



AGENDA
REGULAR MEETING
COUNCIL OF SAN BENITO COUNTY GOVERNMENTS

DATE: Thursday, September 17, 2026
4:00 p.m.

LOCATIONS: County Board of Supervisors Chambers
481 Fourth Street
Hollister, CA 95023

DIRECTORS: Roxanne Stephens, Chair (City of Hollister)
Kollin Kosmicki, Vice-Chair (County of San Benito)
Jackie Morris-Lopez (City of San Juan Bautista)
Rolan Resendiz (City of Hollister)
Dom Zanger (County of San Benito)
Ex Officio: Caltrans District 5

ALTERNATES: San Benito County: Mindy Sotelo
City of San Juan Bautista: Scott Freels
City of Hollister: Rudy Picha

NOTICE OF PROCEDURES FOR COUNCIL OF GOVERNMENTS BOARD MEETINGS

The meeting will be available through Zoom, for those who wish to join or require accommodations.

Members of the public may participate remotely via Zoom at the following link: <https://zoom.us/join> with the following: Webinar ID: 830-2300-6727 and Webinar Passcode: 624282

*Those participating by phone who would like to make a comment can use the “raise hand” feature by dialing “*9” (star-nine) . In order to receive full Zoom experience, please make sure your application is up to date.*

Remote Zoom participation for members of the public is provided for convenience only. In the event that the Zoom connection malfunctions for any reason, the COG Board of Directors reserves the right to conduct the meeting without remote access.

*Persons who wish to address the Board of Directors must complete a Speaker Card and give it to the Clerk prior to addressing the Board. Those who wish to address the Board on an agenda item will be heard when the Chairperson calls for comments from the audience. Following recognition, persons desiring to speak are requested to advance to the podium and state their name. After hearing audience comments, the Public Comment portion of the agenda item will be closed. **The Opportunity to address the Board of Directors on items of interest not appearing on the agenda will be provided during Section 5. Public Comment.***

1. CALL TO ORDER 4:00 P.M.
2. Pledge of Allegiance
3. Roll Call

4. Verification of Certificate of Posting

5. **Public Comment:** *(Opportunity to address the Board on items of interest on a subject matter within the jurisdiction of the Council of Governments and not appearing on the agenda. No action may be taken unless provided by Govt. Code Sec. 54954.2 Speakers are limited to 3 minutes.)*

CONSENT AGENDA:

(These matters shall be considered as a whole and without discussion unless a particular item is removed from the Consent Agenda. Members of the public who wish to speak on a Consent Agenda item must submit a Speaker Card to the Clerk and wait for recognition from the Chairperson. Approval of a consent item means approval as recommended on the Staff Report.)

6. APPROVE Council of Governments Meeting Action Minutes Dated August 20, 2026 – Gomez

ACTION ITEMS:

7. AUTHORIZE Executive Director to Execute a Task Order with a Not-to-Exceed Amount of \$930,000 with DKS Associates, the Highest Scoring Consultant for the State Route 25 (SR 25) Corridor Improvement Project VMT Analysis and Traffic Operations and Analysis Report (TOAR) – Abraham

INFORMATION ITEMS:

8. RECEIVE Monthly Caltrans District 5 Construction Projects Report/ Correspondence – Caltrans Ex-Officio
9. Executive Director's Report (Verbal Report) – Abraham
10. Board of Directors' Reports – (Verbal Report)

Adjourn to COG Meeting on October 15, 2026. Agenda Deadline is September 29, 2026, at 12:00 p.m.

In compliance with the Americans with Disabilities Act (ADA), if requested, the Agenda can be made available in appropriate alternative formats to persons with a disability. If an individual wishes to request an alternative agenda format, please contact the Clerk of the Council four (4) days prior to the meeting at (831) 637-7665. The Council of Governments Board of Directors meeting facility is accessible to persons with disabilities. If you need special assistance to participate in this meeting, please contact the Clerk of the Council's office at (831) 637-7665 at least 48 hours before the meeting to enable the Council of Governments to make reasonable arrangements to ensure accessibility.

Written Comments & Email Public Comment

Members of the public may submit comments via email by 5:00 PM. on the Wednesday prior to the Board meeting to the Secretary at monica@sanbenitocog.org, regardless of whether the matter is on the agenda. Every effort will be made to provide Board Members with your comments before the agenda item is heard.

Public Comment Guidelines

1. If participating on Zoom: once you are selected, you will hear that you have been unmuted. At this time, state your first name, last name, for the record.
2. The Council of Governments Board welcomes your comments.
3. Each individual speaker will be limited to a presentation total of three (3) minutes.
4. Please keep your comments brief, to the point, and do not repeat prior testimony, so that as many people as possible can be heard. Your cooperation is appreciated.

If you have questions, contact the Council of Governments, and leave a message at (831) 637-7665 x. 201, or email monica@sanbenitocog.org.

CERTIFICATE OF POSTING

Pursuant to Government Code Section #54954.2(a) the Meeting Agenda for the Council of San Benito County Governments on September 17, 2026, at 4:00 P.M. was posted at the following locations freely accessible to the public:

The front entrance of the San Benito County Administration Building, 481 Fourth Street, Hollister, CA 95023, and the Council of Governments Office, 650 San Benito St., Ste. 120, Hollister, CA 95023 at the following date and time:

On the 11th day of September 2026, on or before 5:00 P.M.

The meeting agenda was also posted on the Council of San Benito County Governments website, www.sanbenitocog.org, under Meetings, COG Board, Meeting Schedule.

I, Monica Gomez, swear under penalty of perjury that the foregoing is true and correct.

Monica Gomez

BY: _____

Monica Gomez, Secretary II

Council of San Benito County Governments

COUNCIL OF SAN BENITO COUNTY GOVERNMENTS
REGULAR MEETING
Board of Supervisors Chambers, 481 Fourth Street, Hollister, CA 95023, Zoom Platform
August 20, 2026, at 4:00 P.M.

ACTION MINUTES

MEMBERS PRESENT:

Chair Roxanne Stephens, Vice Chair Kollin Kosmicki, Director Jackie Morris-Lopez, Director Rolan Resendiz, Director Dom Zanger, and Ex Officio John Olejnik; Caltrans District 5.

MEMBERS ABSENT:

None

STAFF PRESENT:

Executive Director; Binu Abraham, Administrative Services Specialist; Norma Aceves, Office Assistant; Griselda Arevalo, Secretary II; Monica Gomez, SBCOG Legal Counsel; Osman Mufti (via-Zoom).

OTHERS PRESENT:

Jill Leal-Andrade; Caltrans District 5, and Matthew Carpenter; Transport Strategies (via-Zoom).

1. CALL TO ORDER:

Vice Chair Stephens called the meeting to order at 4:02 P.M.

2. PLEDGE OF ALLEGIANCE

Director Resendiz led the pledge of allegiance.

3. ROLL CALL

Secretary Gomez called the roll call and confirmed a quorum of Directors were present.

4. CERTIFICATE OF POSTING

Motion made to acknowledge Certificate of Posting:

Motion: Director Kosmicki Second: Director Zanger

Motion carried: 5/0

Yes: Stephens, Kosmicki, Morris-Lopez, Resendiz, Zanger

No: None

Recused: None

Abstention: None

- 5. PUBLIC COMMENT:** (Opportunity to address the Board on items of interest on a subject matter within the jurisdiction of the Council of Governments and not appearing on the agenda. No action may be taken unless provided by Govt. Code Sec. 54954.2)

ACTION ITEMS:

6. SBCOG Board Appointments – Aceves

- a. HOLD Nomination and Election of SBCOG Chair and Vice Chairperson for the Remainder of the 2026 Meeting Calendar.**

Motion made to Elect Roxanne Stephens as COG Chairperson and Kollin Kosmicki as Vice Chairperson for the remainder of the 2026 Meeting calendar:

Motion: Director Resendiz Second: Director Morris-Lopez

Motion carried: 5/0

Yes: Stephens, Kosmicki, Morris-Lopez, Resendiz, Zanger

No: None

Recused: None

Abstention: None

- b. APPROVE Appointment of Delegate and Alternate to the California Association of Councils of Governments (CALCOG).**

Motion made to Appoint Chair Stephens as Delegate and Vice Chair Kosmicki as Alternate for CALCOG:

Motion: Director Kosmicki Second: Director Resendiz

Motion carried: 5/0

Yes: Stephens, Kosmicki, Morris-Lopez, Resendiz, Zanger

No: None

Recused: None

Abstention: None

- c. APPROVE Appointment of One (1) Representative to the San Benito/Santa Clara Mobility Partnership.**

Motion made to Appoint Director Zanger as One Representative to the San Benito/Santa Clara Mobility Partnership:

Motion: Chair Stephens Second: Director Resendiz

Motion carried: 5/0

Yes: Stephens, Kosmicki, Morris-Lopez, Resendiz, Zanger

No: None

Recused: None

Abstention: None

There was no public comment on items 6 a-c.

CONSENT AGENDA:

(These matters shall be considered as a whole and without discussion unless a particular item is removed from the Consent Agenda. Members of the public who wish to speak on a Consent Agenda item must submit a Speaker Card to the Clerk and wait for recognition from the Chairperson. Approval of a consent item means approval as recommended on the Staff Report.)

- 7. APPROVE Council of Governments Regular Meeting Action Minutes Dated June 18, 2026 – Gomez**

8. ADOPT Resolution 2026-08 Approving Amendment No. 1 to the Fiscal Year 2026/2027 Overall Work Program (OWP) – Aceves
9. ADOPT Resolution 2026-09 Authorizing the Executive Director to Execute Agreements with the California Department of Transportation for the Zero-Emission Bus Clean Fuel Path Strategy – Aceves
10. ADOPT Resolution 2026-10 Approving Projects for Funding and Authorizing the Application and Acceptance of FY 2026-27 California State of Good Repair Program Funds Totaling \$120,894 – Aceves
11. ADOPT Resolution 2026-11 Certifying the Council of San Benito County Governments' 2024 Title VI Program and Language Assistance Plan for Limited English Proficiency Individuals – Aceves
12. ADOPT Resolution 2026-12 Approving the Repurposing of \$195,589 in Unobligated Federal Earmark Funds to the LTA Transportation Facilities Enhancements Project – Aceves

There was no public comment on the Consent Agenda.

Motion made to Approve Consent Agenda Items 7-12:

Motion: Director Resendiz Second: Director Zanger
Motion carried: 5/0
Yes: Stephens, Kosmicki, Morris-Lopez, Resendiz, Zanger
No: None
Recused: None
Abstention: None

INFORMATION ITEMS:

13. RECEIVE Monthly Caltrans District 5 Construction Projects Report/Correspondence – Caltrans Ex-Officio

John Olejnik, Office Chief of External Affairs, provided an update on Caltrans District 5 Construction Projects Report and major roadway projects and responded to questions from the Board. Mr. Olejnik announced that applications are now being accepted for the next round of Sustainable Transportation Planning Grants. Staff will coordinate with transit agencies and partner organizations to support another successful grant award cycle. Regarding the SR 156/Bixby Roundabout: safety and construction teams are evaluating staining the rock blanket to improve visual contrast and driver awareness. Work is targeted for completion by November, with efforts to minimize travel impacts. Regarding SR 156 Sweeping: Sweeping operations are scheduled for August 21 -22, 7 a.m. – 4 p.m., with message boards in place and delays expected to be approximately 10 minutes or less. Lastly, Mr. Olejnik shared a District 5 flyer with contact information and resources to help constituents stay informed and connected. Social media was noted as the quickest source for updates and announcements.

Director Morris-Lopez expressed concerns regarding high speeds on Highway 156, near Alameda and Mission Vineyard, particularly the abrupt right turn onto Mission Vineyard without a dedicated turn lane and requested consideration of a reduced speed limit and additional safety measures.

Director Kosmicki thanked Caltrans for addressing safety improvements at the Highway 156 Roundabout, including rock staining and the reduced speed limit, as well as for its prompt response to a recent weed abatement request.

Mr. Olejnik explained that speed limits are established through engineering and traffic surveys in accordance with legal requirements. He said additional information regarding how speed limits are established in particular areas could be provided to the Board through SBCOG staff.

There was no public comment

14. Executive Director's Report (Verbal Report) – Abraham

Executive Director Abraham reported on vacancies on the Measure G Oversight Committee and encouraged Board members to assist with recruitment. She also announced that, pending completion of final testing, the September SBCOG Board meeting is anticipated to be held at the SBCOG office rather than the Board of Supervisors Chambers, with the goal of holding future SBCOG Board meetings at the office location.

There was no public comment.

15. Board of Director's Reports – (Verbal Report)

None.

There was no public comment.

ADJOURNMENT:

There being no further business to discuss, Chair Stephens adjourned the SBCOG meeting at 4:38 p.m.

ADJOURN TO SBCOG MEETING SEPTEMBER 17, 2026, AT 4:00 P.M.



STAFF REPORT

Action

Prepared By: Binu Abraham

Subject: SR 25 VMT Analysis and TOAR-
Consultant Contract Award

Agenda Item No. 7

Approved By: Binu Abraham, Executive Director

Meeting Date: September 17, 2026

Recommendation:

AUTHORIZE Executive Director to execute a Task Order with a not-to-exceed amount of \$930,000 with DKS Associates, the highest scoring consultant for the State Route 25 (SR 25) Corridor Improvement Project VMT Analysis and Traffic Operations and Analysis Report (TOAR).

Summary:

The Council of San Benito County Governments (SBCOG) and Caltrans District 5 jointly sought proposals from SBCOG's Planning and Data Analysis on-call bench for the update of the SR 25 Corridor Improvement Project VMT Analysis and Traffic Operations and Analysis Report (TOAR). Staff recommend awarding the contract to DKS Associates, the highest-scoring consultant.

Background/ Discussion:

The State Route 25 (SR 25) Corridor Improvement Project is currently in the Project Approval and Environmental Document (PA&ED) phase.

SBCOG, in cooperation with Caltrans District 5 and the Santa Clara Valley Transportation Authority (VTA), has been proposing to improve 10.8 miles of the existing two-lane State Route 25 in San Benito and Santa Clara counties. The project is currently in the Project Approval and Environmental Document (PA&ED) phase. As part of this PA&ED phase a Vehicle Miles Traveled (VMT) and Traffic Operations analysis is required. Caltrans and SBCOG sought proposals from the SBCOG's Data Analysis and Planning bench to conduct the study. On July 15th, 2026, SBCOG staff released the SR25 Corridor Improvement Project VMT and Traffic Operations and Analysis Report (TOAR) Scope of Work to its established on-call bench.

Proposals were due to SBCOG on August 21, 2026. SBCOG received four complete proposals, which were evaluated based on the submitted materials and the interview conducted by the evaluation committee. All scoring followed the criteria outlined in the On-Call RFP.

Upon conclusion of the evaluation process, SBCOG staff recommend awarding the contract to the highest-scoring consultant. The Executive Director will enter into contract negotiations prior to

executing the Task Order. In the event that negotiations are unsuccessful, SBCOG will move onto the next highest-scoring consultant.

Financial Impact:

The not-to-exceed amount of \$930,000 for the study will be funded by Measure G and LPP funds.

Attachments:

1. SR25 On Call RFP 2027-01
2. Draft Master On-Call Agreement Task Order

Council of San Benito County Governments (SBCOG)

Mini-Request for Proposals: On-Call RFP #2027-01

**State Route 25 Corridor Improvement Project VMT Analysis and Traffic Operations and
Analysis Report (TOAR)**

Proposals Due August 21, 2026, at 3:00 PM (PDT)

Prepared By:

**Council of San Benito County Governments
650 San Benito Street, Suite 120
Hollister, California 95023
(831) 637-7665**

State Route 25 Corridor Improvement Project VMT Analysis and Traffic Operations and Analysis Report (TOAR)

On-Call RFP #2027-01

The Council of San Benito County Governments (SBCOG) is issuing a mini-RFP under category A (Transportation Data Analysis and Modeling) and category B (Transportation Planning) of the SBCOG on-call bench established in 2025.

Your firm was qualified under the category or categories listed above, and this mini-RFP is to solicit proposals to provide VMT Analysis and Traffic Operations and Analysis to support the work for SR 25 Corridor Improvement Project.

The aim of this project is to produce a complete and final report that includes Transportation Operations Analysis Report (TOAR), VMT estimation and disclosure, and a comparative evaluation of project alternatives.

Proposers should include an accelerated yet reasonable schedule for completing the work.

All inquiries pertaining to this mini-RFP should be emailed to projects@sanbenitocog.org and received by August 7, 2026, at 3:00 PM (PDT). SBCOG will provide responses to all queries by August 14, 2026.

Proposals must be received no later than August 21, 2026, at 3:00 PM (PDT). Proposals will be accepted via electronic mail (email) at projects@sanbenitocog.org. The email subject line must read: Proposal for On-Call RFP #2027-01.

We look forward to receiving your proposal.

Thank you,

Binu Abraham

Binu Abraham
Executive Director,
SBCOG

SECTION I - INSTRUCTIONS TO PROPOSERS

A. Proposal Submission

All proposal submittals shall be transmitted with a cover letter. The person authorized by the proposer/team to negotiate a contract with SBCOG shall sign the cover letter and the letter shall include the name, title, address, email address and the telephone number of the individual to whom correspondence and other contacts should be directed during the proposer selection process. Address the cover letter as follows:

The Proposer must submit one (1) electronic proposal in PDF format via electronic mail (email). If the proposal is too large to attach to the email, please provide a file transfer link in your email submission. The proposal should be emailed to SBCOG prior to 3:00 PM (PDT), on August 21, 2026.

Submittals received after the time and date specified above will be considered nonresponsive and returned.

A Proposer may object to a provision of the mini-RFP on the grounds that it is biased, unduly restrictive or arbitrary or to the selection of a particular proposer on the grounds that SBCOG procedures, the provisions of the mini-RFP or applicable provisions of federal, state, or local law have been violated or inaccurately or inappropriately applied by submitting to the Procurement Officer a written explanation of the basis for the protest:

1. Any protest alleging improprieties in a solicitation process or in solicitation documents must be filed in accordance with the timelines established by the SBCOG Procurement Policy prior to the scheduled bid opening or deadline for submittal or proposals, as appropriate, in order to be considered by SBCOG. Any protest based on such grounds not timely filed will not be considered by SBCOG.
2. Any protests regarding the evaluation of bids or proposals by SBCOG, or improprieties involving the approval or award or proposed approval or award of a contract must be filed with SBCOG in accordance with the timelines established by the SBCOG Procurement Policy written notice of its decision or intended decision to award a contract. Any protest filed after such a date which raises issues regarding the bid proposal evaluation, or the contract approval or award will not be considered by SBCOG.

All documents submitted as part of the proposal will be deemed confidential during the evaluation process. After the award of a contract, any material submitted by a proposer in response to this mini-RFP is subject to public inspection under the California Public Records Act (Government Code Sections 6250 et seq.) unless exempt by law. The proposer must identify in writing all copyrighted material, trade secrets, or other proprietary information that it claims is exempt from disclosure.

B. Rights of SBCOG

This mini-RFP does not commit SBCOG to enter into a contract, nor does it obligate SBCOG to pay for any costs incurred in preparation and submission of the proposal or in anticipation of a contract.

SBCOG may investigate the qualifications of any proposer under consideration, require confirmation of information furnished by the proposer, and require additional evidence or qualifications to perform the Services described in this RFP.

SBCOG, in its sole discretion, reserves the right to:

1. Reject any or all proposal submittals.
2. Issue one (1) or more subsequent mini-RFPs.
3. Postpone opening for its own convenience.
4. Remedy technical errors in the mini-RFP process.
5. Approve or disapprove of the use of particular sub proposers.
6. Negotiate with any, all, or none of the proposers responding to this mini-RFP.
7. Award a contract to one or more proposers.
8. Waive for informalities and irregularities in any proposal.

The above factors will be taken into account during contract negotiations. Substantial exceptions to the Agreement may be determined by SBCOG, at its sole discretion, to be unacceptable, and SBCOG will proceed with negotiations with the next highest-ranking firm.

C. Mini-RFP Schedule

Activity	Date
Issue Date	July 15, 2026
Voluntary Pre-Proposal Conference	August 4, 2026
Deadline for Written Questions	August 7, 2026
Last Date for SBCOG to Post Addenda	August 14, 2026
Proposal Due Date	August 21, 2026
Proposer Interviews (if needed)	August 31, 2026
Notice of Intent to Award (tentative)	September 9, 2026
Contract Award (tentative)	September 17, 2026

SECTION II - SCOPE OF SERVICES TO BE PROVIDED

The work to be performed under contract based on this mini-RFP is described in the attached Scope of Work, Exhibit A, which is incorporated herein by reference.

SECTION III - FORMAT AND CONTENT OF PROPOSAL

A. FORMAT

Technical Proposal

Technical Proposals shall be: 1) as brief as possible, and 2) not include any irrelevant promotional material; one (1) electronic proposal in PDF format of your mini-RFP submittal.

A responsive mini-RFP shall include the information listed in Section B below.

B. CONTENT OF PROPOSAL

- o TITLE PAGE
- o TRANSMITTAL LETTER
- o SCOPE OF SERVICES
- o FEE & COST PROPOSAL
- o SCHEDULE
- o PROJECT TEAM

1. TITLE PAGE

The title page should show the RFP title, the name of the proposer, name of a contact person, a local address, telephone number, and the date.

2. TRANSMITTAL LETTER

A transmittal letter signed by an official authorized to contractually bind the proposer is required. The transmittal letter shall state that the proposal shall be valid for a 90-day period and should include the name, title, address, telephone number and email address of the individual to whom correspondence and other contacts should be directed during the proposer selection process.

3. SCOPE OF SERVICES

The scope of services should contain a detailed description of the services to be performed.

4. FEE & COST PROPOSAL

The fee should include the rates of compensation, fees, expenses and a not-to-exceed amount for performance of the attached scope of work.

The Cost Proposal should include a written estimate of the number of hours and hourly rates per staff person, any reimbursable expenses, and total dollar amount for performance of the attached scope of work. The cost proposal shall utilize the hourly rates in Exhibit 10-H – Master Agreement Fee Schedule and Cost Proposal (“Cost Proposal”).

5. SCHEDULE

The schedule of performance should enumerate a timeline for completion of tasks including a deadline for deliverables.

6. PROJECT TEAM

This section should identify key personnel who will be assigned to work with the SBCOG and their experience. List any present activities and job commitments and potential or real conflicts of interest.

SECTION IV - EVALUATION AND QUALIFICATIONS

A. Evaluation Method

A selection committee will review and evaluate all proposals deemed responsive to this request. Each of the proposers will be scored and ranked based on the criteria listed in this section. The following criteria and point system will be used to evaluate the mini-RFP:

CRITERIA	WEIGHT %
<i>Understanding of Work to be Done / Project Approach</i>	40
<i>Firm, Entity/Individual Background, and Experience on Similar Projects</i>	25
<i>Qualifications of Proposer and Project Staffing</i>	25
<i>Cost Rates Value</i>	10
TOTAL	100

B. Final Selection Determination

Following the analysis of the written proposals and possible follow-up discussions, SBCOG will enter into negotiations with the highest ranked firm. If negotiations with this firm are ultimately unsuccessful, or if the firm declines the work offered, then negotiations will proceed with the second highest ranked firm from the proposal list, and so forth until a firm is selected.

Exhibit A

Scope of Work

State Route 25 Corridor Improvement Project (EA 48541)

Project Information	
Grant Category	
Grant Fiscal Year	2026/2027
Project Title	State Route 25 Corridor Improvement Project VMT Analysis and Traffic Operations and Analysis Report (TOAR)
Organization (legal name)	Council of San Benito County Governments

1. Introduction and General Terms

A. Introduction.

The following Scope of Work is to provide VMT Analysis and Traffic Operations and Analysis Report (TOAR) and all associated data collection, studies and analysis to support this work for the State Route 25 Corridor Improvement Project (Project). This effort will produce technical support and information for the Project Approval and Environmental Document (PA&ED) of the Project.

The assessment methodologies and deliverables will conform to guidelines and policies of Caltrans, Council of San Benito County Governments (SBCOG), Santa Clara Valley Transportation Authority (VTA), County of San Benito, and County of Santa Clara. Examples of these policies include Caltrans' Transportation Analysis Framework (TAF), Caltrans' Transportation Analysis Under CEQA (TAC), Caltrans internal SB 743 Review Process, Caltrans internal Vehicle-Miles Traveled (VMT) Decision Document, SBCOG and VTA Regional Transportation Plans, and applicable general plans.

Due to pending legislation (AB2059) that may impact San Benito County from VMT significance determination and mitigation requirements, the scope of work for VMT analysis is structured into two components. The first component is the required Base Scope, which will include traffic forecasting, travel demand modeling, VMT estimation and disclosure, alternative evaluation and comparison, and technical documentation. The second component will be the Optional Task of determining Induced VMT significance, obtaining

SB743 concurrence, and developing VMT mitigation analysis and strategies.

The Project Report and Environmental Document will identify preferred alternatives based on the traffic analysis and other studies. The deliverables will be used to complete studies required to receive environmental clearance for the Project per CEQA and NEPA. This includes a Traffic Operations Analysis Report (TOAR), an analysis of traffic operations for existing conditions as well as forecasted conditions (opening year (2036) and design year (2056)) for a No Build alternative and 8 Build alternatives.

B. Summary of Work.

The aim of this project is to produce a complete and final Transportation Operations Analysis Report (TOAR) and a final comprehensive report that includes traffic operations analysis, travel demand modeling, VMT estimation and disclosure, and a comparative evaluation of project alternatives. This effort will involve conducting VMT analysis for multiple transportation alternatives, as outlined in Table 1. The consultant shall evaluate Existing Conditions, Opening year (2036), and Design Year (2056) for all Build Alternatives and No Build Alternative unless otherwise noted. The Base Scope does not include VMT significance determination or mitigation strategy development. If those analyses become necessary based on future regulatory or legislative outcomes, they may be authorized under the Optional Task.

The project is located on State Route 25 between the cities of Hollister and Gilroy as described in Background.

C. Performance Period.

Prospective consultants should provide information on an accelerated and reasonable schedule for completing this work. Consultant should anticipate sufficient review period at the discretion of Caltrans and SBCOG to review all deliverables and modeling parameters and methodology prior to performing any modeling runs.

D. Information to Be Provided by SBCOG and Caltrans.

For the purposes of this study, SBCOG and Caltrans anticipate providing the Consultant with the following information:

- Project Location and Vicinity Maps (digital)
- AMBAG Regional Travel Demand Model
- VTA Traffic Model
- Transportation Analysis Framework (TAF) 2025 ([Web Link](#))

- Transportation Analysis under CEQA (TAC) 2025 ([Web Link](#))
- Case Study with mitigation strategies
- Caltrans Guidance on SB 743 ([Web Link](#))
- OPR Guidance on SB 743 ([Web Link](#))
- 2020 Caltrans Greenhouse Gas Emissions and Mitigation Report ([Web Link](#))
- State Highway Operation and Protection Program (SHOPP) Ten-Year Project Book ([Web Link](#))
- Caltrans SB 743 Program Mitigation Playbook ([Web Link](#))
- California Air Pollution Control Officers Association (CAPCOA) Greenhouse Gas (GHG) Handbook ([Web Link](#))
- Turning movement count traffic data that Caltrans D5 Traffic Operations collected at each intersection (Appendix Table A1)
- Travel behavioral study with counts (Replica and Azira) from SBCOG
- State Route 156 West Toll Study
- Other planning data sources applicable to SR 25 if any

2. Background and Purpose of Work

A. Background.

The Project is located on State Route 25 (SR 25) between the cities of Hollister and Gilroy (Figure 1). The Project proposes to improve about 11 miles of existing two-lane highway along SR 25 from San Felipe Road in the city of Hollister (postmile SBT R52) to the US 101/SR 25 interchange near Bloomfield Avenue in Santa Clara County (postmile SCL 2.1). The current facility experiences significant congestion, particularly at various at-grade conflict points. The Project's primary objectives are to reduce collisions, improve safety, provide safe and efficient evacuation route during a disaster, minimize traffic diversion onto local roads, and improve the overall transportation network performance. This includes enhancing travel time reliability, expanding multimodal transportation options, improving intercity connectivity, ensuring reliable goods movement, and addressing future travel demands. Key goals include reducing travel times, expanding multimodal transportation options, enhancing intercity transit connectivity through more direct or frequent service between regional destinations, supporting reliable

goods movement, improving evacuation routes, and addressing future travel demands.

For purposes of environmental analysis, the project is divided into two components.

- Tier I – A program-level analysis for the future of the SR 25 corridor between Hollister and Gilroy. The Tier I concept for the corridor would be built over time through multiple smaller incremental projects (referred to as Tier II projects). The environmental analysis for a Tier I project is more broadly based and assists in streamlining a future segment. (Post miles San Benito County R52.0 to Santa Clara County R2.36)
- Tier II – Project-level analysis of a smaller incremental project within the Tier I corridor, which would move forward based on available funding. (Post miles San Benito County R52.0 to R55.2)

Table 1 presents the alternatives developed for this Project. These concepts have been arranged in groupings for simplicity and clarity, particularly for the purposes of public-facing communications. From an Environmental Document perspective, there are 9 total alternatives including a no-build scenario.

Figure 1: Project Location

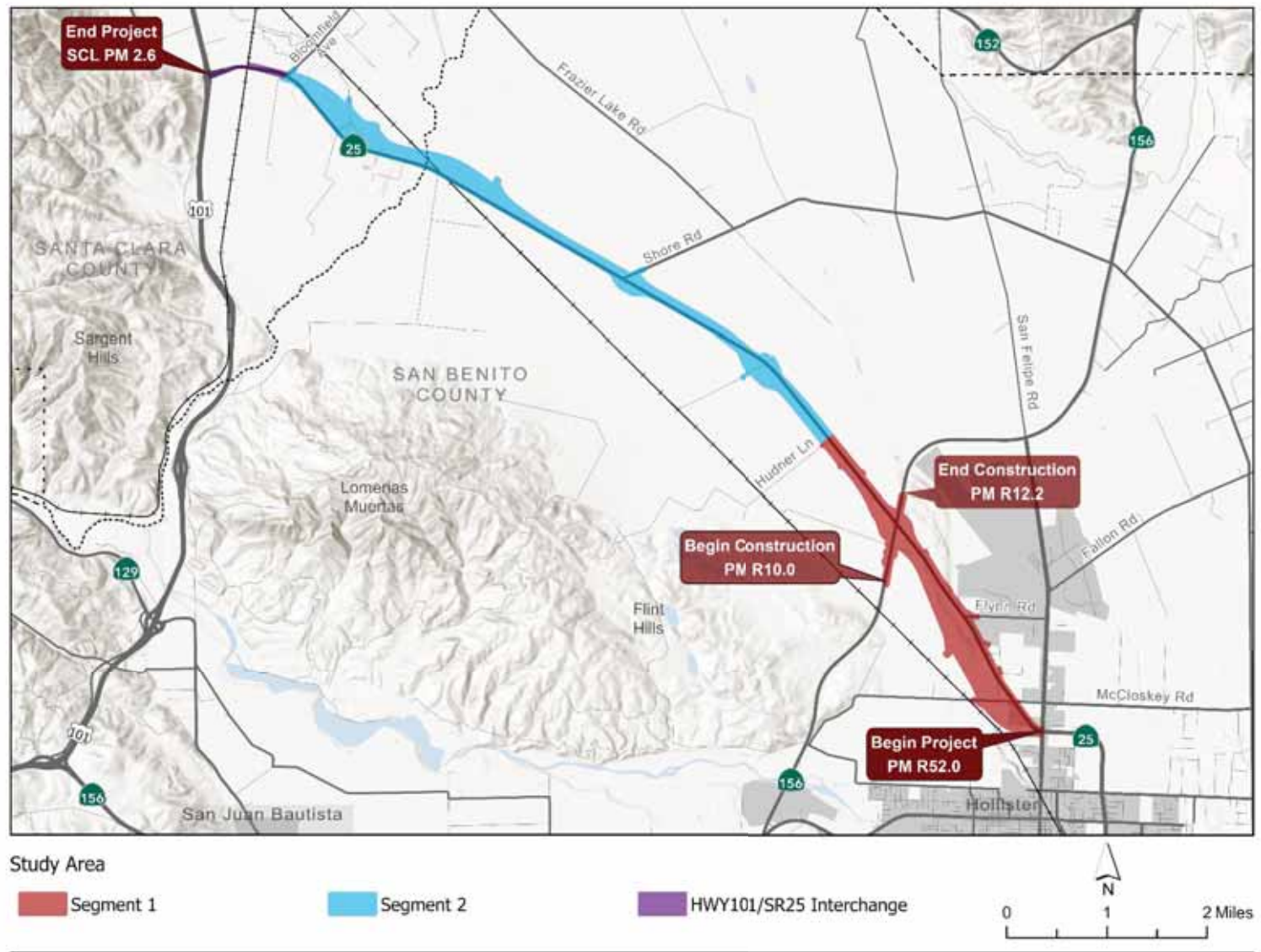


Table 1: Project Alternatives

	Design Option	Description	Details
No Build			
1	Maintain existing configuration		
4 Lanes (New Alignment)			
2	4 Lane Expressway	4 Lanes General Purpose (GP)	4-lane controlled access expressway on a new alignment. - Existing route becomes 2-lane frontage road. Interchange at SR 25/ SR 156.
2a	Managed Lane - High Occupancy Vehicle (HOV)	2 Lanes GP; 2 Lanes HOV	4 lanes with managed lanes on new alignment. Managed lane (HOV) on the left and a general-purpose lane on right for each direction. Option for part-time (peak periods) or fulltime (24/7) managed lane. - Existing route becomes 2-lane frontage road. Interchange at SR 25/SR 156.
2b	Managed Lane - High Occupancy Toll (HOT)	2 Lanes GP; 2 Lanes HOT	4 lanes with managed lanes. Managed lane –high occupancy toll (HOT) on the left and a general-purpose lane on right for each direction. - Option for part-time (peak periods) or fulltime (24/7) managed lane. - Existing route becomes 2-lane frontage road. Interchange at SR 25/SR 156.
2c	Managed Lane – Busway	2 Lanes GP; 2 Lanes Transit Only	4 Lanes with managed lanes. Managed lane (Transit only) on the left and a general-purpose lane on right for each direction. Operates as a full-time (24/7) managed lane - Existing route becomes 2-lane frontage road. Interchange at SR 25/SR 156.
3 Lanes (New Alignment)			
3	Reversible General Purpose Lane	2 Lanes GP; 1 Lane Reversible GP	3 lanes using new alignment. Reversible lane would be open to Northbound travel in the AM and switch to Southbound travel in the PM to improve travel time for peak hours. The reversible lane would be general purpose. - Existing route becomes 2-lane frontage road. Interchange at SR 25/SR 156.
3a	Reversible HOV Lane	2 Lanes GP; 1 Lane Reversible HOV	3 lanes using new alignment. Reversible HOV lane would be open to Northbound travel in the AM and then switch to Southbound travel in the PM to improve travel time for peak hours. - Existing route becomes 2-lane frontage road. Interchange at SR 25/SR 156.
2 Lanes (New Alignment)			
4	2 Lane Expressway	2 lanes GP	2-lane expressway on new alignment. - Existing route becomes 2-lane frontage road. Interchange at SR 25/SR 156.
4 Lanes – Existing Alignment			

8	4-Lanes on Existing Alignment	4 Lane Conventional Highway	For Segment 2, north of Hudner Lane to Bloomfield Road improvement becomes 4-lane expressway following the Route Adoption alignment.
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The Consultant will conduct a CEQA analysis to assess the transportation impacts of the State Route 25 Improvement Project, focusing mainly on VMT increases attributable to the project; however will need to consider and include all pertinent sections of CEQA Guidelines, Appendix G, Environmental Checklist, Transportation The Consultant will use the 2025 Caltrans Transportation Analysis Framework (TAF) and 2025 Transportation Analysis under CEQA (TAC) as guidance to conduct this analysis.

The Consultant shall offer specialized expertise in induced VMT analysis and traffic modeling consistent with compliance of Senate Bill (SB) 743. Additionally, the Consultant shall identify potential mitigation measures to support the determination of significance with respect to greenhouse gas emissions and climate change, referring to the Caltrans Mitigation Playbook and CAPCOA Handbook.

B. Purpose of the Work.

The Consultant will offer specialized expertise in traffic modeling and analysis to evaluate Project alternatives. The Consultant will conduct VMT analysis consistent with the language of Section 15064.3 of the CEQA Guidelines. The Consultant will ensure compliance with SB 743 codified at Public Resources Code section 21099. Additionally, the Consultant will identify feasible project mitigation commensurate with VMT impacts attributable to the Project, if required.

The purpose of this work is to conduct VMT analysis and traffic operations and safety analysis in accordance with the CEQA and SB 743. This effort is intended to inform CEQA impact findings, identify the potentially feasible alternative, and support a data-driven, defensible approach to environmental review. Potentially feasible alternative refers to the alternative that is capable of being accomplished in a successful manner within a reasonable period, considering economic, environmental, social, and technological factors.

Overall objectives of this effort include the following:

- Develop and run scenario-based model simulations for each of the project alternatives listed in Table 1.
- Calculate and assess CEQA-relevant VMT metrics for each alternative and evaluate results.
- Present a table summarizing the comparative VMT, operational

and safety for all project alternatives.

- If required, recommend reasonable range of mitigations that are potentially feasible and avoid or substantially lessen significant adverse effects of the proposed project.

3. Description of Services (Task Descriptions)

The Consultant shall perform the following tasks. These tasks are not necessarily exclusive of each other and may be conducted sequentially or concurrently, as determined by the Consultant in consultation with Caltrans and SBCOG. Some tasks, such as project management, will continue for the duration of the Agreement. Tasks may not necessarily be requested or performed in the order presented.

Task 1. Project Administration and Management

A. Project Charter.

Consultant shall develop Charter documenting roles and responsibilities for SR 25 Corridor Improvement Project Team members and a summary of key points developed in other scoping activities.

The Consultant shall participate in a Technical Working Group alongside Caltrans, SBCOG and other stakeholders collaborating to review methodologies, share data, and provide coordinated input throughout the project. This group will ensure technical consistency and facilitate informed decision-making across all participating agencies.

B. Project Management.

Under this task, the Consultant shall provide project management for the Caltrans team and SBCOG including but not limited to the following:

- Supervise, coordinate, and monitor design for conformance with Caltrans design standards and policies.
- Maintain project files using Caltrans Uniform File System.
- Prepare, circulate and file correspondence and memos as appropriate.
- Prepare monthly progress reports.
- Attend and prepare minutes for all meetings held for this work.
- Perform scheduling and coordination.

Work Products / Deliverables, Task 1	
1.A.	• Project Charter: summarizing roles, responsibilities and commitments

1.B.	• Project work plan: including scope, schedule, and milestones • Meeting minutes & action logs: From kickoff, coordination, and stakeholder meetings by documenting decisions and next steps. • Monthly progress reports: summarizing completed tasks, upcoming work, issues encountered, and budget status. • Correspondence archive: organized record of memos, emails, and formal communications filed per the Caltrans Uniform File System. • Project Schedule Updates: Gantt charts or milestone trackers showing progress and adjustments.
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*Work products may be combined as needed. They are listed here by subtask for reference.

Task 2. High Occupancy Toll (HOT) Analysis

The Consultant shall perform all necessary data collection and analysis specific to high occupancy toll (HOT) to produce and develop accurate and comprehensive fulfillment of all major tasks below associated with Alternative 2b – 4- lanes, managed lane high-occupancy toll (HOT).

A. Operational Framework, Price Scheduling Analysis and Toll Calibration

Consultant shall perform all necessary data collection, analysis, regional and local outreach, engagement and polling to be able to establish the operational rules, preliminary tolling/reversible pricing assumptions, develop estimated pricing schedules (fixed toll Vs dynamic) and elasticities. This includes but is not limited to coordination, communication with Caltrans and SBCOG on development of the estimated pricing schedules.

B. Feasibility Assessment

Consultant shall perform feasibility and equity assessment of HOT implementation on the SR25 Corridor within the post mile limits identified considering the demographics, economics and population the corridor serves within the local and regional community; understanding this corridor as a commuter link to the Bay Area region.

Work Products / Deliverables, Task 2	
2A.	• Provide summary of operational rules, lane-use constraints and preliminary price assumptions for toll/reversible lanes. • Proposed methodology for analysis including estimated utilization of the HOT lane and price scheduling for review by Caltrans and

	SBCOG
2B.	• Provide memo summarizing results of feasibility and equity assessment

Task 3. Travel Demand Modeling

The Consultant shall develop, calibrate, and validate a customized sub-regional travel demand model specifically tailored for the SR 25 Corridor Improvement Project. The primary objective is to capture the complex interregional commute, freight, and shopping travel behaviors spanning the boundary between the San Benito County (AMBAG) and Santa Clara County (VTA) planning areas. This model will serve as the foundation for all subsequent project-level VMT calculations under SB 743, toll/managed lane pricing assessments, and future year traffic volume forecasting. The preferred software platform is the most currently adopted version of the **AMBAG TransCAD Regional Travel Demand Model**, and the preferred base year is 2022 (Consultants can propose a different software platform and a base year).

A. Existing Data Collections.

Identify and collect existing traffic data from pertinent sources, including Caltrans, AMBAG, SBCOG, VTA, local jurisdictions, and data vendors. Data items include information relating to mainline volumes, ramp volumes, turning movements, travel time, vehicle occupancy, etc.

B. Travel Demand Model framework.

The consultant shall perform the following subtasks:

- 1. Review and assist in determining the appropriate sub area model that can accurately represent and forecast the travel dynamics and VMT on SR 25 within both San Benito County and Santa Clara County. This sub-area must seamlessly integrate networks, Traffic Analysis Zones (TAZs), socioeconomic data (SED), and other inputs from both AMBAG and VTA models.
- 2. Assist in determining the most appropriate VMT adjustment methodologies (model elasticity, hybrid methodology, rural methodology, etc.)
- 3. Prepare all steps of developing the model that can evaluate all projects alternatives, including, but not limited to, managed lane and reversible lane sensitivity tuning, sub-area calibration and validation
- 4. After establishing the baseline sub-area model, the Consultant will

add additional details to model the future build alternatives for the project incorporating frontage roads and the reconfigured interchanges. The baseline and build alternative sub-area models would then be used to create an opening year (2036) and design year (2056) projections for the No-Build and Build alternatives respectively ensuring that the supply and demand side of the study network are balanced. The future projections shall incorporate adjustments to growth for relevant Traffic Analysis Zones to reflect only positive growth or known growth based on planned developments.

The model limits would be State Route 25 from postmile (PM) R52.0 to 60.084 in San Benito County and from PM 0.0 to R2.36 in Santa Clara County. The model would include ramps and all intersecting roads. The north boundary for the model would be the Shore Rd/Frazier Lake Rd/Bloomfield Ave/Bolsa Rd path north of State Route 25 from San Felipe Rd to US-101. The south boundary would be Route 156 from US-101 to Route 156B/4th St to San Felipe Rd. The west boundary would be US-101 from Route 156 to Tar Spring Creek and the railroad tracks from Tar Spring Creek to Route 25. The east boundary would be San Felipe Rd from Route 25 to Route 152. The sub-area model should incorporate any intersections within the subject area subject to input from Consultant.

The Consultant will incorporate existing a.m. peak period (5:00-8:00 a.m.) and p.m. peak period (3:00-6:00 p.m.) turning movement counts at hourly intervals for the 24 study intersections into AMBAG model network attribute file as a part of developing the baseline (existing) model. The sub-area model would need to ensure that the supply and demand side of the study area are balanced.

The sub-area model would be used to develop existing a.m. and p.m. peak Origin-Destination (O-D) Trip Tables for existing condition and Future No-Build and Future Build alternatives making sure that the supply and demand side of the network volumes are balanced. The O-D Trip Tables would need to be in a matrix format using the names of streets/highways used for entry/exit to the sub-area for routes originating or terminating at the edges of the sub-area and the approximate address or intersection name for routes terminating inside of the sub-area model.

C. Provide Traffic Volumes.

The Consultant shall provide the following forecasted traffic volumes for Existing Conditions, Opening Year (2036), and Design Year (2056) for all Build and No Build Alternatives:

- Average Daily Traffic (ADT)
- a.m. peak period (5:00-8:00 a.m.) and p.m. peak period (3-6 p.m.) traffic at 15-minute intervals.

D. Performance Metric Development.

The consultant shall generate performance metrics required for Solutions for Congested Corridors and Trade Corridor Enhancement Program applications for all alternatives.

Work Products / Deliverables, Task 3	
3A.	• Comprehensive traffic data inventory summarizing sources, data types (e.g., volumes, travel time, occupancy), coverage, and quality, including identification of gaps. • Organized dataset package: with raw and/or cleaned traffic data files, metadata, and optional GIS layers, ready for analysis or integration into planning tools.
3B.	• Technical memorandum on model structure: Documenting data source blending, TAZ modifications, and boundary expansion methodologies • Memorandum on the selection of VMT adjustment methodologies. • Model Calibration and Validation Report: Detailing baseline performance, statistical fit, and confirmation of compliance with Caltrans requirement. • Origin-Destination (O-D) Trip Tables and Forecast Documentation: Matrix-format O-D tables for a.m. and p.m. peak periods under existing and future scenarios, plus a technical memo detailing methodology, assumptions, and growth adjustments. • Finalized Model files: Includes baseline and future-year (2036 and 2056) No-Build and Build alternative models developed in TransCAD, incorporating detailed network attributes, turning movement counts, frontage roads, and reconfigured interchanges, with balanced supply and demand.
3C.	• Baseline ADT Report: Average Daily Traffic volumes for the No-Build scenario under existing conditions. • Baseline Peak Period Volume Tables: 15-minute interval volumes for AM (5–8 a.m.) and PM (3–6 p.m.) peak periods—No-Build scenario. • Opening Year (2036) ADT Tables: ADT volumes for No-Build, Build, and Second Design Option scenarios. • Opening Year (2036) Peak Period Volume Tables: 15-minute interval volumes for AM and PM peaks (No-Build and Build scenarios).

	- Design Year (2056) ADT Tables: ADT volumes for No-Build, Build, and Second Design Option scenarios. - Design Year (2056) Peak Period Volume Tables: 15-minute interval volumes for AM and PM peaks—No-Build and Build scenarios.
3D	Performance metrics required by SCCP and TCEP.

*Work products may be combined as needed. They are listed here by subtask for reference.

Task 4. Traffic Operations and Analysis

A. Operational Analysis

Perform an operational analysis of the project network using the Highway Capacity Manual, 7th Edition (HCM), with Synchro (Consultants encouraged to propose different software if applicable) specified as the preferred software for HCM intersection analysis and Highway Capacity Software (HCS) for conventional highway and expressway operations analysis. The primary study area includes State Route 25 Segment 1 from San Felipe Road to Hudner Lane, Segment 2 from Hudner Lane to Bloomfield Avenue, Segment 3 US-101/ State Route 25 interchange, and State Route 156 from the railroad track to San Felipe Road. This analysis encompasses all intersections, ramps (if applicable) and highway segments within these limits.

B. Intersection Inventory and Analysis

Prior to analysis, a complete intersection inventory must be documented, detailing traffic control type, lanes, and signal phasing (if applicable) at each intersection and highway segments. This analysis must evaluate the a.m. peak and p.m. peak for the Existing/Base Year and future Build and No-Build alternatives for both the Opening Year (2036) and the Design Year (2056). The required performance metrics must evaluate LOS, v/c, movement & approach delay, 95th percentile queues by movement, and DVHD (Daily Vehicle Hours of Delay) & DPHD (Daily Person Hours of Delay) at each study intersections and segments for every analysis year and scenario. Consultant will also need to complete a Stage 1 Intersection Safety, Operational Assessment Process (ISOAP) for each intersection within the study limits for each alternative.

C. Safety Analysis

A safety analysis to be conducted using the Highway Safety Manual (HSM) methodology for the Existing/Base Year and for future Build and No-Build alternatives in the Opening Year (2036) and Design Year (2056). This analysis is to consider vehicles, bicycles, and pedestrians. The expected average

safety performance should be estimated using Interactive Highway Safety Design Model (IHSDM) spreadsheet tools and Crash Modification Factors (CMF) sourced from the CMF Clearinghouse, as found on the HSM website (<https://www.highwaysafetymanual.org/Pages/Tools.aspx>). The resulting safety effects are to be quantified using HSM spreadsheets and CMFs where applicable, with a corresponding qualitative discussion provided for all safety impacts that are non-quantifiable.

Work Products / Deliverables, Task 4	
4A.	A formal Traffic Operations Analysis Report (TOAR) that provides details on the process, includes all outputs from the analysis as attachments and summarizes results of the analysis.
4B.	A technical memo that is incorporated into or attached to the TOAR that includes a complete and detailed summary of the intersection inventory analysis as well as a detailed, organized summary of performance metrics to be evaluated as indicated in item 4B.
4C.	A technical memo that is incorporated into or attached to the TOAR that includes a complete and detailed summary of the safety analysis performed

*Work products may be combined as needed. They are listed here by subtask for reference.

Task 5A. Vehicle Miles Traveled (VMT) Estimation and Disclosure (Base Scope)

General Guidelines and Expectations:

The Consultant will evaluate the VMT associated with each project alternative for the purpose of estimation and disclosure. Results and summaries should be included in tabular format, along with text briefly summarizing the methodology and results.

The following should be taken into consideration:

A. Data Plan and Data Collection.

The Consultant shall develop a comprehensive data plan that supports the baseline analysis and informs future project tasks. This includes cataloging all data collected and used throughout the project, organizing it by category, and preparing a summary memorandum that describes the baseline conditions and corridor context. For each dataset, the Consultant shall provide pertinent metadata, including

data sources, field definitions, update frequencies, and any relevant limitations.

The Consultant shall also explain how each dataset contributes to subsequent tasks, such as performance assessment and performance measure evaluation. As part of this task, the Consultant shall identify any additional data need required to complete these future analyses. Based on these needs, the Consultant shall prepare and implement a data collection plan to obtain the required information, ensuring that all data is accurate, relevant, and appropriately documented for integration into the final report.

B. Methodology and Impact Evaluation for Transportation Projects.

The consultant shall consider the following to achieve the goals of VMT estimation only:

- i. Calibration of the model: The Consultant shall calibrate the regional travel demand model to reflect local conditions and ensure it produces reasonable baseline outputs for the study area. Calibration shall include adjustments to key model parameters and validation against observed traffic volumes, trip lengths, and VMT to improve the model's accuracy and reliability for project-specific evaluation. For VMT analysis, the TDM must be evaluated for model adequacy using the checklist on TAF Table 4.
- ii. Identify Methodology. Based on Appendix Tables A2, A3, and A4, and details in the TAF 2025, and in consultation with Caltrans and SBCOG staff, the Consultant shall select the most appropriate travel assessment methodology tailored to the project's characteristics and context. Given the nature of the project alternatives, an appropriate methodology shall be applied to estimate VMT. Any induced-travel calculators may be used only for estimating VMT in this task, not determining significance. Descriptive context may be incorporated where helpful to describe the methodology and support interpretation of results, but the analysis shall remain primarily quantitative.
- iii. Identify VMT baseline using the future No Build Scenario. Consultant shall estimate the VMT baseline in the future No Build Scenario in Opening Year (2036) and Design Year (2056). Under CEQA guidelines (§15125), project effects must be compared to a baseline to assess their significance.
- iv. Assess VMT effects for Project alternatives. Consultant shall estimate the VMT for each alternative in Opening Year (2036) and Design Year (2056). Under the Base Scope, this task is limited to calculating and comparing VMT between alternatives and the No Build scenario.

Task 5B. VMT Significance, Induced Travel, and Mitigation (Optional Task)

This Optional Task will be authorized only if required based on future legislative or regulatory outcomes. In addition to the Base Scope above, the Consultant shall conduct a VMT significance determination and identify and evaluate feasible mitigation strategies to reduce any potentially significant VMT impacts under CEQA and support consistency with broader VMT reduction objectives.

A. VMT Significance Determination

In line with Section 5.1.1 of the TAC, the Consultant is tasked with conducting a comprehensive evaluation of each Project alternative to assess whether it would lead to a measurable and significant increase in vehicle travel. This screening process involves comparing the projected VMT for each alternative against the future No Build conditions, as well as any applicable thresholds of significance. This comparison shall be performed for both Opening Year (2036) and Design Year (2056). The Consultant is responsible for evaluating the significance of VMT-related impacts for each project alternative. If these impacts are found to be significant, the analysis must include the extent to which the project increases VMT, considering both direct and indirect effects on vehicle travel.

B. Cumulative and Indirect Impact Assessment

The Consultant must also consider factors such as induced demand, changes in land use patterns, and regional traffic forecasts. If applicable, the evaluation must address the project's cumulative impacts, which consider the potential for the project, in combination with other regional projects, to significantly increase VMT. Section 5.4 of the TAC has guidance on addressing Cumulative and Indirect Impacts. The results of this evaluation will inform whether additional mitigation measures are necessary to address any identified impacts, ensuring compliance with environmental regulations and minimizing adverse effects on the transportation system.

C. VMT Mitigation Plan.

This task focuses on identifying mitigation measures that would result in a VMT decrease that is greater or equal to the VMT increase attributed to the Project. The Consultant must recommend feasible mitigation strategies to address the project's effects on VMT, including induced VMT. Potential mitigation measures can be found in Appendix C of the TAC and should be incorporated into the mitigation plan. While CEQA mandates that significant environmental impacts be mitigated to the

fullest extent possible, it does not require improvements beyond baseline or existing conditions. The objective is to reduce the project's environmental footprint while adhering to regulatory standards.

- i. Potential Mitigation Measures for Each Project Alternative: Potential mitigation measures for induced VMT are outlined in Appendix C of the TAC and should be integrated into the overall mitigation plan.
- ii. Develop VMT Mitigation Plan identifying proposed set of feasible mitigation measures. Quantify VMT mitigation for each project or strategy. Develop conceptual scope, cost, and schedule for each measure. Provide input on responsibility for each measure in collaboration with Caltrans and SBCOG.

Work Products / Deliverables, Task 5	
5A - Base Scope	- A memo detailing the selected travel assessment methodology, model calibration approach, and assumptions used for the VMT analysis, including justification for any screening decisions or alternative approaches. - A memo presenting VMT estimation results. This should include tables, graphs, maps, and other visualizations of the results.
5B - Optional Task	- A memo presenting modeled VMT outcomes for each project alternative, with comparison against CEQA thresholds of significance. This should include tables, graphs, maps, and other visualizations of the results. - This summary should identify whether the VMT impacts for each alternative exceed significance thresholds as defined under CEQA, with references to applicable guidance (e.g., SB 743, Caltrans TAF/TAC). - A memo with a list of description and summary table of feasible mitigation measures for alternatives that result in significant VMT impacts, including references to the Caltrans Mitigation Playbook and other relevant resources.
5C – VMT Mitigation Plan	A VMT Mitigation Plan in memo format that includes feasible mitigation measures, that are each quantified and details a cost, scope and schedule for each measure

*Work products may be combined as needed. They are listed here by subtask for reference.

Task 6. Prepare Model and Associated Data/Files

A. Model Files.

Consultant shall submit the final, fully edited travel demand model files for each scenario analyzed, including all input assumptions, configuration files, and output datasets. This includes, but is not limited to:

- Model networks and demand files as used for each scenario
- Any edited scripts, post-processing tools, or model utilities
- All datasets used in the analysis, including metadata (e.g., source, year, field descriptions, units)
- Review of preliminary model run and results by Caltrans and SBCOG staff before finalizing all parameters.
- Summary documentation describing modeling assumptions, versioning, and any customizations made to the base model.
- All supporting files and code used in the development and generation of any analysis completed as part of this project. All such materials to be delivered in full and cover the complete scope of work for all tasks.

All materials shall be submitted in a format and structure suitable for future use by Caltrans or its designees. The final deliverables will be reviewed and confirmed as complete prior to project closeout.

Work Products / Deliverables, Task 6	
6A.	• Complete set of model files, input data, scripts, and tools used for each project alternative. • Summary memo documenting model assumptions, data sources, methodologies, and key results.

*Work products may be combined as needed. They are listed here by subtask for reference.

Task 7. Prepare Draft and Final Report

A. Draft Report*

Consultant shall prepare a draft report integrating all technical memos, documentation and other pertinent material associated with all tasks above and Optional Task 5B, if authorized. Anticipate four (4) cycles of review, comments, and revisions:

- Caltrans Traffic Operations, Safety, Management and Modeling teams
- Caltrans D5 Planning team
- Caltrans HQ Office of Sustainability, partner, stakeholder, and public review.

- SBCOG planning team.

Consultant shall prepare a matrix summarizing comments received and how they were addressed during each cycle of the review.

* The formal TOAR referenced as the Task 4a deliverable should be a standalone document, separate from the draft and final report, subject to review by SBCOG staff and Caltrans Traffic Operations, Safety, Management and Modeling teams.

B. Final Report.

Consultant shall prepare final report incorporating comments received during review. Consultant shall present to Caltrans for final review and comment.

Work Products / Deliverables, Task 7	
7A.	Draft report
7B.	Final report, with robust partner and stakeholder review and feedback

*Work products may be combined as needed. They are listed here by subtask for reference.

End of Exhibit A

Appendix A

Table A1: Turning movement count traffic data that Caltrans D5 Traffic Operations collected at each intersection

Intersection	Count 1*	Count 2*
SBT-25 & San Felipe Rd	April 2022	September 2023
SBT-25 & Wright Rd	April 2022	
SBT-25 & Briggs Rd (S)	April 2022	
SBT-25 & Briggs Rd (N)	April 2022	
SBT-25 & Flynn Rd	April 2022	September 2023
SBT-25 & McConnell Rd	April 2022	
SBT-156 & McConnell Rd	April 2022	
SBT-25 & SBT-156 (Turbo RAB)	March 2025	August 2023
SBT-25 & Hudner Ln	March 2025	
SBT-25 & Frazier Lake Rd	March 2025	
SBT-25 & Shore Rd	March 2024	September 2023
SBT-25 & TriCal Alt. Dwy	March 2025	
SBT-25 & TriCal Dwy	March 2025	
SCL-25 & Bolsa Rd	March 2025	September 2023
SCL-25 & Bloomfield Ave	March 2025	

*Each set of counts contains 3 hours of data in the AM peak period and 3 hours of data in the PM peak period collected over 3 consecutive days.

Table A2. Selection Matrix for Preferred Induced Travel Assessment Method of Projects
 on the SHS¹

Project Type/ Location	GP or HOV Lane Addition to Interstate²	GP or HOV Lane Addition to Class 2 & 3 State Routes²	HOT Lane Addition to Interstate	HOT Lane Addition to Class 2 & 3 State Routes	Other VMT-inducing Projects & Alternatives
County in MSA with Class I Facility	Apply the NCST Calculator by MSA and/or TDM benchmarked with NCST Calculator ³	Apply the NCST Calculator by county and/or TDM benchmarked with NCST Calculator ²	Apply the NCST Calculator by MSA, TDM, and/or other quantitative methods ^{3,4}	Apply the NCST Calculator by county, TDM, and/or other quantitative methods ^{3,4}	Apply TDM or other quantitative methods ³
Other MSA County	Apply TDM or other quantitative methods ³	Apply the NCST Calculator by county and/or TDM benchmarked with NCST calculator ²	Apply TDM or other quantitative methods ³	Apply the NCST Calculator by county, TDM, and/or other quantitative methods ^{3,4}	Apply TDM or other quantitative methods ³
Rural County	Apply TDM or other quantitative methods ³	Apply TDM or other quantitative methods ³	Apply TDM or other quantitative methods ³	Apply TDM or other quantitative methods ³	Apply TDM or other quantitative methods ³

1. If preferred methods are not available, qualitative assessment is acceptable as shown in Figure 5.
2. Induced VMT estimates from HOV additions to two-lane (one lane per direction) facilities and HOV-3+ or higher additions may be outside the ± 20 percent range of the NCST Calculator estimate.
3. TDMs must be checked for applicability as described in Sections 4.4 and 4.5.
4. TDM may be benchmarked with NCST Calculator.

TAF 2025: Section 4.3 Application of the NCST Calculator

NCST: National Center for Sustainable Transportation. "The NCST at the University of California at Davis has developed an online tool, the NCST induced travel calculator, that uses elasticities to estimate induced travel associated with the addition of new general purpose (GP) or high occupancy vehicle (HOV) lanes on the SHS" (TAF, 2025).

Table A3. The 37 MSA Counties where the NCST Calculator Applies

23 MSA Counties: The NCST Calculator Applies to Class 1, 2, and 3 Facilities		
Alameda	Merced	San Joaquin
Contra Costa	Orange	San Mateo
Fresno	Placer	Santa Clara
Imperial	Riverside	Shasta
Kern	Sacramento	Solano
Kings	San Bernardino	Stanislaus
Los Angeles	San Diego	Yolo
Marin	San Francisco	
14 MSA Counties: The NCST Calculator Applies to Class 2 and 3 Facilities only		
Butte	San Benito	Sutter
El Dorado	San Luis Obispo	Tulare
Madera	Santa Barbara	Ventura
Monterey	Santa Cruz	Yuba
Napa	Sonoma	

TAF 2025: Section 4.3 Application of the NCST Calculator

Table A4. The 21 Rural Counties where the NCST Calculator does not Apply

Alpine	Inyo	Nevada
Amador	Lake	Plumas
Calaveras	Lassen	Sierra
Colusa	Mariposa	Siskiyou
Del Norte	Mendocino	Tehama
Glenn	Modoc	Trinity
Humboldt	Mono	Tuolumne

TAF 2025: Section 4.3 Application of the NCST Calculator

Task Order No. ____
To The
Master On-Call Agreement for Transportation Planning Services
Between the Council of San Benito County Governments
and [INSERT FULL LEGAL NAME OF CONTRACTOR]

This Task Order No. ____ is entered into on this ____ day of _____, 20____ (“Effective Date”) by and between the Council of San Benito County Government (“SBCOG”) and [Insert full legal name of Contractor] (“Contractor”), a California [Insert entity status (Corporation, Partnership, Limited Liability Company etc.)].

WHEREAS, SBCOG and Contractor entered into a Master On-Call Services Agreement on [Insert date of Master On-Call Services Agreement] (the “Agreement”); and

WHEREAS, the Contractor now agrees to perform the following scope of services for this Task Order No. ____.

NOW, THEREFORE, the parties agree to the following:

1. Scope of Services

a. Task 1

[Insert detailed description of each task to be performed]

b. Task 2

[Insert detailed description of each task to be performed]

2. Fee

[Insert rates of compensation, fees, expenses, and a not-to-exceed amount]

3. Schedule of Performance

[Insert timeline for completion of tasks, including deadlines for deliverables]

All work under this task order shall be completed on or before (insert date), 20____, unless otherwise authorized in writing by SBCOG.

4. Deliverables

[List Deliverables to be provided]

5. Assumptions and Exclusions

[List assumptions and exclusions, if any]

6. This Task Order No. ____ is subject to the terms and conditions of the Agreement. This Task Order No. _____ may be executed in multiple counterparts, each of which shall constitute an original, and all of which taken together shall constitute on and the same instrument. Documents executed, scanned and transmitted electronically and electronic signatures shall be deemed original signatures for purposes of this Task Order No. ____ and all matters related thereto, with such scanned and electronic signatures having the same legal effect as original signatures.

IN WITNESS WHEREOF, THE PARTIES HAVE ENTERED INTO THIS TASK ORDER NO. ____ AS OF THE DATE HEREIN ABOVE APPEARING:

COUNCIL OF SAN BENITO COUNTY GOVERNMENTS

BINU ABRAHAM, Executive Director

[CONTRACTOR]

Name and Title



Project Update Report – San Benito County

Council of San Benito County Governments Board Meeting – September 17, 2026

Prepared September 10, 2026

REPORT PURPOSE: This report lists high profile or moderate to high impact to the traveling public projects on the State Highway System (SHS) in San Benito County (SBt). This report does not necessarily list all projects or encroachment permit activities. To be included in the SBCOG's agenda packet, this report generally begins compiling information two to three weeks in advance of the SBCOG's board meeting. Please refer to Caltrans' News Releases and social media posts for the most up to date road closure information and activity notices.

For information on current roadway conditions and active closures: <https://quickmap.dot.ca.gov/>

For a 7-day look-ahead on planned lane closures, updated each Friday: <https://lcswebreports.dot.ca.gov/searchdistricts?district=5>

If a Commissioner/Commissioner's Alternate of the SBCOG intends in advance to ask about a particular project at the Board meeting, it is kindly requested that they submit their inquiry in advance so that Caltrans staff have time to research details & nuances on the matter.

The projects below are listed in order of State Route, then by beginning post mile. There are two tables of projects displayed:

1. "*Projects in Construction*" (Milestone range: Construction Contract Approval to Construction Contract Acceptance);
2. "*Projects in Development*" (project phases "Project Initiation Document" (PID), "Project Approval & Environmental Documents" (PA&ED), "Plans, Specifications, & Estimates" (PS&E), and "Right of Way" (RW));

The Right of Way phase often overlaps with the Plans, Specifications, & Estimates (PS&E) phase. Oversight Projects are usually only included below when Caltrans is the Lead Agency for a given phase or activity. Maintenance activities are not generally included. Generally, updates since the last publication of the project update list are in **bold** type.

Please see a list of Caltrans resources available to the public at the end of this document.

California Department of Transportation

District 5, 50 Higuera Street, San Luis Obispo, California 93401

District 5 Public Information Office (805) 549-3318

Submit Customer Service Request (ca.gov) email: Info-d5@dot.ca.gov

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PROJECTS IN DEVELOPMENT									
	Project	Location & Post Mile (PM)	Description	Estimated Construction Timeline	Construction Capital Cost	Funding Source	Project Manager	Phase	Comments
D1	SR 156/Alameda EB Right-Turn Channelization (1P300)	In San Juan Bautista at the intersection of SR 156 and The Alameda (PM 2.9/3.1)	Installation of eastbound right-turn channelization from SR 156 onto the Alameda	TBD	N/A	Oversight/ Local	Terry Thompson	CON	The Maintenance Agreement between City of San Juan Bautista and Caltrans has been signed. Caltrans has issued Caltrans Encroachment Permit No. 0526 NMC 0964 (Ref. No. 22-049), authorizing the City of San Juan Bautista to construct a dedicated eastbound right turn lane on State Route 156 at The Alameda intersection.
	State Route 25 Corridor Improvement Project (48541)	San Felipe Road to 0.3 miles north of Hudner Lane to Highway 101 (PM SBt R52.0/60.1, SCI 0/2.6)	Conversion of 2-lane conventional highway to a 4-lane expressway	N/A	N/A	Local, potential grant funding	Chad Stoehr	PA&ED	High-level screening of alternatives process is complete. Caltrans provided a presentation to the SBCOG Board at the June 2026 Board meeting with a summary of results. The project team in cooperation with SBCOG staff, continues to work on the Environmental process for all relevant alignments focusing in parallel on schedule and resources to complete PA&ED. Caltrans working in cooperation with SBCOG staff in selection of consultant to perform Traffic analysis and studies to support PA&ED effort.
D3	US 101/ Rocks Road Wildlife Connectivity Project (1Q260)	In San Benito County in the Aromas Hills (PM 0.0/2.8)	Construct a wildlife crossing to connect important habitat on both sides of US 101 and improve safety for drivers and wildlife.	N/A	N/A	Other, grant funding	Terry Thompson	PA&ED	The Statutory Exemption for Restoration Projects (SERP) was approved for this project. The project report has been signed. A Value Analysis study is in process. The Wildlife Conservation Board has provided Grant Funding for this project.

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ACRONYMS USED IN THIS REPORT:

ADA	Americans with Disabilities Act	SHOPP	State Highway Operation and Protection Program
CEQA	California Environmental Quality Act	SR	State Route
CMAQ	Congestion Mitigation Air Quality	STIP	State Transportation Improvement Program
CMIA	Corridor Mobility Improvement Account	TBD	To Be Determined
CON	Construction, as a phase title	TMS	Traffic Management System
CTC	California Transportation Commission	VA	Value Analysis
DEER	Design Engineering Evaluation Report	VMT	Vehicle Miles Traveled
ED	Environmental Document		
EIR	Environmental Impact Report		
HFST	High Friction Surface Treatment		
MA	Maintenance Agreement		
MON	Monterey County		
NOP	Notice of Preparation		
PA&ED	Project Approval and Environmental Document		
PID	Project Initiation Document		
PIR	Project Initiation Report		
PM	Post Mile or Project Manager (based on context)		
PS&E	Plans, Specifications, and Estimates		
RTL	Ready to List		
RW	Right of Way		
SB1	Senate Bill 1, the Road Repair and Accountability Act of 2017		
SBCOG	Council of San Benito County Governments		
SBt	San Benito County		
SCL	Santa Clara County		
SERP	Statutory Exemption for Restoration Projects		



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-Resources-

COMMUNICATIONS:

For General Caltrans' Inquiries, or to be added to the San Benito County News Release Distribution List:

Public Information Office, District 5

Info-d5@dot.ca.gov

General Phone: (805) 549-3318

For Project Specific Questions or Partnering Opportunities:

Please reach out to the Public Information Office who will assist with coordinating your inquiry.

REQUESTS:

Customer Service Requests:

To notify Caltrans of specific concerns regarding current roadway or facility conditions, please submit a Customer Service Request through the following website: <https://csr.dot.ca.gov/>

Examples of Customer Service Requests:

Any of the following on the State's highway system:

- Streetlight issues
- Plant over-growth
- Damaged roadway
- Graffiti
- Trash on the roadway
- Any other highway concern or maintenance issue

For less specific concerns, please reach out to the Public Information Officer to be directed to the appropriate respondent.

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Public Records Requests:

For all public records requests, please submit your request through the Public Records Request portal:
[https://caltrans.mycusthelp.com/WEBAPP/rs/\(S\(4iui15cbqujv3ppvenlmgvx1\)\)/supporhome.aspx](https://caltrans.mycusthelp.com/WEBAPP/rs/(S(4iui15cbqujv3ppvenlmgvx1))/supporhome.aspx)

INFORMATIONAL:

Quickmaps Mobile App/Caltrans Website: “Caltrans QuickMap”

- Available for free in the Apple App Store and Google Play Store
- Provides real-time conditions for the State Highway System
- Desktop Format: <https://quickmap.dot.ca.gov/>

Caltrans Lane Closures Reporting System: <https://lcswebreports.dot.ca.gov/>

- Provides a 7-day look-ahead for planned lane closures
- Does not include unanticipated emergency closures (see Quickmaps for in-the-moment roadway conditions)

Caltrans’ Postmile Tool

- Postmiles or Post Miles are used to specify locations on California’s State Highway System.
- Postmiles may have prefixes or suffixes and may use up to three decimal places.
- Use this website to locate or determine postmiles along the State Highway System (SHS) or to determine the closest highway postmile to a location off the system.
- <https://postmile.dot.ca.gov/PMQT/PostmileQueryTool.html>

Caltrans CCTV Camera Map: <https://cwwp2.dot.ca.gov/vm/iframeemap.htm>

- Allows the public to see current conditions along the State Highway System

The Caltrans District 5 Office of Local Assistance: <https://dot.ca.gov/programs/local-assistance/>

- Includes links to many Federal and State funding opportunities
- Can help guide interested folks through the above-mentioned program requirements

The Official Caltrans District 5 Webpage: <https://dot.ca.gov/caltrans-near-me/district-5>

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SAN BENITO - SANTA CRUZ - MONTEREY - SAN LUIS OBISPO - SANTA BARBARA COUNTIES

FOLLOW US ON SOCIAL MEDIA  @CALTRANS CENTRAL COAST  @CALTRANS_D5  @CALTRANSDS	CALL OR EMAIL  (805) 549-3318  INFO-D5@DOT.CA.GOV  QUICKMAP	SCAN TO VIEW CURRENT PROJECTS  PROJECTS PAGE
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**STAY CONNECTED.
STAY INFORMED.
STAY MOVING.**

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Caltrans Project Update San Benito County

D1. SR 156/Alameda EB Right Turn
Channelization ●

D2. State Route 25 Corridor
Improvement Project —

D3. US 101/Rocks Road Wildlife
Connectivity Project —

D4. Hollister SR25 Median Barrier Project —

D5. SBT 101 Pavement Rehabilitation
Project —

D6. SR Shore Rd Intersection
Improvement ●

D7. SR 25 Highway Safety
Improvements Project —

