DATE: Thursday, July 2, 2015
TIME: 10:00 a.m. – 12:00 p.m.
LOCATION: ICTC Offices
1405 N. Imperial Ave., Suite 1
El Centro, CA 92243

Chairperson: Bill Brunet, County of Imperial
Vice-Chair: City of Imperial

Individuals wishing accessibility accommodations at this meeting, under the Americans with Disabilities Act (ADA), may request such accommodations to aid hearing, visual, or mobility impairment by contacting ICTC offices at (760) 592-4494. Please note that 48 hours advance notice will be necessary to honor your request.

PUBLIC COMMENTS
Any member of the public may address the Committee for a period not to exceed three minutes on any item of interest not on the agenda within the jurisdiction of the Committee. The Committee will listen to all communication, but in compliance with the Brown Act, will not take any actions on items that are not on the agenda.

DISCUSSION/ACTION ITEMS

1. Introductions

2. Adoption of the minutes for May 28, 2015
   Requesting a motion to adopt
   ACTION

3. Regional Surface Transportation Program and Congestion Mitigation and Air Quality Call for Projects FY 2016/2017 to FY 2018/2019
   ACTION

4. ICTC Updates / Announcements
   Presented by ICTC Staff
   a. Transit Planning Updates
   b. Transportation Planning Updates
   c. Other
   DISCUSSION

5. Cities and County Planning / Public Works Updates
   All
   DISCUSSION

CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND, IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL

T: Projects\ICTC TAC\2015\June\A070215
6. SCAG Updates / Announcements
   Presented by SCAG staff

7. Caltrans Updates / Announcements
   Presented by Caltrans Staff

8. General Discussion / New Business
   All

9. Adjournment

The next meeting of the ICTC TAC will on July 23, 2015 at the ICTC offices at 10:00 a.m.

For questions you may call Cristi Lerma at (760) 592-4494 or contact by email at cristilerma@imperialctc.org.
1. The meeting was called to order by Chair Brunet at 10:02 a.m. A quorum was present and introductions were made.

   Public Comment:
   Mr. Servin stated that the City of Calexico will have a pool groundbreaking event on Friday, May 29th and Senator Ben Hueso will be present.

2. A motion was made to adopt the minutes for February 26, 2015. (Servin/Campos) Motion Carried.

3. Active Transportation Program (ATP) Regional Guidelines

   The ATP program is divided into state and regional shares. Project applications that are not selected for funding from the state’s share of the funds will be passed on to the Metropolitan Planning Organizations (MPOs) for consideration for regional share funding. Program funding is segregated into three components and is distributed as follows: 50% to the state...
for a statewide competitive program; 10% to small urban and rural regions with populations
of 200,000 or less for the small urban and rural area competitive program; 40% to MPO’s in
urban areas with populations greater than 200,000 for the larger urbanized area competitive
program. In this second call for projects of ATP funds, SCAG does not intend to host a
separate Call for Projects. Caltrans will instead forward grant proposals from the SCAG
region that were not awarded funding the first statewide selection round for consideration in
the Regional Program. All project applications must meet the state’s criteria and be
submitted to Caltrans first. ICTC is responsible for scoring from within Imperial County for
their consistency with plans adopted by local and regional governments within the county.
Previously, if a project was determined to be consistent with plans adopted by local and
regional governments within the county, ICTC could add up to 10 points. The following
was the previous adopted methodology for assigning points: 10 points for projects that have
been identified in an adopted local and/or regional plan; Zero points for projects that have
not been identified in an adopted local and/or regional plan.

Staff is requesting that the TAC Committee review and recommend the following to be
forwarded to the Management Committee and then to the Commission for final approval on
June 24, 2015:

1. Approve the following methodology for assigning points of the Active Transportation
Program Regional Guidelines:
   a. 10 points for projects that have been identified in an adopted local and/or regional
      plan; and
   b. Zero points for projects that have not been identified in an adopted local and/or
      regional plan.

A motion was made by Arellano and seconded by Hagen, Motion Carried unanimously.

4. ICTC Updates / Announcements
   a. RFA Submittal Update
      - Ms. Mendoza reviewed CMAQ and RSTP projects for FY 2014-15 and FY
        2015-16 with city staff at the meeting.
   b. Transit Updates
      - Public Workshops were recently held in the City of Calexico on May 14, 2015
        and in the City of Brawley on May 21, 2015 for IVT Ride. Nine new vehicles
        on IVT Ride.
      - The Safe Routes to School Master Plan consultant selected is Ryan Snyder and
        Associates. The project is funded by the Community Based Transportation
        Planning (CBTP) program administered by Caltrans. The local match was
        provided by the Southern California Association of Governments (SCAG)
        from the Sustainability Grant program. Outreach has been conducted in the
        communities of Calipatria, Westmorland, San Pasqual, Brawley, Imperial and
        El Centro. Outreach will continue throughout the county in the Fall of 2015
        school year. The project is scheduled for completion Fall 2015. The plan will
        have recommendations for infrastructure and non-infrastructure projects.
      - There was a TDA Article 3 handout. Ms. Mendoza stated that any agencies on
        the list should submit their TDA claims to Michelle Bastidas.
      - Six new Gilligs are being built in Hayward and will be ready at the end of July.
        New smaller buses will also be delivered later this year.
      - A contract extension is being requested for the El Centro Dial-A-Ride.
c. LTA Updates
   - Ms. Mendoza gave an overview of the LTA Bond to include the requisition submittal process. The bond total was $53.9M. In FY 2013-2014 $7,395,998.24 was expended; FY 2014-2015 $6,604,532.37 was expended; pending project submittals will be an estimated $10M, with remaining funds being at $29M. Remaining funds do not include accumulated interest.
   - The LTA FY 2013-14 Audit was approved on May 27th and on the ICTC website. A new member, Tim Jones, was added to the LTA “Oversight” Committee.
   - The Oversight Committee met and recommended to the LTA Board that agencies should identify construction and delivery notice as soon as possible for bond projects.

d. Tiger VII Grant Update
   - ICTC and Caltrans are submitting a Tiger VII Grant for State Route 98 / Cesar Chavez in the amount of $10.3 million. This grant if approved will cover gaps in funding for other projects such as the West POE improvements.

e. Other
   - The consultant for the SDSU/IVC campus shuttle analysis has been selected and required SCAG Regional Council approval. It is anticipated that an announcement will be made at the next TAC meeting.
   - ICTC will be partnering with SANDAG for a Mobility Hub Strategy project through a grant received by SANDAG. Outreach to be announced this summer.

5. Cities and County Planning / Public Works Updates:
   - Ms. Arellano inquired about the RSTP calendar for Call for Projects. Ms. Mendoza stated that she is working on a draft timeline but will be following the same process as before, with a 4 year window. The estimated figures will be $1.4 Million for CMAQ and $2.2 Million for RSTP.
   - City Engineers discussed methods their agency is using for water conservation.
   - Ms. Arellano stated that there will be a California Joint Powers Insurance Association (CJPIA) training in Pas Robles for seasoned Public Works employees. It is free for CJPIA members and includes hotel and meals. For more information contact Michelle Aguayo at m.aguayo@cjpia.org

6. SCAG Updates / Announcements
   - Mr. Oliva had the following announcements
     - SCAG is moving forward with the RTP/SCS. Workshops have begun throughout the SCAG region. Draft reports are expected to be available in October, with a final report early next year and adoption in May.
     - Council Member Cheryl Viegas-Walker (El Centro) is now the President of SCAG.
     - Local Profiles for 2015 are officially adopted. Mr. Oliva will email the link for agencies that would like to include on their website.

7. Caltrans Updates / Announcements
   - Mr. Owen provided all a copy of the Caltrans updates

8. General Discussion / New Business
   - There was none.

9. Meeting adjourned at 11:29 a.m. Next meeting is scheduled for June 25, 2015.
June 25, 2015

Technical Advisory Committee
Imperial County Transportation Commission
1405 N. Imperial Ave Suite 1
El Centro, CA 92243

SUBJECT: Regional Surface Transportation Program and Congestion Mitigation and Air Quality Call for Projects – FY 2016/2017 to FY 2018/2019

Dear Committee Members:

The Imperial County Transportation Commission has received revenue information for the Regional Surface Transportation Program (RSTP) and the Congestion Mitigation and Air Quality (CMAQ) funding by staff at the Southern California Association of Governments (SCAG).

Approximately $10.9 million may be available over a three year period beginning in federal fiscal year 2016/2017 and ending in FFY2018/2019. SCAG staff has recommended that the subregions proceed with a call for projects as we wait for confirmation of future funding.

Therefore, ICTC staff recommends that a competitive call for projects be conducted for member agencies under the local program guidelines approved by ICTC and used previously in 2008 and 2012. The attachment summarizes the revenue estimates, the eligibility criteria under the RSTP and CMAQ programs, the proposed schedule, the selection criteria and a draft application. It should be noted that RSTP and CMAQ are two separate programs and different backup documentation is required, please refer to the attached guidelines for details.

ICTC staff updated the RSTP and CMAQ guidelines and is requesting the direction of the ICTC Technical Advisory Committee to proceed with the adoption of the guidelines and begin the call for projects.
ICTC Staff forwards this item to the Technical Advisory Committee for their discussion and recommendation after public comments, if any:

1. Direct staff to open a competitive call for projects for member agencies for estimated RSTP and CMAQ funds, effective August 2015 through November 2015;

2. Direct staff to convene an evaluation committee to score and rank the projects; and,

3. Direct staff to return with a list of recommended projects for approval by the Commission.

Sincerely,

MARK BAZA
Executive Director

MB/vm
Attachment
Regional Surface Transportation Program (RSTP)

2015 CALL FOR PROJECTS
Imperial County Transportation Commission

REGIONAL SURFACE TRANSPORTATION PROGRAM (RSTP)

2015 CALL FOR PROJECTS APPLICATION PACKET

Draft

1405 N. Imperial Ave., Suite 1
El Centro, CA  92243
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<td>RSTP Revenue</td>
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<td>RSTP Scoring Criteria</td>
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<td>RSTP Project Submittal Form</td>
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<td>Resolution Supporting Delivery Schedule</td>
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<td>Sample Council / Board Resolution</td>
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<td>RSTP Program Scoring Committee Representatives</td>
<td>15</td>
</tr>
<tr>
<td>Contact / Submittal Information</td>
<td>16</td>
</tr>
</tbody>
</table>
The Regional Surface Transportation Program (RSTP) is a federal funding program authorized under MAP-21 and identified in Section 133 of Title 23 of the United States Code. The purpose of the RSTP program is to provide flexible funding that may be used by States and localities for projects to preserve and improve the conditions and performance on any Federal-aid highway, bridge and tunnel projects on any public road, pedestrian and bicycle infrastructure, and transit capital projects, including intercity bus terminals.

**Project Eligibility**
In general, RSTP projects must be located on eligible Federal-aid roads and may not be located on local or rural minor collectors. However, there are a number of exceptions to this requirement including: ADHS local access roads, bridge and tunnel replacement and rehabilitation (not new construction), bridge and tunnel inspection, carpool projects, fringe/corridor parking facilities, bike/pedestrian walkways, safety infrastructure, Transportation Alternatives, recreational trails, port terminal modifications, minor collectors in NHS corridors, and the two new bridge eligibilities brought over from the HBP.

**Overview**
ICTC, acting in its role as the Regional Transportation Planning Agency (RTPA), has begun the process to program future federal RSTP revenues anticipated during FYs 16/17, 17/18 and 18/19. RSTP funds are reimbursable federal aid funds, subject to the requirements of Title 23, United States code. Eligible costs for funds include preliminary engineering, right-of-way acquisition, capital code, and constructions costs association with an eligible activity.

Once projects have been approved by the ICTC, they will be included in the Federal Transportation Improvement Program (FTIP) prior to reimbursement of federal funding. Due to the time and effort required to process federal-aid funds, these projects should be included in the FTIP in a timely manner in order to ensure sufficient time for project delivery.
**Tentative Timeline**

The tentative schedule for the Call for Projects is as follows.

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>July 2, 2015</td>
<td>Technical Advisory Committee approves CMAQ &amp; RSTP Guidelines</td>
</tr>
<tr>
<td>July 8, 2015</td>
<td>Management Committee approves CMAQ &amp; RSTP Guidelines</td>
</tr>
<tr>
<td>July 22, 2015</td>
<td>ICTC approves CMAQ &amp; RSTP Guidelines</td>
</tr>
<tr>
<td>Aug. 3, 2015</td>
<td>Call for Projects begins</td>
</tr>
<tr>
<td>Sept. 30, 2015</td>
<td>Call for Projects ends</td>
</tr>
<tr>
<td>Oct. 1, 2015</td>
<td>Project selection process begins</td>
</tr>
<tr>
<td>Oct. 15, 2015</td>
<td>Project selection process ends (project recommendation list generated)</td>
</tr>
<tr>
<td>Oct. 22, 2015</td>
<td>TTAC approves ICTC staff project selection recommendations</td>
</tr>
<tr>
<td>Nov. 18, 2015</td>
<td>Management Committee and ICTC approve project selection recommendations</td>
</tr>
</tbody>
</table>
ELIGIBLE PROJECTS

Projects eligible for RSTP funds:

1. Construction, reconstruction, rehabilitation, resurfacing, restoration, preservation, or operational improvements for highways, including construction of designated routes of the Appalachian development highway system and local access roads under section 14501 of title 40.

2. Replacement (including replacement with fill material), rehabilitation, preservation, protection (including painting, scour countermeasures, seismic retrofits, impact protection measures, security countermeasures, and protection against extreme events) and application of calcium magnesium acetate, sodium acetate/formate, or other environmentally acceptable, minimally corrosive anti-icing and deicing compositions for bridges (and approaches to bridges and other elevated structures) and tunnels on public roads of all functional classifications, including any such construction or reconstruction necessary to accommodate other transportation modes.

3. Construction of a new bridge or tunnel at a new location on a Federal-aid highway.

4. Inspection and evaluation of bridges and tunnels and training of bridge and tunnel inspectors (as defined in section 144), and inspection and evaluation of other highway assets (including signs, retaining walls, and drainage structures).

5. Capital costs for transit projects eligible for assistance under chapter 53 of title 49, including vehicles and facilities, whether publicly or privately owned, that are used to provide intercity passenger service by bus.

6. Carpool projects, fringe and corridor parking facilities and programs, including electric vehicle and natural gas vehicle infrastructure in accordance with section 137, bicycle transportation and pedestrian walkways in accordance with section 217, and the modifications of public sidewalks to comply with the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).
7. Highway and transit safety infrastructure improvements and programs, installation of safety barriers and nets on bridges, hazard eliminations, projects to mitigate hazards caused by wildlife, and railway-highway grade crossings.

8. Highway and transit research and development and technology transfer programs.

9. Capital and operating costs for traffic monitoring, management, and control facilities and programs, including advanced truck stop electrification systems.

10. Surface transportation planning programs.

11. Transportation alternatives.

12. Transportation control measures listed in section 108 (f)(1)(A) (other than clause (xvi)) of the Clean Air Act (42 U.S.C. 7408 (f)(1)(A)).

13. Development and establishment of management systems.

14. Environmental mitigation efforts relating to projects funded under this title in the same manner and to the same extent as such activities are eligible under section 119 (g).

15. Projects relating to intersections that—

   (A) have disproportionately high accident rates;
   (B) have high levels of congestion, as evidenced by—
      (i) interrupted traffic flow at the intersection; and
      (ii) a level of service rating that is not better than “F” during peak travel hours, calculated in accordance with the Highway Capacity Manual issued by the Transportation Research Board; and
   (C) are located on a Federal-aid highway.

16. Infrastructure-based intelligent transportation systems capital improvements.

17. Environmental restoration and pollution abatement in accordance with section 328.
18. Control of noxious weeds and aquatic noxious weeds and establishment of native species in accordance with section 329.

19. Projects and strategies designed to support congestion pricing, including electric toll collection and travel demand management strategies and programs.

20. Recreational trails projects eligible for funding under section 206.

21. Construction of ferry boats and ferry terminal facilities eligible for funding under section 129 (c).


23. Truck parking facilities eligible for funding under section 1401 of the MAP–21.

24. Development and implementation of a State asset management plan for the National Highway System in accordance with section 119, including data collection, maintenance, and integration and the costs associated with obtaining, updating, and licensing software and equipment required for risk based asset management and performance based management, and for similar activities related to the development and implementation of a performance based management program for other public roads.

25. A project that, if located within the boundaries of a port terminal, includes only such surface transportation infrastructure modifications as are necessary to facilitate direct intermodal interchange, transfer, and access into and out of the port.

26. Construction and operational improvements for any minor collector if—

   (A) the minor collector, and the project to be carried out with respect to the minor collector, are in the same corridor as, and in proximity to, a Federal-aid highway designated as part of the National Highway System;
   (B) the construction or improvements will enhance the level of service on the Federal-aid highway described in subparagraph (A) and improve regional traffic flow; and
(C) the construction or improvements are more cost-effective, as determined by a benefit-cost analysis, than an improvement to the Federal-aid highway described in subparagraph (A).
The table below summarizes the anticipated RSTP funds available for programming for the three-year period FY 2016/17 - 2018/19. Actual fund amounts may vary depending on federal legislative outcomes.

<table>
<thead>
<tr>
<th></th>
<th>FY2016/17</th>
<th>FY2017/18</th>
<th>FY2018/19</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSTP REVENUE</td>
<td>$2,265,000</td>
<td>$2,265,000</td>
<td>$2,265,000</td>
<td>$6,795,000</td>
</tr>
</tbody>
</table>
Baseline Screening Criteria – Local Approval

Projects must have local approval through endorsement of the City Council of Board of Supervisors via resolution indicating:

a. The opportunity for public comment was provided at a public meeting;
b. Identification of a specific local match amount with source and type of funds used to leverage the project;
c. Compliance with the agency’s planning process (i.e., circulation element of the agency’s general plan);
d. An adopted pavement management plan for rehabilitation projects.

Baseline Scoring Criteria

<table>
<thead>
<tr>
<th>Community Benefit</th>
<th>Projects should result in demonstrated benefits for the community including increased safety, employment, air quality, connectivity between communities, aesthetics, etc.</th>
</tr>
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<tbody>
<tr>
<td>0 to 30 points</td>
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</table>

<table>
<thead>
<tr>
<th>Project Readiness</th>
<th>Project schedules should be fully identified in the project submittal with target dates including: consultant selection, environmental review schedule and document type, design, right of way acquisition, construction and anticipated completion date.</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 to 40 points</td>
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</table>

<table>
<thead>
<tr>
<th>Regional Significance</th>
<th>Projects should be submitted based upon previously approved planning documents; traffic analysis, circulation analysis, project study report, inclusion in regional plans including the 20-year Local Transportation Plan, the FTIP, etc.</th>
</tr>
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<tbody>
<tr>
<td>0 to 20 points</td>
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</table>

<table>
<thead>
<tr>
<th>Continuity</th>
<th>Projects previously funded or in various stages of development should receive continued support.</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 to 10 points</td>
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</tbody>
</table>

100 points total
RSTP PROJECT SUBMITTAL FORM

Applicant: ________________________________

Project Description: ________________________________

Project Amount: ________________________________

Priority of Project: (if agency submits more than one project i.e. 1 of 2) ______

1. **Baseline Screening Criteria**

   Local approval through a City Council or Board of Supervisors’ Resolution indicating:
   
   A. Opportunity for public comment was provided at Council/Board meeting
   B. Identification of specific local match amount, and, source or type of any other funds used to leverage the project
   C. Compliance with the circulation element of the agency’s general plan
   D. Confirmation that a pavement management plan is in place for rehab projects

   Resolution approved on ________________________________ (attach copy)

   Additional Comments:

1. **General Description (required for RTIP amendment process)**

   a. Description of the transportation issue or problem

   b. Location including project limits

   c. Project scope

   d. Functional classification

   e. Is this project capacity enhancing?

   f. Condition of existing facility, if applicable

   g. Consequences, if any, of not completing the project
2. **Project results in community benefit** (30 points max.)

Explain/illustrate how the project results in the demonstration of benefits for the community including but not limited to increasing; safety, employment, air quality, connectivity between communities, aesthetics, etc. provide supporting documentation as an attachment.

3. **Project Readiness** (40 points max.)

Explain/illustrate the project schedule with target start and completion dates, and specific components including but not limited to consultant selection, environmental review, schedule and document type, design, right of way acquisition, construction and anticipated completion date. Provide supporting documentation as an attachment.

4. **Regional Significance** (20 points max.)

Explain/Illustrate the regional significance through the use of but it is not limited to; previously approved planning documents; traffic analysis, project study report, inclusion in regional plans, including the 20 Year Local Transportation Plan and the RTP, etc. provide supporting documentation as an attachment.
5. **Continuity** (10 points max.)

Explain/illustrate how project was previously funded and/or is in various stages of development so that it should receive continued support. Provide supporting documentation as an attachment.

6. **Project Budget**

Explain/illustrate the project budget separating it into fiscal years and a minimum of three segments for the design and engineering, right of way acquisition and construction.

7. **List of Attachments**

8. **Prepared By** ____________________________________________
   Date: __________________
   Authorized Signature
Approval of AB 1012 requires that both State and Federal funds be used in a timely manner. In order to avoid losing any Federal or State funds to our Region, the “use-it-or-lose-it” requirements of AB 1012 place local governmental agencies in a position that they must be able to deliver their projects on time as proposed and as programmed within the Federal Transportation Improvement Program (FTIP).

Each agency must be able to assure that their project(s) can be delivered timely. Therefore, each application MUST be submitted with provided forms and accompanied by a formal Council/Board Resolution stating that each project will meet project delivery schedules and that staff be directed to insure that projects are delivered timely. The sample resolution on the next page has been included as a guide for helping prepare the required resolution.
BEFORE THE
(NAME OF CITY/COUNTY/DISTRICT COUNCIL/BOARD)
RESOLUTION NO. 2015-__

In the Matter of:

ICTC RESOLUTION SUPPORTING
RSTP FUNDING Project Delivery Schedules and timely use of funding

WHEREAS, AB 1012 has been enacted into State Law in part to provide for the timely use of State and Federal funds; and

WHEREAS, the (City/County) is able to apply for and receive Federal and State funding including Regional Surface Transportation Program (RSTP) funds; and

WHEREAS, the (City/County/District) desires to ensure that its projects are delivered in a timely manner to preclude losing funds for non-delivery; and

WHEREAS, it is understood by the (City/County) that failure for not meeting project delivery dates for any phase of a project may jeopardize federal or state funding to the Region; and

NOW THEREFORE BE IT RESOLVED, that the (Council/Board) hereby agrees to ensure that all project delivery deadlines for all project phases will be met or exceeded, and:
  a. The opportunity for public comment was provided at a public meeting;
  b. Local funds in the amount of $_________ from ________ (source and type of funds) will be used to leverage the federal funds for the project;
  c. Project(s) is consistent with the ____________ (plan: i.e., circulation element of the agency’s general plan) planning process;
  d. Project(s) is consistent with the adopted pavement management plan (for rehabilitation projects only).

BE IT FURTHER RESOLVED, that failure to meet project delivery deadlines may be deemed as sufficient cause for the Imperial County Transportation Commission Policy Board to terminate an agency’s project and reprogram Federal/State funds as deemed necessary.

BE IT FURTHER RESOLVED, that the (City/County/District) (Council/Board) does direct its management and engineering staffs to ensure all federal and state-funded projects are carried out in a timely manner as per the requirements of AB 1012 and the directive of the (City/County/District) (Council/Board).

THE FOREGOING RESOLUTION was passed and adopted by the (Council/Board) on __________, 2015.

AYES: Signed: __________________________
NOES: Mayor, City of (-----)
ABSTAIN: Chair, Board of (-----)
ABSENT Chair, (-----) Board
ATTEST:

I hereby certify that the foregoing is a true copy of a resolution of the (Council/Board) duly adopted at a regular meeting thereof held on the _____ day of _________________,2015.

Signed: ______________________________

(------------------, City/County Clerk)
1. Air Pollution Control District
2. Imperial County Transportation Commission
3. Caltrans – District 11
4. Each city will have the choice to include 1 TAC member on the review panel.

***The city representative will not score his or her respective cities project but will be available to answer any questions regarding the projects posed by the scoring committee.
For further information on eligible projects, submittal of applications or other questions related to the RSTP program, please contact Virginia Mendoza.

Please submit all applications by **5:00 p.m. on Wednesday, September 30, 2015** via mail and all correspondence to:

**Imperial County Transportation Commission**  
1405 N. Imperial Ave., Suite 1  
El Centro, CA 92243  
Attention: Virginia Mendoza
Congestion Mitigation & Air Quality (CMAQ) Program

2015 CALL FOR PROJECTS

IMPERIAL COUNTY TRANSPORTATION COMMISSION

1405 N. IMPERIAL AVENUE, SUITE 1, EL CENTRO, CA 92243
Imperial County Transportation Commission

Congestion Mitigation & Air Quality (CMAQ) Program

2015 CALL FOR PROJECTS
APPLICATION PACKET

Draft

1405 N. Imperial Ave., Suite 1
El Centro, CA  92243
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INTRODUCTION

The Congestion Mitigation and Air Quality Improvement Program (CMAQ) is a federal funding program reauthorized under Moving Ahead for Progress in the 21st Century, known as MAP-21. The purpose of the CMAQ program is to fund transportation projects or programs that will contribute to attainment or maintenance of the National Ambient Air Quality Standards (NAAQS) for ozone, carbon monoxide (CO), and particulate matter (both PM$_{10}$ and PM$_{2.5}$).

**Project Eligibility**

Each CMAQ project must meet three basic criteria: *it must be a transportation project, it must generate an emissions reduction, and it must be located in or benefit a nonattainment or maintenance area.*

**Overview**

ICTC, acting in its role as the Regional Transportation Planning Agency (RTPA), has begun the process to program future federal CMAQ revenues anticipated during FYs 16/17, 17/18 and 18/19. CMAQ funds are reimbursable federal aid funds, subject to the requirements of Title 23, United States code. Eligible costs for funds include preliminary engineering, right-of-way acquisition, capital code, and constructions costs association with an eligible activity.

Once projects have been approved by the ICTC, they will be included in the Federal Transportation Improvement Program (FTIP) prior to reimbursement of federal funding. Due to the time and effort required to process federal-aid funds, these projects should be included in the FTIP in a timely manner in order to ensure sufficient time for project delivery.

**Tentative Timeline**

The tentative schedule for the Call for Projects is as follows.

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<tr>
<td>July 8, 2015</td>
<td>Management Committee approves CMAQ &amp; RSTP Guidelines</td>
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<tr>
<td>July 22, 2015</td>
<td>ICTC approves CMAQ &amp; RSTP Guidelines</td>
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<tr>
<td>Aug. 3, 2015</td>
<td>Call for Projects begins</td>
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<tr>
<td>Sept. 30, 2015</td>
<td>Call for Projects ends</td>
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<tr>
<td>Oct. 1, 2015</td>
<td>Project selection process begins</td>
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<tr>
<td>Oct 15, 2015</td>
<td>Project selection process ends (project recommendation list generated)</td>
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<tr>
<td>Oct. 22, 2015</td>
<td>TTAC approves ICTC staff project selection recommendations</td>
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<td>Nov. 18, 2015</td>
<td>Management Committee and ICTC approve project selection recommendations</td>
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ELIGIBLE PROJECTS

Eligibility information is provided below. Not all possible requests for CMAQ funding are covered—this section provides examples of general project types that may be eligible for CMAQ funds.

1. Diesel Engine Retrofits & Other Advanced Truck Technologies

The MAP-21 continues the emphasis SAFETEA-LU placed on diesel engine retrofits and the various types of projects that fall under this broad category. These efforts are defined as vehicle replacement, repowering (replacing an engine with a cleaner diesel engine, alternative fuels, etc.), rebuilding an engine, or other technologies determined by the EPA as appropriate for reducing emissions from diesel engines. This latter point, highlighting developing technologies, establishes a degree of flexibility and a need for periodic adjustment in the definition by the EPA.

The legislation defines retrofit projects as applicable to both on-road motor vehicles and non-road construction equipment; the latter must be used in Title 23 projects based in nonattainment or maintenance areas for either PM or ozone. The MAP-21 expands the prior focus created by the SAFETEA-LU. Specifically for PM$_{2.5}$ areas, diesel retrofits are called out as eligible projects in the Priority Consideration section. Similarly, such efforts are again highlighted in the discussion of the PM$_{2.5}$ priority set-aside, and emphasized again in the closely related section on construction vehicles and equipment. More than 13 million diesel engines make up the legacy fleet operating in the U.S. The vast majority of these power on-road heavy-duty and medium-duty trucks, locomotives, and off-road construction equipment—all of which may be eligible for CMAQ funding. There are a number of specific project types in the diesel retrofit area for which CMAQ funds are eligible. Assuming all other CMAQ criteria are met, eligible projects could include diesel engine or full vehicle replacement; full engine rebuilding and reconditioning; and purchase and installation of after-treatment hardware, including particulate matter traps and oxidation catalysts, and other technologies; and support for heavy-duty vehicle retirement programs.

Project agreements involving replacements for either engines or full vehicles should include a provision for disposal or destruction of the engine block, verification that the engine is no longer contributing emissions in the nonattainment or maintenance area, or for other processes at the State's discretion that track the retirement of the vehicle or engine in accordance with the State's or sub-grantee's program. The MAP-21 provided one change to the approach in establishing eligibility for emissions control equipment. After-treatment and other on-board control devices are restricted to those EPA or the California Air Resources Board (CARB) verified and/or technologies as defined in section 791 of the Energy Policy Act of 2005 (42 U.S.C. 16131). A strong component of the SAFETEA-LU focus on diesel retrofits,
construction vehicles and equipment also are eligible under MAP-21. Eligible acquisitions or retrofits would be for those capital items used for highway construction projects in PM2.5 nonattainment or maintenance areas. Equipment or vehicles used predominantly in a maintenance role would not qualify. These would include loaders or backhoes in yard or depot work, tractors assigned to mowing or other median maintenance, impactors or rollers involved in routine work, such as pothole repair, and others. The CMAQ funds may be used to purchase and install emission control equipment on school buses. (Such projects, generally, should be administered by FHWA; see Transit Improvements, below). In addition, although CMAQ funds should not be used for the initial purchase of conventionally fueled airport parking lot shuttles, funds may be used for purchase and installation of after treatment hardware or repowering (with a hybrid drive train, for example). Refueling is not eligible as a stand-alone project, but is eligible if it is required to support the installation of emissions control equipment, repowering, rebuilding, or other retrofits of non-road engines. In addition to equipment and technology, outreach activities that provide information exchange and technical assistance to diesel owners and operators on retrofit options are eligible investments. These projects could include the actual education and outreach program, construction or acquisition of appropriate classroom buildings, and other efforts to promote the use of retrofit technologies. Non-road mobile source projects also are eligible for CMAQ funding. Most notably, a considerable amount of CMAQ support has been directed to locomotive retrofit and the acquisition of clean locomotives, such as railyard switchers and shunters that fit the generator-set criterion (See Freight and Intermodal, Section VII. F.4). The FHWA acknowledges that diesel retrofit projects may include non-road mobile source endeavors, which traditionally have been outside the Federal-aid process. However, the MAP-21 clarifies CMAQ eligibility for non-road diesel retrofit projects. Areas that fund these projects are not required to take credit for the projects in the transportation conformity process. For areas that want to take credit, the EPA developed guidance for estimating diesel retrofit emission reductions and for applying the credit in the SIP and transportation conformity processes.

2. Idle Reduction

Idle reduction projects that reduce emissions and are located within, or in proximity to and primarily benefiting, a nonattainment or maintenance area are eligible for CMAQ investment. (The geographic requirement mainly applies to off-board projects, i.e., truck stop electrification (TSE) efforts.) However, if CMAQ funding is used for an on-board project (i.e. auxiliary power units, direct fired heaters, etc.) the vehicle-usually a heavy-duty truck-should travel within, or in proximity to and primarily benefiting, a nonattainment or maintenance area. Idle reduction
devices are verified by the EPA. There have been several instances where operating assistance funds have been requested for TSE services. The CMAQ funding for TSE projects has been limited to capital costs (i.e. deployment of TSE infrastructure). Operating assistance for TSE projects should not be funded under the CMAQ program since TSE projects generate their own revenue stream and therefore should be able to cover all operating expenses from the accumulated revenue. Commercial idle reduction facilities cannot be located within rest areas of the Interstate right-of-way (ROW). The SAFETEA-LU initially provided for these facilities in the ROW. However, this provision was removed with the SAFETEA-LU Technical Corrections Bill that followed.

3. Congestion Reduction & Traffic Flow Improvements
Traffic flow improvements may include the following:

   a. Traditional Improvements
   Traditional traffic flow improvements, such as the construction of roundabouts, HOV lanes, left-turn or other managed lanes, are eligible for CMAQ funding provided they demonstrate net emissions benefits through congestion relief.

   b. Intelligent Transportation Systems
   ITS projects, such as traffic signal synchronization projects, traffic management projects, and traveler information systems, can be effective in relieving traffic congestion, enhancing transit bus performance, and improving air quality. The following have the greatest potential for improving air quality:
   - Regional multimodal traveler information systems
   - Traffic signal control systems
   - Freeway management systems
   - Electronic toll-collection systems
   - Transit management systems
   - Incident management programs.
   The FHWA has provided a lengthier discussion of the benefits associated with various operational improvements.

   c. Value/Congestion Pricing
   Congestion pricing is a market-based mechanism that allows tolls to rise and fall depending on available capacity and demand. Tolls can be charged electronically, thereby eliminating the need for full stops at tollbooths. In addition to the benefits associated with reducing congestion, revenue is generated that can be used to pay for a wide range of transportation improvements, including Title 23-eligible transit services in
the newly tolled corridor. Parking pricing can include time-of-day parking charges that reflect congested conditions. These strategies should be designed to influence trip-making behavior and may include charges for using a parking facility at peak periods, or a range of employer-based parking cash-out policies that provide financial incentives to avoid parking or driving alone. Parking pricing integrated with other pricing strategies is encouraged.

Pricing encompasses a variety of market-based approaches such as:

- **HOT lanes**, or High Occupancy Toll lanes, on which variable tolls are charged to drivers of low-occupancy vehicles using HOV lanes, such as the "FasTrak" Lanes on I-15 in San Diego and the recently converted I-394 in Minneapolis in which prices vary dynamically every 2 minutes based on traffic conditions.
- **New variably tolled express lanes** on existing toll-free facilities, such as the "91 Express Lanes" on State Route 91 in Orange County, CA.
- **Variable tolls on existing or new toll roads**, such as on the bridges and tunnels operated by the Port Authority of New York and New Jersey.
- **Network-wide or cordon pricing**, such as implemented in Stockholm, London, and Singapore.
- **Usage-based vehicle pricing**, such as mileage-based vehicle taxation being explored by the State of Oregon, or pay-per-mile car insurance.

As with any eligible CMAQ project, value pricing should generate an emissions reduction. Marketing and outreach efforts to expand and encourage the use of eligible pricing measures may be funded indefinitely. Eligible expenses for reimbursement include, but are not limited to: tolling infrastructure, such as transponders and other electronic toll or fare payment systems; small roadway modifications to enable tolling, marketing, public outreach, and support services, such as transit in a newly tolled corridor. Innovative pricing approaches yet to be deployed in the U.S. also may be supported through the Value Pricing Pilot Program. Operating expenses for traffic operating centers (TOCs) are eligible for CMAQ funding if they can be shown to produce air quality benefits, and if the expenses are incurred from new or additional capacity. The operating assistance parameters discussed in Section VII.A.2 apply. Projects or programs that involve the purchase of integrated, interoperable emergency communications equipment are eligible for CMAQ funding.
4. Freight/Intermodal
Projects and programs targeting freight capital costs-rolling stock or ground infrastructure-are eligible provided that air quality benefits can be demonstrated. Freight projects that reduce emissions fall generally into two categories: primary efforts that target emissions directly or secondary projects that reduce net emissions. Successful primary projects could include new diesel engine technology or retrofits of vehicles or engines. See discussion in Section VII.F.1. Eligibility under CMAQ is not confined to highway projects, but also applies to non-road mobile freight projects such as rail. Secondary projects reduce emissions through modifications or additions to infrastructure and the ensuing modal shift. Support for an intermodal container transfer facility may be eligible if the project demonstrates reduced diesel engine emissions when balancing the drop in truck VMT against the increase in locomotive or other non-highway activity. Intermodal facilities, such as inland transshipment ports or near/on-dock rail, may generate substantial emissions reductions through the decrease in miles traveled for older, higher-polluting heavy-duty diesel trucks. This secondary, indirect effect on truck traffic and the ensuing drop in diesel emissions help demonstrate eligibility. The transportation function of these freight/intermodal projects should be emphasized. Marginal projects that support freight operations in a very tangential manner are not eligible for CMAQ funding. Warehouse handling equipment, for example, is not an eligible investment of program funds. Warehouses, themselves, or other similar structures, such as transit sheds, bulk silos or other permanent, non-mobile facilities that function more as storage resources are not eligible. However, equipment that provides a transportation function or directly supports this function is eligible, such as railyard switch locomotives or shunters that fall into the generator-set or other clean engine category. Similarly, large-scale container gantry cranes, or other heavy-duty container handling equipment that is a clear link in the intermodal process can be eligible as well. Also, on the ground operations side of aviation, the purchase or retrofit of airport handling equipment can be eligible, including baggage handlers, aircraft tow motors, and other equipment that plays a role in this intermodal link.

5. Transportation Control Measures (TCM)
Most of the TCMs included in Section 108 of the CAA, listed below, are eligible for CMAQ funding. We would note that one particular CAA TCM, created to encourage removal of pre-1980 light-duty vehicles, is specifically excluded from CMAQ eligibility.

i. Programs for improved public transit;

ii. Restriction of certain roads or lanes to, or construction of such roads or lanes for use by, passenger buses or HOV;
iii. Employer-based transportation management plans, including incentives;
iv. Trip-reduction ordinances;
 v. Traffic flow improvement programs that reduce emissions;
vi. Fringe and transportation corridor parking facilities serving multiple-occupancy vehicle
    programs or transit service;
vii. Programs to limit or restrict vehicle use in downtown areas or other areas of emission
    concentration particularly during periods of peak use;
viii. Programs for the provision of all forms of high-occupancy, shared-ride services;
ix. Programs to limit portions of road surfaces or certain sections of the metropolitan area to
    the use of non-motorized vehicles or pedestrian use, both as to time and place;
x. Programs for secure bicycle storage facilities and other facilities, including bicycle lanes,
    for the convenience and protection of bicyclists, in both public and private areas;
xii. Programs to control extended idling of vehicles;
xiii. Employer-sponsored programs to permit flexible work schedules;
xiv. Programs and ordinances to facilitate non-automobile travel, provision and utilization of
    mass transit, and to generally reduce the need for SOV travel, as part of transportation
    planning and development efforts of a locality, including programs and ordinances
    applicable to new shopping centers, special events, and other centers of vehicle activity;
    and
xv. Programs for new construction and major reconstructions of paths, tracks, or areas solely
    for the use by pedestrian or other non-motorized means of transportation when
    economically feasible and in the public interest.

6. Transit Improvements

Many transit projects are eligible for CMAQ funds. The general guideline for determining
eligibility is whether the project increases transit capacity and would likely result in an increase in
transit ridership and a potential reduction in congestion. As with other types of CMAQ projects,
there should be a quantified estimate of the project's emissions benefits accompanying the
proposal. The FTA administers most transit projects. For such projects, after the FTA determines
a project eligible, CMAQ funds will be transferred, or "flexed," from the FHWA to the FTA, and
the project will be administered according to the appropriate FTA program requirements. Certain
types of eligible transit projects for which FTA lacks statutory authority, such as diesel retrofit
equipment for public school bus fleets, may be the responsibility of the State or other eligible
project sponsor and are administered by FHWA.
a. Facilities
New transit facilities (e.g., lines, stations, terminals, transfer facilities) are eligible if they are associated with new or enhanced public transit, passenger rail, or other similar services. Routine maintenance or rehabilitation of existing facilities is not eligible, as it does not reduce emissions. However, rehabilitation of a facility may be eligible if the vast majority of the project involves physical improvements that will increase transit service capacity. In such cases there should be supporting documentation showing an expected increase in transit ridership that is more than minimal. If the vast majority of the project involves capacity enhancements, other elements involving refurbishment and replacement-in-kind also are eligible.

b. Vehicles and Equipment
New transit vehicles (bus, rail, or van) to expand the fleet or replace existing vehicles are eligible. Transit agencies are encouraged to purchase vehicles that are most cost-effective in reducing emissions. Diesel engine retrofits, such as replacement engines and exhaust after-treatment devices, are eligible if certified or verified by the EPA or California Air Resources Board (CARB). See discussion in Section VII.F.1. Routine preventive maintenance for vehicles is not eligible as it only returns the vehicles to baseline conditions. Other than diesel engine retrofits, other transit equipment may be eligible if it represents a major systemwide upgrade that will significantly improve speed or reliability of transit service, such as advanced signal and communications systems.

c. Fuel
Fuel, whether conventional or alternative fuel, is an eligible expense only as part of a project providing operating assistance for new or expanded transit service under the CMAQ program. This includes fuels and fuel additives considered diesel retrofit technologies by the EPA or CARB. Purchase of alternative fuels is authorized in some States based on the continuation of a series of exemptions for uses expressly eligible for CMAQ funding under SAFETEA-LU section 1808(k) and certain provisions in subsequent appropriations acts. The maximum allowable assistance level and time limitation described in Section VII.A.2. will apply.

d. Operating Assistance
Operating assistance to introduce new transit service or expand existing transit service is eligible. The eligibility applies regardless of the size of the urbanized area (UZA) or whether a particular grantee is or was previously authorized to use funding under Chapter 53 of Title 49 U.S.C. for operating assistance. There are several general conditions for operating assistance eligibility under the CMAQ program:
a. Operating assistance is limited to new transit, commuter and intercity passenger rail services, intermodal facilities, travel demand management strategies, including traffic operation centers, inspection and maintenance programs, and the incremental cost of expanding these services.

b. In using CMAQ funds for operating assistance, the intent is to help start up viable new transportation services that can demonstrate air quality benefits and eventually cover costs as much as possible. Other funding sources should supplement and ultimately replace CMAQ funds for operating assistance, as these projects no longer represent additional, net air quality benefits but have become part of the baseline transportation network. The provisions in 23 U.S.C. 116 place responsibilities for maintenance of transportation facilities on the States. Since facility maintenance is akin to operations, a time-limited period of CMAQ assistance provides adequate incentive and flexibility while not creating a pattern of excessive or even perpetual support.

c. Operating assistance includes all costs of providing new transportation services, including, but not limited to, labor, fuel, administrative costs, and maintenance.

d. When CMAQ funds are used for operating assistance, non-Federal share requirements still apply.

e. With the focus on start-up, and recognizing the importance of flexibility in the timing of financial assistance, the 3 years of operating assistance allowable under the CMAQ program may now be spread over a longer period, for a total of up to 5 sequential years of support. Grantees who propose to use CMAQ funding for operating support may spread the third year amount (an amount not to exceed the greater of year 1 or year 2) across an additional 2 years (i.e. years 4 and 5). This will provide an incremental, taper-down approach, while other funding is used for a higher proportion of the operating costs as needed. See Table 3 for examples of possible funding allocations. At the conclusion of the 5-year period, operating costs would have to be maintained with non-CMAQ funding. It is anticipated that this may enable a transition to more independent system operation. The amounts, which apply to years 1 and/or 2, are established at the discretion of the State or local sponsor.
Eligible activities that used CMAQ funds for operating support in FY 2012, as described in the 2008 CMAQ Program Guidance, and that had not received operating assistance for three fiscal years as of September 30, 2012, may continue to receive operating assistance under MAP-21, transitioning into the 5-year schedule described above. The number of prior years of operating assistance will determine which year of the 5-year cycle applies in FY 2013. Except as noted in this paragraph, activities that already have received 3 years of operating support under prior authorizations of the CMAQ program are not considered to be in a start-up phase and are not eligible for the expanded assistance period. Those transportation uses expressly eligible for CMAQ funding under SAFETEA-LU sections 1808(g)-(k) and certain provisions in appropriations acts are eligible for CMAQ dollars for an additional 5 years consistent with this Section. The maximum allowable assistance level and the 5-year time period described above will apply.

Elements of operating assistance prohibited by statute or regulation are not eligible for CMAQ participation, regardless of their emissions or congestion reduction potential.

### 7. Transit Fare Subsidies

The CMAQ funds may be used to subsidize regular transit fares in an effort to prevent the NAAQS from being exceeded, but only under the following conditions: The reduced or free fare should be part of a comprehensive area-wide program to prevent such an anticipated exceedance. For example, "Ozone Action" programs vary in scope around the country, but they generally include actions that individuals and employers can take, and they are aimed at all major sources of air pollution, not just transportation. The subsidized fare should be available to the general public and may not be limited to specific groups. It may only be offered during periods of elevated pollution when the threat of exceeding the NAAQS is greatest; e.g., it is not
intended for the entire high-ozone season. The fare subsidy proposal should demonstrate that the responsible local agencies will combine the reduced or free fare with a robust marketing program to inform SOV drivers of other transportation options. Because the fare subsidy is not strictly a form of operating assistance, it would not be subject to the 5-year limit.

8. Bicycle and Pedestrian Facilities and Programs

Bicycle and pedestrian facilities and programs are included as a TCM in section 108(f)(1)(A) of the CAA (42 U.S.C. 7408(f)(1)(A)). The following are eligible projects:

- Constructing bicycle and pedestrian facilities (paths, bike racks, support facilities, etc.) that are not exclusively recreational and reduce vehicle trips.
- Non-construction outreach related to safe bicycle use.
- Establishing and funding State bicycle/pedestrian coordinator positions for promoting and facilitating nonmotorized transportation modes through public education, safety programs, etc. (Limited to one full-time position per State).

Bicycle and pedestrian programs that are not supported under 23 CFR Part 652, *Pedestrian and Bicycle Accommodations and Projects*, also are not eligible for CMAQ funding. For example, under 23 CFR 652.9(b)(3), a non-construction bicycle project does not include salaries for administration, maintenance costs, and other items akin to operational support under 23 CFR 652.9(b)(3), and, therefore, these are not allowable CMAQ costs. Additional activities related to bicycle and pedestrian programs can be supported by other elements of the Federal-aid highway program. These efforts are described at the FHWA's Bicycle and Pedestrian Programs Web site.

9. Travel Demand Management

Travel demand management (TDM) encompasses a diverse set of activities that focus on physical assets and services that provide real-time information on network performance and support better decisionmaking for travelers choosing modes, times, routes, and locations. Such projects can help ease congestion and reduce SOV use—contributing to mobility, while enhancing air quality and saving energy resources. Similar to ITS and Value Pricing, today's TDM programs seek to optimize the performance of local and regional transportation networks. The following activities are eligible if they are explicitly aimed at reducing SOV travel and associated emissions:

- Fringe parking
- Traveler information services
- Shuttle services
- Guaranteed ride home programs
• Carpools, vanpools
• Traffic calming measures
• Parking pricing
• Variable road pricing
• Telecommuting/Teleworking
• Employer-based commuter choice programs.

The CMAQ funds may support capital expenses and, as discussed in Section VII.A.2, up to 5 years of operating assistance to administer and manage new or expanded TDM programs. Marketing and outreach efforts to expand use of TDM measures may be funded indefinitely, but only if they are broken out as distinct line items. Eligible telecommuting activities include planning, preparing technical and feasibility studies, and training. Construction of telecommuting centers and computer and office equipment purchases should not be supported with CMAQ funds.

10. Public Education and Outreach Activities
The goal of CMAQ-funded public education and outreach activities is to educate the public, community leaders, and potential project sponsors about connections among trip making and transportation mode choices, traffic congestion, and air quality. Public education and outreach can help communities reduce emissions and congestion by inducing drivers to change their transportation choices. More important, an informed public is likely to support larger regional measures necessary to reduce congestion and meet CAA requirements. A wide range of public education and outreach activities is eligible for CMAQ funding, including activities that promote new or existing transportation services, developing messages and advertising materials (including market research, focus groups, and creative), placing messages and materials, evaluating message and material dissemination and public awareness, technical assistance, programs that promote the Tax Code provision related to commute benefits, transit "store" operations, and any other activities that help forward less-polluting transportation options. Using CMAQ funds, communities have disseminated many transportation and air quality public education messages, including maintain your vehicle; curb SOV travel by trip chaining, telecommute and use alternate modes; fuel properly; observe speed limits; don't idle your vehicle for long durations; eliminate "jack-rabbit" starts and stops; and others. Long-term public education and outreach can be effective in raising awareness that can lead to changes in travel behavior and ongoing emissions reductions; therefore, these activities may be funded indefinitely.
11. Transportation Management Associations

Transportation Management Associations (TMAs) are groups of citizens, firms, or employers that organize to address the transportation issues in their immediate locale by promoting rideshare programs, transit, shuttles, or other measures. The TMAs can play a useful role in brokering transportation services to private employers. Subject to applicable cost principles under 2 CFR Part 225, CMAQ funds may be used to establish TMAs provided that they reduce emissions. Eligible expenses include TMA start-up costs and up to 5 years of operating assistance as discussed in Section VII.A.2. Eligibility of specific TMA activities is addressed throughout this guidance.

12. Carpooling and Vanpooling

Eligible activities can be divided into two types of costs: marketing (which applies to both carpools and vanpools) and vehicle (which applies to vanpools only).

   a. Carpool/vanpool marketing covers existing, expanded, and new activities designed to increase the use of carpools and vanpools, and includes purchase and use of computerized matching software and outreach to employers. Guaranteed ride home programs are also considered marketing tools. Marketing costs may be funded indefinitely.

   b. Vanpool vehicle capital costs include purchasing or leasing vans for use in vanpools. Eligible operating costs, limited to 5 years as set forth in Section VII.A.2, empty-seat subsidies, maintenance, insurance, administration, and other related expenses. Prorated cost sharing plans that establish grant proportions for undefined shares of capital and operating costs need to be broken down to the specific components or line items that establish the capital-operating shares.

The CMAQ funds should not be used to buy or lease vans that would directly compete with or impede private sector initiatives. States and MPOs should consult with the private sector prior to using CMAQ funds to purchase vans, and if private firms have definite plans to provide adequate vanpool service, CMAQ funds should not be used to supplant that service.

In accordance with 23 U.S.C. 120(c)(1), carpooling and vanpooling activities may be supported with up to 100 percent Federal funding, under certain limitations.
13. Carsharing
The MAP-21 specifically highlights carsharing projects in the amended section on traffic demand. These efforts involve the pooling of efficient, low-emission vehicles, provided to travelers who have occasional need for a vehicle but not the constant, daily necessity that demands ownership. As with any CMAQ project, sponsors need to demonstrate an emissions reduction from the carsharing program. If a programwide emissions reduction cannot be demonstrated, CMAQ funding may be available to support vehicle costs under Alternative Fuels and Vehicles eligibility, discussed in Section VII.F.17.

14. Extreme Low-Temperature Cold Start Programs
Projects intended to reduce emissions from extreme cold-start conditions are eligible for CMAQ funding. Such projects include retrofitting vehicles and fleets with water and oil heaters and installing electrical outlets and equipment in publicly owned garages or fleet storage facilities.

15. Training
States and MPOs may use Federal-aid funds to support training and educational development for the transportation workforce. Such activities are subject to applicable cost principles in 2 CFR Part 225. The FHWA encourages State and local officials to weigh the air quality benefits of such training against other cost-effective strategies detailed elsewhere in this guidance before using CMAQ funds for this purpose. Training funded with CMAQ dollars should be directly related to implementing air quality improvements and be approved in advance by the FHWA Division office.

16. Inspection/Maintenance (I&M) Programs
Funds under the CMAQ program may be used to establish either publicly or privately owned I&M facilities. Eligible activities include construction of facilities, purchase of equipment, I&M program development, and one-time start-up activities, such as updating quality assurance software or developing a mechanic training curriculum. The I&M program must constitute new or additional efforts, existing funding (including inspection fees) should not be displaced, and operating expenses are eligible for 5 years as discussed in Section VII.A.2. States or other sponsors planning new or expanded I&M programs that incorporate other elements of a State's vehicle administrative function, e.g. registration, safety inspection, titling, etc., must remove these line items from the CMAQ project. These tasks are not linked to the CMAQ purpose and are, therefore, not allowable costs.
Privately Owned I&M Facilities

In States that rely on privately owned I&M facilities, State or local I&M program-related administrative costs may be funded under the CMAQ program as in States that use public I&M facilities. However, CMAQ support to establish I&M facilities at privately owned stations, such as service stations that own the equipment and conduct emission test-and-repair services, requires a PPP. The establishment of "portable" I&M programs, including remote sensing, is also eligible under the CMAQ program, provided that they are public services, reduce emissions, and do not conflict with statutory I&M requirements or EPA regulations.

17. Innovative Projects

State and local organizations have worked with various types of transportation services to better meet the travel needs of their constituents. These innovative projects also may show promise in reducing emissions, but do not yet have supporting data. The FHWA has supported and funded some of these projects as demonstrations to determine their benefits and costs. Such innovative strategies are not intended to bypass the definition of basic project eligibility, but seek to better define the projects’ future role in strategies to reduce emissions. For a project or program to qualify as an innovative project, it should be defined as a transportation project and be expected to reduce emissions by decreasing VMT, fuel consumption, congestion, or by other factors. The FHWA encourages States and MPOs to creatively address their air quality problems and to consider new services, innovative financing arrangements, PPPs, and complementary approaches that use transportation strategies to reach clean air goals. Given the untried nature of these innovative projects, before-and-after studies should be completed to determine actual project impacts on air quality as measured by net emissions reduced. These assessments should document the project's immediate impacts in addition to long-term benefits. A schedule for completing the study should be a part of the project agreement. Completed studies should be submitted to the FHWA Division office within 3 years of implementation of the project or 1 year after the project's completion, whichever is sooner.

18. Alternative Fuels and Vehicles

The FHWA issued a memorandum in April 2011, covering the relationship between the required emissions reduction benefits of alternative fuel vehicles and the associated cost principles at 2 CFR Part 225. Essentially, this guidance illustrates the cost-benefit relationship between different vehicle types and functions and the air quality benefit provided as a cost basis under the CMAQ program. The memorandum, outlining the requirements in 23 U.S.C. 149, supports eligibility only for the incremental cost, limited to the marginal emissions-reducing elements of
the alternative fuel vehicles that are acquired through PPPs or that are purchased by public sponsors. Program funds may be used to support projects involving the alternative or renewable fuels defined in the Energy Policy Act of 1992 or the Energy Independence and Security Act of 2007. All standard eligibility criteria apply. Aside from fuel acquisitions that are part of a transit operating support effort, stand-alone purchase of any fuel-alternative or otherwise-is not an eligible CMAQ cost. However, the few exceptions provided by Section 1808(k) of SAFETEA-LU continue under MAP-21, subject to the limitation on operating assistance as described in Section VII.A.2. Generally, CMAQ support for alternative fuel vehicle projects can be broken into the following areas:

Infrastructure

Except as noted below, establishing publicly owned fueling facilities and other infrastructure needed to fuel alternative-fuel vehicles is an eligible expense, unless privately-owned fueling stations are in place and reasonably accessible. Fueling facilities can dispense one or more of the alternative fuels identified in section 301 of the 1992 Energy Policy Act or biodiesel, or provide recharging for electric vehicles. Additionally, CMAQ funds may support converting a private fueling facility to support alternative fuels through a public-private partnership agreement. In accordance with 23 U.S.C. 149(c)(2), and 23 U.S.C. 111, regarding the prohibition of commercial activities in the Interstate ROW, CMAQ-funds may be used to establish or support refueling facilities within the Interstate ROW, providing these services are offered at no charge.

Non-transit Vehicles

The CMAQ funds may be used to purchase publicly-owned alternative fuel vehicles, including passenger vehicles, service trucks, street cleaners, and others. However, only publicly owned vehicles providing a dominant transportation function can be fully funded, such as paratransit vans, incident management support vehicles, refuse haulers, and others. Costs associated with converting fleets to run on alternative fuels are also eligible. When non-transit vehicles are purchased through PPPs, only the cost difference between the alternative fuel vehicles and comparable conventional fuel vehicles is eligible. Such vehicles should be fueled by one of the alternative fuels identified in section 301 of the 1992 Energy Policy Act or biodiesel. Eligible projects also include alternatives to diesel engines and vehicles. Alternative fuel vehicle projects that are implemented as diesel retrofits and involve the replacement of an operable engine-not standard fleet turnover-would be eligible for full Federal participation, i.e. an 80 percent Federal share of the full vehicle cost.
**Hybrid Vehicles**

Although not defined by the Energy Policy Act of 1992 as alternative fuel vehicles, certain hybrid vehicles that have lower emissions rates than their non-hybrid counterparts may be eligible for CMAQ investment. Hybrid vehicle models that are in part the focus of State legislation addressing HOV exemptions for alternative fuel and low emissions vehicles are considered eligible for CMAQ support. Other hybrid vehicles will be assessed on a case specific basis, as there is no specific EPA regulation available to rate the lower emissions and energy efficiency advantages of the models involved. Projects involving heavier vehicles, including refuse haulers and delivery trucks, also may be appropriate for program support. Eligibility should be based on a comparison of the emissions projections of these larger candidate vehicles and other comparable models.

**Projects Ineligible for CMAQ Funding**

The following projects are ineligible for CMAQ funding:

1. Light-duty vehicle scrappage programs.
2. Projects that add new capacity for SOVs are ineligible for CMAQ funding unless construction is limited to high-occupancy vehicle (HOV) lanes. This HOV lane eligibility includes the full range of HOV facility uses authorized under 23 U.S.C 166, such as high-occupancy toll (HOT) and low-emission vehicles.
3. Routine maintenance and rehabilitation projects (e.g., replacement-in-kind of track or other equipment, reconstruction of bridges, stations, and other facilities, and repaving or repairing roads) are ineligible for CMAQ funding as they only maintain existing levels of highway and transit service, and therefore do not reduce emissions.
4. Administrative costs of the CMAQ program may not be defrayed with program funds, e.g., support for a State's "CMAQ Project Management Office" is not eligible.
5. Projects that do not meet the specific eligibility requirements of Titles 23 and 49, United States Code, are ineligible for CMAQ funds.
6. Stand-alone projects to purchase fuel.
7. Models and Monitors-Acquisition, operation, or development of models or monitoring networks are not eligible for CMAQ funds. As modeling or monitoring emissions, traffic operations, travel demand or other related variables do not directly lead to an emissions reduction, these activities or acquisitions are not eligible. Such efforts may be appropriate for Federal planning funds.
8. Litigation costs surrounding CMAQ or other Federal-aid projects.
The table below summarizes the anticipated CMAQ funds available for programming for the three-year period FY 2016/17 - 2018/19. Actual fund amounts may vary depending on federal legislative outcomes.

<table>
<thead>
<tr>
<th></th>
<th>FY2016/17</th>
<th>FY2017/18</th>
<th>FY2018/19</th>
<th>TOTAL</th>
</tr>
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<tbody>
<tr>
<td>$1,200,000</td>
<td>$1,470,000</td>
<td>$1,470,000</td>
<td>$4,140,000</td>
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</table>
General Intent: The purpose of the CMAQ program is to fund transportation projects or programs that will contribute to attainment or maintenance of the National Ambient Air Quality Standards (NAAQS) for ozone, carbon monoxide (CO), and particulate matter (both PM$_{10}$ and PM$_{2.5}$). The ICTC CMAQ program is designed to create a balanced program of transportation projects that will improve our air quality. Major emphasis is placed on projects that support alternative modes of transportation, and provide new technologies/improvements geared toward providing a more efficient and safer transportation system. ICTC has developed the following funding targets by project category aimed at developing a balanced CMAQ program.

CMAQ Funding Category Targets

<table>
<thead>
<tr>
<th>Project Category</th>
<th>Percentage</th>
<th>Funding Targets</th>
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<tbody>
<tr>
<td>Transit Improvements/Miscellaneous</td>
<td>15%</td>
<td>$621,000</td>
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<tr>
<td>Alternative Fuel / Diesel retrofits (Non-Transit)</td>
<td>25%</td>
<td>$1,035,000</td>
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<tr>
<td>Traffic Flow Improvements</td>
<td>25%</td>
<td>$1,035,000</td>
</tr>
<tr>
<td>Pedestrians / Bicycle</td>
<td>10%</td>
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<tr>
<td>PM-10 Reduction</td>
<td>25%</td>
<td>$1,035,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100.00%</strong></td>
<td><strong>$4,140,000</strong></td>
</tr>
</tbody>
</table>

The dollar amounts listed in the table above are based on the estimated CMAQ revenue presented in the previous page and subject to change.

up to 20-points Congestion Relief
Has impact on congestion and increases service capacity and/or reliability.

up to 10-points Trip Reduction
Reduces vehicle trips and/or vehicle miles traveled.

up to 20-points Air Pollutant Emissions Reduction
Incorporates transportation control measure, reduces emissions of volatile organic compounds, nitrogen oxides, and/or particulate matter.

up to 30-points Cost-Effectiveness
Air pollutant emissions reduction divided by annualized project cost.

up to 10-points Project Readiness
Project schedules should be fully identified in the project submittal with target dates including, proposed capital purchase(s), identification of in-kind match source and readiness for capital purchases.

up to 10-points Factors of Overriding Concern
Consider factors of overriding concern, including, but not limited to promotes energy conservation, improves quality of life, leverage other funds, etc.

100 TOTAL POINTS AVAILABLE
CMAQ SCORING CRITERIA DESCRIPTION

CONGESTION RELIEF up to 20-points range

**TRANSIT**

*HIGH Impact:* Significantly reduces transit vehicle crowding, increases service capacity significantly, Transportation Control Measure, increases service reliability significantly. Interconnect or fare coordination project, bus turnouts at major intersections, intermodal facility accommodating major transfers, reduces travel time.

*MEDIUM Impact:* Increases service reliability in a minor capacity, interconnect or fare coordination project, general bus turnouts, intermodal facility accommodating major transfers.

*LOW Impact:* Increases passenger comfort or convenience, bike racks.

**ROADS**

*HIGH impact:* Transportation Control Measure, signal coordination of multiple (>3) signals, gap closure projects, Traffic Operations System, left turn pockets, other intersection improvements, and traffic flow improvements.

*MEDIUM impact:* signal coordination, park and ride lots.

*LOW impact:* New signals where none currently exists and is warranted by volume or delay, ramp metering with HOV bypasses (when shown not to adversely affect surface streets).

**BICYCLE/PEDESTRIAN**

*HIGH impact:* Transportation Control Measure, facility that will primarily serve commuters and/or school sites, sidewalks where none exist.

*MEDIUM impact:* Public educational, promotional, and safety programs that promote and facilitate increased use of non-motorized modes of transportation.

*LOW impact:* Mixed-use bicycle/pedestrian facility (recreation & commuter), usable sidewalk segments including upgrades and new installations and signage.

**TRIP REDUCTION** up to 10-points range

Projects will be evaluated on a relative basis, (i.e. how they compare to each other).

*Significantly reduces vehicle trips and VMT.*

*Reduces vehicle trips and VMT somewhat.*

*Does not reduce vehicle trips or VMT.*

*Increases vehicle trips and VMT (-5 rating).*
**AIR POLLUTANT EMISSIONS REDUCTION** up to 20-points range

Projects will be evaluated on a relative basis (i.e., how they compare to each other) based on the amount of air pollution reduced.

**COST-EFFECTIVENESS** up to 30-points range

Projects will be evaluated on a relative basis (i.e., how they compare to each other).

**PROJECT READINESS** up to 10-points range

Project schedules should be fully identified in the project submittal with target dates including, proposed capital purchase(s), identification of in-kind match source and readiness for capital purchases.

**FACTORS OF OVERRIDING CONCERN** up to 10-points range

The Evaluation Committee may use this category to consider factors of overriding concern. Examples may include, but are not limited to: promotes energy conservation, improves quality of life, identification of match source, acceptable project delivery schedule, timely use of funding, regional benefit, etc.
CMAQ PROJECT SUBMITTAL FORM

Agency

Project Category:

Priority #: ___ of ___

Detailed Project Description (Purpose of Project/Scope of Work):

Warrant Study (Submit calculations as attachment):

Route # or Name:

Postmile/Project Limits/Length:

Air Pollution Reduction:

Cost-Effectiveness (Submit calculations as attachment):

Average Daily Traffic Volume (ADT):

Accident Rate:

Photo of Facility/Project (Please Attach)

Air Quality Screening Criteria Code(s):

Environmental Document Type:

Environmental Document Completion Date:

Contract (Vehicle Purchase) Award Date:

ROW Acquisition Date:

Project Completion Date:

PROJECT DELIVERY SCHEDULE

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<th>Work Phase</th>
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<th>FY 14/15</th>
<th>FY 15/16</th>
<th>FY 16/17</th>
<th>FY 17/18</th>
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<th>Fund Total</th>
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</tbody>
</table>
Step #1 (Agency): Indicate the name of your Jurisdiction or Agency.

Step #2 (Project Category): The proposing agency should choose one (1) of the following categories that best fits the projects: Transit Improvements, Alternative Fuel / Diesel Retrofits (Non-Transit), Traffic Flow Improvements, Pedestrians / Bicycle, PM-10 Reduction, Miscellaneous

Step #3 (Priority #): The proposing agency should rank the projects that are submitted in accordance with their own priorities.

Step #4 (Detailed Project Description): Describe the type of vehicle that you propose to scrap and the vehicle you propose to buy with sufficient detail so that the Scoring Committee can understand the purpose and extent of your project, to include but not limited, year, make, model, year of engine (if different from year of vehicle), and fuel type.

Step #5 (Warrant Study): If project is a traffic signal project, include — Warrant Study to include level of service and traffic volumes (on each leg).

Step #6 (Route # or Name): List the name of the road or highway if applicable.

Step #7 (Project Location/ Length): Indicate the length of the facility (road, highway, bikeway, etc.) measured in miles including tenths of a mile. If postmiles are available, indicate postmile limits if applicable. Indicate the nearest cross street at each end of the travelway. (Example: Belmont Avenue between Clovis and Temperance Avenues)

Step #8 (Air Pollution Reduction) & Step #9 (Cost-effectiveness): Utilize the ARB methodology — Methods to Find the Cost-Effectiveness of Funding Air Quality Projects (http://www.arb.ca.gov/planning/taq/mvrfp/mvrfp.htm) to estimate the amount of emissions to be reduced by the project after implementation (in kilograms per day of VOC, NOx, and PM10 pollutants). The ARB model calculates the cost effectiveness of the project measured in total cost per pound of pollutants reduced.

Step #10 (ADT): Average Daily Traffic Volume on a road facility, or equivalent volume levels for transit/bicycle/pedestrian facilities if applicable.

Step #11 (Accident Rate): Accidents divided by millions of vehicle miles. For traffic signal or bridge, use accidents divided by millions of vehicles. Would need number of accidents over past three years.

Step #12 (Photo of Facility/Project): Photos should be included.

Step #13 (Air Quality Screening): Please select the applicable — air quality screening code(s) found on pages 28-29.

Step #14 (Env. Doc. Type): Enter the environmental document type such as CE, EIR/EIS, etc.

Step #15 (Env. Doc. Completion Date): Enter the anticipated milestone date for completing the project environmental phase.
Step #16 (Contract Award Date): Enter the anticipated contract award date or vehicle purchase date.

Step #17 (ROW Acquisition Date): Please identify the anticipated right-of-way acquisition date if applicable.

Step #18 (Project Completion Date): Enter the estimated project completion date.

Step #19 (Project Delivery Schedule): Please program the specific work phase and dollar amount into the appropriate Fiscal Year.

Please note that the MINIMUM local match is 11.47%. Agencies may provide a higher percentage match, if possible.

CODES (for Fund Type and Work Phase):

FUND TYPE:
CMAQ: Congestion Mitigation & Air Quality
Local: Local Agency Funds

PHASE Definition:
PE: Environmental Document Phase (PA&ED) & Design (PS&E)
ROW: Right-of-Way Acquisition
CONST: Construction
SAMPLE TRANSIT PURCHASE SUBMITTAL FORM

_________________________City of xxxxx__________________________

Agency

Priority #: _1_ of _1_

Project Category: Transit Improvements

Project Description: Transit Van Purchase

Purchase of 2 Compressed Natural Gas Modified Vans to expand existing IVT Transit System in order to provide greater levels of service and meet the present and future transportation needs of the County. Major air quality benefits include reduction of ozone, carbon monoxide, and particulate by using —clean air vans.

Warrant Study: N/A

Route # or Name: N/A (FCRTA Sub-Systems)

Postmile Limits/Length: N/A

Air Pollution Reduction: Kilograms Per Day Reduced

ROG = 0.37; NOX = 0.50

Cost Effectiveness: $25.00/lb. reduced

(See attached calculations)

Average Daily Traffic Volume (ADT): N/A

Accident Rate: Accident rates should decrease as a result of a decrease in miles traveled.

Photo of Facility/Project: Photos attached.

Air Quality Screening Criteria Code: 4.02

Proposed Environmental Document Type: CE

Proposed Environmental Document Date: 7-1-18

Proposed Contract Award Date: 12-1-18

ROW Acquisition Date: N/A

Project Completion Date: 12-31-19

PROJECT DELIVERY SCHEDULE

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<th>Work Phase</th>
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<th>FY 15/16</th>
<th>FY 16/17</th>
<th>FY 17/18</th>
<th>FY 18/19</th>
<th>Fund Total</th>
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</table>
SAMPLE SIGNAL PROJECT SUBMITTAL FORM

_________________________City of xxxxx__________________________

Agency

Priority #: _3_ of _4_

Project Category: Traffic Flow Improvements

Project Description: Replace existing four-way stop control at the intersection of Ashlan and Van Ness Avenues with a traffic signal to reduce delay, congestion, and air pollution.

Warrant Study: See attached study.

Route # or Name: Intersection of Ashlan and Van Ness Avenues.

Postmile Limits/Length: N/A

Air Pollution Reduction: Kilograms Per Day Reduced
  ROG = 0.37
  NOX = 0.50

Cost Effectiveness: $50.00 per pound reduced

Average Daily Traffic Volume (ADT): Ashlan ADT is 18,688 (1999) and Van Ness ADT is 2,510 (1999)

Accident Rate: There have been 23 accidents over the last five years at this intersection for an accident rate of 0.85 accidents per million vehicle miles.

Photo of Facility/Project (Optional-Please Attach): Photographs of the intersection are attached.

Air Quality Screening Criteria Code: 3.06

Proposed Environmental Document Type: CE

Proposed Environmental Document Date: 7-1-18

Proposed Contract Award Date: 12-1-18

ROW Acquisition Date: N/A

Project Completion Date: 12-31-19

PROJECT DELIVERY SCHEDULE

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<tr>
<th>Work Phase</th>
<th>Fund Type</th>
<th>FY 14/15</th>
<th>FY 15/16</th>
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Air Quality Screening Codes

1.00 SAFETY PROGRAMS
1.01 Railroad/Highway Crossing
1.02 Hazard Elimination Program
1.03 Safer non Federal-aid system roads
1.04 Shoulder improvements
1.05 Increasing sight distance
1.06 Safety Improvement Program
1.07 Traffic control devices and operating assistance other than signalization projects
1.08 Railroad/highway crossing warning devices
1.09 Guardrail, median barriers, crash cushions
1.10 Pavement resurfacing and/or rehabilitation
1.11 Pavement marking demonstration
1.12 Emergency Relief (23 U.S.C. 125)
1.13 Fencing
1.14 Skid treatments
1.15 Safety roadside rest areas
1.16 Adding medians
1.17 Truck climbing lanes outside the urbanized area
1.18 Lighting improvements
1.19 Widening narrow pavements or reconstructing bridges (no additional travel lanes)
1.20 Emergency truck pullovers

2.00 MASS TRANSIT
2.01 Operating assistance to transit agencies
2.02 Purchase of support vehicles
2.03 Rehabilitation of transit vehicles
2.04 Purchase of office, shop and operating equipment for existing facilities
2.05 Purchase of operating equipment for vehicles (e.g. radios, fareboxes, lifts, etc.)
2.06 Construction or renovation of power, signal, and communications systems
2.07 Construction of small passenger shelters and information kiosks
2.08 Reconstruction or renovation of transit buildings and structures
2.09 Rehabilitation or reconstruction of track structures, track, and trackbed in existing right-of-way
2.10 Purchase of new buses and rail cars to replace existing vehicles or for minor expansions of fleet
2.11 Construction of new bus, rail storage/maintenance facilities categorically excluded (23 CFR 771)

3.00 AIR QUALITY
3.01 Continuation of ride-sharing and van-pooling promotion activities at current levels
3.02 Bicycle and pedestrian facilities

4.00 LANDSCAPING/SIGNS
4.01 Specific activities that do not involve or lead directly to construction
4.05 Engineering to assess social, economic, and environmental effects of the proposed action or alternatives to that action
4.06 Noise attenuation
4.07 Emergency or hardship advance land acquisitions [23 CFR 712.204(d)].
4.08 Acquisition of scenic easements
4.09 Plantings, landscape, etc.
4.10 Sign removal
4.11 Directional and informational signs
4.12 Transportation enhancement activities (excepting rehabilitation and operation of historic buildings, structures, or facilities).
4.13 Repair of damage caused by natural disasters, civil unrest, or terrorist acts, except projects involving substantial functional, locational or capacity increase.

5.00 OTHER
5.01 Intersection channelization projects
5.02 Intersection signalization projects at individual intersections
5.03 Changes in vertical and horizontal alignment
5.04 Interchange reconfiguration projects
5.05 Truck size and weight inspection stations
5.06 Bus terminals and transfer points
5.07 Traffic signal synchronization
Approval of AB 1012 requires that both State and Federal funds be used in a timely manner. In order to avoid losing any Federal or State funds to our Region, the “use-it-or-lose-it” requirements of AB 1012 place local governmental agencies in a position that they must be able to deliver their projects on time as proposed and as programmed within the Federal Transportation Improvement Program (FTIP).

Since the issue of project delivery is so important, the CMAQ Scoring Committee may take into consideration as a part of a project's factors of overriding concern I evaluation score (10-points), local agency’s ability to deliver projects timely (i.e. past performance/current ability to deliver projects rapidly).

Each agency must be able to assure that their project(s) can be delivered timely. Therefore, each application MUST be submitted with provided forms and accompanied by a formal Council/Board Resolution stating that each project will meet project delivery schedules and that staff be directed to insure that projects are delivered timely. The sample resolution on the next page has been included as a guide for helping prepare the required resolution.
BEFORE THE
(NAME OF CITY/COUNTY/DISTRICT COUNCIL/BOARD)
RESOLUTION NO. 2015--

In the Matter of:

ICTC RESOLUTION SUPPORTING
CMAQ FUNDING Project Delivery Schedules and timely use of funding

WHEREAS, AB 1012 has been enacted into State Law in part to provide for the timely use of State and Federal funds; and

WHEREAS, the (City/County) is able to apply for and receive Federal and State funding including Congestion Mitigation and Air Quality (CMAQ) funds; and

WHEREAS, the (City/County/District) desires to ensure that its projects are delivered in a timely manner to preclude losing funds for non-delivery; and

WHEREAS, it is understood by the (City/County) that failure for not meeting project delivery dates for any phase of a project may jeopardize federal or state funding to the Region; and

NOW THEREFORE BE IT RESOLVED, that the (Council/Board) hereby agrees to ensure that all project delivery deadlines for all project phases will be met or exceeded.

BE IT FURTHER RESOLVED, that failure to meet project delivery deadlines may be deemed as sufficient cause for the Imperial County Transportation Commission Policy Board to terminate an agency’s project and reprogram Federal/State funds as deemed necessary.

BE IT FURTHER RESOLVED, that the (City/County/District) (Council/Board) does direct its management and engineering staffs to ensure all federal and state-funded projects are carried out in a timely manner as per the requirements of AB 1012 and the directive of the (City/County/District) (Council/Board).

THE FOREGOING RESOLUTION was passed and adopted by the (Council/Board) on ________ __________, 2015.

AYES: __________________________

NOES: Mayor, City of (-----)

ABSTAIN: Chair, Board of (-----)

ABSENT Chair, (-----) Board

ATTEST:

I hereby certify that the foregoing is a true copy of a resolution of the (Council/Board) duly adopted at a regular meeting thereof held on the _____ day of ______________________, 2015.

Signed: _________________________

(------------------, City/County Clerk)
1. Air Pollution Control District
2. Imperial County Transportation Commission
3. Caltrans – District 11
4. Each city will have the choice to include 1 TAC member on the review panel.

***The city representative will not score his or her respective cities project but will be available to answer any questions regarding the projects posed by the scoring committee.
For further information on eligible projects, submittal of applications or other questions related to the CMAQ program, please contact Virginia Mendoza

Please submit all applications by **5:00 p.m. on Wednesday, September 30, 2015** via mail and all correspondence to:

**Imperial County Transportation Commission**  
**1405 N. Imperial Ave., Suite 1**  
**El Centro, CA 92243**  
**Attention: Virginia Mendoza**
Highway Safety Improvement Program (HSIP)
Cycle 7 Call for Projects

Announcement Date: Monday, April 27, 2015
Application Due Date: Friday, July 31, 2015
Call Size: Approximately $150 million of HSIP funds
Number of Applications per Agency: No limit
Maximum HSIP Funds per Agency: $10 million
Maximum HSIP Funds per Application: $10 million
Minimum B/C required for an application to be considered in the selection process: 5.0

On Monday, April 27, 2015, Caltrans Division of Local Assistance announced Cycle 7 Call for Projects for the Highway Safety Improvement Program (HSIP). This Call for Projects is targeted for approximately $150 million of federal HSIP funds based on the estimated programming capacity in the 2015 FSTIP.

For program guidelines, application form and other useful documents, please go to http://www.dot.ca.gov/hq/LocalPrograms/HSIP/apply_now.htm.

Agencies must submit applications to their respective Caltrans District Office, with attention to the District Local Assistance Engineer (DLAE). Applications are due by Friday, July 31, 2015. Applications received or postmarked later than July 31 will not be accepted.

Please also contact your DLAEs if you have any questions regarding this Call for Projects. For DLAE contact information, go to: http://www.dot.ca.gov/hq/LocalPrograms/dlae.htm

- NOTE: If an agency has one or more active HSIP (including HR3) projects that are flagged for not meeting delivery milestones, Caltrans will not accept HSIP applications from that agency unless the flags have been resolved prior to the application due date. For delivery requirements and project delivery status, please go to http://www.dot.ca.gov/hq/LocalPrograms/HSIP/delivery_status.htm.

- In MAP-21, the High Risk Rural Roads (HR3) Program is not a set-aside program, but part of the HSIP. However, due to the special rule pertaining to high risk rural road safety in MAP 21, it may be necessary to have a statewide lower B/C cutoff for HR3 eligible projects.

- For the Cycle 7 Call for Projects, non-infrastructure (NI) elements that support an infrastructure project are eligible to be funded including safety education, traffic enforcement, and emergency medical services. Additional guidance on applying for and implementing NI elements is available at http://www.dot.ca.gov/hq/LocalPrograms/HSIP/NIelements.html.
Announcement for
Local Highway Bridge Program Training Video

06/19/2015

Announcement:

The Local Highway Bridge Program has added two training videos to their internet web page. The training videos are on Bridge Inspection Reports (BIR). One video discusses the complete BIR and the other discusses what makes a bridge Structurally Deficient.

The videos can be access at the following link:

http://dot.ca.gov/hq/LocalPrograms/hbrr99/hbrr99a.htm

Additional videos will be added as they are developed.

If you have any questions, contact your District Local Assistance Engineer.
May 13, 2015

To: CITIES AND COUNTIES IN CALIFORNIA
   METROPOLITAN PLANNING ORGANIZATIONS
   REGIONAL TRANSPORTATION PLANNING AGENCIES

Dear Transportation Partners:

The purpose of this letter is to bring to your attention the new Local Labor Hiring Pilot Program (Pilot Program) and to provide you with information on how to participate in the Pilot Program. On March 6, 2015, the United States Department of Transportation (USDOT) announced a one year contracting initiative Pilot Program to allow local or other geographic-based hiring preferences, economic-based labor hiring preferences, and labor hiring preferences for veterans.

The Pilot Program is primarily intended for construction projects, but USDOT may consider the application to Architectural and Engineering contracts as appropriate. To be eligible, projects must be advertised, during the pilot period, by March 5, 2016. Awarded contracts during this pilot period may continue to utilize the approved contractual requirements throughout the life of the project. The applications may be for specific contracts, group of contracts or programmatic approvals where the agency proposes to use labor hiring preferences on more than one federal-aid project during the pilot evaluation period.

**How to apply and participate in the pilot:**

This Pilot Program is carried out under Federal Highway Administration’s (FHWA) Special Experimental Project No. 14 (SEP-14) Authority, which allows the experimental use of innovative contracting practices.

To participate in the Pilot Program, local agencies will need to prepare and submit a SEP-14 Work Plan to the appropriate Caltrans District Local Assistance Engineer (DLAE). DLAEs will review local agency SEP-14 Work Plans for completeness before forwarding to HQ Division of Local Assistance (DLA) Area Engineers. The complete Work Plan will be submitted to FHWA for review and approval. For your convenience, we have provided a template for your use in documenting your agency’s Pilot Program Work Plan (Attachment “A”).

The Work Plan should include a description of the technique to be evaluated and a proposed evaluation plan. Draft special provisions pertinent to the alternative practice should also be
included at the time of the submission. Attachment “B” contains a complete list of general
requirements for the development of Pilot Program Work Plan. Additional information
regarding the SEP-14 Work Plan requirements and process can be found in the link below:

FHWA Contracting Initiative and SEP-14 Information:
http://www.fhwa.dot.gov/programadmin/contracts/

Contract Initiatives Question and Answers:

We look forward to your participation in this Pilot Program.

Sincerely,

[Signature]

Ray Zhang, Chief
Division of Local Assistance

Attachments:
A – Pilot Program Work Plan Template
B – Pilot Program Work Plan Development General Requirements

c: Robert Nguyen, Acting Chief, Office of Implementation South, Division of Local Assistance,
   Caltrans
   Winton Emmett, Chief, Office of Implementation North, Division of Local Assistance,
   Caltrans
   Mark Samuelson, Chief, Office of Policy Development and Quality Assurance, Caltrans
   Matt Schmitz, Director, Project Delivery, FHWA
   District Local Assistance Engineers, Caltrans

"Provide a safe, sustainable, integrated and efficient transportation system
to enhance California’s economy and livability"
ATTACHMENT “A”

US DOT Local Labor Hiring Pilot Program Work Plan-(Template)

Local Agency Name: _______________________________________________
Project Name: _____________________________________________________
Date: ____________________________________________________________

A. Introduction

A brief description of the project and proposal.

B. Purpose

A brief description of the innovation which is to be evaluated and the expected results.

C. Scope

A brief discussion as to how the experiment will be conducted, including the number of project(s), a description of the location, existing conditions, etc.

D. Schedule

An approximate schedule for the project(s) including: advertisement, letting, award, project completion, and evaluations and reports.

E. Evaluation of Qualifications

A brief description of how the innovation is going to be evaluated (i.e., cost savings, time savings, improved quality, etc.).

F. Technical and Cost Proposals

Describe the technical proposal evaluation, scoring, acceptance criterion, cost evaluation and section of contractor process.

G. Reporting

Describe the reporting proposal. The number of evaluations should be proportional to the nature of the contracting technique and the size of the project. For small projects with relatively simple
Local Labor Hiring Pilot Work Plan

contracting techniques, a single initial/final evaluation report will suffice. For large projects where more evaluation is appropriate, initial, intermediate and final evaluations will be necessary.
ATTACHMENT “B”

US DOT Local Labor Hiring Pilot Program Application (SEP-14 Work Plan)
Development General Requirements

In developing application to FHWA to use contracting requirements under SEP–14, local agencies should address the following points:

(1) Describe the project, including the amount of FHWA funding involved in the as well as the estimated total project cost.

(2) Describe the contracting requirement that may otherwise be found to be inconsistent with the general requirement for full and open competition.

(3) Describe how they will evaluate the effects of relevant contracting requirements on competitive bidding. In doing so, the agency should, at a minimum, provide comparisons of bids received for the projects utilizing the relevant contract requirements to other projects of similar size and scope and in the same geographic area not utilizing such requirements. If a reduction in the pool of bidders is evident, explain the potential offsetting benefits resulting from the use of the requirement.

(4) Describe and quantify how the relevant contracting requirement would lead to increases in the effectiveness and efficiency of Federal funds for the project.

(5) Describe and quantify how the experimental contracting technique would protect the integrity of the competitive bidding process either in connection with the particular contract or when considered over the long term for that agency’s program.

(6) Describe whether or not the proposed contracting requirement has been the subject of litigation or whether litigation surrounding the use of the requirement has been threatened.

For contracts involving the use of local and other geographic labor hiring preferences, economic-based labor hiring preferences, and/or labor hiring preferences for veterans, FHWA may approve, at the request of the agency, the use of such requirements for a specific contract, a specific group of, or on a more general programmatic basis. The use of other contracting requirements may be approved by FHWA after coordination with the USDOT Office of General Counsel.

Additional SEP-14 Work Plan examples can be found in the link below:

http://www.fhwa.dot.gov/programadmin/contracts/sep14list.cfm
NEW TRAINING AVAILABLE!

Disadvantaged Business Enterprise (DBE) Training:
Setting and Meeting the Goal

Description:
This half-day Disadvantaged Business Enterprise (DBE) training is being provided by Caltrans Office of Business & Economic Opportunity (OBEO) to help local agencies understand how to set and meet their DBE goals on federally-funded projects.

Date: Tuesday, June 30, 2015
Session #1: 9:00 AM - 12:00 PM
Session #2: 1:00 PM - 4:00 PM
Location: Caltrans District 11
4050 Taylor Street
Gallegos Room
San Diego, CA 92110

Please register today by emailing your complete contact information to: california ltap@cce.csus.edu

Due to anticipated high demand for this training and limited seats, registration will be handled on a first-come, first-serve basis and limited to two staff per local agency. Once both sessions are filled, we will start a waitlist and let you know if a seat becomes available.
Small Business and Disabled Veteran Business Enterprise Certification Workshops

September 24, 2015

From 10 a.m. - 12 p.m. or 2 - 4 p.m.
Training Location:
Caltrans District 11 Offices
Gallegos Room - 1-134
Register for the workshops at this link:
www.dgsworkshop.eventbrite.com

Presented by Mr. Michael Aguillio from the California Department of General Services. In addition, High Speed Rail will be providing a program overview.

For more information please contact:
LaSonja Peisker
(619)220-7338
la.sonja.peisker@dot.ca.gov

California Department of Transportation
District 11 District Office
4050 Taylor Street
San Diego, CA 92110