



**TECHNICAL ADVISORY COMMITTEE
AGENDA**

DATE: **Thursday, January 28, 2021**
TIME: **10:00 a.m. – 12:00 p.m.**
LOCATION : **Zoom Meeting at ICTC Offices**

Chairperson: County of Imperial

Vice-Chair: City of Brawley

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.

Due to the COVID-19 and Executive Order N-25-20, teleconferencing is recommended for the public, however measures will be taken to have access for those who wish to participate in person while still abiding by local, state and federal mandates. Following is teleconference information.

To join the Zoom Meeting by computer using video and audio, please click on the following link:
<https://zoom.us/j/98156302829?pwd=YmtDZWVpQ1hxTzJKdXNjVU1LWWVLUtO9>

The meeting ID and Password are below in the event you may need them.

To join by phone please dial (669) 900-9128
Meeting ID: 981 5630 2829#
Password: 062284#

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. Rotation of Chair and Vice-Chair Positions *ACTION*
3. Adoption of Minutes for December 17, 2020 *ACTION*
Requesting a motion to adopt
4. ICTC staff forwards this item to the Technical Advisory Committee for discussion and recommendation to submit to the ICTC Management Committee and Commission after public comments, if any: *ACTION*

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

1. Approve and adopt the Congestion Mitigation Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) 2021 Call for Projects Guidelines;
 2. Direct staff to open a competitive call for projects for member agencies for estimated STBG and CMAQ funds, effective February 26, 2021 through April 15, 2021;
 3. Direct staff to convene an evaluation committee to score and rank the projects; and,
 4. Direct staff to return with a list of recommended projects for approval by the Commission.
-
- | | | |
|----|--|------------|
| 5. | ICTC Updates / Announcements <i>Presented by ICTC Staff</i> | 10 minutes |
| | a. Transit Planning Updates | |
| | b. Transportation Planning Updates | |
| | c. FFY 2020-21 Programmed Project Updates | |
-
- | | | |
|----|--|------------|
| 6. | SCAG Updates / Announcements <i>Presented by SCAG Staff</i> | 10 minutes |
|----|--|------------|
-
- | | | |
|----|---|------------|
| 7. | Cities and County Planning / Public Works Updates <i>All</i> | 10 minutes |
|----|---|------------|
-
- | | | |
|----|--|------------|
| 8. | Caltrans Updates / Announcements <i>Presented by Caltrans Staff</i> | 15 minutes |
|----|--|------------|
-
- | | | |
|----|---|------------|
| 9. | General Discussion / New Business <i>All</i> | 10 minutes |
|----|---|------------|
-
- | | | |
|-----|-------------|--|
| 10. | Adjournment | |
|-----|-------------|--|

The next meeting of the ICTC TAC meeting is tentatively scheduled for February 25, 2021. For questions you may call Marlene Flores at (760) 592-4494 or contact by email at marleneflores@imperialctc.org

| ICTC Technical Advisory Committee Chairs | | |
|--|--------------------|------------|
| Year | Chair | Vice-Chair |
| 2019 | County of Imperial | Brawley |
| 2018 | Calexico | Calipatria |
| 2017 | Brawley | Holtville |
| 2016 | Imperial | Brawley |
| 2015 | County | Imperial |
| 2014 | Holtville | County |
| 2013 | Brawley | Holtville |
| FY 2011-12 (and half of 2012-13) | Imperial | El Centro |
| FY 2010-11 | Calexico | Imperial |
| FY 2009-10 | Holtville | Calexico |
| FY 2008-09 | El Centro | Holtville |
| FY 2007-08 | County | El Centro |
| FY 2006-07 | Imperial | County |
| FY 2005-06 | IID | Imperial |

| <u>Agency</u> | <u>Chair</u> | <u>Vice-Chair</u> |
|---------------|--------------|-------------------|
| Brawley | 2 | 2 |
| Calexico | 2 | 1 |
| Calipatria | 0 | 1 |
| El Centro | 1 | 2 |
| Holtville | 2 | 3 |
| Imperial | 3 | 3 |
| IID | 1 | 0 |
| Westmorland | 0 | 0 |
| County | 3 | 2 |



1503 N. IMPERIAL AVE., SUITE 104
EL CENTRO, CA 92243-2875
PHONE: (760) 592-4494
FAX: (760) 592-4410

TECHNICAL ADVISORY COMMITTEE
DRAFT MINUTES

December 17, 2020

Present:

| | |
|----------------|---------------------|
| Gordon Gaste | City of Brawley |
| Abraham Campos | City of El Centro |
| Robert Ureña | County of Imperial |
| Jesus Villegas | City of Imperial |
| Carlos Romero | City of Calexico |
| George Galvan | City of Calipatria |
| Nick Wells | City of Holtville |
| Joel Hamby | City of Westmorland |
| Ismael Gomez | IID |

Others:

| | |
|---------------------|------------------------|
| Virginia Mendoza | ICTC |
| Marlene Flores | ICTC |
| Cristi Lerma | ICTC |
| David Salgado | SCAG |
| Tyler Salcido | City of Brawley |
| Guillermo Sillas | City of Brawley |
| Manuel Cabrera | City of Brawley |
| Andres Miramontes | City of Brawley |
| Ana Gutierrez | City of Brawley |
| Javier Luna | City of El Centro |
| Christian Rodriguez | City of El Centro |
| Felix DeLeon | City of El Centro |
| Catherine Gutierrez | City of El Centro |
| Ben Guerrero | Caltrans |
| Denise Marin | The Holt Group |
| Kelly Burnell | Kleinfelder Consultant |

Due to the COVID-19 and Executive Order N-25-20, teleconferencing is recommended for the public, however measures will be taken to have access for those who wish to participate in person while still abiding by local, state and federal mandates. Following is teleconference information.

The meeting was called to order at 10:04 a.m. A quorum was present, and introductions were made. There were no public comments made.

1. Introductions
2. A *motion* was made to adopt the minutes for November 19, 2020 (**Hamby/Romero**) **Motion Carried.**

3. SR-78/Glamis Multiuse Grade Separated Crossing Feasibility Study Update: (*Presented by: Virginia Mendoza and Kelly Burnell from Kleinfelder*)

A presentation was provided by Kelly Burnell from Kleinfelder on the State Route 78/Glamis Multiuse Grade Separated Crossing Feasibility Study. The Imperial County Transportation Commission (ICTC) performed a feasibility study to identify and analyze design alternatives and locations for a safe multi-use grade separated crossing for off-highway vehicle (OHV) users across the Union Pacific Railroad (UPRR) rail line at SR 78 and the Imperial Sand Dunes Recreation Area (ISDRA), commonly known as Glamis. The Study area is within the eastern portion of the ISDRA and is approximately 3 miles long and 2,000 feet wide. It is bisected by the UPRR from SR 78 in the north to approximately Wash 15 in the south, encompassing Ted Kipf road to the east. Kelly Burnell provided a list of alternatives that were considered based on the type of grade-separated crossing, overcrossing and underpass, and the location of the crossing within the study area. These four alternatives represented the primary locations and included three overcrossing and one underpass.

After considering the programming needs, the following six alternatives were identified:

1. Alternative 78-Overcrossing is an overcrossing at SR 78 with an estimated cost of \$34.5 million.
2. Alternative 78 T-Overcrossing is an overcrossing southeast of SR 78 with an estimated cost of \$12 million.
3. Alternative 9.5-Underpass is an underpass between Wash 9 and 10 at an estimated cost of \$10.5 million.
4. Alternative 10-Overcrossing is an overcrossing at Wash 10 with an estimated cost of \$11.5 million.

ICTC staff request that the Technical Advisory Committee recommend and submit the attached Draft Study Report to the ICTC Management Committee for review and recommendations to forward onto the Commission to: Approve the State Route 78/Glamis Multiuse Grade Separated Crossing Feasibility Draft Study Report.

A *motion* was made to approve the State Route 78/Glamis Multiuse Grade Separated Crossing Feasibility Draft Study Report (**Galvan/ Luna**) **Motion Carried.**

4. Congestion Mitigation Air Quality (CMAQ) & Surface Transportation Block Grant (STBG) 2021 Call for Projects DRAFT Guidelines *Presented by: ICTC Staff*

Virginia Mendoza introduced the Call for Project Guidelines for the Congestion Mitigation Air Quality (CMAQ) & Surface Transportation Block Grant (STBG) Programs. The guidelines were introduced to TAC members as an information item and plan to request TAC members consideration for Action during the January TAC meeting.

Virginia Mendoza summarized the CMAQ and STBG funds that will be available for programming for the three-year period FFY 2021-2022- 2023/2024.

CMAQ Funding Estimates

| FFY 21/22 | FFY 22/23 | FFY 23/24 | TOTAL |
|-------------|-------------|-------------|-------------|
| \$1,741,362 | \$1,740,810 | \$1,740,248 | \$5,222,420 |

STBG Funding Estimates

| FFY 21/22 | FFY 22/23 | FFY 23/24 | TOTAL |
|------------------|------------------|------------------|--------------|
| \$2,570,088 | \$2,568,035 | \$2,565,941 | \$7,704,064 |

ICTC is currently working on releasing the 2021 Call for Projects Guidelines for both STBG and CMAQ Programs. Program Guidelines highlight eligible and ineligible project types as well as an overview of each program and submittal instructions. Funding availability is projected for FFY2021/2022 thru FFY 2023/2024. The Call for Projects is open to all cities and the County of Imperial. Below is the proposed Call for Projects implementation schedule for both CMAQ and STBG.

Virginia Mendoza mentioned how the new guidelines have been combined into one set. A sample application has been added to the guidelines to guide local agencies with the application. A DRAFT copy of the Call for Project Guideline was provided to all TAC members. Virginia asked TAC members to review both program guidelines and to provide input to ICTC before the next TAC meeting on January 28, 2021.

5. **Adjournment:** Meeting adjourned at 11:07 a.m.



1503 N. IMPERIAL AVE., SUITE 104
 EL CENTRO, CA 92243-2875
 PHONE: (760) 592-4494
 FAX: (760) 592-4410

January 22, 2021

Technical Advisory Committee
 Imperial County Transportation Commission
 1503 N. Imperial Ave Suite 104
 El Centro, CA 92243

SUBJECT: Congestion Mitigation Air Quality (CMAQ) & Surface Transportation Block Grant (STBG) 2021 Call for Projects – FFY 2021/2022 – 2023/2024.

Dear Chair and Committee Members:

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

Approximately \$12.9 million may be available over a three year-period beginning in federal fiscal year FFY 2021/2022 and ending in FY2023/2024. SCAG staff has recommended that the subregions proceed with a call for projects according the estimated funding projections of both CMAQ and STBG programs.

The CMAQ Program is a federally-funded program that provides funding for transportation projects and programs to help meet the requirements of the Clean Air Act (CAA) (42 U.S.C. 7401 *et seq.*). Each CMAQ project must meet three basic criteria: must be a transportation project, generate an emissions reduction, and located in or benefit an air quality nonattainment or maintenance area. The following is the projected funding amounts for the CMAQ program.

| CMAQ Funding Estimates | | | |
|-------------------------------|------------------|------------------|--------------|
| FFY 21/22 | FFY 22/23 | FFY 23/24 | TOTAL |
| \$1,741,362 | \$1,740,810 | \$1,740,248 | \$5,222,420 |

The STBG Program is a federal funding program authorized under the Fixing America’s Surface Transportation (FAST) Act (Pub. L. 114-94) signed by the President on December 4, 2015. The FAST Act changed the name of the program from “Surface Transportation Program (STP)” to STBG. The program will provide funds for transportation projects located on federal-aid roads system. The following is the projected funding amounts for the STBG program.

| STBG Funding Estimates | | | |
|-------------------------------|------------------|------------------|--------------|
| FFY 21/22 | FFY 22/23 | FFY 23/24 | TOTAL |
| \$2,570,088 | \$2,568,035 | \$2,565,941 | \$7,704,064 |

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

The proposed CMAQ and STBG 2021 Call for Projects will be open to all cities and the County of Imperial. Below is the proposed Call for Projects implementation schedule for both CMAQ and STBG.

Call for Projects Schedule:

| 2021 CMAQ AND STBG CALL FOR PROJECTS SCHEDULE | |
|--|---|
| December 17, 2020 (Thursday) | ICTC Technical Advisory Committee (TAC) reviews preliminary draft 2021 CMAQ & STBG Guidelines |
| January 28, 2021 (Thursday) | TAC approves the draft 2021 CMAQ & STBG Guidelines |
| February 10, 2021 (Wednesday) | Management Committee reviews and approves the 2021 CMAQ & STBG Guidelines |
| February 24, 2021 (Wednesday) | ICTC reviews and approves the 2021 CMAQ & STBG Guidelines |
| February 26, 2021 (Friday) | Call for Projects begins. The Approved 2021 CMAQ & STBG Guidelines application document is posted on the ICTC website |
| April 15, 2021 (Thursday) | Call for Projects ends. Project applications deadline is 5:00 pm |
| April 19, 2021 (Monday) | Project selection process begins |
| April 30, 2021 (Friday) | Project selection process ends (ICTC staff generates list of projects recommended for funding) |
| May 27, 2021 (Thursday) | TAC reviews and approves project selection recommendations |
| June 9, 2021 (Wednesday) | Management Committee reviews and approves project selection recommendations |
| June 23, 2021 (Wednesday) | ICTC reviews and approves project selection recommendations |

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 2015 and 2018. The attachments include a copy of the STBG and CMAQ Program Guidelines that summarize the revenue estimates, the eligibility criteria under both programs, the proposed schedule, the selection criteria and a draft application. It should be noted that STBG and CMAQ are two separate programs and different backup documentation is required, please refer to the attached guidelines for details.

ICTC staff forwards this item to the Technical Advisory Committee for discussion and recommendation to submit to the ICTC Management Committee and Commission after public comments, if any:

1. Approve and adopt the Congestion Mitigation Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) 2021 Call for Projects Guidelines;
2. Direct staff to open a competitive call for projects for member agencies for estimated STBG and CMAQ funds, effective February 26, 2021 through April 15, 2021;
3. Direct staff to convene an evaluation committee to score and rank the projects; and,
4. Direct staff to return with a list of recommended projects for approval by the Commission.

Sincerely,



MARK BAZA
Executive Director

MB/vm/mf

Attachment



2021 CALL FOR PROJECTS

CONGESTION MITIGATION AND AIR QUALITY (CMAQ) PROGRAM

SURFACE TRANSPORTATION BLOCK GRANT (STBG) PROGRAM

DRAFT

**GUIDELINES, APPLICATIONS
AND INSTRUCTIONS**

**IMPERIAL COUNTY
TRANSPORTATION COMMISSION** 

DECEMBER 7, 2020 DRAFT

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INTRODUCTION

The Imperial County Transportation Commission (ICTC) is responsible for selecting and programming federal Congestion Mitigation and Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) program funds. The 2021 Call for Projects will provide additional funds for programming in federal fiscal years¹ (FFY) 2021-22, 2022-23, and 2023-24. A total of \$5,222,420 million in CMAQ and \$7,704,064 in STBG funds are available for programming over the three-year period. Projects approved by ICTC will be added to the Federal Transportation Improvement Program (FTIP) to allow project sponsors to “obligate” the funds.

Specific CMAQ and STBG program information and eligibility requirements are provided in the individual program sections included in these Guidelines. The process for obligating non-transit projects is described in the Caltrans Local Assistance Procedures Manual available at <https://dot.ca.gov/programs/local-assistance>.

GENERAL INSTRUCTIONS APPLICABLE TO BOTH PROGRAMS

The Call for Projects information and procedures described in this section apply to both CMAQ and STBG programs.

APPLICATION SUBMITTAL & CONTACT INFORMATION

CMAQ and STBG project **applications are due by 5:00 p.m. on Thursday, April 15, 2021** (or postmarked no later than April 15, 2021). Applications should be delivered or mailed to:

Imperial County Transportation Commission
1503 N. Imperial Avenue, Suite 104
El Centro, CA 92243

For additional information, please contact Marlene Flores at (760) 592-4494 or marleneflores@imperialctc.org.

CALL FOR PROJECTS SCHEDULE

The schedule on the next page provides the major milestones of the 2021 CMAQ and STBG Call for Projects process.

¹ The federal fiscal years begins October 1 and ends September 30.



| 2021 CMAQ AND STBG CALL FOR PROJECTS SCHEDULE | |
|--|---|
| December 17, 2020 (Thursday) | ICTC Technical Advisory Committee (TAC) reviews preliminary draft 2021 CMAQ & STBG Guidelines |
| January 28, 2021 (Thursday) | TAC approves the draft 2021 CMAQ & STBG Guidelines |
| February 10, 2021 (Wednesday) | Management Committee reviews and approves the 2021 CMAQ & STBG Guidelines |
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| April 19, 2021 (Monday) | Project selection process begins |
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| June 9, 2021 (Wednesday) | Management Committee reviews and approves project selection recommendations |
| June 23, 2021 (Wednesday) | ICTC reviews and approves project selection recommendations |

FUNDING & PROGRAMMING CYCLE

The 2021 Call for Projects provides three years of new CMAQ and STBG funds for projects in FFYs 2021-22, 2022-23, and 2023-24. ICTC plans to program a total of \$5,222,420 million in CMAQ and \$7,704,064 in STBG funds over the three-year period. The funding estimates were developed by Caltrans and listed in the table below by FFY.

CMAQ and STP Apportionment Estimates for FY 2021/22 – FY 2023/24

| Program | FFY 21-22 | FFY 22-23 | FFY 23-24 | Total |
|-------------|-------------|-------------|-------------|--------------|
| CMAQ | \$1,741,362 | \$1,740,810 | \$1,740,248 | \$5,222,420 |
| STBG | \$2,570,088 | \$2,568,035 | \$2,565,941 | \$7,704,064 |
| Total | \$4,311,450 | \$4,308,845 | \$4,306,189 | \$12,926,484 |

ELIGIBLE PROJECT PHASES

All project phases are eligible for funding under both CMAQ and STBG programs. The phases are:

- Preliminary Engineering (includes both PA&ED and PS&E phases)
- Right-of-way acquisition
- Construction (includes construction engineering)
- Purchase and installation of eligible activities

LOCAL MATCH REQUIREMENT

The minimum local match requirement is 11.47% for both CMAQ and STBG program funds. Local, state and private funds are eligible local match sources.

AB 1012 TIMELY USE OF FUNDS

AB 1012 (enacted 1999) requires that state and federal funds be expended in a timely manner. To avoid losing funds to the “use-it-or-lose-it” provisions of AB 1012, project sponsors must “obligate” or encumber project funds on time as proposed in the application or as programmed in the FTIP if different than the date listed in the application. The commitment to deliver projects in a timely manner will be provided through City Council or Board of Supervisors resolution (see section below for additional information).

COUNCIL/BOARD RESOLUTION

Projects must be approved by the local agency submitting the project application through City Council or Board of Supervisors resolution. Adopted resolutions should be included in the applications. If a resolution has not been adopted by the April 12th application deadline, a draft resolution should be included in the application with a note indicating the expected adoption date. Resolutions must indicate:

- Project name and requested amounts by funding source.
- The local match amount and the source and type of funds. If more than one project is included in the resolution, the local match amount and the source and type of funds should be provided for each project.
- Opportunity for public comment was provided at a public meeting.
- Project is in compliance with the local agency’s planning process such as included in the circulation element of the local agency’s general plan.
- Project is included in an adopted pavement management plan (rehabilitation projects only).
- Local agency commits to completing the project based on the project schedule included in the application to avoid losing funds to the “use-it-or-lose-it” provisions of AB 1012.



A sample resolution is provided in Attachment 1.

SCORING COMMITTEE

The Scoring Committee will evaluate and score the CMAQ and STBG applications. The Scoring Committee will be comprised of the following members:

- Air Pollution Control District staff representative
- ICTC staff representative
- Local agency TAC representative (Note: one representative per local agency; local Agency representatives will not score applications submitted by her/his local agency)

In addition to the above listed Scoring Committee members, a Caltrans District 11 staff representative will participate as a non-scoring member of the Scoring Committee to assist in evaluating the projects.

PROJECT PRIORITY

Local agencies must rank their projects if more than one application is submitted. The ranking of projects is one of the line items in the application forms.

DRAFT

CONGESTION MITIGATION & AIR QUALITY (CMAQ) PROGRAM

The Congestion Mitigation and Air Quality Improvement (CMAQ) Program is a federal program that provides funding for transportation projects to help meet the requirements of the Clean Air Act (CAA) (42 U.S.C. 7401 *et seq.*). Funding is available to reduce congestion and improve air quality for areas that do not meet the National Ambient Air Quality Standards (NAAQS) for ozone, carbon monoxide (CO), or particulate matter (i.e., nonattainment areas), and for areas that were out of compliance but have now met the standards (i.e., maintenance areas). The CMAQ program was established under the Intermodal Surface Transportation Efficiency Act of 1991 (Pub. L. 102-240, 105 Stat. 1914), and most recently reauthorized under the Fixing America's Surface Transportation (FAST) Act in 2015 (Pub. L. 114-94, 129 Stat. 1312).

PROJECT ELIGIBILITY

Each CMAQ project must meet three basic criteria: ***must be a transportation project, generate an emissions reduction, and located in or benefit a nonattainment or maintenance area.*** CMAQ projects may be located on any public road with no restriction to functional classification (such as with the STBG program where road improvements are restricted to federal-aid roads only). CMAQ funds cannot be used to remove and/or replace existing pavement on or off the federal-aid system. CMAQ funds can be used for activities listed below. For additional information on eligible projects, see Exhibit 1 on the next page that was obtained from: https://www.fhwa.dot.gov/environment/air_quality/cmaq/policy_and_guidance/2013_guidance/index.cfm

- **Capital Investment:** New or expanded transportation projects or programs that reduce emissions including capital investments in transportation infrastructure, congestion relief efforts, vehicle acquisitions, diesel engine retrofits, or other capital projects.
- **Operating Assistance:** For new transit services. Operating assistance includes all costs of providing new transportation services for up to five years.

EMISSIONS ANALYSIS & COST-EFFECTIVENESS OF PROJECTS

Federal guidelines require that CMAQ funding proposals include an assessment of the project's expected emission reduction benefits and cost-effectiveness. The analysis is required for all CMAQ projects and must be included in application submittals. Applicants are required to use the CMAQ Cost-Effectiveness Analysis Tool provided by the California Air Resources Board to estimate reduction in emissions and cost-effectiveness. The Tool is available at: <https://ww2.arb.ca.gov/resources/documents/congestion-mitigation-and-air-quality-improvement-cmaq-program>



EXHIBIT 1: ELIGIBLE PROJECTS AND PROGRAMS

1. Diesel Engine Retrofits & Other Advanced Truck Technologies: 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 expanded 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. 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). Eligible acquisitions or retrofits would be for those capital items used for highway construction projects in PM_{2.5} 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. 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).

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 lanes 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.
- New variably tolled express lanes on existing toll-free facilities.
- Variable tolls on existing or new toll roads.
- Network-wide or cordon pricing.
- Usage-based vehicle pricing, such as mileage-based vehicle taxation, 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



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 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;
- xi. Programs to control extended idling of vehicles;
- xii. Reducing emissions from extreme cold-start conditions;
- 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: There are several general conditions for operating assistance eligibility under the CMAQ program (see the November 2013 CMAQ Program Interim Guidance for a complete discussion on CMAQ project eligibility requirements):

- a. Operating assistance is limited to start up operating costs for new transportation services or the incremental costs of expanding such services, including transit, commuter and intercity passenger rail services, intermodal facilities, and travel demand management strategies, including traffic operation centers.
- 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 2) across an additional 2 years (i.e. years 4 and 5). This approach 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 approach 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.

Table 3 - Example Allocations of CMAQ Funds for Operating Assistance

| Example | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Total |
|---------|--------|--------|--------|--------|--------|-------|
| A | \$300 | \$300 | \$200 | \$50 | \$50 | \$900 |
| B | 300 | 300 | 100 | 100 | 100 | 900 |
| C | 100 | 400 | 200 | 100 | 100 | 900 |

Except as noted in paragraph (f) below, activities that already have received 3 years of operating assistance under prior authorizations of the CMAQ program are not considered to be in a start-up phase and are not eligible for new CMAQ operating assistance or the expanded assistance period.



- f. Section 125 of the 2014 Appropriations Act included changes to the Operating Assistance Section of the CMAQ program (23 USC 149(m)). The changes added new language that specifically prohibits the imposition of a time limitation for operating assistance eligibility on a system "for which CMAQ funding was made available, obligated or expended in fiscal year 2012." The phrase "made available" applies to projects designated for CMAQ operating assistance in statute, or to any commitment by the party that by law selects projects for operating assistance funding so long as it occurred during FY2012. There must be official documentation demonstrating that there was a specific commitment in FY 2012 to provide CMAQ funding for operating assistance for a particular project or service. Such official documentation could include a TIP or STIP, or other State or MPO official records. The specific project or service for which the CMAQ funds are being sought for operating assistance without a time limitation must be clearly identified in this documentation. Transportation services expressly eligible for CMAQ funding under SAFETEA-LU sections 1808(g)-(k) and certain provisions in previous appropriations acts are eligible to use CMAQ funds for operating assistance without time limitations. Consistent with Section IX of the CMAQ Program Interim Guidance, States retain the discretion to decide whether or not to fund the operating assistance.
- g. 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 decision making 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 program-wide 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



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.

PROJECT SCORING CRITERIA

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 PM₁₀ and PM_{2.5}). The ICTC CMAQ program is designed to create a balanced program of transportation projects that improve air quality and the flow of traffic. Major emphasis is placed on projects that support alternative modes of transportation, reduce PM-10 emissions, and improve the flow of traffic. ICTC has developed the following project category funding targets aimed at developing a balanced CMAQ program.

CMAQ PROJECT CATEGORY TARGETS

| Project Category | Percentage | Funding Targets |
|--------------------------------------|-------------|--------------------|
| Transit Improvements & Miscellaneous | 15% | \$783,363 |
| Traffic Flow Improvements | 30% | \$1,566,726 |
| Pedestrians & Bicycle Improvements | 15% | \$783,363 |
| PM-10 Reduction | 40% | \$2,088,968 |
| Total | 100% | \$5,222,420 |

The amount of \$5,222,420 listed in the table above is the total three-year estimate of CMAQ funds available for programming in FFYs 2021-22, 2022-23, and 2023-24. The scoring criteria to rank CMAQ projects is presented in the table below.

CMAQ PROJECT SCORING CRITERIA

| Points | Criteria Description |
|------------------|---|
| (0 to 20 points) | <p>Congestion Relief – Projects that reduce congestion or increase service capacity or reliability as follows:</p> <p style="margin-left: 20px;"><u><i>Transit Projects</i></u></p> <p style="margin-left: 20px;">High Impact: Projects that significantly reduce transit vehicle crowding or significantly increase service capacity or service reliability. Projects that are Transportation Control measures or reduce travel time; bus interconnect or fare coordination projects; bus turnouts at major intersections; and intermodal facilities that accommodate major transfers.</p> <p style="margin-left: 20px;">Medium Impact: Projects that moderately reduce transit vehicle crowding or moderately increase service capacity or service reliability; interconnect/fare coordination projects with moderate impact; general bus turnouts; and intermodal facilities that accommodate some transfers.</p> <p style="margin-left: 20px;">Low Impact: Projects that increase passenger comfort or convenience; bike racks.</p> |

| | |
|------------------|---|
| | <p><u>Road Projects</u></p> <p>High Impact: Projects that are Transportation Control Measures; signal coordination projects with multiple signals (>3); traffic operation system projects; gap closures; traffic flow improvements; and Intersection improvements including left turn packets.</p> <p>Medium Impact: Signal coordination projects (2-3 signals); and park and ride lots.</p> <p>Low Impact: New signals where none currently exist and where warranted by volume or delay; ramp metering with HOV bypass when demonstrated not to adversely affect surface streets.</p> <p><u>Bicycle & Pedestrian Projects</u></p> <p>High Impact: Projects that are Transportation Control Measures; facilities that will primarily serve commuters and/or school sites; and new sidewalks where none exist.</p> <p>Medium Impact: Public educational, promotional, and safety programs that promote and facilitate increased use of non-motorized modes of transportation.</p> <p>Low Impact: Bicycle and pedestrian facilities for recreation and commuters; sidewalk upgrades; signage.</p> |
| (0 to 20 points) | <p>Emissions Reduction – Projects will be evaluated on a relative basis (i.e., how projects compare to each other) based on total emissions (ROG+NOx+PM10+CO) reduced in pounds per year. Applicants are required to use the CMAQ Cost-Effectiveness Analysis Tool provided by the California Air Resources Board (CARB) to estimate reduction in emissions. The Tool is available at: https://ww2.arb.ca.gov/resources/documents/congestion-mitigation-and-air-quality-improvement-cmaq-program.</p> <p>The results of the analysis must be attached to the application.</p> |
| (0 to 20 points) | <p>Cost-Effectiveness – Projects will be evaluated on a relative basis (i.e., how projects compare to each other) based on <i>CMAQ dollars per pound of total emissions (ROG+NO+PM10) reduced</i> as calculated by the CARB Cost-Effectiveness Analysis Tool. Projects with lower CMAQ dollars/lbs. are more cost-effective than projects with higher CMAQ dollars/lbs. Note that CO is not included in the calculation to determine cost-effectiveness.</p> |
| (0 to 20 points) | <p>Project Readiness / Ability to Deliver – Project milestone dates are fully identified in the application for all project phases including Preliminary Engineering (PA&ED and PS&E) ROW acquisition and Construction as appropriate for the project. Project schedules will be used to help determine project readiness. A description of proposed activities to ensure and/or accelerate completion of the project as proposed in the schedules should be provided.</p> |



| | |
|------------------|---|
| (0 to 20 points) | Factors of Overriding Concern – The Evaluation Committee may use this category to consider factors of overriding concern including but not limited to projects of regional significance, timely use of funds, project delivery requirements, leveraging additional funding sources, etc. |
| 100 points total | |

The CMAQ Project Application form is provided on the next page.

DRAFT



CMAQ PROJECT APPLICATION FORM

Agency:

Project Title:

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

Select the project category from the drop-down box below titled “Choose an item”

Project Category

Air Quality Screening Criteria Code: Select the applicable Air Quality Screening Code(s) for the project from the list provided in Attachment 2.

Enter the amount of CMAQ Program funds requested (in whole numbers) in the box below by project phase and FFY of obligation (notes: FFY begins October 1 and ends September 30; PA&ED and PS&E phases are programmed in the FTIP as one phase “Preliminary Engineering (PE)”; Construction Engineering should be included with Construction if applicable; For bus purchases, add funding in Construction).

| | Project Phase | CMAQ Amount Requested | FFY |
|----|---------------|-----------------------|-----|
| PE | PA&ED | | |
| | PS&E | | |
| | ROW | | |
| | CON | | |
| | Total | | |

1. Provide a detailed description of the project including Purpose and Need and Scope of Work. For Transit bus or vehicle purchases indicate whether vehicles are replacements or for new or expanded service (include fuel type of the new vehicles and buses to be replaced, as applicable).



2. Describe the location of the project including route number, post miles, street name(s), project limits, and project segment length, as applicable. Attach photos, maps, and diagrams of the project area or facility as appropriate. For traffic signal projects, attach Warrant Study calculations including level of service and traffic volumes on each leg.

3. Provide the Accident Rate for project road segments or intersections associated with the project, as applicable. For Highway/Road segments use Accidents/Million Vehicle Miles (MVM) and three years of data; for Intersections use Accidents/Million Vehicle (MV) entering the intersection and five years of data; and for Ramps use Accidents/Million Vehicle (MV) traversing the ramps and 5 years of data.

4. *Bicycle, Pedestrian, Transit, Signal and Road Projects:* Provide Average Daily Traffic volume(s) on all roads associated with the project.

5. Use the CMAQ Cost-Effectiveness Analysis Tool provided by the California Air Resources Board (CARB) to estimate reduction in emissions and cost-effectiveness. The Tool is available at: <https://ww2.arb.ca.gov/resources/documents/congestion-mitigation-and-air-quality-improvement-cmaq-program>. Attach a copy of the analysis to the application.

- a. Enter the amount of emissions reduced for ROG, NOx, PM2.5, CO (when applicable) and total emissions in pounds per year in the table below. Attach a copy of the analysis to the application.

EMISSIONS REDUCED (POUNDS/YEAR)

| ROG | NOx | PM2.5 | CO | Total |
|-----|-----|-------|----|-------|
| | | | | |



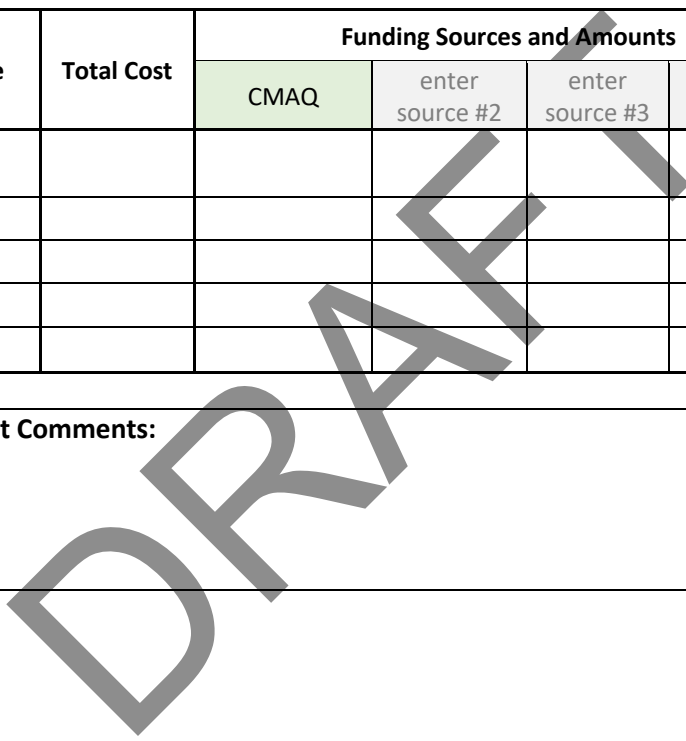
b. Enter the CMAQ cost-effectiveness (dollars per pound) calculated by the CMAQ Cost-Effectiveness Analysis tool.

6. Enter the total project budget in the box below. Include all funding sources by phase. In the project budget comment section, describe which funds have and have not been secured for the project (notes: FFY begins October 1 and ends September 30; PA&ED and PS&E phases are programmed in the FTIP as one phase "Preliminary Engineering (PE)", use PA&ED year of obligation; For bus purchases, add dollars in construction; the minimum Local Match is 11.47%).

Project Budget

| | Project Phase | Total Cost | Funding Sources and Amounts | | | | FFY of Obligation |
|----|-----------------------|------------|-----------------------------|-----------------|-----------------|-----------------|-------------------|
| | | | CMAQ | enter source #2 | enter source #3 | enter source #4 | |
| PE | Environmental (PA&ED) | | | | | | |
| | Design (PS&E) | | | | | | |
| | Right-of-Way | | | | | | |
| | Construction | | | | | | |
| | Total | | | | | | |

Project Budget Comments:





7. Add project milestone dates in the box below. Select an environmental document type from the drop-down box titled “Choose an item” (CEQA/NEPA format). Project milestone dates should be consistent with the FFY Obligation information included in the Project Budget in Section 1 h. of the application (notes: FFY begins October 1 and ends September 30; The “Begin Environmental (PA&ED) phase” date represents the obligation date for PE; for purchase projects, add dates in Construction phase).

| Project Milestone | | | Date |
|---|----------------------|-----------------|------|
| Begin Environmental (PA&ED) Phase | Document Type | Choose an item. | |
| End Environmental Phase (PA&ED Milestone) | | | |
| Begin Design (PS&E) Phase | | | |
| End Design Phase (Ready to List for Advertisement Milestone) | | | |
| Begin Right of Way Phase | | | |
| End Right of Way Phase (Right of Way Certification Milestone) | | | |
| Begin Construction Phase (Contract Award Milestone) | | | |
| End Construction Phase (Construction Contract Acceptance Milestone) | | | |
| Begin Closeout Phase | | | |
| End Closeout Phase (Closeout Report) | | | |

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Authorized By _____
 Authorized Signature (as authorized in the Resolution)

Date:

SURFACE TRANSPORTATION BLOCK GRANT (STBG) PROGRAM

The Surface Transportation Block Grant (STBG) Program is a federal-aid transportation program authorized under the Fixing America's Surface Transportation (FAST) Act (Pub. L. 114-94) signed by the President on December 4, 2015 for transportation improvement projects. The FAST Act changed the name of the program from "Surface Transportation Program (STP)" to STBG. The purpose of the program is to provide flexibility in local transportation decisions and eligibility to address transportation needs.

ELIGIBILITY: LOCATION OF PROJECTS

STBG funded projects must be located on roads functionally classified as Urban Minor Collector or higher (Major Collector, Minor Arterial, Other Principal Arterial, Other Freeway or Expressway, and Interstate). Roads classified as Local Road or Rural Minor Collector are not eligible for STBG funds with a few exceptions as described in item 1.a of Exhibit 1: *Eligible Projects and Activities* on the next page.

California Road Systems (CRS) functional classification maps are available at

<https://caltrans.maps.arcgis.com/apps/webappviewer/index.html?id=026e830c914c495797c969a3e5668538>

ELIGIBILITY: PROJECT TYPE

A wide variety of transportation improvements are eligible under the STBG Program including:

- Road construction, reconstruction, rehabilitation and resurfacing
- Bicycle and pedestrian facilities including recreational trails
- Road and transit safety projects including railroad/highway grade separation
- Capital and operating cost for traffic management systems
- Intelligent Transportation Systems
- Environmental mitigation
- Planning programs

A more detailed description of eligible projects and activities is provided in Exhibit 2 on the next page. The information was obtained from the Federal Highway Administration (FHWA) website available at <https://www.fhwa.dot.gov/specialfunding/stp/160307.cfm>

EXHIBIT 2: ELIGIBLE PROJECTS AND ACTIVITIES

1. ELIGIBILITY

- a. Location of Projects (23 U.S.C. 133(c)): STBG projects may not be undertaken on a road functionally classified as a local road or a rural minor collector unless the road was on a Federal-aid highway system on January 1, 1991, except-

(1) For a bridge or tunnel project (other than the construction of a new bridge or tunnel at a new location);

(2) For a project described in 23 U.S.C. 133(b)(4)-(11) and described below under "Eligible Activities" (b)(4) through (11);

(3) For transportation alternatives projects described in 23 U.S.C. 101(a)(29) before enactment of the FAST Act (these are described in 23 U.S.C. 133(h) and in separate TA Set-Aside guidance.); and

(4) As approved by the Secretary.

- b. Eligible Activities (23 U.S.C. 133(b)): Subject to the location of projects requirements in paragraph (a), the following eligible activities are listed in 23 U.S.C. 133(b):

(1) Construction, as defined in 23 U.S.C. 101(a)(4), of the following:

i. Highways, bridges, and tunnels, including designated routes of the Appalachian development highway system and local access roads under 40 U.S.C. 14501;

ii. Ferry boats and terminal facilities eligible under 23 U.S.C. 129(c);

iii. transit capital projects eligible under chapter 53 of title 49, United States Code;

iv. Infrastructure-based intelligent transportation systems capital improvements, including the installation of vehicle-to-infrastructure communication equipment;

v. Truck parking facilities eligible under Section 1401 of MAP-21 (23 U.S.C. 137 note); and

vi. Border infrastructure projects eligible under Section 1303 of SAFETEA- LU (23 U.S.C. 101 note).

(2) Operational improvements and capital and operating costs for traffic monitoring, management, and control facilities and programs. Operational improvement is defined in 23 U.S.C. 101(a)(18).

(3) Environmental measures eligible under 23 U.S.C. 119(g), 328, and 329, and transportation control measures listed in Section 108(f)(1)(A) (other than clause (xvi) of that section) of the Clean Air Act (42 U.S.C. 7408(f)(1)(A)).

(4) Highway and transit safety infrastructure improvements and programs, including railway-highway grade crossings.

(5) Fringe and corridor parking facilities and programs in accordance with 23 U.S.C. 137 and carpool projects in accordance with 23 U.S.C. 146. Carpool project is defined in 23 U.S.C. 101(a)(3).



(6) Recreational trails projects eligible under 23 U.S.C. 206, pedestrian and bicycle projects in accordance with 23 U.S.C. 217 (including modifications to comply with accessibility requirements under the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.)), and the Safe Routes to School Program under Section 1404 of SAFETEA-LU (23 U.S.C. 402 note).

(7) Planning, design, or construction of boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

(8) Development and implementation of a State asset management plan for the National Highway System (NHS) and a performance-based management program for other public roads.

(9) Protection (including painting, scour countermeasures, seismic retrofits, impact protection measures, security countermeasures, and protection against extreme events) for bridges (including approaches to bridges and other elevated structures) and tunnels on public roads, and inspection and evaluation of bridges and tunnels and other highway assets.

(10) Surface transportation planning programs, highway and transit research and development and technology transfer programs, and workforce development, training, and education under chapter 5 of title 23, United States Code.

(11) Surface transportation infrastructure modifications to facilitate direct intermodal interchange, transfer, and access into and out of a port terminal.

(12) Projects and strategies designed to support congestion pricing, including electronic toll collection and travel demand management strategies and programs.

(13) Upon request of a State and subject to the approval of the Secretary, if Transportation Infrastructure Finance and Innovation Act (TIFIA) credit assistance is approved for an STBG-eligible project, then the State may use STBG funds to pay the subsidy and administrative costs associated with providing Federal credit assistance for the projects.

(14) The creation and operation by a State of an office to assist in the design, implementation, and oversight of public-private partnerships eligible to receive funding under title 23 and chapter 53 of title 49, United States Code, and the payment of a stipend to unsuccessful private bidders to offset their proposal development costs, if necessary to encourage robust competition in public-private partnership procurements.

(15) Any type of project eligible under 23 U.S.C. 133 as in effect on the day before the FAST Act was enacted. Among these are:

i. Replacement of bridges with fill material;

ii. Training of bridge and tunnel inspectors;

iii. 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;



- iv. Projects to accommodate other transportation modes continue to be eligible pursuant to 23 U.S.C. 142(c) if such accommodation does not adversely affect traffic safety;
- v. Transit capital projects eligible for assistance under chapter 53 of title 49, United States Code, including vehicles and facilities (publicly or privately owned) that are used to provide intercity passenger bus service;
- vi. Approach roadways to ferry terminals to accommodate other transportation modes and to provide access into and out of the ports;
- vii. [Transportation alternatives](#) previously described in 23 U.S.C. 101(a)(29) and described in 23 U.S.C. 213;
- viii. Projects relating to intersections having disproportionately high accident rates, high levels of congestion (as evidenced by interrupted traffic flow at the intersection and a level of service rating of "F" during peak travel hours, calculated in accordance with the Highway Capacity Manual), and are located on a Federal-aid highway;
- ix. Construction and operational improvements for any minor collector if the minor collector and the project to be carried out are in the same corridor and in proximity to an NHS route; the construction or improvements will enhance the level of service on the NHS route and improve regional traffic flow; and the construction or improvements are more cost-effective, as determined by a benefit-cost analysis, than an improvement to the NHS route;
- x. Workforce development, training, and education activities discussed in 23 U.S.C. 504(e);
- xi. Advanced truck stop electrification systems. Truck stop electrification system is defined in 23 U.S.C. 101(a)(32);
- xii. Installation of safety barriers and nets on bridges, hazard eliminations, projects to mitigate hazards caused by wildlife;
- xiii. Electric vehicle and natural gas vehicle infrastructure in accordance with 23 U.S.C. 137;
- xiv. 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;
- xv. Construction of any bridge in accordance with 23 U.S.C. 144(f) that replaces any low water crossing (regardless of the length of the low water crossing); any bridge that was destroyed prior to January 1, 1965; any ferry that was in existence on January 1, 1984; or any road bridge that is rendered obsolete as a result of a Corps of Engineers flood control or channelization project and is not rebuilt with funds from the Corps of Engineers. Not subject to the Location of Project requirement in 23 U.S.C. 133(c); and
- xvi. Actions in accordance with the definition and conditions in 23 U.S.C. 144(g) to preserve or reduce the impact of a project on the historic integrity of a historic bridge if the load capacity and safety features of the historic bridge are adequate to serve the intended use for the life of the historic bridge. Not subject to the Location of Project requirement in 23 U.S.C. 133(c).

PROJECT SCORING CRITERIA

The criteria for scoring STBG projects are summarized in the table below. The criteria and points remain unchanged from the 2018 STBG Guidelines.

STBG PROJECT SCORING CRITERIA

| Criteria | Criteria Description |
|--|--|
| Community Benefit (0 to 30 points) | Project generates social benefits such as increased safety, employment, reduces vehicle emissions, improves connectivity between communities, improves aesthetics, etc. |
| Project Readiness (0 to 40 points) | Project milestone dates are fully identified in the application for all project phases including Preliminary Engineering (PA&ED and PS&E) ROW acquisition and Construction as appropriate for the project. Project schedules will be used to help determine project readiness. |
| Regional Significance (0 to 20 points) | Project is consistent with adopted local and regional planning documents such as the 20-year Local Transportation Plan, the Regional Transportation Plan, etc. |
| Continuity (0 to 10 points) | Project provides continuity of transportation infrastructure between jurisdictions. Project received funds for earlier project phase(s). |
| 100 points total | |

PROJECT APPLICATION FORM

The 2021 Call for Projects application form for STBG projects is provided on the next page. The application instructions are included in the application form.



STBG PROJECT APPLICATION FORM

Agency:

Project Title:

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

Enter the amount of STBG Program funds requested (in whole numbers) in the box below by project phase and FFY of obligation (notes: FFY begins October 1 and ends September 30; PA&ED and PS&E phases are programmed in the FTIP as one phase “Preliminary Engineering (PE)”; Construction Engineering should be included with Construction if applicable).

| | Project Phase | STBG Amount Requested | FFY |
|----|---------------|-----------------------|-----|
| PE | PA&ED | | |
| | PS&E | | |
| | ROW | | |
| | CON | | |
| | Total | | |

Baseline Screening Criteria

Check if true:

- California Road Systems (CRS) Map that identifies the project location is attached to the application.
- City Council or County Board of Supervisors Resolution is attached to the application.

Resolution approved on _____

Resolution indicates:

- Opportunity for public comment was provided at Council/Board meeting.
- Identification of specific local match amount, and, source or type of any other funds used to leverage the project.
- Compliance with the circulation element of the agency’s general plan.
- Confirmation that a pavement management plan is in place for rehab projects.

Comments:



SECTION 1: GENERAL INFORMATION (ZERO POINTS)

- a. Describe the project and the transportation issue or problem the project will improve

- b. Describe the location of the project including project limits

- c. Describe the project scope and how the project will improve the transportation issue or problem

- d. What is the functional classification of the road?

- e. Does the project expand capacity?

- f. What is the condition of the existing facility (if applicable)?

- g. Describe the consequences, if any, of not completing the project.



- h. Enter the total project budget in the box below. Include all funding sources by phase. In the project budget comment section, describe which funds have and have not been secured for the project (notes: FFY begins October 1 and ends September 30; PA&ED and PS&E phases are programmed in the FTIP as one phase “Preliminary Engineering (PE)”, use PA&ED year of obligation).

Project Budget

| | Project Phase | Total Cost | Funding Sources and Amounts | | | FFY of Obligation |
|----|-----------------------|------------|-----------------------------|-----------------|-----------------|-------------------|
| | | | STBG | enter source #2 | enter source #3 | |
| PE | Environmental (PA&ED) | | | | | |
| | Design (PS&E) | | | | | |
| | Right-of-Way | | | | | |
| | Construction | | | | | |
| | Total | | | | | |

Project Budget Comments:

SECTION 2: COMPETITIVE QUESTIONS (100 POINTS MAX.)

1. Community Benefits (30 points max.)

Describe the benefits that would be generated by the project for the community including but not limited to improving safety, increasing employment, reducing emissions, improving connectivity between communities, improving aesthetics, etc. Provide supporting documentation as an attachment.

2. Project Readiness (40 points max.)

Add project milestone dates in the box below. Select an environmental document type from the drop-down box titled “Choose an item” (CEQA/NEPA format). Project milestone dates should be consistent with the FFY Obligation information included in the Project Budget in Section 1 h. of the application (notes: FFY begins October 1 and ends September 30; The “Begin Environmental (PA&ED) phase” date represents the obligation date for PE).

| Project Milestone | | | Date |
|---|----------------------|-----------------|------|
| Begin Environmental (PA&ED) Phase | Document Type | Choose an item. | |
| End Environmental Phase (PA&ED Milestone) | | | |
| Begin Design (PS&E) Phase | | | |
| End Design Phase (Ready to List for Advertisement Milestone) | | | |
| Begin Right of Way Phase | | | |
| End Right of Way Phase (Right of Way Certification Milestone) | | | |
| Begin Construction Phase (Contract Award Milestone) | | | |
| End Construction Phase (Construction Contract Acceptance Milestone) | | | |
| Begin Closeout Phase | | | |
| End Closeout Phase (Closeout Report) | | | |

3. Regional Significance (20 points max.)

Describe the regional significance of the project as identified in approved public documents including but not limited to adopted planning documents such as the 20 Year Local Transportation Plan and the Regional Transportation Plan, traffic analysis reports, and project study reports. Attach supporting documentation.

4. Continuity (10 points max.)

Explain if the project has received STP/STBG funds (or other ICTC programmed funds) in previous years for earlier project phases, and why the project should receive continued support. Also explain if the project would provide continuity of transportation infrastructure or service between jurisdictions. Attach supporting documentation.



DRAFT

Authorized By _____
Authorized Signature (as authorized in the Resolution)

Date:



ATTACHMENT 1: SAMPLE RESOLUTION

**BEFORE THE
(NAME OF CITY/COUNTY/DISTRICT COUNCIL/BOARD)
RESOLUTION NO. 2019-__**

In the Matter of:

ICTC RESOLUTION SUPPORTING
(SURFACE TRANSPORTATION BLOCK GRANT (STBG) / CONGESTION MITIGATION AND AIR QUALITY (CMAQ))
FUNDING, PROJECT MILESTONE DATES, AND TIMELY USE OF FUNDS.

WHEREAS, the (City/County/District) is eligible to apply for and receive Federal and State transportation funds including (STBG/CMAQ) funds; and

WHEREAS, AB 1012 requires that state and federal funds be expended in a timely manner; and

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

WHEREAS, it is understood by the (City/County/District) that failure for not meeting project milestone 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/District) hereby agrees to ensure that all project milestone schedules 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 milestone schedules may be deemed as sufficient cause for the Imperial County Transportation Commission Policy Board to terminate funding and reprogram the funds as deemed necessary.

THE FOREGOING RESOLUTION was passed and adopted by the (Council/Board/District) on _____, 2021.

AYES:

NOES:

ABSTAIN:

ABSENT

ATTEST:

Signed: _____

Mayor, City of (-----)

Chair, Board of (-----)

Chair, (-----) Board

I hereby certify that the foregoing is a true copy of a resolution of the (Council/Board/District) duly adopted at a regular meeting thereof held on the _____ day of _____, 2021.

Signed: _____

(-----, City/County Clerk)



ATTACHMENT 2: CMAQ AIR QUALITY SCREENING CODES

| | |
|---|---|
| <p>1.00 SAFETY PROGRAMS</p> <ul style="list-style-type: none">1.01 Railroad/Highway Crossing1.02 Hazard Elimination Program1.03 Safer non-Federal-aid system roads1.04 Shoulder improvements1.05 Increasing sight distance1.06 Safety Improvement Program1.07 Traffic control devices and operating assistance other than signalization projects1.08 Railroad/highway crossing warning devices1.09 Guardrail, median barriers, crash cushions1.10 Pavement resurfacing and/or rehabilitation1.11 Pavement marking demonstration1.12 Emergency Relief (23 U.S.C. 125)1.13 Fencing1.14 Skid treatments1.15 Safety roadside rest areas1.16 Adding medians1.17 Truck climbing lanes outside the urbanized area1.18 Lighting improvements1.19 Widening narrow pavements or reconstructing bridges (no additional travel lanes)1.20 Emergency truck pullovers <p>2.00 MASS TRANSIT</p> <ul style="list-style-type: none">2.01 Operating assistance to transit agencies2.02 Purchase of support vehicles2.03 Rehabilitation of transit vehicles2.04 Purchase of office, shop and operating equipment for existing facilities2.05 Purchase of operating equipment for vehicles (e.g. radios, fareboxes, lifts, etc.)2.06 Construction or renovation of power, signal, and communications systems2.07 Construction of small passenger shelters and information kiosks2.08 Reconstruction or renovation of transit buildings and structures2.09 Rehabilitation or reconstruction of track structures, track, and track-bed in existing right-of-way2.10 Purchase of new buses and rail cars to replace existing vehicles or for minor expansions of fleet2.11 Construction of new bus, rail storage/maintenance facilities categorically excluded (23 CFR 771) | <p>3.00 AIR QUALITY</p> <ul style="list-style-type: none">3.01 Continuation of ridesharing and van-pooling promotion activities at current levels3.02 Bicycle and pedestrian facilities <p>4.00 LANDSCAPING/SIGNS</p> <ul style="list-style-type: none">4.01 Specific activities that do not involve or lead directly to construction4.05 Engineering to assess social, economic, and environmental effects of the proposed action or alternatives to that action4.06 Noise attenuation4.07 Emergency or hardship advance land acquisitions [23 CFR 712.204(d)]4.08 Acquisition of scenic easements4.09 Plantings, landscape, etc.4.10 Sign removal4.11 Directional and informational signs4.12 Transportation enhancement activities (except 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. <p>5.00 OTHER</p> <ul style="list-style-type: none">5.01 Intersection channelization projects5.02 Intersection signalization projects at individual intersections5.03 Changes in vertical and horizontal alignment5.04 Interchange reconfiguration projects5.05 Truck size and weight inspection stations5.06 Bus terminals and transfer points5.07 Traffic signal synchronization |
|---|---|



ATTACHMENT 3: CMAQ PROJECT APPLICATION EXAMPLE



CMAQ PROJECT APPLICATION FORM

Agency:

Project Title:

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

Select the project category from the drop-down box below titled "Choose an item"

Project Category

Air Quality Screening Criteria Code: Select the applicable Air Quality Screening Code(s) for the project from the list provided in Attachment 2.

Enter the amount of CMAQ Program funds requested (in whole numbers) in the box below by project phase and FFY of obligation (notes: FFY begins October 1 and ends September 30; PA&ED and PS&E phases are programmed in the FTIP as one phase "Preliminary Engineering (PE)"; Construction Engineering should be included with Construction if applicable; For bus purchases, add funding in Construction).

| | Project Phase | CMAQ Amount Requested | FFY |
|----|---------------|-----------------------|---------|
| PE | PA&ED | \$0 | |
| | PS&E | \$0 | |
| | ROW | \$0 | |
| | CON | \$70,824 | 2021/22 |
| | Total | \$70,824 | |

1. Provide a detailed description of the project including Purpose and Need and Scope of Work. For Transit bus or vehicle purchases indicate whether vehicles are replacements or for new or expanded service (include fuel type of the new vehicles and buses to be replaced, as applicable).

The project will construct Class 2 bicycle lanes on ABC Avenue between 1st and Main Street. The project includes Class 2 bike lane stripping along both sides of ABC Avenue and signage. The purpose and need of the project are to complete a critical link in the City bike system to provide residents with bicycle access to education, employment, shopping and transit. PS&E is scheduled to be completed in May 2021. Preliminary road plans and profile drawings are attached.

- 2. Describe the location of the project including route number, post miles, street name(s), project limits, and project segment length, as applicable. Attach photos, maps, and diagrams of the project area or facility as appropriate. For traffic signal projects, attach Warrant Study calculations including level of service and traffic volumes on each leg.**

The project is located near the Civic Center on ABC Avenue beginning at Main Street (crosses 3rd and 2nd streets) and ending at 1st Street. See attached map. The project segment is 1.13 miles long and would provide 2.26 new bike lane miles. ABC Avenue is four-lane undivided arterial within the project limits. There are existing Class 2 bike lanes west and east of the project segment. Within one-quarter mile of the project, there is a college, a shopping center, a transit hub, and an office building. No additional ROW is required as the project would be constructed within the existing roadway facility. Photos of the project area are attached. The City's population is 128,000.

- 3. Provide the Accident Rate for project road segments or intersections associated with the project, as applicable. For Highway/Road segments use Accidents/Million Vehicle Miles (MVM) and three years of data; for Intersections use Accidents/Million Vehicle (MV) entering the intersection and five years of data; and for Ramps use Accidents/Million Vehicle (MV) traversing the ramps and 5 years of data.**

The accident rate for the project segment is 1.67 which is equivalent to the statewide average for a similar facility. The accident rate is based on three-years of accident data beginning January 1, 2017 and ending December 31, 2019 from the City's accident database. Attached is backup documentation.

- 4. Bicycle, Pedestrian, Transit, Signal and Road Projects: Provide Average Daily Traffic volume(s) on all roads associated with the project.**

The average daily traffic volume on ABC Avenue between Main Street and 1st Street is 20,000.

- 5. Use the CMAQ Cost-Effectiveness Analysis Tool provided by the California Air Resources Board (CARB) to estimate reduction in emissions and cost-effectiveness. The Tool is available at: <https://ww2.arb.ca.gov/resources/documents/congestion-mitigation-and-air-quality-improvement-cmaq-program>. Attach a copy of the analysis to the application.**

- a. Enter the amount of emissions reduced for ROG, NOx, PM2.5, CO (when applicable) and total emissions in pounds per year in the table below. Attach a copy of the analysis to the application.**

| EMISSIONS REDUCED (POUNDS/YEAR) | | | | |
|---------------------------------|-----|-------|----|-------|
| ROG | NOx | PM2.5 | CO | Total |
| 14 | 8 | 3 | na | 26 |

- b. Enter the CMAQ cost-effectiveness (dollars per pound) calculated by the CMAQ Cost-Effectiveness Analysis tool.**

\$230.22



6. Enter the total project budget in the box below. Include all funding sources by phase. In the project budget comment section, describe which funds have and have not been secured for the project (notes: FFY begins October 1 and ends September 30; PA&ED and PS&E phases are programmed in the FTIP as one phase "Preliminary Engineering (PE)", use PA&ED year of obligation; For bus purchases, add dollars in construction; the minimum Local Match is 11.47%).

Project Budget

| | Project Phase | Total Cost | Funding Sources and Amounts | | | | FFY of Obligation |
|----|-----------------------|------------------|-----------------------------|-----------------|-----------------|-----------------|-------------------|
| | | | CMAQ | LTF | enter source #3 | enter source #4 | |
| PE | Environmental (PA&ED) | \$10,000 | \$0 | \$10,000 | | | 2019/20 |
| | Design (PS&E) | \$25,000 | \$0 | \$25,000 | | | |
| | Right-of-Way | \$0 | \$0 | \$0 | | | |
| | Construction | \$80,000 | \$70,824 | \$9,176 | | | 2021/22 |
| | Total | \$115,000 | \$70,824 | \$44,176 | | | |

Project Budget Comments: PE funds were obligated in FFY 2019/20. Local match funds of \$9,176 for construction has been secured. The amount of \$70,824 requested for construction has not been secured. A preliminary Engineer's Estimate detail is attached.

7. Add project milestone dates in the box below. Select an environmental document type from the drop-down box titled "Choose an item" (CEQA/NEPA format). Project milestone dates should be consistent with the FFY Obligation information included in the Project Budget in Section 1 h. of the application (notes: FFY begins October 1 and ends September 30; The "Begin Environmental (PA&ED) phase" date represents the obligation date for PE; for purchase projects, add dates in Construction phase).

| Project Milestone | Document Type | CE/CE | Date |
|---|---------------|-------|----------|
| Begin Environmental (PA&ED) Phase | | | 11/01/19 |
| End Environmental Phase (PA&ED Milestone) | | | 06/15/20 |
| Begin Design (PS&E) Phase | | | 10/01/20 |
| End Design Phase (Ready to List for Advertisement Milestone) | | | 05/15/21 |
| Begin Right of Way Phase | | | 01/15/21 |
| End Right of Way Phase (Right of Way Certification Milestone) | | | 05/15/21 |
| Begin Construction Phase (Contract Award Milestone) | | | 12/01/21 |
| End Construction Phase (Construction Contract Acceptance Milestone) | | | 07/01/22 |
| Begin Closeout Phase | | | 08/01/22 |
| End Closeout Phase (Closeout Report) | | | 02/01/23 |



BICYCLE FACILITIES

County: Imperial

Federal Number:

Approval Date:

Caltrans DIST-EA:

Short Description: ABC Avenue Class 2 Bikeway Facility

Project Scope: Class 2 bike lanes on both sides of ABC Avenue between 1st and Main Street. Facility length is 1.13 miles.

Project Sponsor: City of ABC

Private Agency: No

CMAQ Funding: \$70,824 **Annual Auto Trips Reduced:** 16,000

Local Match: \$9,176 **Annual Auto VMT Reduced:** 28,800

Capital Recovery Factor: 0.08

Project Analysis Period: 15 years

Days (D): 200 days of use/year

Average Daily Traffic (ADT): 20,000 trips per day

Adjustment (A) on ADT: 0.0020

Credit (C) for

Activity Centers near project: 0.0020

| <i>EMISSION FACTORS:</i> | Auto Trip End Factor | Auto VMT Factor |
|--------------------------|-----------------------------|-----------------------------|
| ROG : | 0.241 <i>grams per trip</i> | 0.087 <i>grams per mile</i> |
| NOx : | 0.103 | 0.074 |
| PM2.5 : | 0.002 | 0.053 |

| <i>EMISSION REDUCTIONS:</i> | Pounds per Year | Kilograms per Day |
|-----------------------------|------------------------|--------------------------|
| ROG: | 14 | 0 |
| NOx: | 8 | 0 |
| PM2.5: | 3 | 0 |
| Total: | <u>26</u> | <u>0</u> |

COST-EFFECTIVENESS OF:

| | | |
|-----------------------------|--------------------|-------------------|
| CMAQ Funds: | \$230.22 per pound | \$460,448 per ton |
| All Funding Sources: | \$260.05 per pound | \$520,104 per ton |



ATTACHMENT 4: STBG PROJECT APPLICATION EXAMPLE



STBG PROJECT APPLICATION FORM

Agency:

Project Title:

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

Enter the amount of STBG Program funds requested (in whole numbers) in the box below by project phase and FFY of obligation (notes: FFY begins October 1 and ends September 30; PA&ED and PS&E phases are programmed in the FTIP as one phase "Preliminary Engineering (PE)"; Construction Engineering should be included with Construction if applicable).

| | Project Phase | STBG Amount Requested | FFY |
|----|---------------|-----------------------|---------|
| PE | PA&ED | \$250,000 | 2021/22 |
| | PS&E | \$250,000 | |
| | ROW | \$0 | |
| | CON | \$0 | |
| | Total | \$500,000 | |

Baseline Screening Criteria

Check if true:

California Road Systems (CRS) Map that identifies the project location is attached to the application.

City Council or County Board of Supervisors Resolution is attached to the application.

Resolution approved on (not yet approved; draft resolution attached)

Resolution indicates:

Opportunity for public comment was provided at Council/Board meeting.

Identification of specific local match amount, and, source or type of any other funds used to leverage the project.

Compliance with the circulation element of the agency's general plan.

Confirmation that a pavement management plan is in place for rehab projects.

Comments: City Council scheduled to adopt resolution on April 21, 2021.

SECTION 1: GENERAL INFORMATION (ZERO POINTS)

a. Describe the project and the transportation issue or problem the project will improve

The project will widen XYZ Road from an undivided two-lane road to a divided four-lane road to eliminate the bottleneck that occurs within the project segment. XYZ Road is a four-lane divided road north and south of the project limits. The project segment is the only section along the 10-mile corridor that has not been widened to four lanes. XYZ Road is a major arterial that provides local access through the City and also serves regional traffic between XYZ City and ABC City. Traffic congestion currently occurs during the AM and PM peak periods which causes travel delays and accidents. There have been 50 accidents in the past three years, most of which were rear-end collisions attributed to traffic congestion. Average daily traffic is projected to increase from the current 24,000 vehicles to 39,000 in 20 years. The project is needed to reduce traffic congestion and accidents within the project segment.

b. Describe the location of the project including project limits

The project is located on XYZ Road between H Road and 1st Street, a distance of 1.5 miles, at the east end of the City. There are major residential developments under construction along the project segment that will increase traffic on the road. Attached is a map that locates the project segment and that shows the bottleneck and the surrounding land use.

c. Describe the project scope and how the project will improve the transportation issue or problem

The project will widen XYZ Road from an undivided two-lane road to a divided four-lane road to match the existing roadway on both sides of the project segment. The existing Class 2 Bike Lane will be preserved. New pedestrian sidewalks will be added on both sides of the road as none exist today. The added lanes will reduce congestion and accidents caused by congestion.

d. What is the functional classification of the road?

Other Principal Arterial

e. Does the project expand capacity?

Yes, from 2 to 4 lanes

f. What is the condition of the existing facility (if applicable)?

The Pavement Condition Index for XYZ road within the project segment is 60 which is considered At Risk pavement.

g. Describe the consequences, if any, of not completing the project.

Without the project, congestion-related accidents will continue to increase due to the projected increase in traffic in the next 20 years. The accident rate of 2.90 MVM for the project segment is higher than the statewide average of 2.39 MVM for a similar facility. Adding roadway capacity is expected to reduce the accident rate to 1.44



based on the statewide average of a divided 4-lane road. The project is also needed to relieve traffic congestion caused by the 2-lane bottleneck to improve travel time through the corridor.

- h. Enter the total project budget in the box below. Include all funding sources by phase. In the project budget comment section, describe which funds have and have not been secured for the project (notes: FFY begins October 1 and ends September 30; PA&ED and PS&E phases are programmed in the FTIP as one phase "Preliminary Engineering (PE)", use PA&ED year of obligation).

Project Budget

| | Project Phase | Total Cost | Funding Sources and Amounts | | | FFY of Obligation |
|----|-----------------------|---------------------|-----------------------------|---------------------|-----------------|-------------------|
| | | | STBG | Agency | enter source #3 | |
| PE | Environmental (PA&ED) | \$1,500,000 | \$250,000 | \$1,250,000 | | 2021/22 |
| | Design (PS&E) | \$1,500,000 | \$250,000 | \$1,250,000 | | |
| | Right-of-Way | \$0 | \$0 | \$0 | | |
| | Construction | \$30,000,000 | \$0 | \$30,000,000 | | 2024/25 |
| | Total | \$33,000,000 | \$500,000 | \$32,500,000 | | |

Project Budget Comments: The \$3,000,000 local match for PE has been secured. The STBG requested amount of \$250,000 has not been secured. City will seek additional funding from various sources for Construction.

SECTION 2: PROJECT SPECIFIC QUESTIONS (100 POINTS MAX.)

1. Community Benefits (30 points max.)

Describe the benefits that would be generated by the project for the community including but not limited to improving safety, increasing employment, reducing emissions, improving connectivity between communities, improving aesthetics, etc. Provide supporting documentation as an attachment.

Adding capacity to the roadway is expected to reduce the accident rate by 54%, from 2.90 MVM to 1.44 MVM of travel. Reducing congestion on the road is expected to reduce vehicle emissions including PM2.5, CO2, NOx, and ROG to improve air quality. Attached to the application is a summary of the accident analysis including data. Also attached is documentation that shows reduction in emissions attributed to increasing average speed from the existing 20 MPH during the peak period to up to the speed limit of 45 MPH. Travel time savings information is also included in the attachment.

2. Project Readiness (40 points max.)

Add project milestone dates in the box below. Select an environmental document type from the drop-down box titled “Choose an item” (CEQA/NEPA format). Project milestone dates should be consistent with the FFY Obligation information included in the Project Budget in Section 1 h. of the application (notes: FFY begins October 1 and ends September 30; The “Begin Environmental (PA&ED) phase” date represents the obligation date for PE).

| Project Milestone | | Date |
|---|----------------------|-------------------|
| Begin Environmental (PA&ED) Phase | Document Type | ND/FONSI 12/01/21 |
| End Environmental Phase (PA&ED Milestone) | | 11/01/22 |
| Begin Design (PS&E) Phase | | 01/15/24 |
| End Design Phase (Ready to List for Advertisement Milestone) | | 01/15/25 |
| Begin Right of Way Phase | | 03/01/25 |
| End Right of Way Phase (Right of Way Certification Milestone) | | 12/15/24 |
| Begin Construction Phase (Contract Award Milestone) | | 05/15/25 |
| End Construction Phase (Construction Contract Acceptance Milestone) | | 09/01/26 |
| Begin Closeout Phase | | 10/01/26 |
| End Closeout Phase (Closeout Report) | | 04/01/27 |

3. Regional Significance (20 points max.)

Describe the regional significance of the project as identified in approved public documents including but not limited to adopted planning documents such as the 20 Year Local Transportation Plan and the Regional Transportation Plan, traffic analysis reports, and project study reports. Attach supporting documentation.

This project has been designated as a high priority in the 20-Year Local Transportation Plan and is identified as regionally significant in the Regional Transportation Plan. Attached is back-up documentation.

4. Continuity (10 points max.)

Explain if the project has received STP/STBG funds (or other ICTC programmed funds) in previous years for earlier project phases, and why the project should receive continued support. Also explain if the project would provide continuity of transportation infrastructure or service between jurisdictions. Attach supporting documentation.

This project has not received federal or state funds for any phase. XYZ Road segments north and south of the project (the corridor) have received STP/STBG funds in the past. This project would also provide continuity of the transportation infrastructure by widening the road to four lanes to match the existing number of lanes on either side of the project segment.

ON-GOING FEDERAL FUNDED PROJECTS

Updated on 1/22/2021

| State and Federal funding Obligations: The following is a list of projects that must obligate (E-76) federal funds in FFY 2020/2021. | | | | | | | | |
|--|------------|--|--------------|--|------------------------------|---------------------------------|--------------------|--------------------------------|
| Agency | Project ID | Project Name | Funding Type | Phase | Federal Amount in FY 2020/21 | Local Match | Total Phase Cost | E-76 Submittal Status |
| Brawley | IMP190701 | Pedestrian and street improvements (paving of dirt road) on Legion Street between State Route 86 and Western Avenue | CMAQ | CON | \$797,000 | \$103,000 | \$900,000 | E-76 |
| Brawley | IMP190702 | Construct street improvements (paving of dirt road) along Western Avenue from Legion Street to Wildcat Drive | CMAQ | Engineering/Plans, Specifications and Estimates (PS&E) | | | | E-76 |
| Brawley | IMP190708 | Street improvements (repavement) along Legion Street from East of Kelley Ave. to West St. deflection point near West City limits | STBG | CON | | | | E-76 |
| Brawley | IMP190709 | Street improvement (repavement) along K Street from Highway 86 to to 8th St. | STBG | Engineering/Plans, Specifications and Estimates (PS&E) | | | | E-76 |
| Calexico | IMP191001 | Weakley Street between Scaroni Blvd. and Portico Blvd. (unpaved street) | CMAQ | CON | \$291,000 | \$40,000 | \$331,000 | |
| Calipatria | IMP190703 | Date Street between HWY 111/Sorenson Ave. and Railroad Ave. pedestrian improvements | CMAQ & STBG | CON | | | | E-76 Pending |
| El Centro | IMP190704 | Traffic Signal Synchronization Dogwood Avenue and 8th Street | CMAQ | CON | \$367,000 | \$48,000 | \$415,000 | E-76/Council approval |
| El Centro | IMP190710 | Imperial Avenue Extension Phase II | STBG | CON | \$700,000 | \$91,000 | \$791,000 | |
| Holtville | IMP190705 | Cedar Avenue Sidewalk Improvements | CMAQ | CON | \$193,000 | \$25,000 | \$218,000 | Ready to submit RFA on OCT 1st |
| Imperial | IMP190707 | Class I & Class II Bike Facility along the North side of Aten Blvd. from Dogwood Road to Puerto Vallarta Avenue. | CMAQ | CON | | | | E-76 |
| Imperial | IMP190301 | 2nd Street Rehabilitation and Reconstruction from Old SR-86 to P Street | STBG | CON | \$1,841,000 | \$1,181 | \$3,022 | Design Phase |
| County | IMP190713 | Improvements on Main Street Such as widening of existing road to add bike lane, sidewalks, shoulder, curb and gutter from Highway 111 to | CMAQ | Engineering/Plans, Specifications and Estimates (PS&E) | \$107,000 | \$14,000 | \$121,000 | |
| County | IMP190714 | Clark Road Improvements from Wahl Road to 0.5 miles north of SR-98 | STBG | CON | | | | |
| | | | | | | Regional Total FY2020/21 | \$2,779,022 | |



1503 N IMPERIAL AVE SUITE 104
EL CENTRO, CA 92243-2875
PHONE: (760) 592-4494
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Memorandum

Date: January 5, 2021
To: ICTC Commission Members
From: Mark Baza, Executive Director
Re: Executive Director's Report

The following is a summary of the Executive Director's Report for the ICTC Management Committee Meeting on January 13, 2021.

- 1) **Imperial Mexicali Binational Alliance Meeting:** The most recent IMBA meeting was held via Zoom on Thursday, August 12, 2020. The meeting provided updates on the following border infrastructure projects - Calexico East Port of Entry/Mexicali II Bridge Widening Project and the Calexico West Port of Entry/Mexicali Mexico Roadway/Bridge Improvements. *A second strategic planning meeting between Memorandum of Understanding (MOU) signee representatives was held on November 12, 2020 via zoom. Committee members reviewed action plans and priorities along with strategic objectives for 2021. Next IMBA meeting will be January 21, 2021.*
- 2) **Congestion Mitigation and Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) Programs:** The Imperial County Transportation Commission (ICTC) is responsible for selecting and programming federal Congestion Mitigation and Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) program funds. Guidelines for the Call for Projects for both CMAQ and STBG are currently under review by the Technical Advisory Committee and an action is anticipated on January 28, 2021. Subsequently, the Guidelines will be presented to Management and Commission in February 2021.

The 2021 Call for Projects provides three years of new CMAQ and STBG funds for projects in Federal Fiscal Year (FFY)s 2021-22, 2022-23, and 2023-24. ICTC plans to program a total of \$5,222,420 million in CMAQ and \$7,704,064 in STBG funds over the three-year period. The funding estimates were developed by Caltrans and listed in the table below by FFY.

CMAQ and STP Apportionment Estimates for FY 2021/22 – FY 2023/24

| Program | FFY 21-22 | FFY 22-23 | FFY 23-24 | Total |
|-------------|-------------|-------------|-------------|--------------|
| CMAQ | \$1,741,362 | \$1,740,810 | \$1,740,248 | \$5,222,420 |
| STBG | \$2,570,088 | \$2,568,035 | \$2,565,941 | \$7,704,064 |
| Total | \$4,311,450 | \$4,308,845 | \$4,306,189 | \$12,926,484 |

- 3) **SR-78/Glamis Multiuse Grade Separated Crossing Feasibility Study:** The study will analyze and develop feasible design alternatives and locations for a Grade Separated Crossing (GSC) for Off-Highway Vehicle (OHV) use at or near SR-78 and the Union Pacific Railroad (UPRR) in Imperial County. The successful consultant will provide conceptual GSC design alternatives, analysis of site alternatives, public/stakeholder outreach and cost estimates for construction, operations and maintenance. The consultant selection process was completed on

September 25th. The consultant selected was Kleinfelder. A kick-off meeting was held on Wednesday, October 9, 2019. The first technical working group meeting was held on October 24, 2019. The second technical working group meeting was held on December 10, 2019 at the ICTC office in El Centro. *A project page has been created on the ICTC website at <http://www.imperialctc.org/sr-78-glamis-crossing/>.* As part of the outreach plan, an online survey was open to the public from January 1st through January 31st, where over 4,000 people completed the survey. A public outreach event was held in Glamis on January 18, 2020 from 9am to 3pm. The third technical working group (TWG) meeting was held on February 13, 2020 in San Diego at Caltrans District 11 offices. The fifth TWG meeting was held on July 19, 2020 where the consultant presented estimates for the short list alternatives. *Two virtual public meeting were held on Wednesday, October 21, 2020 from 7:00 PM to 8:00 PM and one on Saturday, October 24, 2020 from 9:00 AM to 10:00 AM. There were near 50 participants at each meeting with many questions answered during each virtual meeting. Recordings of both meetings are posted on the project page of the ICTC website. Also, the public comment period ended on November 9, 2020. The draft final report will remain open for comments from the Technical Working Group until Thursday, December 10, 2020. The Study will be presented to ICTC Management and Commission during the month of January. The draft study report can be found at <http://www.imperialctc.org/sr-78-glamis-crossing/>.*

- 4) **Calexico East Port of Entry Bridge Widening Project:** The Project proposes to widen the bridge over the All-American Canal at the U.S./Mexico border approximately 0.7 miles south of State Route (SR) 7. The project proposes to widen the existing structure by adding four-lanes: Two New Northbound Auto Lanes and Two New Northbound Commercial Vehicle Lanes. In May 2018, Caltrans and ICTC received \$3,000,000 from the California Transportation Commission and the Trade Corridor Enhancement Program (TCEP) to complete the Project Approval and Environmental Document (PA/ED) for the project. In June 2018, Caltrans completed a Project Initiation Document (PID). In Fall of 2018, the PA/ED phase was initiated by Caltrans, technical studies for the National Environment Policy Act (NEPA) document under Caltrans as the NEPA lead are in progress and is scheduled for completion in May 2020. In December 2018, was awarded \$20 million under the U.S. Department of Transportation's BUILD discretionary grant program to complete the Design-Build construction phase. ICTC proposes to deliver the project under Design-Build process, with ICTC leading the Request for Qualifications in May 2020 and Request for Proposals in Summer 2020 for Design and Construction teams. Following the RFQ and RFP process, the Design-Build contract award is scheduled to begin in February 2021. The NEPA studies and final document were completed in April 2020. *ICTC successfully completed the authorization for the \$20 million BUILD funds. Currently the project is in the qualification phase of solicitation Request for Qualifications were due on September 11, 2020 to the ICTC offices. A short-list of bidders has been selected and are moving forward to the Design-Build Request for Proposals process that began Septemebr 21, 2020. Proposals are due to ICTC offices on January 22, 2021.*
- 5) **Imperial Valley Transit (IVT) FREE FARES PROGRAM:** On August 7, 2020, the Imperial County Transportation Commission (ICTC) announced the implementation of a **Free Fares Program** for various Imperial Valley Transit (IVT) services. Eligible services include IVT Fixed Route, IVT Circulators (Blue, Green and Gold Lines), IVT ACCESS and IVT RIDE (EL Centro, Imperial, Heber, Brawley, Calexico, Westshores). All passengers are eligible to benefit from the Free Fares Program. The fares are subsidized by a State of California grant and fare contributions to IVT RIDE passengers by the County of Imperial's Area Agency for the Aging (AAA). The Free Fares Program will remain in effect while the grant funds are available. All regular service eligibility requirements and restrictions remain in effect.
- 6) **Potential Bus Stop in Calipatria:** ICTC has evaluated all of its fixed route service routes to attempt to provide service to the east side of Calipatria. Staff conducted time trials as well utilized several types of buses to verify buses would not have issues with other existing stops within proposed routes. Potential stops for the area include a stop along Commercial Avenue and potentially another stop near Alexandria Street. Staff is proposing to utilize its IVC Express route to potentially service the area. Final location and infrastructure associated with the potential bus stop(s) is pending discussion with the city of Calipatria staff.
- 7) **State Route 86 (Northbound) Border Patrol Checkpoint:** In August 2017 following a year of coordination, Caltrans, the County of Imperial and ICTC met with CBP management and operations staff achieved consensus for a new conceptual alternative prepared by Caltrans. The LTA Board met on September 27, 2017, staff presented the Board with a fund request for \$1.3 million from the 5% Regional Highway Set-Aside from the

Measure D allocations. A Consultant Agreement with AECOM for design and construction engineering was approved by the LTA on February 28, 2018. Currently design is underway. A draft of 35% plans were completed and submitted for review on October 12, 2018. *CBP Border Patrol has requested a design change and a draft MOU has been drafted to identify the the work to be completed by ICTC and Border Patrol. The draft MOU was approved by the Commission at the September 2020 meeting.*

- 8) **I-8 / Imperial Avenue Interchange Reconstruction:** Caltrans and construction team have been meeting with City of El Centro and ICTC to discuss details of construction phases and the public information campaign for both the Interchange Project and the Imperial Avenue Extension South Project. *Stage 1 of construction began on Monday, May 6, 2020. During the extended closure, motorists on eastbound I-8 will be detoured along 4th Street/State Route 86 (SR-86) located east of Imperial Avenue. On July 23rd closure of the I-8 was needed to demolish and remove the existing bridge. Crews have completed the demolition of the existing bridge at the I-8/Imperial Avenue Interchange. There were no reported incidents and detoured traffic was flowing with no major delays. Over the next month, the community will see crews performing general earthwork operations. There will be construction equipment, noise (including OSHA required backup alarms), dust and some minor traffic control. Stage 2 work on the northern portion of I-8 is anticipated to take four to six months to complete and could begin as early as December. During Stage 2, all I-8/Imperial Avenue on- and off- ramps will be fully closed. The interchange is expected to open to traffic by the end of 2022 with project completion by mid-2023.*
- 9) **State Route 98 from Ollie to Rockwood:** As part of the Calexico West POE Expansion project, SR-98 and Cesar Chavez Boulevard were widened and improved to serve the expansion to the west. Caltrans' SR-98 work between VV Williams and Ollie Avenue was completed in March 2018, and the Cesar Chavez Blvd. Widening was completed in October 2019. Caltrans has completed the design and right of way phase for SR-98 Widening between Rockwood Avenue and Ollie Avenue. On June 24, 2020, CTC authorized construction funding. *The total project cost is estimated at \$6.33 million using a combination of 2016 Earmark Repurposing, Demonstration, and Traffic Congestion Relief funds. The project has a \$1.7 million funding shortfall for which Caltrans is requesting an ICTC contribution of \$200,000, the remaining \$1.5 million shortfall would be covered by various other State funds. At their meeting on September 23, 2020 the LTA Board approved the shortfall of \$200,000 from the 5% state set-aside fund.*
- 10) **FY 2019 Public Transit Fare Analysis:** The Request for Proposal for a consultant for the ICTC FY 2019 Public Transit Fare Analysis was released on March 1, 2019. The project is for professional services to develop a Public Transit Fare Pricing Analysis. This planning document is expected to provide recommendations for the current fares/fee structure and media for the four public transit services under the Imperial Valley Transit brand for the next three to five years. *The final draft will be presented at the January 2021 meeting(s).*
- 11) **Funding for Phase II of the Calexico West Port of Entry:** As previously noted, Congress authorized \$98 million for Phase 1. The U.S. General Services Administration (GSA) began construction for Phase 1 in December 2015 with completion now scheduled for July 2018. Phase 2A was awarded in the amount of \$191million and will include six additional northbound privately-owned vehicle (POV) inspection lanes, permanent southbound POV inspection, expanded secondary inspection and adding a pre-primary canopy, new administration building, and employee parking structure. *Funding for phase 2B is in the President's Budget Proposal in the amount of \$99.7million. Work for phase 2B will include demolition of the old port building and construction of the new pedestrian building. The total estimated cost for phases 2A plus 2B are \$276million. According to GSA Phase 2A is anticipated to be completed Spring 2023.*
- 12) **Calexico Intermodal Transportation Center (ITC):** A new Intermodal Transportation Center in the City of Calexico has been part of ICTC's long range transit planning. The new Calexico ITC will serve as a regional mobility hub that will accommodate bus bays for Imperial Valley Transit in addition to the City of Calexico's private transit operators, taxis and farm labor buses. ICTC received a Congestion Mitigation and Air Quality federal program fund to complete the environmental and design plans of the new Calexico ITC. ICTC staff is in the process of completing the contract award for a consultant firm that will complete the environmental and design phase. Currently, ICTC staff is completing the Caltrans award review process with multiple Caltrans' departments. The ICTC Board adopted the agreement with Psomas on September 26, 2018. *Environmental phase is in progress with consultant team and agency partners, including the City of Calexico, Caltrans and ICTC. The*

environmental phase is in progress including studies. Next steps: Begin design and property (Right of Way) acquisition process.

- 13) **Imperial County Regional Climate Action Plan:** Imperial County Regional Climate Action Plan: After the kick-off meeting on June 28, 2019, ICTC established Project Management Procedures and Communication Protocols with the Consultant as well as reviewing the Scope of Work and Schedule. *The consultant is working on the draft list of strategies; is finalizing the final pieces of inventory analysis; and, will begin the outreach plan, including stakeholder meetings by the end of October 2020.*
- 14) **State and Federal funding Obligations:** Projects programmed in programmed in Federal Fiscal Year (FFY) 2019/2020 were fully obligated according to Caltrans Local Assistance. Beginning October 1, 2020, agencies can move forward with request for authorization (RFA) for Congestion Mitigation Air Quality (CMAQ), Surface Transportation Block Grant program (STBG) programmed in FFY 2020/2021. Other state funding also included in the Federal Transportation Improvement Program (FTIP) include the Active Transportation Program (ATP). *See complete project list attached.*
- 15) **2018 Trade Corridor Enhancement Program:** The Trade Corridor Enhancement Program (TCEP), created by Senate Bill (SB) 1 (Beall, Chapter 5, Statutes of 2017), provides approximately \$300 million annually for infrastructure improvements on federally designated Trade Corridors of National and Regional Significance, on the Primary Freight Network, and along other corridors that have a high volume of freight movement. ICTC in partnership with Caltrans and the San Diego Association of Governments (SANDAG) were successful in receiving TCEP funds for Advanced Technology Corridors at the California-Mexico Ports of Entry (POE). The goal project is to implement Intelligent Transportation System (ITS) strategies that will improve border travel delays. Some of the ITS strategies will include Bluetooth and Wi-Fi readers to help track vehicle delays, as well as implement changeable message signs on State Routes to inform border travelers of POE delays. Caltrans will serve as the implementing agency of this project and has an estimated completion date of early 2020. *Caltrans has initiated the environmental phase and preliminary design of the project. TCEP funds will be used in collaboration with the BUILD grant award for the design and construction phases.*
- 16) **State Legislation for Transportation Funding – SB 1 Road Maintenance and Rehabilitation Account (RMRA):** \$1.5 Billion annually will go to cities and counties for local road improvements. The following are projected annual revenues of RMRA for the FY 20/21. This list of projects for all cities and the county can also be found on the ICTC website at: <http://www.imperialctc.org/senate-bill-1/>

Below are the projected annual revenues for FY 2020/2021. All Imperial County cities and the county are required to submit their list of projects in order to be eligible for funding distribution.

| Agency | RMRA Amount FY 2020-2021 |
|--------------------|-------------------------------------|
| Brawley | \$469,831 |
| Calexico | \$725,242 |
| Calipatria | \$132,423 |
| El Centro | \$794,848 |
| Holtville | \$116,508 |
| Imperial | \$342,513 |
| Westmorland | \$42,296 |
| County of Imperial | \$8,185,798 |
| TOTAL | \$10,809,459* |

**Estimate source is from the California League of Cities dated May 15, 2020*
<http://californiacityfinance.com/LSR2005.pdf>

- 17) **California-Baja California Binational Region:** A Fresh Look at Impacts of Border Delays: Building upon previous Caltrans, SANDAG, and ICTC studies, this project will refine the economic models developed to assess

economic impacts of delays at the land ports of entry (POEs) between the San Diego and Imperial Counties region and Baja California, Mexico, on the border region economies. It will also estimate greenhouse gas (GHG) emissions of passenger and commercial vehicles due to northbound and southbound border delays at the six California POEs and propose strategies to reduce GHG emissions at the border region. Lastly, extensive outreach to government agencies, local border communities, and private sector stakeholders was conducted. *A final report is scheduled to be completed in the fall of 2020.*

- 18) **State Legislation for Transportation Funding – SB 1 2018 Local Partnership Program (LPP):** Local Partnership Program is comprised of formulaic program and competitive programs. In FY2017/2018 total amount available statewide is \$200M and distribution is 50/50 for both formulaic and competitive programs. The formulaic program share distributions for the Local Partnership Program were presented at the CTC meeting in December 6-7, 2017. The Imperial County received \$1,632 of Local Partnership Formulaic Program (LPPF) funds in Cycle 1 (\$1,076) and Cycle 2 (\$556) for a total of \$1,632.

List of projects for Imperial County:

| Local Partnership Program (LPP) Programing for FY19/20 | | | | | | |
|--|--|---------------------|-------------|--------------|------------------------------------|-------------------------------|
| Agency | Project Name | LPP Formulaic Funds | Local Match | Total Cost | Project Implementation Fiscal Year | Proposed CTC Programming Date |
| Brawley | 2020 Legion Street Improvements | \$ 209,000 | \$ 209,000 | \$ 418,000 | 2019-2020 | 1/30/2020 |
| Calexico | Scaroni Road Improvements | \$ 305,000 | \$ 550,000 | \$ 855,000 | 2019-2020 | 5/16/2019 |
| Calipatria | Calipatria Date Street Sidewalk Improvement Project | \$ 41,000 | \$ 41,000 | \$ 82,000 | 2019-2020 | 5/16/2019 |
| County | Overlay of Picacho Road from Winterhaven Road to Quechan Drive | \$ 523,000 | \$ 523,000 | \$ 1,046,000 | 2019-2020 | 5/16/2019 |
| Imperial | Aten/Clark Road Improvements | \$ 154,000 | \$ 327,000 | \$ 481,000 | 2019-2020 | 5/16/2019 |

| Local Partnership Program (LPP) Programing for FY20/21 | | | | | | |
|--|---|---------------------|-------------|------------|------------------------------------|-------------------------------|
| Agency | Project Name | LPP Formulaic Funds | Local Match | Total Cost | Project Implementation Fiscal Year | Proposed CTC Programming Date |
| Holtville | Orchard Road/Cedar Avenue | \$ 60,000 | \$ 60,000 | \$ 120,000 | 2020-2021 | Jun-20 |
| El Centro | Dogwood Road from Villa Road to Commercial Avenue | \$ 339,000 | \$ 339,000 | \$ 678,000 | 2020-2021 | Jun-20 |

The following is the link to the 2019 Local Partnership Program guidelines:

http://catc.ca.gov/programs/sb1/lpp/docs/062719+Amended_LPP%20Guidelines.pdf

19) **Partnerships with IVEDC:**

- a) **Southern Border Broadband Consortium (SBBC):** For FY 2020/2021. SBBC continues to work with local stakeholders to identify, prioritize and advance broadband infrastructure and improvement projects; facilitate and promote broadband education community wide using survey data; work with the Boys and Girls Club of IV and the Workforce Development Board to create Digital Literacy Centers throughout Imperial County; and develop a preferred scenario for 98% deployment in Imperial County and present to the California Advanced Service Fund and the CPUC in 2020. Recent updates to SBBC’s role in the region

include a partnership with local healthcare organizations including ECRMC, Pioneers Hospital and Alliance Healthcare to identify telemedicine broadband needs and funding opportunities in Imperial County; working with the California Emerging Technology Fund and the Inland Empire Regional Broadband Consortium as part of a SCAG project to identify transportation broadband strategies to reduce VMT and greenhouse emissions; and working with local internet services providers including AT&T to assist successful applications for funding opportunities with the CPUC in locations such as north County, central Imperial and the Imperial Business Park by end of July 2020.

- b) **The Brawley Transit Corridor Brownfield Assessment:** ICTC in partnership with IVEDC received a U.S. Environmental Protection Agency (EPA) Brownfields Communitywide Assessment Grant award of \$300,000 from the Environmental Protection Agency's Brownfields Assessment Program. This assessment will be focused along the transit circulator route within the 13-mile Imperial Valley Transit's (IVTs) Brawley Gold Line Transit Route and the Brawley Transit Center that serves as the IVTs North Imperial County transfer terminal. The commercial corridors in the target assessment area include over 100 known commercial properties and suspected historical gas station sites with known or suspected underground tanks in the target area. ICTC will be the fiscal agent and has developed an MOU which will define roles and responsibilities (Audits, Administration and Project Management) or ICTC and IVEDC. SCS Engineers have initiated early Tasks that include the Quality Assurance Project Plan (QAPP) and project management plan as required by EPA.

- (1) **The Finnell Property** has 3 parcels. It received DTSC approval on March 8, 2019. Phase 1 and Phase 2 reports have been finalized and 3 underground storage tanks have been excavated and disposed of no further action is required.*
- (2) **The Chai Property** has 2 parcels. It received DTSC approval on March 28, 2019. Phase 1 report completion occurred on October 15, 2019 and no further action is required.*
- (3) **The Lesicka Property** has 2 parcels. It received DTSC approval on August 29, 2019 and Phase 1 and Phase 2 reports have been finalized and no further action is required.*
- (4) **The Dek Property** has 1 parcel. It received DTSC approval on April 22, 2020. Phase 1 was improperly completed by a previous engineering firm. 95% of the re-development was completed when the contractor discovered concerning amounts of underground contamination on site. We stepped in and completed a phase 2 and we are currently assessing the situation while collecting additional soil samples and pending laboratory results.*
- (5) **The Pioneers Property** has 3 parcels. It received DTSC approval on May 11, 2020. Phase 1's were completed on all parcels. 1 parcel which is the site of a former Chevron station closed on 1975 will require a phase 2. The Field Sampling Plan was approved and is underway.*

Memorandum

Date: January 27, 2021
To: ICTC Commission Meeting
From: David Salgado, Regional Affairs Officer (RAO)
Re: **Southern California Association of Government's (SCAG) Report**

The following is a summary of the SCAG Executive Director's Report and/or Federal and State Legislature Staff Report for the Imperial County Transportation Commission's meeting for the month of January 2021.

- 1. January 2021 SCAG Regional Council:** The Regional Council (RC) convened to hold the first meeting of the year. The RC received a presentation from Los Angeles Mayor Eric Garcetti. Mayor Garcetti presented regarding his and other global mayors' efforts to promote "Equitable Climate Action Leadership." Mayor Garcetti stressed the importance of addressing the current climate change challenges regardless of other significant challenges in order to continue to make progress and meet the goals of improving environmental conditions. In addition to the presentation the SCAG RC took action to approve a resolution affirming a "climate change crisis in Southern California" further affirming SCAG's commitment to addressing the serious effects of climate change on our region.
- 2. California Air Resources Board (CARB) Acceptance of Connect SoCal and Recommendations:** The California Air Resources Board (CARB) released Executive Order G-20-239 which accepts SCAG's determination that the 2020 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS, Connect SoCal) meets the applicable 2035 greenhouse gas emission reduction target. The acceptance was issued on October 30, 2020, enabling projects from the SCAG region to be eligible for the Senate Bill 1 (SB 1) grants approved at the California Transportation Commission (CTC) meeting in December 2020. The CARB determination included several recommendations which staff will work to address in the coming months through collaboration with local and state partners.
- 3. 2021 SCAG Sustainability Awards "Call for Nominations":** The Southern California Association of Governments (SCAG) is committed to highlighting excellence in sustainable planning and projects in the SCAG Region. These plans and projects are integral to carrying out the goals and policies of Connect SoCal, the 2020-2045 Regional Transportation Plan/Sustainable Communities Strategy, and promote a cleaner, healthier and happier Southern California. Each year, SCAG honors projects that best exemplify the core principles of sustainability with awards.

SCAG is now accepting nominations for plans and projects that use innovative planning to improve the mobility, livability, prosperity and sustainability of our region. Winning nominees will each be honored with a video highlighting their project and a plaque commemorating their accomplishment.

The SCAG Sustainability Awards Program is open to all. Applications from projects that span across agencies, sectors and geographies are welcome to submit a joint entry. Eligible submittals include plans, projects and programs completed or adopted after Jan. 1, 2017, and prior to Feb. 26, 2021. View the award categories, evaluation criteria and examples of past winning projects at scag.ca.gov/sustainabilityawards. **Deadline: Friday, Feb. 26 at 11:59 p.m.**

- 4. SCAG Call for Collaboration 2021:** SCAG is pleased to announce the release of the Call for Collaboration request for proposals. In partnership with California Community Foundation (CCF), SCAG is launching the Call for Collaboration program that will fund the development of community-based policies and plans that help cities and counties reach the 6th Cycle Regional Housing Needs Assessment goals of 1.3 million new housing units across the six-county SCAG region.

The Call for Collaboration aims to increase community involvement in local planning and housing initiatives by promoting community-driven, equitable growth strategies. SCAG is dedicating \$1 million of the Regional Early Action Planning state grant to combine with funds from CCF, the Irvine Foundation and other funding partners.

The program will fund several grants for non-profit organizations through two opportunities:

- **Partnership Programs:** Awards of up to \$125,000 to support the expansion and/or implementation of existing plans, initiatives and/or partnerships that promote equitable growth strategies.
- **Spark Grants:** Smaller, capacity-building grants of around \$50,000 to seed new models of collaboration and engagement to support community-driven approaches and partnerships that promote equitable growth strategies.

A wide range of activities are eligible for funding with these planning grants. These include programs or plans designed to promote pro-housing policies, streamline the housing approval process, develop community support for new housing and remove barriers to new housing development. All activities must show a nexus to supporting increased housing production. **The deadline to apply is Tuesday, Feb. 23.**



SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
900 Wilshire Blvd., Ste. 1700, Los Angeles, CA 90017
T: (213) 236-1800 www.scag.ca.gov

5. SCAG Toolbox Tuesday: HYDROGEN AND WORKFORCE DEVELOPMENT

JANUARY 19, 2021 - 1:00PM - 2:00PM

SCAG’s Toolbox Tuesday and Clean Cities programs, along with our partners in zero-emission transportation, bring you a three-part webinar series on Innovations in Clean Transit. This series showcases how Southern California transit agencies are transitioning to zero-emission. With technologies and strategies like electric buses and charging infrastructure, hydrogen fueling stations, workforce reskilling, and public-private partnerships, clean transportation is a destination that has many possible routes.

LEVERAGING PUBLIC-PRIVATE PARTNERSHIPS

JANUARY 26, 2021 - 10:00AM - 11:30AM

SCAG’s Toolbox Tuesday and Clean Cities programs, along with our partners in zero-emission transportation, bring you a three-part webinar series on Innovations in Clean Transit. This series showcases how Southern California transit agencies are transitioning to zero-emission. With technologies and strategies like electric buses and charging infrastructure, hydrogen fueling stations, workforce reskilling, and public-private partnerships, clean transportation is a destination that has many possible routes.

- 6. 2020 SCAG Sustainable Communities Program (SCP) Grant Program:** SCAG has approved the 2020 SCP grant guidelines. The FY 2020/2021 program will fund projects in the following areas that support and implement the policies and initiatives of the 2020 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), Connect SoCal: Active Transportation & Safety; Housing and Sustainability; Smart Cities, Mobility Innovation & Transportation Demand Management; and Green Region. The first Call prioritizes Active Transportation & Safety projects, and the second Call prioritizes efforts to increase housing production.

Housing & Sustainable Development Call for Applications: *SCAG is pleased to announce the 2020-2021 Sustainable Communities Program (SCP) – Housing & Sustainable Development Call for Applications is now open to eligible applicants.*: The SCP provides planning resources and technical assistance to local agencies to support the implementation of Connect SoCal, a long-range vision for transportation and land use planning for the region. The SCP Housing & Sustainable Development Call for Applications includes three specific project types, each with a unique application, to fund planning and implementation projects that result in the development of supportive housing policies and programs. Check out the SCP Housing & Sustainable Development fact sheet for more information.



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T: (213) 236-1800 www.scag.ca.gov

7. 2020 Local Early Action Planning Grant (LEAP) Program: The Local Early Action Planning (LEAP) grant program’s deadline has been extended to January 31, 2021! You still have time to apply! Jurisdictions who did not apply: For cities and counties that were not able to meet the July 1, 2020 deadline, you still have more time! You now have until January 31, 2021, to apply for LEAP funding. Remember, LEAP funding is non-competitive, flexible funding to help cities and counties plan for housing in their communities. **Jurisdictions who did apply:** If you have already applied for the LEAP program, you can still make modifications and adjustments to your application. HCD can make adjustments to the application during the review process or even after awards. HCD has dedicated an individual to assist cities in Imperial County.

Sample eligible projects include but are not limited to:

- Rezoning and encouraging development through updating ordinances and plans
- Establishing Prohousing policies
- CEQA
- Updating housing elements
- Updating ordinances to comply with state housing laws (e.g. ADU ordinances)
- Developing specific plans and other plans focused on housing
- Implementing processes that streamline the application process for housing developments
- and much more!

For technical assistance such as help with brainstorming eligible activities, reviewing draft applications, adjusting existing applications, and answering questions, please contact me or earlyactionplanning@hcd.ca.gov.

8. Broadband and Closing the Digital Divide: SCAG, the California Emerging Technology Fund and the Inland Empire Regional Broadband Consortium are spearheading a study to facilitate broadband planning and deployment as part of transportation projects in the region. Improved broadband deployment, particularly in disadvantaged communities and unserved/underserved rural and urban areas, will support increased use of online learning, telehealth/telemedicine, telecommuting, e-commerce, and e-government, reducing vehicle miles traveled (VMT) and greenhouse gas emissions. This is in addition to other regional efforts to bridge the critical digital divide that has been further exasperated by the onset of teleworking and other localized emergencies which could benefit from increased access to connectivity on the ground and throughout the region.

9. SCAG Aerial Imagery Project 2020-21 Update: After numerous meetings to discuss the potential for SCAG to facilitate a new Aerial Imagery Flyover Project, the County of Imperial has agreed to facilitate a public procurement process. This will allow for more funds to be applied to the project to support the procurement. SCAG has set aside \$250,000 for the project and will increase the support by \$50,000 for a total of \$300,000. The County of Imperial has received proposals and will be moving forward with recommendations to the Board of Supervisors this month.

Call for Collaboration Request for Proposals

 calfund.org/nonprofits/open-grants/call_for_collaboration_2021/



- Overview & Webinar Registration

The California Community Foundation (CCF), in partnership with the Southern California Association of Governments (SCAG), is issuing this request for proposals (RFP) for nonprofit organizations that are advancing community-centered strategies that grow the supply of housing in a sustainable and equitable way.

A webinar to review this RFP will be held on Monday, February 1, 2021 at 10:00am PST. To register for the webinar, complete this form:

* indicates required

- Background & Problem Statement

California faces a tremendous challenge in meeting our collective housing needs. Throughout the state, we have failed to create enough housing to meet our growing demand, which in turn has led to price increases that everyone feels. When we do create housing, it is too often targeted to higher-income households, leaving the bulk of our workforce competing for an aging housing stock. This production imbalance most likely leads to unnecessary real estate speculation and displacement in communities of color. In addition, the development of housing at all income levels – higher-end and affordable – often faces opposition from fear that new development will negatively impact neighborhoods. Anti-growth stakeholders tend to exercise political power disproportionate to their actual numbers. Addressing these systemic issues not only requires bold action in Sacramento that reforms our complex land-use system, but it also underscores the need for local voices that are not always plugged into the decision-making process to champion responsive or new ways to grow our housing supply.

The California Community Foundation (CCF) is partnering with the Southern California Association of Governments (SCAG) and other foundations to fund the development of community-based policies and plans through a “Call for Collaboration” that help cities and counties reach aggressive new housing targets set by the administration of Governor Gavin Newsom. These targets call for 1.3 million new housing units across the six-county SCAG region (Imperial, Los Angeles, Orange, Riverside, San Bernardino and Ventura counties), planning for more than 40% affordable to households earning less than 80% of the Area Median Income.

- “Call for Collaboration” Initiative Description

In July 2020, the SCAG Regional Council voted on a resolution to work in partnership with others to close the gap of racial injustice. In a parallel move the Regional Council unanimously agreed to set aside \$1 million towards this “Call for Collaboration” program from their allocation of the Regional Early Action Planning (REAP) grant from the State of California to develop and support deeper community engagement in planning activities and programs that accelerate housing production throughout the SCAG region. There is a wide range of activities that are eligible for funding with these planning grants. These activities include programs and plans designed to promote pro-housing policies, streamline the housing approval process, develop community support for new housing and remove barriers to new housing development. All activities must show a nexus supporting increased housing production.

Building from the ideas and successes of housing innovation challenges across the region, the Southern California Call for Collaboration focuses on making ideas into reality through strategic partnerships and empowering community based organizations to bring voices to the table that are often left behind, but are also the most impacted by the policies in question. This initiative will fund innovative and strategic models, diverse community-driven approaches, and new partnerships and coalitions to shape and execute a vision for growing our housing supply in a sustainable and equitable way. Strategies such as promoting racial equity, reducing greenhouse gas emissions, and design or financing innovation in the planning and development of housing are encouraged.

The program will fund about **16 grants** through two opportunities that are further described in Section III:

Partnership Programs: Awards of up to \$125,000 to support the expansion and/or implementation of existing plans, initiatives, and/or partnerships that promote equitable growth strategies.

Spark Grants: Smaller, capacity-building grants of around \$50,000 (1) to seed new models of collaboration and engagement to support community-driven approaches and partnerships that promote equitable growth strategies.

Selected grantees will also benefit from a small amount of training and technical assistance from a team of housing, planning, and legal experts that will advise them on the development of their plans, provide unique data analysis, advice on legal contracts and other documents (like by-laws, etc.), or other organizational support as needed.

Spark Grants are targeted to a maximum of \$50,000 but grants of up to \$75,000 may be considered based on the proposed scope and funding available.

- Grant Terms and Initiative Timeline

| | Partnership Grants | Spark Grants |
|-------------------------------|--|---|
| Total Budget Available | \$1,270,000 | |
| Grant Size | Up to \$125,000 | Around \$50,000 ¹ |
| Performance Period | 4/1/2021 to 10/31/2022 (18 months) | |
| Initiative Timeline | 1/19/2021: RFP released 2/1/2021: Pre-Proposal Webinar at 10:00am – 11:30am 2/5/2021: Questions due by 5:00pm 2/23/2021: Applications due by 5:00pm PST 3/19/2021: Grantee awards announced 4/1/2021: Grantee performance period begins 12/1/2021: Interim progress report due from grantees 10/31/2022: Grantee performance period ends 12/31/2022: Final report from grantees due | |
| Program Goals | <ul style="list-style-type: none"> • To identify and promote policies and other initiatives that support scalable solutions or practices to help the region meet its Regional Housing Needs Assessment goals. • To increase community involvement and collaboration in local planning and housing initiatives across the six-county SCAG region. • To promote community-driven, equitable growth strategies that increase housing opportunities for people of color and lower-income households, especially in higher-opportunity neighborhoods and through land use strategies that reduce greenhouse gas emissions consistent with SCAG’s Connect SoCal Plan goals as referenced below². | |
| | <ul style="list-style-type: none"> • To support the expansion and/or implementation of existing plans, initiatives, and/or partnerships that address the program goals. | <ul style="list-style-type: none"> • To build the capacity of nonprofit, community-based organizations (CBOs) to support community-driven approaches and partnerships that address the program goals. |
| Target Geographies | <ul style="list-style-type: none"> • All grant activities must take place within the six-county SCAG region: Imperial, Los Angeles, Orange, Riverside, San Bernardino, and Ventura. Projects can be at neighborhood, community, county or regional scale. | |
| Eligible Grantees | <ul style="list-style-type: none"> • Lead applicant must be incorporated in the county(ies) in which the grant activities will take place. • Applications can be a collaboration of organizations, but one lead applicant must be identified. | |
| | <ul style="list-style-type: none"> • Lead applicant must be an organization with a 501(c)(3) designation, has a fiscal sponsor with a 501(c)(3) designation, or is a public agency. | <ul style="list-style-type: none"> • Lead applicant must be a CBO with a 501(c)(3) designation, has a fiscal sponsor with a 501(c)(3) designation. • Public agencies are not eligible for Spark grants. |

| | | |
|---------------------------------------|---|--|
| | <ul style="list-style-type: none"> If the lead applicant is a public agency, the application must be in collaboration with a 501(c)(3) nonprofit organization (CBOs, nonprofit developers, etc.). | |
| Eligible Activities | <p>Activities funded by this RFP should align with the State’s REAP program. All activities funded under this Program must be policy-related in nature and demonstrate a nexus to increasing and accelerating housing production in a sustainable and equitable way.</p> <p>Specific activities that are allowed under this grant program are:</p> <ul style="list-style-type: none"> Education, outreach, community organizing, research, and policy development. Additional technical assistance for local planning activities (<u>e.g.</u> fellowships, internships, consultants, support for engaging with development of local ordinances, community plans, housing element policies/programs, etc.). Planning and policy efforts to increase infrastructure / community improvements needed to accelerate housing production. Technical assistance for establishing regional or county housing trust funds for affordable housing or community land trusts (e.g. planning activities and processes, guidelines, charters). | |
| Ineligible Activities | <ul style="list-style-type: none"> Activities unrelated to increasing or accelerating housing production, or which would obstruct new housing development. Capital financing, operation or funding related to individual housing development projects. | |
| Cap on Administrative Expenses | <p>Grantees can use no more than 5% of the total grant for administrative costs as defined as: preparing invoices and supporting documentation; preparing quarterly progress reports; and participating in project management meetings.</p> | |
| Grantee Expectations | <p>Before funds can be disbursed, grantees will have to sign a grant agreement with CCF with additional terms and conditions, including an interim and final report that describes expenditures, measurable outcomes of the grantees’ objective, and learnings. Grantees are also expected to participate in at least one (no more than two) virtual convenings to share best practices and learnings with other participating grantees.</p> | |

Links:

- [SCAG’s Connect SoCal Plan goals](#)
- [CA’s Regional Early Action Planning \(REAP\) Grants](#)

Examples of initiatives and partnerships that this RFP can fund are:

- Support for CBOs to engage in local planning processes, e.g., cities’ housing element updates and implementation, developing community-based frameworks for new specific plans and overlays that facilitate sustainable infill and affordable housing development (infrastructure financing tools, right-sizing parking requirements, and visualizing context sensitive multi-story developments.)
- CBO engagement in developing plan(s) or policies upzoning commercial corridors or low-density neighborhoods with value-capture strategies, including an educational and community organizing action plan.
- Helping a public entity partner with a non-profit developer(s) and other CBOs to develop a city-wide permit streamlining ordinance that expedites the entitlement and permitting process for affordable or supportive housing.

- Supporting CBOs in developing and/or implementing a framework and organizing agenda for a new, local Affordable Housing Trust Fund or Community Land Trust.
 - Development of policies to affirmatively further fair housing for lower-income households in areas of opportunity.
-

1. Spark Grants are targeted to a maximum of \$50,000 but grants of up to \$75,000 may be considered based on the proposed scope and funding available.
2. Equitable growth strategies identified in the 2020 SCAG Connect SoCal Plan include, for example, development accessible to jobs, services, recreational and educational facilities, transit-oriented and mixed-use development, housing and housing supportive infrastructure development in Priority Growth Areas and High Quality Transit Areas (HQTAs). Additional examples of equitable growth strategies included in the EJ (Environmental Justice) Toolbox of the plan and applicable to planning for new housing development include capacity building community engagement workshops and techniques, community-based home ownership options, inclusionary zoning, resilient energy efficient design, use of renewable energy sources, acoustical site design, and plan and site design incentivizing active transportation.

- Application Questions

Interested parties should submit the following information for consideration:

1. Organization: Introduce the lead organizational applicant and primary organizational partners (if any) for this proposal and the history of the partnership. Describe the experience and capacity of the participating organizations and individual team members to carry out this project. In the attachment section, be sure to include the following:

- Biographies of senior leadership and program staff that will be working directly on this project.
- IRS W9 form indication that the Lead applicant is incorporated in the county(ies) in which the grant activities will take place.
- If the proposal is a collaboration of multiple entities, include letters of support from each organization indicating their commitment and support for the initiative in the attachment section.

2. Proposal: Identify the funding opportunity for which the Applicant is applying (Partnership Grant or Spark Grant). Provide a complete description of the proposed project and how it will be carried out. Include at least three goals you will seek to accomplish with this grant. In the narrative, be sure to describe how the initiative aligns with the eligible activities as described above.

3. Short Term Objectives and Outcomes: In this section, describe how you are planning to evaluate and report on the progress of this project. Make sure to state objectives to achieve the proposed goals of the project and include metrics for which your organization will measure and report on the grant's outcomes. In this section, please also include a projected timeline for grant-funded activities with benchmarks and milestones.

4. Long Term Outcomes: How will the proposed project result in the production of new housing in a sustainable and equitable way in the long-term? Why do you believe the strategy will be successful? What challenges do you foresee and how do you plan to address them? Include any past experience, research, or case studies that support your strategy.

5. Geographic Targeting: In which of the six SCAG counties is your proposed scope of work located? In which community/ies or sub-county geographies will your proposed project focus? Describe the demographics of the communities you are planning to target, the landscape on housing affordability, and the barriers to increasing housing production, especially affordable housing. Include an analysis of the other stakeholders, both supporting and opposing your proposed project, and the decision-makers you will need to work with to be successful.

6. Community Engagement: How does your project reflect the voices of the communities that will be impacted? Describe how your proposal will advance racial equity and prioritize marginalized communities. How will staff continue to collaborate and seek input from these communities?

7. Budget: Applicants should include a detailed budget for the project, along with a narrative describing each of the project's line items.

8. Training and Technical Assistance: Selected grantees will benefit from a small amount of training and technical assistance from a team of housing, planning and legal experts, depending on funding availability. Describe the type of supplemental training and technical assistance you would like to receive from this program, and how that would enhance the outcomes of your project.

Required Organizational Attachment Checklist

- Agency Operating Budget (current fiscal year)
- Organizational Chart
- List of Board Members with Demographics
- Bios of Key Staff
- IRS W9 Form
- Letters of Support from Partnering Organizations (if any) (note that a formal resolution is not needed)
- List of Funders (for organization)
- Strategic Plan (most current)
- Financial Projections (2 – 5 years)
- Most recent Audited Financial Statements

- Evaluation and Selection Process

This is a competitive grant process. A review panel comprised of experienced staff from CCF, SCAG and other funders/experts will evaluate the application narrative and required documents to determine which proposal is likely to have the most significant impact or innovation in the SCAG region. Applicants may receive a video call and/or other type of communication from CCF staff as part of the review process. It is the goal of the funders to identify qualified applications in each targeted County. Proposals will also be evaluated using the following criteria:

| Points (32 max) | Scoring Criteria |
|-----------------|--|
| 5 | Organization(s) and lead staff have the capacity, expertise and demonstrated track record to carryout proposed project. |
| 5 | The proposal advances the stated "Program Goals" of this RFP. |
| 3 | Proposed strategies are based on models, experience, or research that demonstrate a likelihood of success and ability to be scaled regionally. |
| 5 | Workplans outline clear goals, objectives, outcomes, timeline, and meaningful benchmarks to monitor progress and success. |
| 3 | Proposed timeline and milestones for key activities are reasonable and achievable within the 15-month performance period. |
| 3 | Budget narrative adequately justifies expected line-item expenses. |
| 5 | The proposal demonstrates a meaningful strategy for community engagement and a clear understanding of how the grant activities will advance broader racial equity goals within the targeted community. |
| 3 | The application demonstrates an ability and willingness to collaborate with other grantees and share lessons learned with the field. |

- Questions

Questions regarding the RFP can be emailed to [housing.\[@\] calfund \[.\] org](mailto:housing@calfund.org). Only questions emailed, no later than **February 5, 2021 at 5:00pm**, will be answered – CCF and SCAG staff are not able to respond to questions through any other way. An FAQ document will be added to the online application portal with all questions submitted and answers.

- Apply Now

To apply, please login in via Nonprofit Connect and select the "SCAG Equitable Growth Initiative RFP" application.

Apply Now

Note: Username and password is required to access the online portal. For detailed instructions on how to register, please [click here](#).

For questions, please contact Francisco Covarrubias program manager, housing, at [fcovarrubias \[.\] calfund \[.\] org](mailto:fcovarrubias@calfund.org).



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Imperial County Transportation Commission (ICTC)
Technical Advisory Committee (TAC)
January 28, 2021 meeting**

Contact: Ben Guerrero, Local Area Engineer: Benjamin.Guerrero@dot.ca.gov or 619-985-1492 (cell)

Inactive Projects

Projects must be billed within the specified and agreed-upon timeframe to avoid de-obligation of funds.

As of **January 8, 2021**, the INACTIVE and Future Inactive list was updated. Action is required by the County of Imperial, as well as these six cities: Brawley, Calexico, Calipatria, El Centro, Holtville, Imperial.

February 19, 2021 is the deadline to submit Inactive invoices. District 11 must receive accurate and complete invoices to prevent de-obligation of federal funds! Verify on the “Inactive” link shown below for Inactive Project dates.

Note: An invoice is not cleared from either “Inactive” or “Future Inactive” lists until paid by the State Controller’s Office. Provided local agencies adhere to the format described in Chapter 5 of the Local Assistance Procedures Manual (LAPM), invoices typically are paid by check within 60 days of receipt (or 50 days if paid through Electronic Funds Transfer).

A complete list of Inactive Projects – <https://dot.ca.gov/programs/local-assistance/projects/inactive-projects>

Please notify Caltrans with any anticipated submittal date for a forthcoming inactive project invoice. FHWA will be requiring a status update soon. Email the Local Assistance Program Support Analyst, Alma Sanchez, at Alma.Sanchez@dot.ca.gov

January 29, 2021 – Federal Fiscal Year (FFY) 20/21 Requests for Authorization Obligations Due!

Funding Requests for Authorization (RFA) during this federal fiscal year are due by January 29, 2021. **Please continue to transmit all RFA submittals at the earliest opportunity** for faster funding approvals.

Note the **Obligation Authority (OA) funds for redistribution are dwindling faster than in prior years.** Also, make sure that funds are programmed appropriately.

New Federal Lands Access Program (FLAP) Call for Projects (due May 27, 2021)

FHWA posted an announcement calling for new Federal Lands Access Program (FLAP) projects on December 8, 2020. The “FLAPplication” deadline will be May 27, 2021. The outreach plan includes webinars that assist tribal and local agencies, as well as Caltrans, with this process. (The final date is February 10, 2021, for all prospective applicants to hear the details during a live FHWA webcast.)

FLAP funds projects providing access to, are adjacent to, or are located within Federal Lands on facilities maintained or owned by a state, county, local agency or tribal government. Projects accessing high-use Federal recreation sites or Federal economic generators will receive priority. FLAP intends to supplement State, local and tribal resources for public roads, trails, transit systems, and other transportation facilities.

More information is available through the following link, which includes a recorded webcast presentation – <https://highways.dot.gov/federal-lands/programs-access/ca>

2021 Local Assistance Publication Updates

Caltrans has released the 2021 *Local Assistance Procedures Manual (LAPM)* as well as updates to the Local Assistance Program Guidelines (LAPG). All changes have been documented in Local Programs Procedures 20-01 (LPP 20-01).

More information is available at this link – localassistanceblog.com/2020/12/28/2021-publication-updates



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New Invoice Form Required – Effective Immediately (updated August 2020)

Please transmit all invoices on *LAPM* Exhibit 5-A and use the new version from August 2020.

These following links have details with instructions -

<https://dot.ca.gov/programs/local-assistance/projects/local-agency-invoice-process>

<https://forms.dot.ca.gov/v2Forms/servlet/FormRenderer?frmId=LAPM5A>

With any questions, please contact either Ben Guerrero or the Local Assistance Program Support Analyst, Alma Sanchez, via email at Alma.Sanchez@dot.ca.gov or by phone: 619-987-0766.

Temporary Exception for Requiring “Wet” Signatures on Invoices

The current process of requiring wet signatures on invoice documents in order to process for payment is temporarily exempted. Until further notice, scanned copies of invoices will be accepted.

With any questions, please contact either Ben Guerrero or the Local Assistance Program Support Analyst, Alma Sanchez, via email at Alma.Sanchez@dot.ca.gov or by phone: 619-987-0766.

Disadvantaged Business Enterprise (DBE) Supplemental Guidance Extension to June 30, 2021

The U.S. DOT Office of Civil Rights has extended guidance to June 30, 2021 for Disadvantaged Business Enterprise (DBE) program requirements and certification procedures during the public health emergency.

More information is available at the following link –

<http://www.localassistanceblog.com/2020/12/07/5317>

At-Risk Preliminary Engineering (PE) – Office Bulletin (OB) 20-03

Caltrans Division of Local Assistance released OB 20-03 on August 11, 2020, with these policy changes:

Except for projects with federal funds that require California Transportation Commission (CTC) allocation (Active Transportation Program, Trade Corridor Enhancement Program, State Transportation Improvement Program, etc.), local agencies may begin reimbursable Preliminary Engineering (PE) work prior to receiving federal authorization for such work, assuming the project and PE phase are included in a federally-approved Federal Statewide Transportation Improvement Program (FSTIP) document or an FSTIP amendment prior to incurring costs. Programming projects in the FSTIP or starting reimbursed work prior to authorization does not necessarily ensure a project is eligible for federal aid reimbursement.

National Environmental Protection Act (NEPA) approval will not occur until subsequent Right of Way and Construction phases are identified as fully funded and programmed in the FTIP.

Further information is in the full Office Bulletin available online at this following link –

<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/ob/2020/ob20-03.pdf>

Preparation Schedule for California Transportation Commission (CTC) Allocation Requests

Please review the following schedule of deadlines to send allocation request packages for California Transportation Commission (CTC) approval during the May 12 – 13, 2021 CTC meeting.

**2021 PREPARATION SCHEDULE
CALIFORNIA TRANSPORTATION COMMISSION (CTC) MEETINGS
AGENDA ITEM(S) DUE DATES**

Prepared by:

OFFICE OF CTC LIAISON

DIVISION OF FINANCIAL PROGRAMMING

CALIFORNIA DEPARTMENT OF TRANSPORTATION

As of:

August 2020

| <p align="center">2021 California Transportation Commission (CTC) Meeting Schedule</p> | <p align="center">Local Agency Submits Off System Funds Requests, Program Amendments, and Time Extensions to Caltrans Districts</p> | <p align="center">District Submits Off System and On System Requests to HQ Divisions</p> | <p align="center">HQ Divisions Submit Final Off System and On System Requests to Budgets</p> | <p align="center">Final Agenda Language Due From HQ Divisions to Office of CTC Liaison</p> | <p align="center">Final Book Items Due from HQ Divisions to Office of CTC Liaison</p> |
|---|--|---|---|---|--|
| <p align="center">Date and Location:</p> | <p align="center">10:00 AM District and CTC</p> | <p align="center">10:00 AM HQ Divisions</p> | <p align="center">5:00 PM Email to Budgets</p> | <p align="center">10:00 AM Email to CTC Liaison OCTCL Email: CTCLiaison@dot.ca.gov</p> | <p align="center">10:00 AM Email to CTC Liaison OCTCL Email: CTCLiaison@dot.ca.gov</p> |
| Jan 27-28 - Stockton | Mon, Nov 30, 20 | Mon, Dec 7, 20 | Mon, Dec 14, '20 | Fri, Dec 18, '20 | Mon, Dec 21, '20 |
| Mar 24-25 - San Diego | Mon, Jan 25, 21 | Mon, Feb 1, 21 | Mon, Feb 8, '21 | Wed, Feb 17, '21 | Thu, Feb 18, '21 |
| May 12-13 - San Francisco | Mon, Mar 15, 21 | Mon, Mar 22, 21 | Mon, Mar 29, '21 | Wed, Apr 7, '21 | Thu, Apr 8, '21 |
| June 23-24 - Sacramento | Mon, Apr 26, 21 | Mon, May 3, 21 | Mon, May 10, '21 | Wed, May 19, '21 | Thu, May 20, '21 |
| Aug 18-19 - Los Angeles | Mon, Jun 21, 21 | Mon, Jun 28, 21 | Tue, Jul 6, '21 | Wed, Jul 14, '21 | Thu, Jul 15, '21 |
| Oct 13-14 - Baskerfield | Mon, Aug 16, 21 | Mon, Aug 23, 21 | Mon, Aug 30, '21 | Wed, Sep 8, '21 | Thu, Sep 9, '21 |
| Dec 8-9 - Riverside | Mon, Oct 11, 21 | Mon, Oct 18, 21 | Mon, Oct 25, '21 | Wed, Nov 3, '21 | Thu, Nov 4, '21 |

* No Scheduled Meeting in: February, April, July, September and November

Moved - July 4 (Observed)

Moved -Christmas

Moved -Christmas



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When possible, do not wait to submit requests. Caltrans District 11 must receive all documents at least two months prior to the CTC meeting date. Friday, **March 12**, 2021 is the next deadline (for the May 12 – 13, 2021 CTC meeting).

Per the Interim Timely Use of Funds Policy (officially adopted at the December 2 – 3, 2020 CTC meeting), project components that are programmed in Fiscal Year 2019-20 that have not yet allocated:

The deadline to request an allocation was extended from the December 2 – 3, 2020 CTC meeting to the June 23 – 24, 2021 CTC meeting.

This amended Interim Timely Use of Funds Policy allows agencies that need extensions past the extended December deadline to submit new time extension requests for consideration at CTC meetings in January to June 2021.

In addition, per the Interim Timely Use of Funds Policy, projects that received a construction allocation (capital and/or support) at the October 2019, December 2019, or January 2020 Commission meetings:

The contract award deadline will be revised to allow 12 months to award instead of six months. Agencies require no additional action for this extension.

Further information is in an amended Interim Timely Use of Funds Policy online from the following link –

<https://catc.ca.gov/-/media/ctc-media/documents/programs/shopp/Amended-TUF-Policy>

Local Roadway Safety Plan (LRSP) Requirement

Highway Safety Improvement Program (HSIP) Cycle 11 (around April 2022) will require a mandatory Local Roadway Safety Plan (or the equivalent) from any agency applying for HSIP project funds.

Details regarding this requirement are available through the following link – dot.ca.gov/programs/local-assistance/fed-and-state-programs/highway-safety-improvement-program/local-roadway-safety-plans

On October 1, 2020, the Federal Highway Administration (FHWA) debuted a new LRSP resource website –

<https://safety.fhwa.dot.gov/LRSPDIY>

June 30, 2021 – Funds Lapsing – Cooperative Work Agreement (CWA)

The Cooperative Work Agreement (CWA) process began December 21, 2020. In this process, agencies will be provided with a list of projects funded with budget authority that expires on June 30, 2021.

For local agencies unable to submit invoices for the expiring funds to Caltrans District 11 by April 1, 2021, consider applying for a CWA. The one-time process extends budget authority for an additional two years.

Per State [Government Code \(GC\) 16304.3](#), an approved CWA is a binding contract or agreement between multiple parties, including the state or other governmental entities, or private nonprofit organizations, for work that cannot be completed for valid and substantial reasons during the period of time for which the funds are available for liquidation, and that meets certain criteria. The unliquidated balance subject to CWA approval shall revert to the fund of origin no later than eight years after the original appropriation.



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In summary, the CWA is intended to be a two-year extension of project funding availability before lapsing. Please visit the GC 16304.3 webpage above for additional details. Local agencies must complete the CWA process to avoid lapsing of funds and seek an additional two years of funding availability. Beyond the eight years, which includes the two years extended by a CWA, funding may be at a high risk of reverting to the fund or origin and requiring local agencies to continue selecting projects from local funding sources.

If budget authority assigned to a project lapses, the funding is consequently lost. Failure to complete the project may result in local agency repayment of any state or federal funds already reimbursed to the agency for the project.

Please send specific questions to: [CWA Support – CWASupport @dot.ca.gov](mailto:CWASupport@dot.ca.gov)

New Caltrans Architectural & Engineering (A&E) Oversight Videos Online

Now available are short videos about key topics on the A&E Resources Website –
<http://www.localassistanceblog.com/2020/08/11/ae-short-video-series-is-back>

Subsidized Classes for Local Agencies – Now Online

Schedule is available at the following link – <http://californialtap.org/index.cfm?pid=1077>

Send any questions to the California Local Technical Assistance Program Center: californialtap@csus.edu

The Active Transportation Resource Center (ATRC) offers customized training at no cost. The following link has more information – <https://caatpresources.org/1502>. To request training, contact ATRC@csus.edu

For questions about additional training opportunities, please contact the District 11 Local Assistance Training Coordinator, Alma Sanchez, via email at Alma.Sanchez@dot.ca.gov or by phone: 619-987-0766.

Disadvantaged Business Enterprise (DBE) Procedure Updates: Office Bulletin (OB) 20-04

Caltrans Division of Local Assistance OB 20-04, issued on September 4, 2020, has several updates to Disadvantaged Business Enterprise (DBE) procedures to better reflect federal regulation requirements.

For example, *Local Assistance Procedures Manual (LAPM)* **Exhibit 9-F must accompany every invoice that involves payment to a DBE subcontractor.**

Further information is in the full Office Bulletin available online at this following link –

<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/ob/2020/ob20-04.pdf>

Quality Assurance Program (QAP) – Renewals for 2021

The schedule on the following page lists due dates for all eligible agencies in Imperial County.

As a reminder, **Quality Assurance Program (QAP) approval expires in 2021 for the County of Imperial.** The City of Westmorland must have QAP approval for any possible future federal funds on projects.

Updated QAP packages must be submitted to the Local Area Engineer, Ben Guerrero. Otherwise, no *Construction* funding authorization requests will be processed.

QUALITY ASSURANCE PROGRAM (QAP)

UPDATED BY A.SANCHEZ

| Agency | QAP Current | QAP Expires | |
|---------------------------|-------------|------------------|--|
| BRAWLEY | 10/10/2019 | 10/10/2024 | |
| CALEXICO | 4/9/2020 | 4/9/2025 | |
| CALIPATRIA | 7/14/2019 | 7/14/2024 | |
| COUNTY OF IMPERIAL | 9/14/2016 | 9/14/2021 | |
| EL CENTRO | 5/28/2020 | 5/28/2025 | |
| HOLTVILLE | 7/14/2019 | 7/14/2024 | |
| IMPERIAL | 1/9/2017 | 1/9/2022 | |
| ICTC | 9/14/2016 | 9/14/2021 | |
| WESTMORLAND | 4/21/2015 | 4/21/2020 | |



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Division of Local Assistance Blog (LAB) – LocalAssistanceBlog.com – The Caltrans LAB provides clarity on issues and contributes to successful delivery of transportation projects using federal resources.

Local Agency Oversight of Property Management & Excess Land Disposal – Office Bulletin (OB) 20-05

Caltrans Division of Local Assistance released OB 20-05 on October 15, 2020, with these policy changes:

Caltrans will review Local Public Agency (LPA) property management from acquisition through the construction phase by periodic risk-based reporting. The OB recommends that every LPA completes an Exhibit 13-F Local Public Agency Real Property Services Checklist for reporting property purchases. This checklist would guide the LPA with expectations of property management requirements. To establish the new Caltrans oversight into a routine expectation, this checklist will have a targeted sunset of five years.

Further information is in the full Office Bulletin available online at this following link –

<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/ob/2020/ob20-05.pdf>

Title VI Nondiscrimination Program – An Additional Requirement and Training for Local Agencies

A reminder for local agencies to comply with all Title VI requirements. See *Local Assistance Procedures Manual (LAPM)* Section 9.2, Title VI of the Civil Rights Act of 1964 (Title VI) and Related Statutes:

Title VI and the additional nondiscrimination requirements are applicable to all programs and activities administered by a recipient, in addition to programs receiving federal financial assistance, due to the Civil Rights Restoration Act of 1987. Nondiscrimination provisions apply to all programs and activities of federal-aid recipients, subrecipients, and contractors, regardless of tier (49 CFR part 21).

Effective September 17, 2020, all local agencies are required to insert the clause from Appendix E of the Title VI Assurance in each federal-aid contract. U.S. Department of Transportation Order No.1050.2 requires Appendix E, which is not included in Exhibit 4-C: Master Agreement – Administering Agency-State Agreement for Federal-Aid Projects. All local agencies must include the provisions indicated in Appendices A – E of the Title VI Assurances in all federal-aid contracts between an agency and a contractor.

The requirements also include providing and maintaining the following, as detailed in *LAPM* Section 9.2: Title VI Nondiscrimination Statement, Assurances (as part of the Master Agreement and Program Supplement Agreement), Designation of a Title VI Coordinator, Complaint Procedures, Data Collection, Training, Limited English Proficiency (LEP) accessibility, Dissemination of Information, Contracts and Agreements, Environmental Justice, Public Hearings and Meetings, Right-of-Way activities, Construction Contract Compliance, Monitoring, and others.

Note that an agency is subject to Title VI program and compliance review at any time.

Link to guidance for Title VI complaints - dot.ca.gov/programs/local-assistance/guidance-and-oversight/title-vi

A Frequently Asked Questions (FAQ) document linked below has further details related to the September 17, 2020, requirement to include Appendix E of the Title VI Assurances in federal-aid contracts and agreements -

localassistanceblog.com/2020/10/29/frequently-asked-questions-faq-new-resource-for-appendix-e-of-the-title-vi-assurances

On Tuesday, February 16, 2021, a virtual Title VI workshop is scheduled. Please enroll online –

<https://csus.zoom.us/meeting/register/tZYtcemvqTgiE9IZsgs40YTlg3Is2KdZ8itq>

LOCAL PUBLIC AGENCY TITLE VI TRAINING

Caltrans Division of Local Assistance has developed a training for Local Public Agencies (LPAs) to implement the federally-mandated Title VI program. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in any program or activity receiving federal financial assistance. This training will provide LPAs with requirements of the Federal Highway Administration (FHWA) Title VI program to ensure nondiscrimination principles and provisions are incorporated in all local agency administering federally-funded programs, plans and activities.

DATE: February 16, 2021

TIME: 9:30 a.m. – 11:30 a.m.

FEE: NO CHARGE!

[CLICK HERE TO REGISTER](#)

To obtain this information in an alternate format such as Braille or in a language other than English, please contact the California Department of Transportation, Division of Local Assistance, Cathy Ly at (916) 653-4344 Cathy.Ly@dot.ca.gov or Daniel Burke at (916) 654-5854 Daniel.Burke@dot.ca.gov, no later than ten (10) business days before the training date.