

**NORTH COUNTY CORRIDOR  
TRANSPORTATION EXPRESSWAY AUTHORITY**

**ITEM: 3b**

**SUBJECT:**

Project Risk Management Plan

**STAFF RECOMMENDATIONS:**

Information only

**FISCAL IMPACT:**

Not determined

**DISCUSSION:**

The attached extensive risk matrix was developed using the Caltrans model. The matrix lists the assumptions used to develop the scope and rates the risk according to level of impact to cost or schedule.

Date updated 7/28/2010  
 Dist - E.A Sta-108/120 PM  
 Co-Rte-PM XX to XX  
 Proj Mgr Kris Balaji  
 Dy Proj Mgr Roschen

Project Description  
 North County Corridor Project (PA&ED) - On New Alignment between State Route 99/ Hammett Road IC to 7.7 miles east of State Route 120/108 junction in Stanislaus County

**LEGEND**

Probability	
Very Low Low	0% to 5% 6% to 35%
Moderate	36% to 65%
High Very High	66% to 95% 96% to 100%

Impact	Schedule	Cost
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**Definition of Response Strategy**

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PROJECT RISK MANAGEMENT PLAN																				
Priority	Identification							Qualitative Analysis				Response Strategy		Monitoring and Control						
	Status	ID #	Date Identified	WBS Codes	Functional Assignment	Threat/Opportunity Event	SMART Column	Risk Trigger	Type	Probability	Impact	Risk Matrix	Strategy	Response Actions including advantages and disadvantages	Primary & Secondary Responsibility Task Manager	Date, Status and Review Comments				
	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(16)	(17)	(19)	(21)					
(1)	Active	1	7/15/2010	100.10.99	Environmental	HQ legal review	Caltrans legal will be involved during the 6002 - Agency Coordination process and the review of the Draft and Final Environmental Document. HQ Legal's work load priorities or risk averseness may cause schedule delays on the project of 6 - 12 months.	HQ Legal asking for more time than allotted in the agreed upon project schedule, or HQ Legal asking for unreasonable amount of information or extra work than usually required for legal review	Schedule	Moderate	High		Acceptance	Continuous communications with Headquarters legal. Include as part of 6002 Coordination Plan. Pro: HQ Legal well informed of the project Con: HQ Legal may micro manage the proj	Kris Balaji					
	Active	2	7/15/2010	100.10.10	Project Team	Change in Caltrans Personnel	During the Route Adoption Phase, Caltrans environmental Manager was reassigned to a different duty, and the DED was prepared under the guidance of the Acting Manager. Just when the DED was about to be released to the public, the original manager returned and the manager did not agree with a lot of decisions made by the previous staff, resulting in excessive rework and schedule delay. It is possible that the change in personnel during this phase of work may result in similar situation	Change in Management level Caltrans staff for Environmental, Design or Project Management discipline	Schedule	Moderate	Low		Mitigation	Written documentation of all key decisions and posting them on the File Collaboration Server. Pro: Proof of all decisions Con: Qualifying what constitute key decision may become subjective. Conservative actions may lead to unmanageable number of documents being saved making it difficult to retrieve	Kris Balaji					
	Active	3	7/15/2010	100.10.99	Environmental	Potential for increase in alternatives resulting from 6002 Coordination	The NEPA 6002 Agency Coordination regulations require the lead agencies to involve and consult with regulatory agencies early in the environmental process. While this is a potentially positive action, there is a risk that the regulatory agencies may start "running the project", for example, asking for more detailed studies, more minor analyses, more alternatives than what we think is reasonable and feasible, etc	Substantial scope variation(s) or more and more requests starting to accumulate as a result of consultations with the regulatory agencies.	Schedule	Moderate	High		Acceptance	Regular coordination with regulatory agency staff. Pros: Positive relationship with agency staff resulting in favorable understanding Con: None	Jack Allen					
	Active	4	7/15/2010	100.10.15	Design	Schedule delays due to untimely Coordination requirement with Hammett and Kiernan Projects	Currently, the Stanislaus County has embarked on the environmental study for interchange improvements at Kiernan Ave/SR99 and Hammet Avenue/SR99. The design alternatives for NCC may connect to either or both interchanges. As such, each NCC alternative needs to be coordinated with the Kiernan and Hammet alternatives, even after the PA&ED is completed for those projects and alternatives are chosen. This may result in some rework on the NCC Project.	Rework of alternatives that are already designed and approved on NCC	Schedule	Moderate	Moderate		Mitigation	Send Design Manager to critical PDT meetings of these other projects Pro: More knowledge of other projects' design strategies Con: Additional cost for NCC	Trin Campos					
	Active	5	7/15/2010	100.10.15	Design	Conflicts with other local jurisdictions should there be potential conflicts of NCC alignment with their existing local road circulation.	Should one or more of the proposed NCC alignment alternatives conflict with the local circulation of the JPA jurisdictions, there exists potential for negotiation or strained relationship.	Request from JPA jurisdictions to completely avoid conflicts to existing circulation	Cost	Moderate	Moderate		Mitigation	Close coordination with TAC members during alternative alignment development	Trin Campos					
	Active	6	7/15/2010	165.50.20 165.50.40	Environmental	Coordination with National Marine Fisheries Service (NOAA Fisheries) is not needed (no anadromous fish present)	Consultation with NMFS may be required if perennial drainages, which support anadromous fish will be impacted. Scope presumes that perennial drainages supporting anadromous fish will be avoided/no consultation with NMFS anticipated. If consultation is required schedule for completing Natural Env. Study Report and obtaining Biological Opinion could be delayed by 2 - 4 months.	NMFS requests inclusion through scoping process or bio field surveys determine that the alternatives will impact fish habitat.	Schedule	Low	Low		Avoidance	Confirm and verify early on that no T & E anadromous fish species are present; monitoring listings during project life	Jack Allen					
	Active	7	7/15/2010	165.00.00	Environmental	A delay in obtaining Notice to Enter (NTEs) leads to delay in schedule.	The efficiency and timeliness of environmental surveys are dependent upon the availability of access to the study area; Lead agency or the project proponent would be responsible for obtaining access to meet the proposed schedule.	Delay in obtaining NTEs due to project changes in description and/or schedule	Schedule	Low	High		Acceptance	Jacobs to ensure access is obtained early on in advance of survey windows; immediately following scoping; schedule adherence	Jack Allen					

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	Active	8	7/15/2010	165.50.40	Environmental	Additional USFWS-required field studies increase magnitude of effort and expand scope of work	Additional USFWS-required field studies to support analysis of potential growth-inducing effects on listed species; additional surveys are season sensitive. If triggered, this could lead to additional field surveys in an area larger than the project footprint study area (habitat level, not protocol), the timing of which could cause at least 12 month delay (as well as an increase in cost).	USFWS does not concur with Jacobs team survey plan and/or does not concur with findings of BA.	Schedule	Moderate	Very High		Acceptance	Through 6002 strategies and agency scoping, verify with USFWS that additional surveys not needed; monitor strategy during project life.	Jack Allen	
	Active	9	7/15/2010	165.50.40	Environmental	Limited protocol-level surveys in scope of work not adequate to address USFWS desired survey level will expand scope and delay schedule	Limited protocol-level surveys are included in this scope of work. If USFWS does not concur with Jacobs protocol survey plan, additional surveys may lead to additional seasonal surveys and delay the schedule by 16 - 24 months	USFWS does not concur with Jacobs team survey plan and/or does not concur with findings of BA.	Cost	High	Very High		Acceptance	After initial surveys are conducted and consultation with USFWS has occurred, USFWS will determine if protocol-level surveys are required. If protocol-level surveys for plants or wildlife are determined to be necessary, they may be conducted during the appropriate time of year under an amended scope of work	Jack Allen	
	Active	10	7/15/2010	165.00.00	Environmental	More than four versions of the APE map lead to rework	The APE map must stay set during technical studies; changes in the project during that time may change the APE and require additional lead agency approvals and in turn, lead to schedule delays of likely 3 months	Project description changes	Cost	Low	Moderate		Acceptance	Avoid preparing APE until PD is complete. If changes in the PD require additional versions of the APE, notify JACOBS of costs.	Eng	
	Active	11	7/15/2010	165.00.00	Environmental	More than three alternative alignments, each 26 miles long and 400-feet wide, are required as part of pedestrian surveys leading to a magnitude in work effort	Cultural resources pedestrian field survey effort assumes that no more than three alternative alignments, each 26 miles long and 400-feet wide. Added alternatives would increase magnitude of work effort and impact the schedule by up to 3 months	Project description changes or an alternative is added	Schedule	Moderate	Moderate		Acceptance	Do not survey corridors until alignments are verified and PD is complete. Monitor corridor width of each alignment to ensure that 400-foot-wide surveys still valid.	Jack Allen	
	Active	12	7/15/2010	165.00.00	Environmental	More than 10 acres of survey for ancillary project features such as staging areas, utility relocations, and access/haul roads change the project description and lead to rework	No more than 10 acres of survey for ancillary project features such as staging areas, utility relocations, and access/haul roads is anticipated in the scope. If the project description changes and leads to an increase in acreage will cause technical study rework if impact analyses are underway. Impact to schedule could be up to 6 months.	Field investigation encounters additional sites, project description changes or an alternative is added	Cost	Moderate	High		Avoidance	Establish potential locations for staging areas to designate and include in APE. Avoid surveying until PD complete.	Jack Allen	
	Active	13	7/15/2010	165.20.20 165.20.25.15	Environmental	Of the 10 pre-historic sites, more than five sites will consist of compact lithic scatters leading to additional work and schedule delay	Of the 10 pre-historic sites assumed, it is scoped that five sites will consist of compact lithic scatters and not require subsurface investigations to determine their extent in order to avoid them. If additional sites require subsurface investigations, increase in scope and schedule delay will occur	Field investigation encounters additional sites, project description changes or an alternative is added	Schedule	Moderate	High		Acceptance	Monitor number of sites identified.	Mgmt	
	Active	14	7/15/2010	165.20.20 165.20.25.15	Environmental	More than 5 sites require XPI subsurface investigations and lead to increases scope and delay schedule	No more than 5 sites requiring XPI subsurface investigations are scoped. Added sites requiring these investigations will lead to added scope and schedule delay of up to 3 months	Field investigation encounters additional sites, project description changes or an alternative is added	Cost	Moderate	Low		Acceptance	Verify sites requiring XPI with Caltrans PQS and notify JACOBS if number exceeds 5.	Jack Alleny	
	Active	15	7/15/2010	165.20.10	Environmental	A backhoe/auger and operator will be needed for more than 10 days for Extended Phase I excavation and would cause schedule delay	A backhoe/auger and operator, needed for more than 10 days for Extended Phase I excavation, would result in schedule delays of up to 1 month	More than the scoped number of extended phase I excavations are required; inclement weather leads to work stoppage	Cost	Low	Low		Avoidance	Avoid efforts during rainy season to avoid rain delays; coordinate effort in advance to ensure access/permits are in place.	Jack Allen	

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	Active	16	7/15/2010	165.20.25 165.25.10	Environmental	More than 130 potentially historical architectural/built environment resources (i.e. buildings or structures) are 45 years or older and potentially eligible for the Register which will result in an increase in level of effort for Cultural Resources and Section 4(f) Evaluation	More than 130 architectural/built environment resources (i.e. buildings or structures) are 45 years or older and potentially eligible for the Register which will result in an increase in level of effort for Cultural Resources and Section 4(f) Evaluation	Field survey results	Cost	Low	Moderate		Acceptance	Monitor number of resources and notify lead agency and project proponent in the event the scoped number of sites is exceeded.	Jack Allen					
	Active	17	7/15/2010	165.20.25 165.25.10	Environmental	More than 2 buildings and/or structures and more than 0 subsurface archaeological features located in the APE meet the criteria for listing in the National Register of Historic Places and need to be included in a Finding of Effect document, increasing the magnitude of effort	More than 2 buildings and/or structures and more than 0 subsurface archaeological features will meet the criteria for listing in the National Register of Historic Places (NRHP) and will need to be included in a Finding of Effect (FOE). This will result in an increase in level of effort for Cultural Resources and Section 4(f) Evaluation	During data collection surveys and evaluation, more than 2 buildings and/or structures or any subsurface archaeological features discovered potentially eligible for NRHP	Scope	Moderate	Moderate		Acceptance	Monitor number and location of resources, attempt to fully avoid buildings/structures/sites by project design and notify lead agency and project proponent in the event the scoped number of resources needing to be included in a FOE document is exceeded.	Jack Allen					
	Active	18	7/15/2010	165.20.25.25	Environmental	Subsurface archaeological sites will be impacted by the project and a data recovery plan or archaeological discovery plan is required	It is assumed that the subsurface sites identified during the Extended Phase I effort can be completely avoided by the project and that a data recovery plan or archaeological discovery plan is not needed. If the sites cannot be avoided, a data recovery plan or archaeological discovery plan will be required	Subsurface archaeological sites cannot be fully avoided by project design	Schedule	Low	Moderate		Acceptance	Design project so that subsurface archaeological sites can be fully avoided. Notify client immediately if it is determined by Caltrans or appears that a data recovery plan or discovery plan is required.	Jack Allen					
	Active	19a	7/15/2010	165.20.25.25	Environmental	Caltrans requires additional air quality studies.	Changing requirements for air quality studies resulting from recent court cases and legislative actions (e.g., HRA and AB 32) are not completely defined but will likely require additional analyses by CT staff.	Change in legislation, court case reviews, or change in project description could lead to additional work	Scope	Low	Moderate		Acceptance	Meet with CT staff in advance to determine new requirements and methods of study; coordinate with CT staff during tech study prep to ensure expectations are met prior to review of report.	Jack Allen					
	Active	19b	7/27/2010	165.10.40	Environmental	CEQA Guidelines changed to require quantitative energy analysis	Caltrans doesn't currently have guidance (SER) re:analyzing energy impacts. Energy analysis included as an optional task in scope.	CEQA guidelines amended to require quantitative analysis of energy impacts	Scope	Moderate	Low		Acceptance	Meet with CT AQ and energy staff regularly to ensure expectations are met prior to review of DED	Jack Allen					
	Active	20	7/15/2010	160.100.00	Design	Increase in the number of formal alternatives or significant changes in alternative alignments late in PA&ED.	Would require re-work of preliminary engineering and may require additional surveys if outside current mapping.		Cost	Moderate	High									

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	Active	21	7/15/2010	160.10.85	Design	Need for additional structures APS and geotechnical work.	Scope includes up to 7 APS and limited Geotechnical work. Will need concurrence from CT Stuc		Cost	Moderate	Moderate					
	Active	22	7/15/2010	160.05.20 160.10.10 160.10.35 160.10.70	Traffic (Proj Specific Analysis)	Increase in the number of study intersections	Number of existing study Intersections is 17 and number of new intersections created by project is less than 20. Increasing the number of study intersections would increase cost and schedule due to the need to collect new data and perform additional analyses.	Caltrans and/or JPA modifies the study intersections	Cost	Very Low	Moderate		Avoidance	Have traffic work scope approved by Caltrans	Eddie Barrios	Traffic work scope under current Caltrans review
	Active	23	7/15/2010	160.05.20 160.10.10 160.10.35 160.10.70	Traffic (Proj Specific Analysis)	Increase to the number of existing roadway segments to be studied	Number of existing study roadway segments is 33. Increasing the number of study roadway segments would increase cost and schedule due to the need to collect new data and perform additional analyses	Caltrans and/or JPA modifies the study roadway segments	Cost	Very Low	Moderate		Avoidance	Have traffic work scope approved by Caltrans	Eddie Barrios	Traffic work scope under current Caltrans review
	Active	24	7/15/2010	160.05.20 160.10.10 160.10.35 160.10.70	Traffic (Proj Specific Analysis)	Increase in the number of alternatives to be studied.	For estimating purposes, we assumed the number of alternatives studied equals 3. Increasing number of alternatives would impact cost and schedule	Caltrans and/or JPA modifies the number of alternatives	Cost	Low	Moderate		Avoidance	Have traffic work scope approved by Caltrans and number of alternatives properly identified at project initiation	Kris Balaji	
	Active	25	7/15/2010	160.05.20 160.10.10 160.10.35 160.10.70	Traffic (Proj Specific Analysis)	Changing the traffic model used for the current phase from the one used for the Route Adoption phase	It is assumed that the Traffic Model to be used is same model as NCC SR 108 East Route Adoption. Changing traffic models would result in redoing a lot of modeling effort spent on the Route Adoption	Caltrans and/or JPA indicates to use a different model	Cost	Moderate	Moderate		Avoidance	Have traffic work scope approved by Caltrans and JPA	Eddie Barrios	Need to coordinate with StanCOG to receive the okay to use same model
	Active	26	7/15/2010	160.05.20 160.10.10 160.10.35 160.10.70	Traffic (Proj Specific Analysis)	Request to evaluate additional peak hours other than the weekday AM and PM peak hour	Analysis hours are weekday AM and PM peak hour. Evaluating additional peak hours such as weekend peak hour would require additional data collection and analysis	Caltrans and/or JPA indicates to evaluate additional peak hours	Cost	Very Low	Moderate		Avoidance	Have traffic work scope approved by Caltrans and JPA	Eddie Barrios	Traffic work scope under current Caltrans review
	Active	27	7/15/2010	160.05.20 160.10.10 160.10.35 160.10.70	Traffic (Proj Specific Analysis)	Requiring more than three analysis year scenarios	Three analysis year scenarios: existing, opening year, and design year. Evaluating additional scenarios would require additional analysis	Caltrans and/or JPA indicates to evaluate additional scenarios	Cost	Very Low	Moderate		Avoidance	Have traffic work scope approved by Caltrans and JPA	Eddie Barrios	Traffic work scope under current Caltrans review
	Active	28	7/15/2010	160.05.20 160.10.10 160.10.35 160.10.70	Traffic (Program-level Analysis)	Increase to the number of new roadway segments	It is assumed that the number of new study roadway segments is 107 and are the same as the NCC East Route Adoption. Increasing the number of study segments would increase cost and schedule due to the need to collect new data and perform additional analyses	Caltrans and/or JPA modifies the study segments	Cost	Very Low	Low		Avoidance	Have traffic work scope approved by Caltrans	Eddie Barrios	Traffic work scope under current Caltrans review

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	Active	30	7/15/2010	160.05.20 160.10.10 160.10.35 160.10.70	Traffic (Program-level Analysis)	Changing the traffic model used for the current phase from the one used for the Route Adoption phase	It is assumed that the Traffic Model to be used is same model as NCC SR 108 East Route Adoption. Changing traffic models would result in redoing a lot of modeling effort spent on the Route Adoption	Caltrans and/or JPA indicates to use a different model	Cost	Moderate	Moderate		Avoidance	Have traffic work scope approved by Caltrans and JPA	Eddie Barrios	Need to coordinate with StanCOG to receive the okay to use same model
	Active	31	7/15/2010	160.05.20 160.10.10 160.10.35 160.10.70	Traffic (Program-level Analysis)	Changing the analysis period from "weekday, daily"	It is assumed that we will analyze for weekday daily conditions. Evaluating additional analysis periods such as weekend daily would require additional data collection and analysis	Caltrans and/or JPA indicates to evaluate additional periods	Cost	Very Low	Low		Avoidance	Have traffic work scope approved by Caltrans and JPA	Eddie Barrios	Traffic work scope under current Caltrans review
	Active	32	7/15/2010	160.05.20 160.10.10 160.10.35 160.10.70	Traffic (Program-level Analysis)	Requiring more than three analysis year scenarios	Three analysis year scenarios: existing, opening year, and design year. Evaluating additional scenarios would require additional analysis	Caltrans and/or JPA indicates to evaluate additional scenarios	Cost	Very Low	Low		Avoidance	Have traffic work scope approved by Caltrans and JPA	Eddie Barrios	Traffic work scope under current Caltrans review
	Active	33	7/15/2010	160.05.20 160.10.10 160.10.35 160.10.70	Traffic (Program-level Analysis)	Requiring that traffic report be submitted separately for the CEQA/NEPA and Project Specific analysis	The assumption is that a single traffic report can be submitted that covers the CEQA/NEPA and Project Specific analysis. If Caltrans requests that two separate traffic reports be prepared then this will have an impact on schedule.	Caltrans requests two separate reports.	Schedule	Moderate	Moderate		Acceptance	Work with Caltrans to see if a single report can be provided.	Eddie Barrios	
	Active	34	7/15/2010	160.05.20 160.10.10 160.10.35 160.10.70	Traffic (Program-level Analysis)	Requiring more than one round of review period for traffic items	For each deliverable there is a single JPA and Caltrans review period. If the JPA or Caltrans requests more than one review period for each deliverable then this will have an impact on schedule.	JPA and/or Caltrans requests more than one review period for each deliverable.	Schedule	Low	Moderate		Acceptance	Work with team to ensure that a single review period is all that is necessary. Incorporate this decision in the Project Charter	Eddie Barrios	