CALL FOR PROJECTS
Congestion Mitigation and Air Quality (CMAQ)
Surface Transportation Block Grant Program (STBG)

Local Agency Projects

ICTC

Project Programming
ICTC Programs in FTIP

SCAG
Caltrans
FHWA

FTIP Programming Approval
Formal Amendment
Administrative Modification (SCAG only)

Submit Request for Authorization (RFA)

Submit RFA to Caltrans D11 Local Assistance
Local Agencies must meet obligation deadlines

Local Agency

FHWA

Submit RFA to Caltrans Headquarters²

Headquarters

Headquarters approves or denies RFA

Begin Project Implementation
Local Agency can release RFP/RFQ

Implement /Construction³
Local Agencies awards and implements project

Complete Project

Closeout Packet
Local Agency submits closeout packet to Caltrans D11 Local Assistance

Complete Project

* RFA (Request for Authorization)
* RFQ (Request for Quote)
* FHWA (Federal Highway Administration)
* RFP (Request for Proposal)
Local Agency Projects
- Call for projects
- CMAQ Projects
- STBG Projects
- Local Agency submits programming request to ICTC

ICTC
- Project Programming
- ICTC programs projects in FTIP

SCAG CALTRANS FHWA
- SCAG / Caltrans / FHWA reviews programming
- Approval of programming
- Formal- FHWA
- Administrative Modification-SCAG

LOCAL AGENCY
- Submit RFA to Caltrans D11 Local Assistance
- RFA must be submitted by February of programmed Fiscal Year
- If Local Agency cannot meet obligation deadline, they must communicate to ICTC by No Later than December of the programming Federal Fiscal Year

Caltrans D11 Local Assistance
- Caltrans submits RFA to Caltrans Headquarters
- If RFA is denied, it goes back to Local Agency

Complete Project
- Local Agency submits Closeout Packet to Caltrans D11 Local Assistance

Implement Project
- Local Agency awards and implements / Constructs the project

Local Agency
- Begin Project Implementation
- Local Agency can release RFP/RFQ
- Local Agency can begin accruing expenditures for this project

Federal Highway Administration (FHWA)
- Project Obligation
- FHWA issues an E76 for the project

Caltrans Headquarters
- Headquarters verifies all information in RFA is correct
- If RFA is denied by Headquarters it goes back to Local Assistance and back to Local Agency
**Local Agency Program Request**
Local Agency submits project programming sheet to ICTC

**Project Programming**
ICTC Programs project in current FTIP

**FTIP Programming Approval**
Project is reviewed in Formal Amendment

**ICHC**
Submit Request for Authorization (RFA)¹

**Caltrans**
FHWA

**FHWA**
Submit RFA to Caltrans Headquarters²

**Caltrans Headquarters**
If Caltrans denies RFA, RFA is returned to Local Agency for revisions

**Local Agency**
Submit RFA to Caltrans D11 Local Assistance by Jan/Feb 2020

**Caltrans D11**
Submit RFA to Caltrans D11 Local Assistance by Jan/Feb 2020

**Local Agency**
Local Agency can release RFP/RFQ in June 2020

**Implement Project**
Submit invoices to Caltrans at least once every 3 months to prevent project inactivity

**Complete Project**
Local Agency submits closeout packet to Caltrans D11 Local Assistance by May 2021

**Example Project**

* *RFA (Request for Authorization)*
* *RFQ (Request for Quote)*
* *FHWA (Federal Highway Administration)*
* *RFP (Request for Proposal)*
Project Implementation Process

State Funds

ATP Process

ICTC programs in FTIP

MPO SCAG / State

MPO verifies the programming

ICTC

California Transportation Commission (CTC)

MPO

ATP $$$

Local Agency

Caltrans

Local assistance

CTC

CTC programs the $$$

CTC approves RFA

Local Agency

Caltrans

Caltrans verifies all info is correct

Caltrans D11 Local Assistance

CTC verifies all information is correct

Local Agency

CTC

Local agency proceeds with process

Begin Competitive Bid Process

*RFQ (Request for Quote)
*RFP (Request for Proposal)

*RFA (Request for Allocation)
*Caltrans (D11 Local Assistance)