

**California Department of Transportation (CT)  
Office of Community Planning (CP)  
District Quarterly Report (DQR) for Community Based Transportation Planning Grants  
2010/2011 Fiscal Year**

<b>Report Prepared By (name/phone):</b>	<b>Eliot Hurwitz – 707-259-8782</b>
<b>District/Quarter:</b>	<b>04/1</b>
<b>District Grant Manager: (name/phone)</b>	<b>Sergio Ruiz (510) 622-5773</b>
<b>Grant Title:</b>	<b>Community-Based SR29 Gateway Corridor Improvement Plan</b>
<b>Grant Applicant:</b>	<b>Napa County Transportation and Planning Agency</b>
<b>Fiscal Year of Grant Funds:</b>	<b>11/12</b>
<b>Contract #:</b>	<b>04A3869</b>
<b>Contract Start Date:</b>	<b>February 1, 2012</b>
<b>Contract End Date:</b>	<b>February 28, 2014</b>

**Funding Information**

	<b>Grant Funds</b>	<b>Local Match (cash)</b>	<b>Local Match (in kind)</b>	<b>Total</b>
<b>Total Planned Cost</b>	\$300,000	\$23,000	\$30,000	\$353,000
<b>Amount Invoiced/ Paid (This quarter)</b>	\$10,087.55	\$1,120	\$4,468.67	\$11,207.55
<b>Amount Invoiced/Paid (Cumulatively incl. this quarter)</b>	\$10,087.55	\$1,120	\$5,375.67	\$12,114.55
<b>Funds Remaining</b>	\$289,005.45	\$21,880	\$24,624.33	\$340,885.45

**Scope of Work Information**

<b>Tasks/Milestones and Description (Completed or scheduled for completion this quarter)</b>	<b>Percent Complete</b>	<b>Planned Completion Date (Month/Year)</b>	<b>Actual Completion Date (Month/Year)</b>
1.3 Consultant, Stakeholder Kick-off	100	April 2012	August 2012

<b>Tasks/Milestones and Description (Ongoing)</b>	<b>Percent Complete</b>	<b>Planned Completion Date (Month/Year)</b>
1.1 Meet with Caltrans	100	March 2012
1.2 Prepare RFP	100	March 2012
1.3 Consultant, Stakeholder Kick-off	100	April 2012
2.1 Basic One-to-one Outreach	10	June 2012
2.2 Public Education/Outreach Program	10	June 2012
2.3 Identify Stakeholders, CAC Mtgs	10	May 2013
2.4.1 Public Charrettes	5	October 2012
2.4.2 Additional Public Review	0	April 2013
2.5 Corridor Steering Committee and Staff	10	July 2013

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<b>Tasks/Milestones and Description (Ongoing)</b>	<b>Percent Complete</b>	<b>Planned Completion Date (Month/Year)</b>
Working Group		
3.1 Develop Vision for Corridor	0	February 2013
3.2 Summarize Existing Plans/Studies	10	October 2012
3.3 Project Future Traffic and Travel Demand	0	February 2013
3.4 Identify Potential Programs/Projects	0	March 2013
3.5 Develop Corridor Improvement Plan	0	May 2013
4.1 Prepare Final Plans	0	June 2013
4.2 Present Final Plans	0	July 2013
5.1 Project Management/Monitoring/ Quarterly Reports	5	February 2014
5.2 Fiscal Management	5	February 2014

**1. Overall project status /general comments this quarter (progress, problems encountered, tasks/milestones delayed more than one quarter, etc.)**

*Contract signed with consultant  
Staff Working Group (SWG) held first meeting – very well attended  
Project website inaugurated  
Steering Committee membership established (first meeting next quarter)  
Stakeholder lists developed*

**2. Identify Community-Based Organizations involved in the project this quarter.**

**3. Discussion/evaluation of public participation efforts this quarter.**

**4. List of documents/materials forwarded to Caltrans this quarter (contracts, agreements, final reports, etc.)**

*Consultant contract  
Stakeholder list*