 29.

REVISED
SYSTEM SAFETY, SECURITY AND OPERATIONS COMMITTEE
MAY 17, 2018

**SUBJECT: P3010, LIGHT RAIL VEHICLE PROCUREMENT
CONTRACT KINKISHARYO****ACTION: APPROVE RECOMMENDATION****RECOMMENDATION**

APPROVE a Modification to Contract No. P3010 with Kinkisharyo International, LLC for four (4) Request for Changes (RFC); RFC No. 1 Addition of Back-up Train Operator Display for a firm fixed price of \$1,589,240, RFC No. 2 Addition of Color Route ID to Exterior Signs for a firm fixed price of \$1,715,638, RFC No. 3 Addition of Exterior Rear View Mirrors for a firm fixed price of \$1,122,336, and RFC No. 6 Addition of Interior Route Information Signs for a firm fixed price of \$1,260,476, all for a combined firm fixed amount of \$5,687,690, increasing the total Contract value from \$914,667,177 to \$920,354,867. The contract increase is within the Life of Project Budget.

ISSUE

During the exercise of the P3010 Base Order contract, Metro issued 11 Request for Changes (RFCs) to Kinkisharyo (KI) to enhance vehicle performance and passenger experience. Contract Modifications for the 11 RFCs were successfully executed and implemented on the Base Order vehicles. To maintain consistency in fleet configuration, staff recommends applying the previously approved changes to the remaining 157 Option Light Rail Vehicles (LRV). These four RFCs exceed the Chief Executive Officer's delegated negotiating authority of \$1,000,000, so staff is requesting Board approval for Contract Modification Authority.

DISCUSSION

In April 2012, the P3010 LRV contract, for a base order of 78 LRVs, was awarded to Kinkisharyo. The contract includes four options for an additional 157 LRVs which were subsequently awarded. To date, KI is delivering safe, reliable, and maintainable vehicles on time and within budget.

To maintain consistency in fleet configuration, staff recommends applying the previously approved changes to the remaining 157 Option LRVs to enhance vehicle performance and passenger experience. Metro staff is requesting Board approval of the following four RFC's which exceed Metro's Chief Executive Officer's delegated negotiating authority of \$1,000,000:

- 1) RFC No. 1: Addition of back-up Train Operator Display (TOD). This change allows for safe and uninterrupted operation in the event that the primary TOD fails.
- 2) RFC No. 2. Add Color Route ID to Exterior Signs. This change enhances the passenger experience by facilitating recognition of the Metro line.
- 3) RFC No. 3: Installation of Exterior Rear View Mirrors. This change allows for safe and uninterrupted operation in the event the exterior rear view cameras fail.
- 4) RFC No. 6: Addition of Interior Route Information Signs. This change allows for 4 monitors (2 per LRV half) to be mounted in select locations for display of route information and service announcements.

Application of these changes is required to ensure a consistent fleet configuration and preserve enhanced levels of vehicle performance and passenger experience. Additionally, application of these changes will have no impact to project schedule and is within the remaining contingency of the Life of Project budget.

Metro staff is finalizing negotiations with KI on seven remaining RFC's. Most of the remaining changes are expected to be approved under staff delegated authority. Any RFCs that exceed Metro's CEO's \$1,000,000 negotiating authority will be presented to the Board for approval.

Based on staff's review of all cost elements, fact finding, and negotiations, it is recommended to proceed with the Contract Modification further described in Attachment A.

As further described in Attachment C, the current contract with KI includes a Disadvantaged Business Enterprise (DBE) participation goal that is monitored directly through the FTA's Transit Vehicle Manufacturer program, and a U.S. Employment Program commitment of wages and benefits resulting from new job creation monitored by Metro. KI has met and exceeded Metro's U.S. Employment Program Contract commitment of creating \$98 million in wages and benefits for new workers supporting our P3010 program. KI has met that commitment two years earlier than required and has currently created \$101.8 million in wages and benefits for new workers. KI's estimate for new workers at Contract award was 250 new hires. Thus far KI and its suppliers have hired over 600 new workers nationwide, including more than 450 new workers in Los Angeles County.

DETERMINATION OF SAFETY IMPACT

This board action will not have an impact to safety; however, it does enhance vehicle performance and passenger experience.

FINANCIAL IMPACT

Adoption of the recommendation to approve the 4 RFC's will increase the contract price by \$5,687,690, from \$914,667,177 to \$920,354,867. This amount is within the P3010 project LOP of \$972,000,000. Funding for these changes as outlined are included in the FY19 budget in Cost Center 3043 - Strategic Vehicle and Infrastructure Delivery, Account 53105 - Acquisition of Revenue Vehicle, Project 206035 - P3010 LRV Project including options.

Since this is a multi-year contract, the Cost Center manager and Project Manager will ensure that the balance of funds are budgeted in future years, including all options exercised.

Impact to Budget

The current source of funds for this action is Measure R, Federal STIP, and Proposition A Bonds. These funding sources maximize allowable fund use given funding provisions.

ALTERNATIVES CONSIDERED

Should the Board choose not to approve staff's recommendation for the changes recommended in actions A through D, above, Metro operations will be required to support two different fleet configurations with different levels of performance and passengers will be subjected to vehicles with different levels of amenities. This alternative is not recommended as it will add additional burden to Metro Operations and passengers will be subjected to different levels of service.

NEXT STEPS

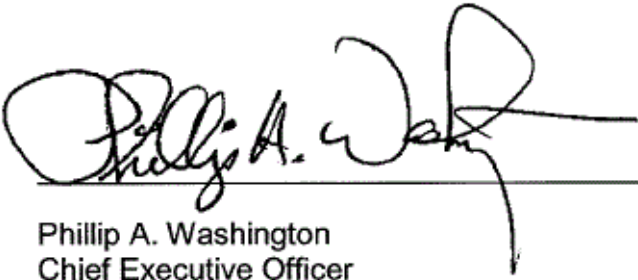
Upon Board approval, staff will execute RFC Nos. 1, 2, 3, and 6, proceed with implementation of the changes outlined above, and continue delivery of the P3010 option order vehicles.

ATTACHMENTS

- Attachment A - Procurement Summary
- Attachment B - Contract Modification Authority (CMA) Summary
- Attachment C - DEOD Summary - **REVISED**

Prepared by: Annie Yang, Sr. Director of Rail Vehicle Acquisition, (213) 922-3254
Wayne Okubo, Director of Contract Administration, (213) 922-7466
Stephanie Kaping, Manager of Administration & Financial Services, (213) 418-3278
Jesus Montes, Senior Executive Officer, Vehicle Acquisition, (213) 418-3277

Reviewed by: James T. Gallagher, Chief Operations Officer, (213) 418-3108
Debra Avila, Chief Vendor/Contract Management Officer, (213) 418-3051



Phillip A. Washington
Chief Executive Officer

PROCUREMENT SUMMARY
P3010 LIGHT RAIL VEHICLES

1.	Contract Number: P3010		
2.	Contractor: Kinkisharyo International LLC		
3.	Mod. Work Description: The Contractor will perform configuration changes to the 157 Option LRVs that were performed on the 78 Base LRVs to maintain vehicle configuration consistency. These configurations changes are : a) RFC No. 1 - Addition of Back-up Train Operator Display for \$1,589,239.96 b) RFC No. 2 - Addition of Color Route ID to Exterior Signs for \$1,715,638.35 c) RFC No. 3 - Addition of Exterior Rear View Mirrors for \$1,122,336.10 d) RFC No. 6 - Addition of Interior Route Information Signs for \$1,260,476.01		
4.	Contract Work Description: New Light Rail Vehicles		
5.	The following data is current as of: 4/2018		
6.	Contract Completion Status		Financial Status
	Contract Awarded:	4/2012	Contract Award Amount: \$890,142,275, inclusive of Options 1 through 4.
	Notice to Proceed (NTP):	8/2012	Total of Modifications Approved: 29
	Original Complete Date:	2/2017 (Base only)	Pending Modifications (including this action): 1
	Current Est. Complete Date:	6/2021 (including options)	Current Contract Value (with this action): \$920,354,867
7.	Contract Administrator: Wayne Okubo		Telephone Number: (213) 922-7466
8.	Project Manager: Jason Yaw		Telephone Number: (213) 922-3325

A. Procurement Background

This Board Action is to approve Contract Modification No. 30 for vehicle configuration changes on the 157 Option light rail vehicles.

This Contract Modification will be processed in accordance with Metro's Acquisition Policy and the contract type is a firm fixed price.

In April 2012, Contract No. P3010 was awarded to Kinkisharyo International LLC., in the firm fixed price amount of \$299,061,827, for the manufacturing and delivery of 78 light rail vehicles (LRV) for the base contract buy. The Board also authorized the CEO to negotiate and award up to four Contract Options totaling \$591,080,448 for up to 157 additional LRVs. These four options were executed in August 14, 2013 (Options 1 and 4) and July 31, 2015 (Options 2 and 3).

This Contract Modification is to enable KI to perform configuration changes to the 157 Option LRVs that were performed on the 78 Base LRVs to maintain vehicle configuration consistency.

B. Cost/Price Analysis

The recommended price has been determined to be fair and reasonable based upon MAS audit, independent cost estimates, cost analysis, technical evaluation, fact finding, and negotiations.

RFC No. 1. The Metro ICE underestimated values for installation labor and materials resulting in the 15% differential.

RFC No. 2. Initial proposal omitted cost elements for escalation, test equipment, and spares, discovered during fact finding, resulting in the higher negotiated amount.

	Proposal Amount	Metro ICE	Negotiated Amount
RFC 1	\$1,660,487	\$1,348,630	\$1,589,240
RFC 2	\$1,602,248	\$2,165,658	\$1,715,638
RFC 3	\$1,149,620	\$1,169,150	\$1,122,336
RFC 6	\$1,299,400	\$2,548,424	\$1,260,476
TOTAL	\$5,711,755	\$7,231,862	\$5,687,690

CONTRACT MODIFICATION AUTHORITY (CMA) SUMMARY

P3010 LIGHT RAIL VEHICLES

Contract Modification No.	Description	Status	Estimated Cost
N/A	Award Base Contract	Approved	\$ 299,061,827.00
1	Modify SP-27 US Employment Plan, Section B – New FTE Positions	Executed	\$ 0.00
2	Exercise Contract Option No. 1 for \$104,428,419 and Option No. 4 for \$261,893,225 and Period of Performance	Executed	\$ 336,321,644.00
3	Revise Period of Performance to include 30 days retooling period after delivery of last car on prior order	Executed	\$ 0.00
4	Modify applicable commercial Specs and Technical Specs for Request for Change No. 9 LED on Recording Cameras. Increase Contract Amount for the Base Buy by \$120,362.19	Executed	\$ 120,362.19
5	Modify Applicable Commercial Specs and Technical Specs for Request for Change No.10 - Door Close Operator Alert. Increase Contract Amount for the Base Buy by \$74,763.06	Executed	\$ 74,763.06
6	Modify Applicable Commercial Specs and Technical Specs for Request for Change No.11 Train Operator Log In. Increase Contract Amount for the Base Buy by \$253,955.52	Executed	\$ 253,955.52
7	Modify Applicable Commercial and Technical specs for RFC No. 14 for revising car number to four digits	Executed	\$ 0.00
8	Modify Applicable Commercial and Technical specs for RFC No. 1 for the addition of a backup train operator display	Executed	\$ 861,695.00
9	Modify Applicable Commercial and Technical specs for RFC No. 8 Location for Emergency Tool Enclosures	Executed	\$ 0.00
10	Deleted	Not Executed	\$ 0.00
11	Exterior Rear View Mirrors	Executed	\$ 677,317.00
12	Sandbox Location	Executed	\$ 548,242.00
13	RFC No. 13 - Adding Graphic Display	Executed	\$ 355,848.00
14	Revised Invoice Procedures	Executed	\$ 0.00
15	RFC No. 2 - Exterior route signs with color ID	Executed	\$ 1,206,791.85
16	RFC No. 6 - Interior Route Information Signs	Executed	\$ 1,274,944.00
17	Escalation Increase in accordance with CP-09 entitled "Option Prices and	Executed	\$ 6,534,165.00

ATTACHMENT B

	Adjustment” for Option 1 and Option 4		
18	Exercise of Contract Options 2 and 3	Executed	\$ 224,758,804
19	Addition of Interior Route Information Signs – Design Change	Executed	\$ 169,146.00
20	Cab Console – Door Control	Executed	\$ 194,439.00
21	Vehicle Scale Model	Executed	-\$ 75,000.00
22	Escalation Increase in accordance with CP-09 entitled “Option Prices and Adjustment” for Option 2 and Option 3	Executed	\$ 11,651,376.00
23	Transport of three LRVS (No. 1003, 1014, and 1016)	Executed	\$ 30,647.00
24	Windshield wipers and brake cut out skirt openings	Executed	\$ 248,892.03
25	Revision of SP-04 entitled “Approved Subcontractors and Suppliers” list	Executed	\$ 0.00
26	Extension of Time Base Contract from 53 to 56 months	Executed	\$ 0.00
27	Transport of 19 railcars from Monrovia to Green Line	Executed	\$ 205,571.00
28	Modification of CP-02. Modification changes the percentage for the Conditional Acceptance and Final Acceptance Milestones	Executed	\$ 0.00
29	Crenshaw Line Tie-In Support	Executed	\$ 191,747.16
30	Award RFC No. 1 for Addition of Train Operator, RFC No. 2 for Color Route ID, RFC No. 3 for Addition of exterior rear view mirrors, and RFC No. 6 for Interior route information signs	Recommended for Approval	\$5,687,690.42
	Subtotal – Negotiated and In Process Changes		\$914,667,177.16
	Subtotal – Negotiated and Recommended for Approval		\$0.00
	Subtotal — Negotiated but Not Executed, Recommended Approval for CEO to negotiate and execute (Pending)		\$5,687,690.42
	Total Estimated Modifications Including Pending Changes		\$621,293,040.58
	Prior CMA Authorized by the Board (CMA 10% of aggregate amount of original award plus Options 1-4)		\$89,014,227.10
	Increased CMA requested		\$0.00
	Total CMA including this action		\$12,027,051.58
	Remaining CMA for Future Changes		\$76,987,175.52

DEOD SUMMARY

P3010 LIGHT RAIL VEHICLES

A. Small Business Participation

Kinkisharyo International, LLC is a Transit Vehicle Manufacturer (TVM) and is on the Federal Transit Administration's (FTA) list of eligible TVMs with an Disadvantaged Business Enterprise (DBE) overall goal methodology, in compliance with 49 Code of Federal Regulations (CFR) Part 26.49(a)(1). TVMs submit overall DBE goals and report participation directly to FTA. As such, Kinkisharyo International, LLC reported that it submitted its overall DBE goal of 2.3% to FTA for FY18. On May 4, 2018, Kinkisharyo confirmed that it reported 6.8% DBE participation from April 1, 2017 to September 30, 2017 in its last semi-annual report to FTA.

B. Living Wage and Service Contract Worker Retention Policy Applicability

The Living Wage / Service Contract Worker Retention Program is not applicable to this Contract.

C. Prevailing Wage Applicability

Prevailing wage is not applicable to this Contract.

D. Project Labor Agreement/Construction Careers Policy

Project Labor Agreement/Construction Careers Policy is not applicable to this Contract.

E. United States Employment Plan Program (USEP)

United States Employment Plan Program is applicable on this contract. Staff has been monitoring progress on all USEP commitments, including the contractual commitment in creating employment opportunities in the U.S. The Contractor Kinkisharyo has currently created over 600 new jobs nationwide, including 450 in Los Angeles County to support this project, totaling \$101.8 million ~~\$66,247,128~~ in new wages and benefits through the last Quarterly reporting period, January 2018.