

# Memorandum of Understanding with the City of Menlo Park in Support of the Middle Avenue Undercrossing Project

**TOPS Committee**  
**May 29, 2024**



# Background

- **City of Menlo Park** is the Project Sponsor for a new grade separated pedestrian and bicycle rail crossing under the Caltrain ROW near Middle Avenue in Menlo Park
- The undercrossing will **improve connectivity** for neighborhoods on both sides of the Caltrain tracks
- The MOU is meant to **cover Caltrain's costs** to execute the advanced preliminary design, environmental clearances, and Construction Manager General Contractor pre-construction tasks

# Background

- **Caltrain is supporting and coordinating with City of Menlo Park** on the Middle Avenue Undercrossing Project
- Existing Service Agreement (SA)1 for Caltrain to perform Planning Coordination and Technical Review of City's 30% designs,
- Existing SA 2 for Caltrain to procure design and pre-construction services
- Today's item: **Memorandum of Understanding (MOU)** execution is needed to advance the next phase of work for the project
- On May 7, 2024, the City of Menlo Park's Council authorized their city manager to execute this MOU with Caltrain in the amount of **\$2,000,000**



# Memorandum of Understanding

## Scope:

- Advanced preliminary design
- CMGC Pre-construction services
- Environmental evaluation
- Independent cost estimator

## Estimated execution period:

- July 2024 through December 2026

# Recommended Board Action

Staff recommends that the Board:

- **Authorize the Executive Director**, or designee, to **execute a Memorandum of Understanding (MOU)** For Reimbursement from the City of Menlo Park for Activities Undertaken in Support of the Middle Avenue Undercrossing Project (Project) for **\$2,000,000** of reimbursable Caltrain expenses; and
- **Authorize the Executive Director**, or designee, to file any other required documentation and to **take any other actions** necessary to give effect to this action.

FOR MORE INFORMATION

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