

MEMORANDUM

To: CHAIR AND COMMISSIONERS
CALIFORNIA TRANSPORTATION COMMISSION

CTC Meeting: January 29-30, 2026

From: STEVEN KECK, Chief Financial Officer

Reference Number: 4.18, Action Item

Prepared By: Dee Lam, Chief
Division of Local Assistance

Subject: **ACTIVE TRANSPORTATION PROGRAM – PROJECT SCOPE AMENDMENT – SYCAMORE TRAIL EXTENSION (PHASE 3) PROJECT RESOLUTION ATP-P-2526-09**

ISSUE:

Should the California Transportation Commission (Commission) approve a project scope amendment for the Cycle 5 Active Transportation Program (ATP) Sycamore Trail Extension (Phase 3) project (PPNO 7889), in Yolo County?

RECOMMENDATION:

The California Department of Transportation (Department) recommends that the Commission approve a project scope amendment for the Cycle 5 ATP Sycamore Trail Extension (Phase 3) project (PPNO 7889), in Yolo County.

DISCUSSION:

On June 2021, the Commission approved the Cycle 5 Metropolitan Planning Organization (MPO) Component, 9 of 10 Large MPOs of the 2021 ATP, which included \$2,500,000 for the Sycamore Trail Extension (Phase 3) project (PPNO 7889), under Resolution G-21-46.

This project aims to construct a 4,100 foot Class I trail that will connect to Phases 1 and 2. However, the City of West Sacramento (City) has been unable to secure an easement with the Washington Unified School District (WUSD) for a portion of the originally planned alignment. Since the application was funded, the WUSD has decided to use the parcel for bus parking, which will cause a conflict between school buses and non-motorized users.

The City is requesting approval for a scope change to realign/reclassify a portion of the multi-use trail to a Class III route on a low volume residential street. The proposed Class III bikeway will meet all applicable guidelines and statutory requirements, and the existing speed limit for the segment is 25 miles per hour. The City is also proposing the addition of a decomposed granite trail adjacent to the Class I trail to allow for pedestrian and bike separation.

ANALYSIS:

The revised alignment still connects to the same termini. Once the project is completed, the trail will function as intended by connecting the proposed trailhead to the United States Highway 50 bicycle and pedestrian overcrossing.

ANALYSIS RECOMMENDATION:

Based on the guidance provided in the 2025 ATP Guidelines regarding scope changes, the Department has determined that the project will deliver the access that was outlined in the application.

BACKGROUND:

Resolution G-16-29 amended the ATP Guidelines to stipulate that any agency implementing an ATP project, present scope changes to the Department for consideration prior to allocation. Therefore, the Department will make a recommendation to the Commission for final approval with the understanding that scope changes that result in a decrease in active transportation benefits may result in removal from the program.

Attachments

Project Scope Change Request

Caltrans' Analysis and Recommendations

Submittal Date: 11/13/2025

PROJECT NAME: Sycamore Trail Extension (Phase 3)
IMPLEMENTING AGENCY: City of West Sacramento
ATP ID: ATP5-03-099M
FEDERAL PROJECT NO.: 5447(053)
PPNO: 03-7889
DATE OF AGENCY/CT COORDINATION MEETING: 8/19/2025
FIELD REVIEW DATE (major only): none needed
APPROVED PROJECT DESCRIPTION: Construct 4100 foot Class 1 trail extension from Phase 2 overpass at Westmore Oaks Elementary School to the intersection of Park Blvd and Stone Blvd.

Purpose

This document serves as supplemental information to the Exhibit 25-D REQUEST FOR PROJECT SCOPE CHANGE (attached) completed by the City of West Sacramento and submitted to Caltrans on 11/4/2025.

Caltrans' Recommendation(s)

As a result of Caltrans' review of the City of West Sacramento's Scope Change Request documentation and subsequent discussion(s) with the City's staff, Caltrans recommends the following action:

APPROVE AS A MAJOR SCOPE CHANGE

Scope to Be Changed

The following is a numbered list of proposed scope changes:

1. Reduce the Class I trail length from 4,100 feet to 2,900 feet, a reduction of 1,200 feet.
2. Reduce trash cans from 9 to 6
3. Remove all 3 Picnic tables
4. Add 3 benches
5. Add 1,400 feet of Class III facilities
6. Add 2,155 feet of Decomposed Granite path adjacent to the Class I trail

Reason for the Scope Change

When the application was submitted the City anticipated entering into a joint use agreement with the Washington Unified School District (WUSD); to allow use along an existing fire access path in exchange for making Class I improvements to the corridor. During design the WUSD determined that they would now be using their facility for bus parking, which meant that the trail would have turning buses encroaching onto the facility. The City feels that proposing to instead construct a Class III route on an adjacent low volume residential street is preferable to non-motorized users having to be on the lookout for encroaching buses.

The picnic tables have been exchanged for benches due to public concerns over overnight camping on the trail. There is only room for trash cans only the trail portion, not the Class III route.

Summary of Caltrans Analysis

Caltrans supports this request for the following reasons:

Proposed scope change's affect to benefits (Potential of the project to increase walking and biking as compared to the approved scope):

Net Decrease- The proposed scope change is expected to have the following impact on the project's potential to increase walking and biking as compared to the original scope.

The down scope from a Class I trail to a Class III route will likely decrease the potential to increase walking and biking as compared to the approved scope. The approved scope allowed the users to be completely separated from motorized vehicles. The addition of the decomposed granite trail will allow for additional bike and pedestrian separation.

Proposed scope change's affect to benefits (Potential of the project to increase safety of pedestrians and bicyclists walking biking as compared to the approved scope):

Net Decrease - The proposed scope change is expected to have the following impact on the overall safety of pedestrians and bicyclists as compared to the original scope.

The down scope from a Class I trail to a Class III route will likely decrease the overall safety of walking and biking as compared to the approved scope. The approved scope allowed the users to be completely separated from motorized vehicles. The addition of the decomposed granite trail will allow for additional bike and pedestrian separation.

Additional Comments

Caltrans concurs with the information provided in Attachment 1- Exhibit 25-D REQUEST FOR PROJECT SCOPE CHANGE. The agency has coordinated with Caltrans staff to provide the most accurate information possible.

Caltrans' Coordination with Requesting Agency

On 8/19/2025 Caltrans discussed the proposed scope change via Teams

Impact to Project Cost

The cost of changing from full length Class I to a Class I/Class III split is a decrease of \$264,000; but the addition of the DG path has increased the cost total by \$19,300

Impact to Project Schedule

There is no change to the project schedule. The Construction phase has a 20-month allocation time extension with a deadline of 2/28/2026. The agency want to have both this scope change and their construction fund allocation approved at the January 29/30, 2026 CTC meeting.

ATTACHMENTS

1. Exhibit 25-D REQUEST FOR PROJECT SCOPE CHANGE-Completed by Agency
2. Original plans with changes redlined
3. Original Detailed Engineer's Estimate with changes redlined
4. MPO concurrence

From: *Kevin Tan, Assistant Civil Engineer*
City of West Sacramento
1110 West Capitol Ave,
West Sacramento, CA 95691

To: *Nickolas Trapasso*
District Local Assistance Engineer
Caltrans, Office of Local Assistance
703 B Street, Marysville, CA 95901

PPNO: 03-7889

ATP ID #:5447(053)

Subject: City of West Sacramento – Sycamore Trail Extension Phase 3 Scope Change Request

Project Name: Sycamore Trail Extension (Phase 3)

Approved Project Description:

Construct a 4,100 foot Class 1 trail extension from Phase 2 overpass at Westmore Oaks Elementary School to the intersection of Park Blvd and Stone Blvd.

Approved Project Limits (As submitted in Application)

City of West Sacramento, the Lower Northwest Interceptor (LWNI) sewer easement from the Westmore Oaks School site (1110 Clarendon Street) to Park Blvd at Stone Blvd.

Dear District Local Assistance Engineer:

Consistent with the California Transportation Commission’s (CTC) “Policy on Project Amendments and Advance Project Allocations”, adopted on August 18, 2016, we request that Caltrans consider, and the CTC approve the proposed minor Project Amendments as documented below:

The City of West Sacramento is submitting this scope change request regarding the project listed in the subject line. This request includes the requirements outlined in the 2025 California Transportation Commission – 2025 Active Transportation Program Guidelines and is considered by the City to be a minor change for approval by Commission staff. For the following reasons below, the City of West Sacramento is requesting to reduce the previously approved Class I Trail length from project description of 4,100 feet to 2900 feet:

REQUIRED ELEMENTS (PER CTC’S PROJECT AMENDMENT POLICY):

1. An explanation of the proposed scope change

At the time of submitting the approved grant description, which detailed a specific trail length of 4,100 feet, it was anticipated that the City and the Washington Unified School District (WUSD) would enter into a joint-use agreement for an existing fire access path along the school grounds. Under this agreement, the City would improve the corridor by installing a Class I Trail, and in return, WUSD would allow the City to place a facility on their property.

During the design phase, complications arose when WUSD relocated their fleet parking. This relocation and its timing created new constraints for the trail alignment. To construct the trail along the corridor, the design must now

accommodate large bus turning movements, ensure safe and continuous passage for both buses and trail users, and maintain fire access for emergency vehicles.

Given these constraints, the City is proposing to adjust the trail alignment by connecting both phases using a publicly accessible low volume residential neighborhood Clarendon Street. The new alignment would follow the same point of origination and destination of the trail and extend to Deerwood Street, where users will be directed to a new Class III facility along Clarendon Street that connects to the recently constructed Sycamore Trail pedestrian overcrossing as described in the previously approved grant application.

With this proposed adjustment, the project scope will reduce the Class I Trail length to 2,900 feet, reduce number of trash cans from nine (9) to six (6), modify all picnic tables to benches, and add 1,400 feet of Class III facilities, including pavement markings and additional wayfinding signs.

2. The reason for the proposed scope change

As stated above, the City is requesting to reduce the proposed Class I Trail length from 4,100 feet to 2,900 feet due to an altered trail alignment. With this scope change, we will add 1,400 feet of Class III facilities, including pavement markings and additional wayfinding signs.

This scope change is necessary for the following reasons:

1. Original alignment is no longer feasible because the WUSD has restricted access along the shared corridor with bus and fleet parking
2. Bus turning movements along the confined corridor would result in turning movements encroaching onto the trail and potentially conflicting with pedestrian and bicycle users
3. Fire access along the corridor would be compromised due to the limited space and recent bus and fleet parking along the trail route
4. Trail users would benefit from a alternative route on a low stress low volume residential neighborhood street that connects the original point of origin (Sycamore Trail pedestrian overcrossing) to the trail head on Deerwood

3. The impact the proposed scope change would have on the overall cost of the project.

Table 1: Cost comparison of improvements approved in grant application and recommended scope change.

Bid Item Description	Quantity	Unit	Unit Price	Total Cost	Cost Difference
Reduction in Class I Trail	1,200	LF	\$220	\$264,000	-\$264,000
Reduction in Trash Cans	3	EA	\$4,000	\$7,000	-\$28,000
Reduction in Picnic Tables	3	EA	\$3,700	\$18,500	-\$18,500
Decomposed Granite Pedestrian Path	25,310	SF	\$10	\$253,100	\$253,100
New ADA Curb Ramps	2	CY	\$2,400	\$4,800	\$4,800

New Sidewalk	4	CY	\$2,400	\$9,600	\$9,600
Concrete Curb & Gutter	23	CY	\$2,400	\$55,200	\$55,200
Pavement Markings - White	44	SF	\$25	\$1,100	\$1,100
Wayfinding Signs	8	EA	\$750	\$6,000	\$6,000

Total Cost Difference of Scope Change Adjustments: \$19,300

The proposed scope change is anticipated to result in a net project cost reduction of \$264,000, based on the 95% engineer’s estimate. The City proposes to repurpose these funds to enhance trail connectivity by installing a Class III facility along Clarendon Street with new striping and wayfinding signage. In addition, the scope will include construction of a decomposed granite dedicated 8’ wide pedestrian pathway allowing pedestrians and bicyclists to have exclusive access and ADA improvements such as curb ramps, sidewalk transitions, and driveway conformity at the Phase III trailheads.

- 4. **An estimate of the impact the proposed scope change would have on the potential of the project to increase walking and bicycling as compared to the benefits identified in the project application (increase or decrease in benefit);**

Location/Element	Approved Scope	Proposed Change	Change in Walking/Bicycling Benefit
Sycamore Trail Extension (Phase III)	Class I Pedestrian Trail	Decrease length of trail. Add Class III facility to connect phases	Decrease

The City plans to mitigate this decrease in project benefit for walking and bicycling by enhancing trail connectivity by installing a Class III facility along Clarendon Street with new striping and wayfinding signage. In addition, the scope will also include beatification to phase III trial with a separated decomposed granite pedestrian pathway, landscaping improvements, and ADA improvements.

- 5. **An estimate of the impact the proposed scope change would have on the potential of the project to increase the safety of pedestrians and bicyclists as compared to the benefits identified in the project application (increase or decrease in benefit);**

Location/Element	Approved Scope	Proposed Change	Change in Safety Benefit
Sycamore Trail Extension (Phase III)	Class I Pedestrian Trail	Decrease length of trail. Add Class III facility to connect phases	Decrease

The City plans to mitigate this decrease in project benefit for walking and bicycling by enhancing trail connectivity by installing a Class III facility along Clarendon Street with new striping and wayfinding signage. In addition, the scope will

also include beatification to phase III trial with a separated decomposed granite pedestrian pathway, which stretches the majority of the Class I Pedestrian Trail, and ADA improvements.

6. An explanation of the methodology used to develop the aforementioned estimates.

The City has evaluated the cost increase for the proposed improvements using historical data and costs from previous projects that have installed similar improvements.

7. For projects programmed in the Metropolitan Planning Organization (MPO) component, evidence of MPO approval and the MPO rationale for their approval.

<< Address all applicable elements per Exhibit 22-D1 >>

ADDITIONAL QUESTIONS:

- 8. Does this scope change require revalidation of your environmental document? (No)
Revalidation of the environmental document will not be required.

Explain the additional public outreach efforts you have made with respect to this proposed scope change and provide a summary of the public response to these efforts:

Public outreach was not conducted with respect to this proposed scope change as the original alignment did not include public response in either favor or disagreement. The City would not be able to move forward with the original alignment due to constraints from third parties that cannot be mitigated.

REQUIRED Attachments: (check boxes of attached required documents)

- Original plans/workplan with changes highlighted
- Revised plans/workplan
- Original Detailed Engineer’s Est. with changes highlighted
- Revised Detailed Engineer’s Est.
- Written MPO Concurrence (see Item #7)
- Additional Revised Application Documentation

NOTES:





- FOR ADDITIONAL RIGHT OF WAY AND ACCESS DATA, SEE RIGHT OF WAY RECORD MAPS AT CITY OF WEST SACRAMENTO OFFICE.
- BASIS OF BEARING AND COORDINATES:

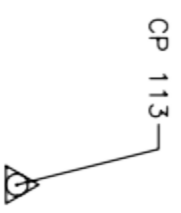
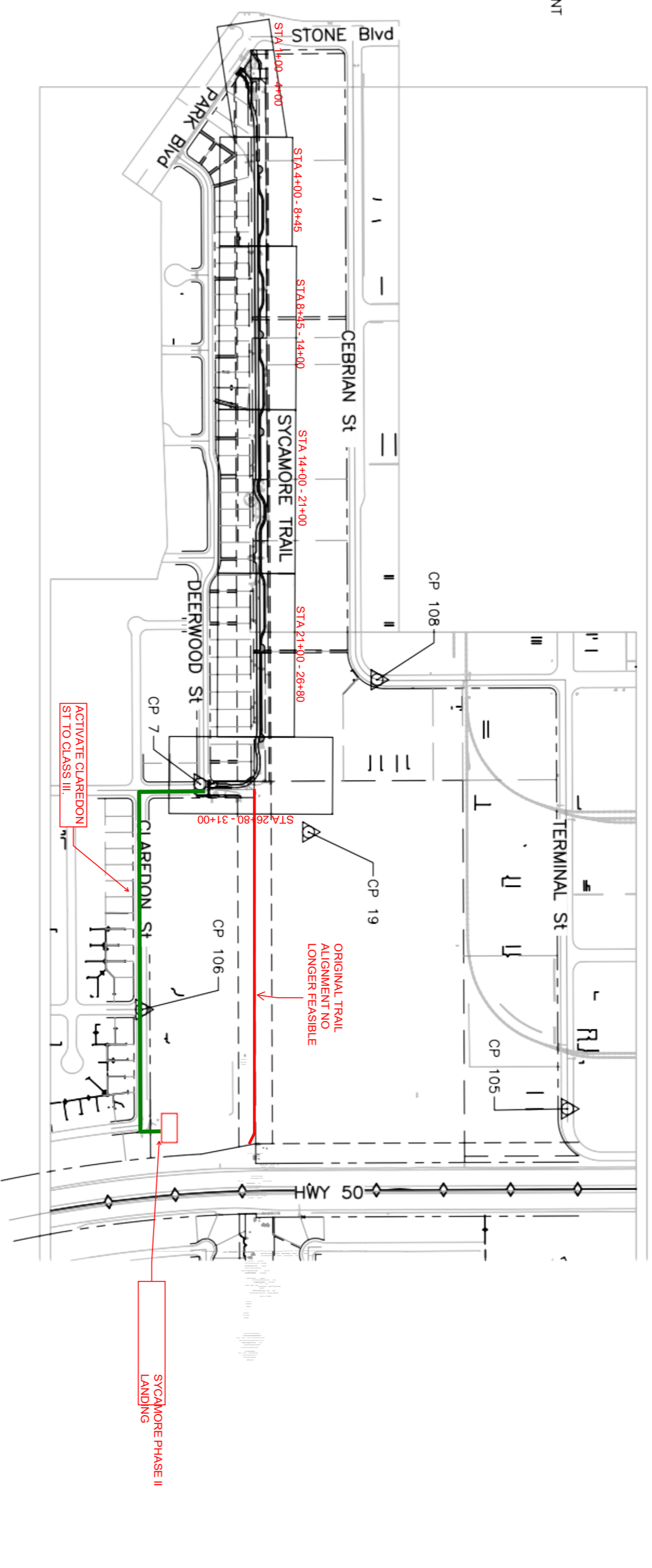
THE BASIS OF BEARINGS FOR THIS SURVEY IS THE HORIZONTAL DATUM: NORTH AMERICAN DATUM 83 (NAD83), CALIFORNIA STATE PLAN COORDINATE SYSTEM ZONE 2, EPOCH 1991.35 PER CALTRANS CORRIDOR CONTROL COORDINATES AND DISTANCES ARE GRID BASED. MULTIPLY BY 1.0000418 TO OBTAIN GROUND COORDINATES AND DISTANCES.

- BASIS OF ELEVATIONS:

VERTICAL DATUM:
 NORTH AMERICAN VERTICAL DATUM 88 (NAVD88) FIRST ORDER, CLASS 1
 DERIVED FROM NATIONAL GEODETIC SURVEY PID JS 2306 BENCHMARK V966.
 CALTRANS BRASS DISK STAMPED "V966 REST 1966"
 ELEVATION 20.12 FEET




LEGEND:

-  SURVEY CONTROL POINT
-  PROPERTY LINE (P/L)
-  RIGHT OF WAY (R/W)
-  EASEMENT



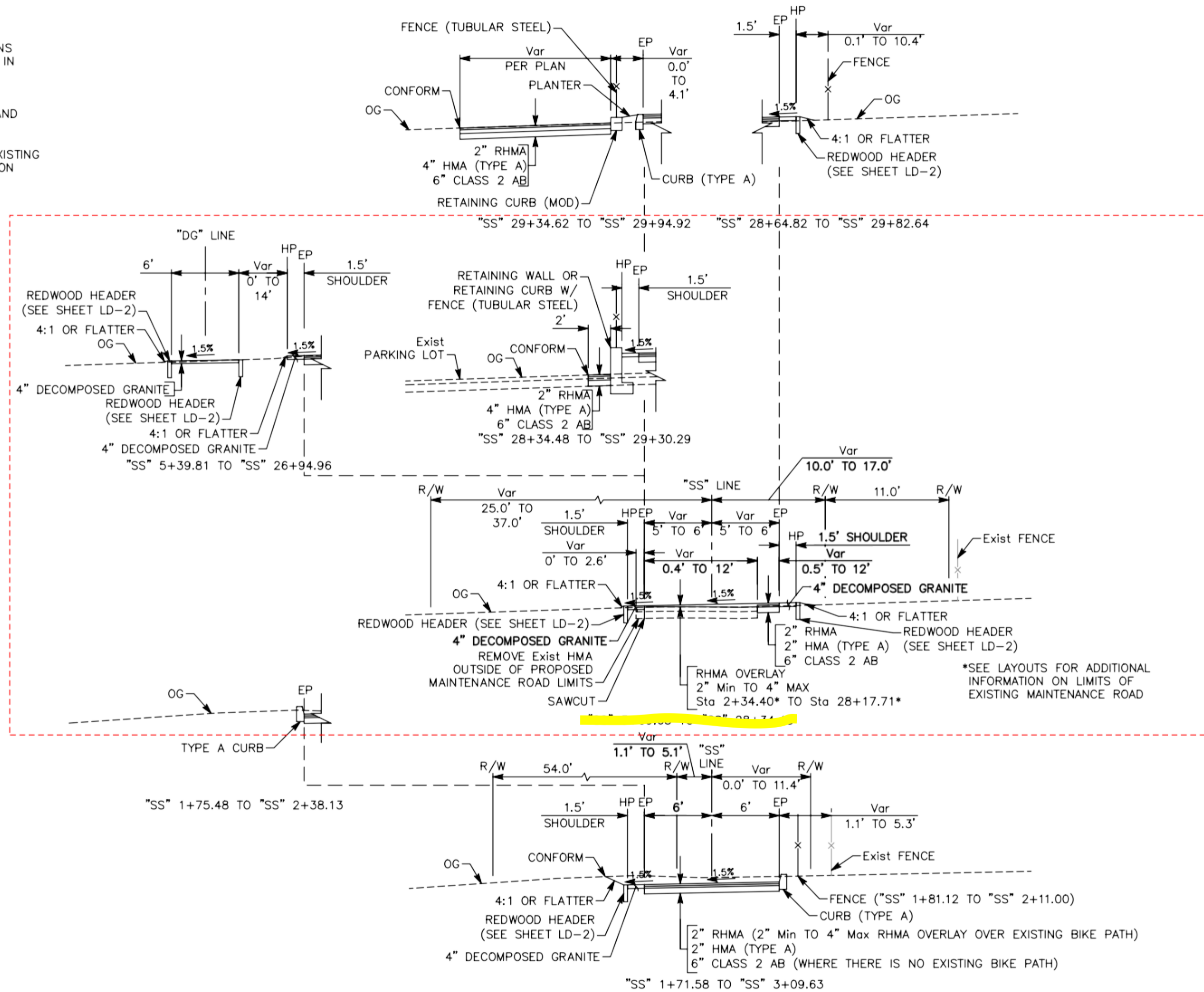
NOTE:
 THE CONTRACTOR SHALL VERIFY ALL CONTROLLING FIELD DIMENSIONS BEFORE ORDERING OR FABRICATING ANY MATERIAL.

CONTROL FOR DESIGN AND CONSTRUCTION				
PT. #	NORTHING	EASTING	ELEVATION	DESCRIPTION
CP 7	1970054.11	6694153.25	18.45	BRASS DISK LS5405 MON WELL
CP 19	1972032.74	6693749.53	12.95	BRASS DISK MON WELL
CP 105	1971263.54	6692785.36	17.92	MAG NAIL
CP 106	1970893.88	6694370.65	17.65	MAG NAIL
CP 108	1969665.70	6693494.61	17.93	MAG NAIL
CP 113	1967232.15	6695393.90	17.35	MAG NAIL

NO.	REVISION	BY	DATE	DESIGNED: C. LAVTON	RECORD DRAWING DATE:			CAPITAL PROJECTS DEPARTMENT 1110 WEST CAPITOL AVENUE WEST SACRAMENTO, CA 95691	PROJECT CONTROL AND KEY MAP	SYCAMORE TRAIL PHASE III 48	4	of	48	DWG. NO.	PC-1
				DRAWN: C. LAVTON	SCALE HORIZ: 1"=250'						PROJECT NO. CAD FILE:	DATE: 01/24/25	SCALE REFERENCE 		

NOTES:

1. DIMENSIONS OF THE STRUCTURAL SECTIONS ARE SUBJECT TO TOLERANCES SPECIFIED IN THE STANDARD SPECIFICATIONS.
2. FOR EXACT LOCATIONS OF PAVEMENT TRANSITIONS, CURBS, RETAINING WALLS AND DRIVEWAYS, SEE LAYOUT SHEETS.
3. USE 2" MIN OVERLAY OVER AREAS OF EXISTING PAVEMENT. USE FULL STRUCTURAL SECTION WHERE THERE IS NO EXISTING PAVEMENT.



NOTE:
THE CONTRACTOR SHALL VERIFY ALL CONTROLLING FIELD DIMENSIONS BEFORE ORDERING OR FABRICATING ANY MATERIAL.

SYCAMORE TRAIL SOUTH

SCALE REFERENCE
0

NO.	REVISION	BY	DATE	DESIGNED:	RECORD DRAWING DATE:
				C. LAYTON	
				C. LAYTON	
				M. RAMIREZ	

REGISTERED PROFESSIONAL ENGINEER
 MICHAEL A. RAMIREZ
 No. 28733
 Exp. 9/30/28
 CIVIL
 STATE OF CALIFORNIA
 DATE: 01/24/25



CAPITAL PROJECTS DEPARTMENT
 1110 WEST CAPITOL AVENUE
 WEST SACRAMENTO, CA 95691

TYPICAL CROSS SECTIONS

SYCAMORE TRAIL PHASE III

Required revisions to the Project’s Description and/or Limits:

The proposed Project Amendments documented above will require the following changes to the Project’s Description and/or Limits:

Reduce the Class I Trail length to from 4,100 feet to 2,900 feet, reduce number of trash cans from nine (9) to six (6), and add 1,400 feet of Class III facilities, including pavement markings and additional wayfinding signs.

Proposed changes to the Project Description:

Construction of ~~4100~~ 2900 feet of Class 1 trail, including repaving, striping, wayfinding signage, 2-stage motion sensor lighting, ~~picnic tables~~, benches, and garbage cans will provide a safe, direct spine for active transportation through the City.

Proposed changes to the Project Limits:

Changes to project limits are not necessary.

City of West Sacramento, the Lower Northwest Interceptor (LWNI) sewer easement from the Westmore Oaks School site (1110 Clarendon Street) to Park Blvd at Stone Blvd.

For Federally Funded Projects:

Proposed changes to the FTIP/FSTIP Description:

Construction of ~~4100~~ 2900 feet of Class 1 trail, including repaving, striping, wayfinding signage, 2-stage motion sensor lighting, ~~picnic tables~~, benches, and garbage cans will provide a safe, direct spine for active transportation through the City.

Proposed changes to the FTIP/FSTIP Limits:

Changes to project limits not necessary.

City of West Sacramento, the Lower Northwest Interceptor (LWNI) sewer easement from the Westmore Oaks School site (1110 Clarendon Street) to Park Blvd at Stone Blvd.

Project Delivery Status:

The following is a side-by-side comparison of the original project schedule and the current project schedule.

The explanations for each milestone date change is listed below:



Original CTC Allocation Dates: (as programmed by the CTC when the application was approved for funding):

PA&ED: _____ PS&E: _____ R/W: _____ CON: 06/30/2024 CON-NI: _____

Actual/Currently Anticipated CTC Allocation Dates: (at the time of this request)

PA&ED: _____ PS&E: _____ R/W: _____ CON: 02/28/2026 CON-NI: _____

Explanation for milestone changes:

A construction extension was issued due to delays to the project. Delays include ROW negotiations with Washington Unified School District and securing the necessary legal documents, and easements to start construction. Alternate layouts have been designed to avoid easements on school property. Legal challenges from Washington Unified on the accuracy of ROW between City and school district ongoing.

Local Agency Certification:

This Request for Scope Change has been prepared in accordance with the *Procedures for Administering Local Projects in the Active Transportation Program (ATP)*. I certify that the information provided in the document is accurate and correct. I understand that if the required information has not been provided this form will be returned and the request may be delayed. Please advise us as soon as the scope change has been approved.

You may direct any questions to:

Kevin Tan _____
(name)

(916) 617-4546
(phone number)

Signature: _____

Title: _____

Date: _____

Agency/Commission: _____

Attachments:

Distribution:

- (1) Original -DLAE
- (2) Copy – Division of Local Assistance, Headquarters ATP Program Manager
- (3) Copy – MPO/RTPA/County Transportation Commission



1415 L Street,
Suite 300
Sacramento, CA
95814

916.321.9000
sacog.org

October 16, 2025

Jaipal Chahal, Capital Projects Director
1110 West Capitol Avenue
West Sacramento, CA 95691

RE: West Capitol Avenue Regional Connection Bicyclist and Pedestrian Safety Improvements

Dear Ms. Scott:

The Sacramento Area Council of Governments (SACOG) has received your scope revision request for the Sycamore Trail Extension Phase 3 in West Sacramento (PPNO: 7889), which was competitively selected in SACOG’s Cycle 5 Regional Active Transportation Program (ATP).

In March 2024, the California Transportation Commission (CTC) approved the ATP Guidelines, which included policies regarding scope changes. The policies note that documentation of MPO approval and rationale for approval of proposed scope changes is required.

This project will extend the current class I trail from the new bridge over US-50 down to Park Boulevard. City staff provided documentation noting that the original plan was to build 4,100 feet of class I trail, using an existing fire access road next to the school. However, the school district moved its fleet parking to that area. If the trail followed the original route, it would have to safely handle both trail users and the bus fleet, while still allowing emergency vehicle access. To avoid any issues, the City is proposing amending the scope and aligning it along Clarendon Street – a low-stress/low-speed residential street using a Class III bike route.

SACOG concurs with West Sacramento’s proposed scope change as outlined in the form 25-D. It is consistent with the rationale you provided to us.

If you have any questions regarding SACOG’s position, please contact Summer Lopez at slopez@sacog.org or (916) 340-6228.

Sincerely,

- Auburn
- Citrus Heights
- Colfax
- Davis
- El Dorado County
- Elk Grove
- Folsom
- Galt
- Isleton
- Lincoln
- Live Oak
- Loomis
- Marysville
- Placer County
- Placerville
- Rancho Cordova
- Rocklin
- Roseville
- Sacramento
- Sacramento County
- Sutter County
- West Sacramento
- Wheatland
- Winters
- Woodland
- Yolo County
- Yuba City
- Yuba County