



SAN BERNARDINO  
COUNTY

Department of Public Works

## Conservation Corps Consultation



*Our job is to create a county in which those who reside and invest can prosper and achieve well-being.*

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**From:** Coughlin, Christopher@CCC <Christopher.Coughlin@ccc.ca.gov>  
**Sent:** Thursday, May 28, 2026 4:09 PM  
**To:** Burda, Mark <Mark.Burda@dpw.sbcounty.gov>  
**Cc:** ATP@CCC <ATP@CCC.CA.GOV>  
**Subject:** CCC Consultation Request Reply - Pacific H.S. Safe Routes to School - San Bernardino Public Works

You don't often get email from [christopher.coughlin@ccc.ca.gov](mailto:christopher.coughlin@ccc.ca.gov). [Learn why this is important](#)

**CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you can confirm the sender and know the content is safe.**

Hi Mark,

The CCC has reviewed the consultation request and has determined that it is not feasible for CCC services to be used, primarily due to conflicting schedules.

Please include this email with your application as official confirmation that you have consulted with the CCC.

Thank you again for consulting with us on your project!

**CHRIS COUGHLIN**  
Statewide Programs Analyst  
1719 24<sup>th</sup> Street  
Sacramento, CA 95816  
[Christopher.coughlin@ccc.ca.gov](mailto:Christopher.coughlin@ccc.ca.gov)



## Corps Consultation Form: CCC & LCC Corps Consultations

Applicants to certain California State Grants/Programs may receive preference by partnering with the California Conservation Corps (CCC) and/or Certified Community Conservation Corps (Local Conservation Corps or LCC) on their projects. To initiate the Corps Consultation Process, complete the form below and include all required attachments. [Form Linked Here.](#)

Within 14 business days of receiving a complete submission, the Corps will review the project for feasibility, and both the CCC and California Association of Local Conservation Corps (CALCC) will send the applicant a completed Corps Consultation Review Document for inclusion with their grant application.

For general questions, please contact the CCC at [Consultations@ccc.ca.gov](mailto:Consultations@ccc.ca.gov) and the Local Corps at [Info@MyLocalCorps.org](mailto:Info@MyLocalCorps.org).

**Is this application solely for planning or acquisition with no field work? \***

No

**Project Funding Type\***

ATP

**Department/Conservancy administering the grant program to which you are applying for funding\***

California Transportation Commission

**Name of Grant Program\***

2027 Active Transportation Program

**Due date of Grant Application**

06/22/2026

**Anticipated Grant Award Date**

11/02/2026

**Name of Grant Applicant Organization\***

San Bernardino County Public Works Department

**Contact for Project details\***

**First Name:** Mark

**Last Name:** Burda

**Contact's Organization:** San Bernardino County Public Works Department

**Contact's Title:** Transportation Analyst

**Contact's Email:** [mark.burda@dpw.sbcounty.gov](mailto:mark.burda@dpw.sbcounty.gov)

**Contact's Phone Number:** 909-387-8171

**Project Title\***

Pacific High School Safe Routes to School

**Estimated Project Start Date\***

04/01/2027

**Estimated Project End Date\***

09/30/2029

**Project Location (Address or General Coordinates) \***

Along Pacific Street near Pacific High School in San Bernardino County (34.12922, -117.26363)

**Anticipated Corpsmember Labor Start Date**

04/01/2028

**Anticipated Corpsmember Labor End Date**

09/30/2029

**Proposed Budget for Corpsmember Labor (optional)**

\$25,000-\$50,000

**CCC Center you are interested in consulting with (optional)**

Inland Empire

**Local Corps you are interested in consulting with (optional)**

Urban Conservation Corps of the Inland Empire

**If applicable, identify all seasons during which Corpsmember Labor is needed**

Spring

Summer

Fall

**Project Description identifying key project activities, deliverables, and a clear description of fieldwork. (Attach additional information as necessary.)\***

The project will implement Safe Routes to School recommended improvements to reduce vehicle speeds, make crossings safer, and close critical gaps in the active transportation network surrounding Pacific High School. Proposed improvements include traffic signal timing enhancements, installation of a high-intensity activated crosswalk (HAWK) signal, a school-zone speed limit sign, four speed feedback signs, reflective intersection treatments, three curb ramps,

four curb extensions, an all-way stop sign, a dedicated turn lane, and an intersection lane control sign to improve traffic operations and reduce conflicts.

In addition, the project will construct six new sidewalk segments, two bicycle lanes, and one designated bicycle route to create continuous connections between the school, surrounding residential neighborhoods, and key community destinations.

The Project will also include minor landscaping, debris removal, and site restoration activities to support safe and accessible active transportation infrastructure. Deliverables include completed pedestrian and bicycle infrastructure improvements that enhance safety, connectivity, and access for students and the surrounding community.

**Portions of this project that can be carried out by Corpsmembers. If unfamiliar with the full capabilities of Corpsmembers, type “Uncertain”. (Attach additional information as necessary.)\***

Corpsmembers may assist with a variety of project elements, with a primary focus on supervised field and construction-related tasks. Responsibilities can include site setup, vegetation removal, light grading, debris cleanup, and providing support for sidewalk and curb ramp construction under supervision. Corpsmembers may also help with project startup activities such as materials staging and handling, and assist with temporary traffic control and safety operations when appropriate and supervised. Other potential duties include supporting sign installation, preparing areas for striping, and completing post-construction tasks such as landscaping, site restoration, and general cleanup. Corpsmembers may also contribute to community outreach activities and Safe Routes to School education initiatives.

**Please attach the following documents below:**

- 1. Project Location Map(s) (required)**
- 2. Site Plan(s) (if available)**
- 3. Any other information that would be helpful for Project Managers to understand your project**



# Pacific High School Safe Routes to School (SRTS) Project

Active Transportation Program (ATP) Cycle 8  
Application

## APPLICATION ATTACHMENTS

San Bernardino County Public Works  
Project Contact: Mark Burda  
Transportation Analyst  
Phone: (909) 387-8171  
Email: [mark.burda@dpw.subcounty.gov](mailto:mark.burda@dpw.subcounty.gov)



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A wide-angle photograph of a football field under a clear blue sky. The field is green with white yard lines and numbers. The end zone is purple with the word 'SERRAVALLO' written in large, white, outlined letters. A yellow goalpost stands in the center of the field. In the background, there are hills and mountains under a clear sky.

**ATTACHMENT A:**  
**Application Signature Page**

# Part C: Attachments

## Attachment A: Signature Page

**IMPORTANT: Applications will not be accepted without all required signatures.**

**Implementing Agency: Chief Executive Officer, Public Works Director, or other officer authorized by the governing board.**

The undersigned affirms that their agency will be the “Implementing Agency” for the project if funded with ATP funds and they are the Chief Executive Officer, Public Works Director, or other officer **authorized by their governing board with the authority to commit the agency’s resources and funds**. They are also affirming that the statements contained in this application package are true and complete to the best of their knowledge. For infrastructure projects, the undersigned affirms that they are the manager of the public right-of-way facilities (responsible for their maintenance and operation) or they have authority over this position.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: Dawn Rowe Phone: (909) 387-4855

Title: San Bernardino County Board of Supervisors Chair E-mail: [Dawn.Rowe@bos.sbcounty.gov](mailto:Dawn.Rowe@bos.sbcounty.gov)

**For projects with a Partnering Agency: Chief Executive Officer or other officer authorized by the governing board. (For use only when appropriate)**

The undersigned affirms that their agency is committed to partner with the “Implementing Agency” and agrees to assume the responsibility for the ongoing operations and maintenance of the facility upon completion by the implementing agency and they intend to document such agreement per the CTC guidelines. The undersigned also affirms that they are the Chief Executive Officer, Public Works Director, or other officer **authorized by their governing board with the authority to commit the agency’s resources and funds**. They are also affirming that the statements contained in this application package are true and complete to the best of their knowledge.

Signature: N/A Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Title: \_\_\_\_\_ e-mail: \_\_\_\_\_



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ATTACHMENT B:  
Engineer's Checklist

## ATP Engineer's Checklist

### Required for all Infrastructure Projects

This application checklist is to be used by the engineer in "responsible charge" of the preparation of this ATP application to ensure all of the primary elements of the application are included as necessary to meet the CTC's requirements for a PSR-Equivalent document (per CTC's ATP Guidelines and CTC's Adoption of PSR Guidelines - Resolution G-99-33) and to ensure the application is free of critical errors and omissions; allowing the application to be accurately ranked in the statewide and regional ATP selection processes.

**Special Considerations for Engineers before they Sign and Stamp this document attesting to the accuracy of the application:**

Chapter 7, Article 3; Section 6735 of the Professional Engineer's Act of the State of California requires engineering calculation(s) or report(s) be either prepared by or under the responsible charge of a licensed civil engineer. Since the corresponding ATP Infrastructure-application defines the scope of work of a future civil construction project and requires complex engineering principles and calculations which are based on the best data available at the time of the application, the application must be signed and stamped by a licensed civil engineer.

By signing and stamping this document, the engineer is attesting to this application's technical information and engineering data upon which local agency's recommendations, conclusions, and decisions are made. This action is governed by the Professional Engineer's Act and the corresponding Code of Professional Conduct, under Sections 6775 and 6735.

❖ **For more assistance, please refer to the Caltrans ATP PSR equivalent recording and slides**

1. **Project Location Map** (Attachment C)

Engineer's Initials: 

- a. The project limits must be clearly depicted in relation to the overall agency boundary
  - i. Include the scale of the drawing and a north arrow.

2. **Project Layout/Plans showing existing and proposed conditions** (Attachment D)


Engineer's Initials: 

- a. Show project elements at a scale which allows the visual verification of the overall project "construction" limits and limits of each primary element of the project. Scale must be shown on the layout/plans.
- b. Show the full scope of the proposed project.
- c. Show all changes to existing motorized/non-motorized lane and shoulder widths. Label the proposed widths.
- d. Show agency's right-of-way (R/W) lines when permanent or temporary R/W impacts will occur. (As appropriate, also show Caltrans', Railroad, and all other government agencies R/W lines.)

Anticipated Number of R/W Takes      Cost      Time needed to Acquire  
 N/A      \$      \_\_\_\_\_ Months

Anticipated Number of Easements      Cost      Time needed to Obtain  
 40      \$1,247,000.00      24 Months

3. **Cross-section(s) showing existing and proposed conditions** (Attachment D)

Engineer's Initials: 

(Must include a cross-section for each segment where the width of improvements or Right-of-way vary significantly if a typical cross section is provided)

- a. Show and dimension: changes in lane widths, R/W lines, side slopes, etc.
- b. Show both the width and the depth/thickness for any new pavement.