



**TECHNICAL ADVISORY COMMITTEE  
AGENDA**

**DATE:** Thursday, August 22, 2024  
**TIME:** 10:00 a.m. – 12:00 p.m.  
**LOCATION:** In person at the ICTC Offices or Via Zoom for Non -Voting Members & the Public

Chairperson: County of Imperial

Vice-Chair: City of Holtville

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In compliance with the Brown Act and Government Code Section 54957.5, agenda materials distributed 72 hours prior to the meeting, which are public records relating to open session agenda items, will be available for inspection by members of the public prior to the meeting on the Commission's website: [www.imperialctc.org](http://www.imperialctc.org).

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Meeting ID: 845 0639 3774#

Password: 257397#

**PUBLIC COMMENTS**

This is an opportunity for members of the public to address the Committee on any subject matter within the Committee jurisdiction, but not an item on the agenda. Any action taken because of a public comment shall be limited to direction to staff. In compliance with the Assembly Bill 361, the meeting will be held remotely and in person. Each speaker should contact the Secretary to the Commission at (760) 592-4494 or by email to [cristilerna@imperialctc.org](mailto:cristilerna@imperialctc.org). When addressing the Committee, state your name for the record prior to providing your comments. Please address the Committee as a whole, through the Chairperson. Individuals will be given three (3) minutes to address the Committee; groups or topics will be given a maximum of fifteen (15) minutes. Public comments will be limited to a maximum of 30 minutes. If additional time is required for public comments, they will be heard at the end of the meeting. Please remember to follow the Public Comment Code of Conduct: No profanity or obscenity, yelling or screaming, no slander or defamatory statements, no personal threats, or attacks, no hateful or demeaning language based on hate of a person's race, religion, sexual orientation, ethnicity, gender, or disability, respect all people that are present or watching, obey the direction of the Chair, Secretary to the Commission and ICTC Staff.

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

DISCUSSION/ACTION ITEMS**1. Introductions****2. Adoption of Minutes for June 27, 2024***ACTION**Requesting a motion to adopt***3. Proposed Distribution plan for the 2024 Cycle 5 Local Partnership Formulaic Program (LPP)***ACTION*

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

1. Approve a Proposed Distribution Plan for the Local Partnership Formulaic Program funds;
  - a. Cycle 5 Option #1 Population and Maintained Mileage Distribution Plan or;
  - b. Cycle 5 Option #2 Flat Distribution Plan
  - c. Authorize staff to open Call for Projects for the Local Partnership Formulaic Program Cycle 5
2. Authorize staff to submit the recommended projects to the California Transportation Commission (CTC).

**4. 2024 Imperial Valley Procurement and Resource Fair Purchasing Report***INFORMATION ITEM**Presented by Caltrans***5. Active Transportation Program Funding Overview***PRESENTATION**Presented by Rachel Om, SCAG***6. ICTC Updates / Announcements***Presented by ICTC Staff*

1. Transit Updates
2. Transportation Planning Updates

**7. Caltrans Updates/ Announcements***Presented by Caltrans Staff**(Local Assistance, Traffic Operations, Business Liaison & Tribal Liaison)***8. SCAG Updates/ Announcements***Presented by SCAG Staff***9. Cities and County Planning / Public Works Updates***All***10. General Discussion / New Business****11. Adjournment**

The next meeting of the ICTC TAC is tentatively scheduled for September 26, 2024. For questions you may call Marlene Flores at (760) 592-4494 or contact by email at [marleneflores@imperialctc.org](mailto:marleneflores@imperialctc.org)

## **2. ADOPTION OF MINUTES FOR JUNE 27, 2024**

Requesting a motion to adopt



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

## TECHNICAL ADVISORY COMMITTEE MINUTES

**June 27, 2024**

**Present:**

Ana Gutierrez	City of Brawley
George Galvan	City of Calipatria
Felix De Leon	City of El Centro
Jesus Villegas	City of Imperial
Adriana Anguis	City of Holtville
Ramiro Barajas	City of Westmorland
Veronica Atondo	County of Imperial
Manuel Ortiz	IID

**Others:**

David Aguirre	ICTC
Katie Luna	ICTC
Marlene Flores	ICTC
Angela Delgadillo	ICTC
Jessica Gonzalez	City of El Centro
Fernando L. Williams	City of Imperial
Adolfo Garcia	County of Imperial
Ismael Garcia	County of Imperial
Kevin Hovey	Caltrans
John Garcia	Caltrans
M'Lynn Martin	Caltrans
Bryan Ott	Caltrans
Alejandro Lopez-Rangel	Caltrans
Davids Salgado	SCAG
Deborah McGarrey	SoCal Gas

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. A *motion* was made to adopt the minutes for May 23, 2024 ([Adriana/William](#)) **Motion Carried.**

2. **20<sup>th</sup> Annual Procurement & Resource Fair**

*Presented by Caltrans*

- A brief presentation was given by M'Lynn Martin from Caltrans on the 20<sup>th</sup> Annual Procurement and Resource Fair. It will take place on August 14<sup>th</sup> from 9am-12pm at 4050



Taylor Street, San Diego, CA 92110.

### 3. 811 Notifications

*Presented by Deborah McGarrey, SoCal Gas*

- A brief presentation was given by Deborah McGarrey on 811 Notifications. She provided a flyer with more information on the 811 Notifications. A reminder to Mark Out your proposed project area in white paint or provide other suitable markings. Contact Underground Service Alert at [california811.org](http://california811.org) or call 811 to submit a location request at least two business days before digging. Wait to Dig until we either mark our natural gas pipelines or you are advised that the area is clear. For more information, please visit [socialgas.com/811](http://socialgas.com/811).

### 4. 2025 Active Transportation Program Regional Guidelines and 20-Point Scoring Methodology

ICTC staff forwarded 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. Approved the following methodology for assigning points of the 2025 Active Transportation Program Regional Guidelines:
  - a. 20 points for projects that have been identified in an adopted local and/or regional plan; and
  - b. Zero points for projects that have not been identified in an adopted local and/or regional plan.

A motion was made to approve the Action Item. (Galvan/Atondo) **Motion Carried.**

### 5. ICTC Updates / Announcements

*(Presented by ICTC Staff)*

#### a. Transit Planning Updates

##### **STBG, CRP, & CMAQ 2024 Call for Projects – FFY 2023-2024 to FFY 2025/2026:**

- Due to the number of projects submitted, ICTC was able to evaluate all projects internally without utilizing the normal process which involves all cities participating in the scoring and ranking process. ICTC recommended projects to SCAG as part of the final submittal process. SCAG recently approved the list of projects anticipated to receive funding.

##### **Imperial County EV Charging Infrastructure Feasibility Study:**

- ICTC recently submitted a grant application under the Carbon Reduction Program (CRP) to prepare a Countywide EV Charging Infrastructure Feasibility Study.

##### **Imperial Valley Transit (IVT) Free Fares Program:**

- The free fares program will end in June 2024 with existing fares being re-implemented on July 1, 2024. A formal public hearing was held on March 27, 2024, prior to the Commission Meeting.

##### **Calexico Intermodal Transportation Center (ITC):**

- The project construction management RFP ended on March 22, 2024. The final set of contract documents are being prepared in anticipation of the construction bidding phase.

##### **Bus Stop Improvement Project:**

- Request for Proposals for design services for the project. ICTC is looking to begin design services soon and have construction take place within FY23-24/FY24-25. The contract was awarded at the April Commission meeting.

ICTC has already participated in a kickoff meeting with the consultant and all of the effected agencies.

**b. Transportation Planning Updates**

**6. Caltrans Updates / Announcements:**

*(Presented by: Alejandro Lopez, Caltrans)*

- Friday, August 16, 2024, is the final deadline (for the October 17-18, 2024, CTC meeting).
- Unique Entity Identifier (UEI) Renewals: No agency UEI is expiring at the moment.
- 2025 Active Transportation Program (Cycle 7): ATP Cycle 7 Application deadline has passed. Applications were due by June 17, 2024.
- Highway Safety Improvement Program (HSIP) – Cycle 12: June 27 – Additional training for HSIP Cycle 12 Call-for-Projects, specifically for Imperial County Local Agencies from 1:00 pm to 4:00 pm at the ICTC El Centro Office (can attend in person or online)

**7. SCAG Updates / Announcements:**

*(Presented by: David Salgado, SCAG)*

- Regional Council Approves Sustainable Communities Program-ATP and Safety Call for Applications Guidelines: On June 6, the SCAG Regional Council approved a call for application guidelines for an estimated \$10.4 million in funding. The call for applications is anticipated for Summer 2024.
- Imperial County SCAG GIS Trainings: In partnership with Cal Poly Pomona's Department of Urban and Regional Planning, SCAG hosted a comprehensive GIS training course over 3 days in the County of Imperial.

**8. Cities and County Planning / Public Works Updates:**

- Each jurisdiction gave its update.

**9. General Discussion / New Business**

No new business was discussed.

Next TAC meeting will be on August 22, 2024 at 10:00 a.m., via Zoom for the public and in person at the ICTC offices.

- The TAC Members voted to go dark for July. The next meeting is scheduled in August.

Meeting adjourned at 10:59 a.m.

### **3. PROPOSED DISTRIBUTION PLAN FOR THE 2024 CYCLE 5 LOCAL PARTNERSHIP FORMULAIC PROGRAM (LPP)**



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

August 16, 2024

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

SUBJECT: Proposed Distribution plan for the 2024 Cycle 5 Local Partnership Formulaic Program (LPP)

Dear Committee Members:

The Imperial County Transportation Commission (ICTC) has received revenue information for the 2024 Cycle 5 Local Partnership Formulaic Program (LPP). There is a total of **\$1,044,000** available for Cycle 5 which includes two Fiscal Years (Fiscal Year 2025/26 through Fiscal Year 2026/27) for the Imperial County Region.

The purpose of the Local Partnership Program is to provide funding to counties, cities, districts, and regional transportation agencies in which voters have approved fees or taxes dedicated solely to transportation improvements or that have imposed fees, including uniform developer fees, dedicated solely to transportation improvements. Consistent with Senate Bill 1, the Commission intends this program to balance the need to direct increased revenue to the state's highest transportation needs while fairly distributing the economic impact of increased funding.

2024 Program Cycle 5	
FY 2025/2026	FY 2026/2027
\$524	\$520
<b>Total Available:\$1,044,000</b>	

For Cycle 5, ICTC staff is proposing options to TAC members for the distribution of these funds. The distribution calculations proposed are Option 1- Population and Maintained Mileage Based Distribution and Option 2- Using a Flat Distribution in addition to Population and Maintained Mileage. The proposed distribution is similar to the Local Transportation Authority (LTA) formula distribution. ICTC staff prepared two possible distribution options for consideration.

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

The following are the Proposed Distribution Plan options for the LPP funds:

**Cycle 5 Population and Maintained Mileage Based Distribution Plan Option #1**

JURISDICTION	2024 TOTAL POPULATION	2023 MAINTAINED MILEAGE	ALLOCATION	TOTAL ALLOCATION
Brawley	28,185	87.47	\$139,893.99	\$139,893.99
Calexico	39,170	102.70	\$193,119.86	\$193,119.86
Calipatria	3,601	23.30	\$18,707.22	\$18,707.22
El Centro	44,159	136.51	\$219,142.92	\$219,142.92
Holtville	5,583	23.83	\$28,158.10	\$28,158.10
Imperial	22,111	80.55	\$110,566.75	\$110,566.75
Westmorland	2,050	9.19	\$10,369.52	\$10,369.52
Imperial County	30,974	2,572.15	\$324,041.65	\$324,041.65
<b>Total</b>	<b>175,833</b>	<b>3,035.70</b>	<b>\$1,044,000.01</b>	<b>\$1,044,000.01</b>

**Cycle 5 Flat Distribution Option #2**

JURISDICTION	2024 TOTAL POPULATION	2023 MAINTAINED MILEAGE	FLAT ALLOCATION	ALLOCATION	TOTAL ALLOCATION
Brawley	28,185	87.47	\$12,500.00	\$126,494.18	\$138,994.18
Calexico	39,170	102.70	\$12,500.00	\$174,621.79	\$187,121.79
Calipatria	3,601	23.30	\$12,500.00	\$16,915.34	\$29,415.34
El Centro	44,159	136.51	\$12,500.00	\$198,152.22	\$210,652.22
Holtville	5,583	23.83	\$12,500.00	\$25,460.96	\$37,960.96
Imperial	22,111	80.55	\$12,500.00	\$99,976.07	\$112,476.07
Westmorland	2,050	9.19	\$12,500.00	\$9,376.27	\$21,876.27
Imperial County	30,974	2,572.15	\$12,500.00	\$293,003.17	\$305,503.17
<b>Total</b>	<b>175,833</b>	<b>3,035.70</b>	<b>\$100,000.00</b>	<b>\$944,000.00</b>	<b>\$1,044,000.00</b>

Cycle 5 guidelines were approved on August 15-16 California Transportation Commission (CTC) meeting. Once the Cycle 5 guidelines are approved, we can submit projects as early as August 19, 2024. Keep in mind that LLP funds require a 50% non-state fund match. The match requirement allows the use of local and federal funds as a match. Any fund that requires CTC approval, can not be used as a match towards LPP funds.

ICTC staff developed the Proposed Distribution Plan Options for the LPP funds for discussion and recommendation. At the conclusion of the discussion, ICTC staff recommends that TAC members approve one of the Distribution plans with the intention of forwarding this item to the ICTC Commission. Please refer to the attached Program Guidelines.

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

1. Approve a Proposed Distribution Plan for the Local Partnership Formulaic Program funds;
  - a. Cycle 5 Option #1 Population and Maintained Mileage Distribution Plan or;
  - b. Cycle 5 Option #2 Flat Distribution Plan
  - c. Authorize staff to open Call for Projects for the Local Partnership Formulaic Program Cycle 5
2. Authorize staff to submit the recommended projects to the California Transportation Commission (CTC).

Sincerely,



David Aguirre  
Executive Director

DA/mf  
Attachment

**DRAFT 2024**  
**LOCAL PARTNERSHIP FORMULAIC**  
**PROGRAM GUIDELINES**

Adopted August XX, 2024

Resolution G-XX-XX

**CALIFORNIA TRANSPORTATION COMMISSION**





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## I. INTRODUCTION

### 1. Authority

The Road Repair and Accountability Act of 2017, (Senate Bill [SB] 1, Beall, Chapter 5, Statutes of 2017) created the Local Partnership Program and continuously appropriates two hundred million dollars (\$200,000,000) annually to be allocated by the California Transportation Commission (Commission) to local or regional transportation agencies that have sought and received voter approval of taxes or that have imposed fees, which taxes or fees are dedicated solely for transportation improvements. The Local Partnership Program was subsequently amended by Assembly Bill (AB) 115 (Committee on Budget, Chapter 20, Statutes of 2017) and AB 135 (Committee on Budget, Chapter 255, Statutes of 2017).

These guidelines describe the policy, standards, criteria, and procedures for the development, adoption and management of the Local Partnership Program. The Commission may amend these guidelines after first giving notice of the proposed amendments and conducting at least one public hearing. The Commission will make a reasonable effort to amend the guidelines prior to a call for projects or may extend the deadline for project submission to comply with the amended guidelines.

Local Partnership Formulaic Program (Formulaic Program) guidelines were developed in cooperation with **the Interagency Equity Advisory Committee**, the California Department of Transportation (Caltrans), transportation planning agencies, county transportation commissions, local agencies, and other stakeholders, pursuant to Streets and Highways Code Section 2033.

### 2. Purpose

The primary objective of the Local Partnership Program is to provide funding to counties, cities, districts, and regional transportation agencies in which voters have approved fees or taxes dedicated solely to transportation improvements or that have imposed fees, including uniform developer fees, dedicated solely to transportation improvements (as defined by Government Code Section 8879.67[b]). Consistent with SB 1, the Commission intends this program to balance the need to direct increased revenue to the state's highest transportation needs while fairly distributing the economic impact of increased funding (SB 1 Section 1[l]).



### 3. Program Schedule

The following schedule lists the major milestones for the development and adoption of the Local Partnership Formulaic Program:

Milestone	Date
Publish proposed Formulaic Funding Distribution	June <b>27-28, 2024</b>
Draft Guidelines presented to the Commission	June <b>27-28, 2024</b>
Guidelines hearing	August <b>15-16, 2024</b>
Adoption of the Guidelines and Formulaic Funding Distribution <b>Call for Projects</b>	August <b>15-16, 2024</b>
<b>Project nominations due (initial programming)</b>	<b>November 15, 2024</b>
Release staff recommendations	January <b>8, 2025</b>
Initial program adoption	January <b>22-23, 2025</b>
<b>Project nominations due (final deadline)</b>	<b>April 28, 2028</b>

## II. ELIGIBILITY

### 4. Eligible Applicants

An eligible applicant under the Formulaic Program is a local or regional transportation agency that has sought and received voter approval of taxes, tolls, or fees which taxes, tolls, or fees are dedicated solely to transportation improvements. To be eligible that agency must also administer those taxes, tolls, or fees.

### 5. Eligibility Verification

Taxing authorities that have established eligibility prior to the adoption of these guidelines are listed in Appendix **C**.

Taxing authorities with new voter-approved tax measures, tolls, or fees that are potentially eligible for the Formulaic Program, must notify the Commission no less than six weeks prior to any future formulaic funding distribution adoption.

To verify eligibility, a taxing authority must submit the following information to the Commission:

- A cover letter signed by the taxing authority's Executive Director to affirm the taxes, tolls, or fees are dedicated solely to transportation improvements.



- A copy of the ordinance or resolution seeking voter-approval of the tax, toll, or fee.
- Ballot information.
- Election results (Official Statement of Votes Cast).
- For tolls, fees, and taxes other than sales taxes, a copy of the relevant section of the taxing authority's most recent audited financial statements indicating the revenue generated by the tax, toll, or fee, including posting location on the internet and information about how the revenues are reported to the State.

Upon receipt of all required documentation, the Commission will conduct a review and notify the taxing authority of the Commission's determination. The Commission may contact the taxing authority for additional information during the eligibility verification process.

Taxing authorities seeking verification of eligibility after adoption of the formulaic funding distribution must notify the Commission to be considered. If eligibility is established, an amendment to the funding distribution will be considered (refer to Section 9, ***Distribution***).

## 6. Eligible Projects

Eligible projects for the Local Partnership Program will be consistent with subdivisions (a) and (b) of Government Code Section 8879.70, and Streets and Highways Code Section 2032(a). The Commission encourages projects that align with the state's climate and equity goals as well as those that identify and incorporate the installation of conduit or fiber, where appropriate and feasible, along strategic corridors.

Eligible projects shall include all of the following:

- A. Improvements to the state highway system including, but not limited to, all of the following:
  - Major rehabilitation of an existing segment that extends the useful life of the segment by at least 15-years;
  - New construction to increase capacity of a highway segment that improves mobility or reduces congestion on that segment; and
  - Safety or operational improvements on a highway segment that are intended to reduce accidents and fatalities or improve traffic flow on that segment.



- B. Improvements to transit facilities, including guideways, that expand transit services, increase transit ridership, improve transit safety, enhance access or convenience of the traveling public, or otherwise provide or facilitate a viable alternative to driving.
- C. Acquisition **of zero-emission buses, and the cleanest available rail cars, locomotives, vans, or other** rolling stock including, **where eligible**, those necessary for the provision or maintenance **of fixed route or demand responsive** transit services **including microtransit, paratransit, non-medical transportation (NMT) and non-emergency medical transportation (NEMT).**
- D. **Capital projects that employ advanced and innovative technology, including but not limited to Intelligent Transportation Systems, digital signage and wayfinding systems, real-time travel information devices, demand responsive technology necessary for the provision of microtransit, paratransit, non-medical transportation (NMT) and non-emergency medical transportation (NEMT), and efficient and intelligent parking infrastructure and systems.**
- **Identified system and device performance and optimization to support those investments are eligible if they are considered capital costs.**
- E. Improvements to the local road system, including, but not limited to, the following:
- Major roadway rehabilitation, resurfacing, or reconstruction that extends its useful life by at least 15 years;
  - New construction and facilities to increase capacity, improve mobility, or enhance safety; and
  - Safety or operational improvements that are intended to reduce accidents and fatalities or improve traffic flow on that segment.
- F. Improvements to bicycle or pedestrian safety or mobility with an extended useful life.
- G. Improvements to mitigate the environmental impact of new transportation infrastructure on a locality's or region's air quality or water quality, commonly known as "urban runoff," including management practices for capturing or treating urban runoff.
- H. For purposes of the Local Partnership Program, a separate phase or stage of construction for an eligible project may include mitigation of the project's environmental impacts, including, but not limited to, sound walls, landscaping,



wetlands or habitat restoration or creation, replacement plantings, and drainage facilities.

- I. Sound walls for a freeway that was built prior to 1987 without sound walls and with or without high occupancy vehicle lanes if the completion of the sound walls has been deferred due to lack of available funding for at least 20 years and a noise barrier scope summary report has been completed within the last 20 years.
- J. Road maintenance and rehabilitation.
- K. Other transportation improvement projects.

**As applicable by law, projects that propose to construct a tolled transportation facility must obtain Commission approval to operate the toll facility in accordance with the Commission's Toll Facility Application Guidelines prior to the project being programmed in the Local Partnership Formulaic Program.**

### III. FUNDING

#### 7. Funding and Programming Cycle

The Local Partnership Program receives \$200 million annually from the Road Maintenance and Rehabilitation Account and each program cycle will include two years of funding. The **2024** Local Partnership Program (Formulaic and Competitive) will include Fiscal Years **2025-26** and **2026-27**. New cycles will be programmed every two years.

The Formulaic Incentive Funding of \$20 million will be set aside each fiscal year from the Local Partnership Program leaving \$180 million to be distributed annually, 60 percent via Formulaic and 40 percent via Competitive.

#### 8. Matching Requirements

Projects funded from the Formulaic Program will require at least a one-to-one match of private, local, federal, or state funds with the following exceptions:

- Taxing authorities with a voter-approved tax, toll, or fee which generates less than \$2 million annually are required to provide a match equal to 25 percent of the requested Formulaic Program funds. This exception is based on the revenue generated by the nominating agency's voter-approved taxes, tolls, or fees.
- For Soundwall only projects, the expenditure of local funds to complete the Project Approval and Environmental Document; Plans, Specifications, and Estimate; and Right-of-Way phases may be used to meet the one-to-one match for the Construction phase.



For purposes of calculating the required match, the Commission will, except for State Transportation Improvement Program (STIP) funding, only consider funds that are not allocated by the Commission on a project specific basis.

Local Streets and Roads Program funding may be used; however, apportionments must be received from the State Controller's Office and the project must be eligible as outlined in the Local Streets and Roads Program Guidelines.

The matching funds must be expended concurrently and proportionally on the project phase programmed with Formulaic Program funds, except as noted below. Costs incurred prior to allocation will not be counted towards the match.

The Commission may, at the time of programming or allocation, approve non-proportional spending. For projects receiving federal funds, the non-proportional spending must be approved by the Federal Highway Administration prior to allocation.

Adjustments will be made at project closeout to ensure matching funds were spent proportionally to the Formulaic Program funds.

## **9. Distribution**

Prior to each programming cycle, the Commission will adopt the formulaic distribution of funding for each eligible taxing authority rounded to the nearest whole thousand dollars. The Commission determines the formulaic funding amount for each eligible taxing authority with a voter-approved tax, toll, or fee that will be collected during the current programming cycle.

All taxing authorities eligible for formulaic funding will receive a minimum annual amount of \$200,000. The Commission may adjust this minimum funding in future programming cycles.

### **9.1 Distribution Factors**

#### **Revenue and Population**

The Commission will determine the total amount of annual revenue generated from voter-approved sales taxes, voter-approved parcel or property taxes, voter-approved tolls, and other voter-approved taxes dedicated solely to transportation improvements according to the most recent available data reported as follows:

- Local sales tax revenues: the sum of gross revenues for the most recent four quarters as reported for each local tax by the Department of Tax and Fee Administration.
- Parcel and property tax revenues: the revenues for the most recent fiscal year, as reported to the State Controller pursuant to Government Code Section 53891.





- Tolls and other tax revenues: the sum of revenues for the most recent fiscal year, as reported in the taxing authority's most recent audited financial statements.
- Population: the annual population estimate for cities and counties issued by the Department of Finance in May directly prior to the adoption of the formulaic funding distribution.

### **Geographic Location**

The Commission will establish funding for northern California and southern California by attributing the proportional share of revenues from voter-approved sales taxes, voter-approved parcel or property taxes, voter-approved tolls, and other voter-approved taxes dedicated solely to transportation improvements and imposed in counties in northern California to the northern share; and by attributing the proportional share of revenues from voter-approved sales taxes, voter-approved parcel or property taxes, voter-approved tolls, and other voter-approved taxes imposed in counties located in southern California to the southern share. The determination as to whether a county is in northern or southern California shall be based on the definitions set forth in the Streets and Highways Code Section 187.

**Southern Distribution.** Program funds made available to the southern share will be distributed as follows:

- 75 percent based on the population of the county in which the taxing authority is located compared to the total population of southern California counties with voter-approved sales taxes dedicated solely to transportation improvements.
- 25 percent based on the total amount of sales tax revenue generated by the voter-approved sales tax measures dedicated solely to transportation improvements administered by the taxing authority compared to the total amount of sales tax revenue generated from voter-approved sales tax measures dedicated solely to transportation improvements in southern California.

**Northern Distribution.** Program funds made available to the northern share will be distributed as follows:

- Program funds generated by voter-approved parcel or property taxes, voter-approved tolls, and other voter-approved taxes, excluding sales taxes, dedicated solely to transportation improvements shall be distributed to the taxing authority based on the proportional share of revenues generated by the toll or tax by that entity in comparison to the total revenues generated by, voter-approved parcel or property taxes, voter-approved tolls, and other voter-approved taxes dedicated solely to transportation improvements in northern California.





- Program funds generated by voter-approved sales taxes dedicated solely to transportation improvements shall be distributed to the taxing authority as follows:
  - 75 percent based on the population of the county in which the taxing authority is located compared to the total population of northern California counties with voter-approved sales taxes dedicated solely to transportation improvements.
  - 25 percent based on the total amount of sales tax revenue generated by the voter-approved sales tax measures dedicated solely to transportation improvements administered by the taxing authority compared to the total amount of sales tax revenue generated from voter-approved sales tax measures dedicated solely to transportation improvements in northern California.

The following factors will be considered for calculating the funding distribution, as applicable:

- Where a city has a voter-approved local sales tax and is located within a county without a countywide sales tax, the Commission will adopt a formulaic funding distribution for the city based on the city's population and the city's sales tax revenue.
- Where a city has a voter-approved local sales tax and is located within a county with a voter-approved local sales tax, the Commission will adopt a countywide formulaic funding amount based on the county's population and the county's sales tax revenue; and a formulaic funding amount for the city based on the city's sales tax revenue.
- Where there are multiple eligible taxing authorities with a voter-approved local sales tax within a county (or counties) with a countywide sales tax, the Commission will adopt a formulaic funding distribution for each taxing authority based on the relative tax rates of each voter-approved sales tax.

## 9.2 Distribution Adjustments

The adopted formulaic funding distribution amounts for each taxing authority will not be adjusted mid-cycle to accommodate the inclusion of new voter-approved tax measures, tolls, or fees. Adjustments will be made to the total funding amount available for all taxing authorities in the subsequent cycle of the Formulaic Program except when unused incentive funding is redistributed (refer to Section 10, **Incentive Funding**).



Taxing authorities that receive voter approval for new tax measures, tolls, or fees after adoption of the formulaic funding distribution, will be eligible to receive formulaic funding on the first day following the measure effective date.

- For taxing authorities with new voter-approved sales taxes, the formulaic funding shall be distributed based on 75 percent of the county's population in which the taxing authority is located compared to the total population of the region's (Northern or Southern) counties with voter-approved sales taxes dedicated solely to transportation improvements.
- For taxing authorities with new voter-approved parcel or property taxes, voter-approved tolls, and other voter-approved taxes, excluding sales taxes, the formulaic funding shall be distributed based on the proportional share of the projected annual revenue of the voter-approved tax initiative in comparison to the total revenues generated by voter-approved parcel or property taxes, voter-approved tolls, and other voter-approved taxes in Northern California.

## 10. Incentive Funding

The Formulaic Program recognizes new or renewed voter-approved self-help efforts and incentivizes jurisdictions to pursue future voter-approved tax measures, tolls, or fees. Incentive funding will be set-aside each fiscal year from the Local Partnership Program.

One-time incentive funding will be provided to jurisdictions that seek and receive voter-approval of new or renewed tax measures, tolls, or fees, if those tax measures, tolls, or fees meet the following criteria:

- Have a minimum period of ten years, and
- Are dedicated solely to transportation, and
- For sales taxes, are equal to or greater than one quarter cent.

The total amount of incentive funding awarded to jurisdictions will not exceed \$20 million annually. The incentive funding amount is based upon the projected annual revenue of the voter-approved tax, toll, or fee initiative. Incentive funding amounts will be a minimum of \$200,000 and may range up to a maximum of \$5,000,000 for each jurisdiction. Jurisdictions with a projected tax revenue of less than \$200,000 will receive the minimum incentive funding amount of \$200,000.

Should the sum of eligible incentive funding amounts (based on the above criteria) exceed \$20 million in any fiscal year, each incentive funding amount provided in that fiscal year will be reduced proportionally while still maintaining the \$200,000 minimum



funding amount. If this occurs, the Commission may elect to provide funding equal to the reductions in the following fiscal year, if incentive funding is available (that is, if the incentive funding in that following year is not depleted).

Incentive funding will be made available to eligible jurisdictions in June of each year.

### 10.1 Unused Incentive Funding

Unused incentive funding will be redistributed as outlined below. If there are unused incentive funds in the last year of the programming cycle, those funds will be redistributed in the subsequent cycle.

- Based on the program funding distribution (60 percent via formulaic and 40 percent via competitive).
- The amount to the Formulaic Program will first be used to offset the formulaic funding distribution amounts of new tax measures, tolls, or fees added during the fiscal year. Then the remaining balance will be redistributed to eligible taxing authorities in the next fiscal year.
- The amount to the Competitive Program will be redistributed in the last fiscal year of the Competitive Program programming cycle.

## 11. Funding Restrictions

The Formulaic Program funds may be used for any capital project phase (Project Approval and Environmental Document; Plans, Specifications, and Estimate; Right-of-Way; and Construction).

The Formulaic Program will only fund projects or project phases that are fully funded.

Projects on the state highway system and projects implemented by Caltrans require a Caltrans approved Project Report.

### 11.1 Supplemental Funding

A taxing authority may nominate an existing programmed project for supplemental funding if the project was allocated Formulaic Program funding and the supplemental funding is programmed to the same project phase.

Supplemental funding requests for pre-construction phases may be considered up to six months prior to the expenditure deadline. **The expenditure deadline for a supplemental allocation must be the same as the original allocation.**

Supplemental funding for the Construction phase must be programmed and allocated prior to contract award.



The supplemental funding may be to replace local funding already committed to the project, subject to the required match (refer to Section 8, *Matching Requirements*).

To streamline the programming process, a taxing authority may request to program supplemental funds with a simplified project nomination submittal as outlined in **Appendix B**. Taxing authorities requesting to add funding to an unallocated phase should refer to Section **22**, *Amendments*.

## **12. Reimbursement**

The Formulaic Program is a reimbursement program for eligible costs incurred. The implementing agency may begin incurring eligible costs upon allocation; however, reimbursement is dependent upon entering into an agreement with Caltrans. Costs incurred prior to Commission allocation and, for federally funded projects, Federal Highway Administration project approval (i.e., Authorization to Proceed) are not eligible for reimbursement.

# **IV. PROGRAMMING**

## **13. Screening Criteria**

The Commission will include each project nominated by a taxing authority in the formulaic program of projects provided that the Commission finds the nomination meets the requirements of statute and Commission guidelines.

Project nominations will be screened for the following:

- Project eligibility.
- Nomination package is complete.
- Demonstrate the required funding match.
- Demonstrate that all other funds for the proposed project (segment or phase) are committed.

## **14. Programming**

The program of projects is a list of projects adopted by the Commission at the beginning of each programming cycle that shows the amount of Formulaic Program funds approved for each nominated project.

The Formulaic Program of projects for each fiscal year will include, at a minimum for each project, the nominating and implementing agency, project title, and the amount to be funded from the Formulaic Program. The program of projects will not include projects



that request Formulaic Program funding that exceeds a taxing authority's formulaic funding distribution.

A taxing authority can nominate a project for inclusion in the program of projects by submitting a project nomination as outlined in **Appendix A**. Projects nominated for inclusion in the Formulaic Program after the initial deadline will be amended into the program of projects with a subsequent Commission action.

#### **14.1 Programming Requirements:**

The Commission will program eligible project costs in the following phases: Project Approval and Environmental Document; Plans, Specifications, and Estimate; Right-of-Way; and Construction.

For Caltrans implemented projects only, the cost of Right-of-Way support and Construction support will be separated out and programmed separately from the Right-of-Way capital and Construction capital costs.

The Commission will program and allocate funding to projects in whole thousands of dollars.

The Commission will program a project phase only if it finds that the phase itself is fully funded from a combination of Formulaic Program and other committed funding, or uncommitted funding as outlined in Section 15, and that the required match has been met. The Commission will regard funds as committed when they meet the requirements outlined in Section 15, **Committed and Uncommitted Funds**.

A project nomination may identify an agency other than the eligible taxing authority to be the implementing agency. The implementing agency assumes responsibility and accountability for the use and expenditure of program funds as well as staying in compliance with Section **24**, *Reporting Requirements*.

These guidelines do not preclude the transfer of formulaic funding between eligible taxing authorities. Taxing authorities may agree to transfer their Formulaic Program funding by nominating a project in another county. The taxing authority must include a letter signed by all parties agreeing to the transfer as part of the project nomination.

Taxing authorities and implementing agencies must comply with all relevant federal and state laws, regulations, policies, and procedures.

The Commission expects collaboration and cooperation between the taxing authority (nominating agency), implementing agency, and Caltrans for all projects on the state highway system.



## 14.2 Unprogrammed Formulaic Funding

If the initial program of projects adopted by the Commission does not program the full amount of a taxing authority's formulaic or incentive award funding, the balance will remain available for later program amendments supported by eligible project nominations until June 30, 2028 (first fiscal year of the subsequent programming cycle). The taxing authority must submit project nominations by **April 30, 2028**.

Unprogrammed funds must be programmed and allocated by June 30, 2028. Funds that remain unprogrammed and unallocated by the deadline will be redistributed to the Local Partnership Program. Where a project will not be ready for allocation, the implementing agency should request an extension of the allocation deadline (refer to Section 20, **Timely Use of Funds – Deadlines** and Section 21, **Timely Use of Funds - Extensions**).

## 15. Committed and Uncommitted Funds

The Commission will regard funds as committed when they are programmed by the Commission or when the taxing authority with discretionary authority over the funds has made its commitment to the project by ordinance or resolution. For federal formula funds, including Regional Surface Transportation, Congestion Mitigation and Air Quality, and federal formula transit funds, the commitment may be by Federal Transportation Improvement Program adoption. For federal discretionary funds, the commitment may be by federal approval of a full funding grant agreement or by grant approval.

Uncommitted funds may only be from the following competitive programs:

- Trade Corridor Enhancement Program,
- Solutions for Congested Corridors Program,
- Local Partnership Competitive Program,
- or a federal discretionary grant program.

If a project with uncommitted funds is programmed, all funding commitments must be secured prior to July 1 of the year in which the project is programmed.

The implementing agency must provide a project funding plan through the Construction phase that demonstrates the non-Formulaic Program funding in the plan (local, federal, state, private sources) is reasonably expected to be available and sufficient to complete the project.

Projects programmed by the Commission in the Formulaic Program will not be given priority in other programs under the Commission's purview.





## 16. Letter of No Prejudice

The Commission will consider approval of a Letter of No Prejudice to advance a project programmed in the Formulaic Program. Approval of the Letter of No Prejudice will allow the implementing agency to begin work and incur eligible expenses prior to allocation. The [Letter of No Prejudice Guidelines](#) are available on the Commission's website.

## 17. Title VI Requirements

Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d et seq. ("Title VI") prohibits discrimination on the basis of race, color, or national origin in any program or activity that receives federal funds or other federal financial assistance.

Projects programmed for Formulaic Program funds must comply with Title VI requirements as follows:

- The implementing agency assumes responsibility and accountability for the use and expenditure of program funds. Nominating agencies and implementing agencies must comply with all relevant federal and state laws, regulations, policies, and procedures.
- The implementing agency will ensure that no person or group(s) of persons shall, on the grounds of race, color, national origin, sex, age, disability, limited English proficiency, or income status, be excluded, or otherwise subject to discrimination, related to projects programmed and allocated by the Commission, regardless of whether the programs and activities are federally funded. The implementing agency will comply with all federal and state statutes and implementing regulations relating to nondiscrimination.
- A current list of Title VI nondiscrimination and related authorities is available on the Commission's website at:  
<https://catc.ca.gov/programs/equity-and-public-engagement/title-vi-information>.

## V. DELIVERY

### 18. Delivery Methods

**The Commission supports and encourages innovative delivery methods. Projects using alternative delivery methods such as design-build, progressive design-build, design sequencing procurement, or Construction Manager/General Contractor delivery should be identified in the project nomination, before programming, or as soon as possible before allocation. Due to the non-traditional nature of alternative delivery methods, it is possible that projects using alternative delivery methods might not follow the same procedures as projects utilizing design bid-build delivery. Flexibility may be requested and approved**



**consistent with programming and allocation capacity, program guidelines, and state and federal law.**

**For a project expected to use a design-build or design-sequencing delivery method, the Commission may program the Local Partnership Formulaic Program funds in the construction component of the project. The allocation however may be a combined amount to include design, right of way, and construction.**

**When using the Construction Manager/General Contractor delivery method, the project will be programmed and allocated in the same manner as design-bid-build. During the environmental or design phase, Construction Manager/General Contractor contract costs are considered environmental or design phase expenditures. As the project advances in the design phase, it may be desirable to separate the project into packages, or segments, for efficiencies in the Construction delivery.**

**If this is the case, the project may be divided into separate delivery contracts and the Commission must be notified as soon as possible. The delivery dates and the scope of work must be consistent with the approved electronic Project Programming Request (ePPR).**

## **19. Allocations**

When an agency is ready to implement a project or project phase, the agency will submit an allocation request to Caltrans. After receipt of the request, the typical time required to complete Caltrans review and recommendation, and Commission allocation is 60 days.

If the project will be implemented by an agency other than the taxing authority, the allocation request must be signed by the implementing agency and include a copy of the Memorandum of Understanding or Interagency Agreement between the project applicant (taxing authority) and implementing agency.

### **19.1 Review Process**

Caltrans will review the allocation request and provide a recommendation to the Commission for action.

The recommendation from Caltrans must include:

- Determination of project readiness
- Availability of appropriated funding
- Availability of all identified and committed supplementary and matching funds





- For a construction allocation recommendation, certification from Caltrans verifying that the project's Plans, Specifications, and Estimate are complete, environmental and Right-of-Way clearances are secured, and all necessary permits and agreements (including railroad construction and maintenance) are executed. Caltrans considers these projects Ready to List (RTL).

Commission staff may request additional information as part of the Commission's review.

## **19.2 Allocation Requirements**

In compliance with Section 21150 of the Public Resources Code, the Commission will not allocate funds for Plans, Specifications, and Estimate; Right-of-Way; or Construction prior to documentation of environmental clearance under the California Environmental Quality Act (CEQA). As a matter of policy, the Commission will not allocate funds for Plans, Specifications, and Estimate; Right-of-Way; or Construction of a federally funded project prior to documentation of environmental clearance under the National Environmental Policy Act (NEPA).

The Commission, as a Responsible Agency, must approve the environmentally cleared project for future funding consideration. The submission forms for this approval are available on the [Commission website](#).

The Commission will approve an allocation in whole thousands of dollars.

If there are insufficient program funds to approve an allocation, the Commission may delay the allocation of funds to a project until the next fiscal year without requiring an extension.

Construction phase and Construction Support phase allocations:

- A project will only be placed on the Commission's agenda for an allocation of Construction and Construction support funds if the project is ready to advertise.
- When Caltrans is the implementing agency, Right-of-Way Support and Construction Support costs must be allocated separately from Right-of-Way capital and Construction capital costs.
- The implementing agency must not award the Construction contract for a project until the Commission has approved allocation of the Formulaic Program funds for the project.
- The implementing agency should not request an allocation of construction funds unless it is prepared to award contract(s) related to the allocation within six months of allocation approval.



- If an agency that has Commission approval to use more than one contract to deliver the programmed project scope, then it must request separate allocations for each contract.

If a project or project phase is ready for implementation earlier than the fiscal year in which it is programmed in the Formulaic Program, the implementing agency may request an allocation in advance of the programmed year. The Commission may approve an allocation in advance of the programmed year if the allocation will not delay availability of funding for other projects.

### 19.3 Allocation Adjustments

Allocated funds may be shifted between programmed project phases to accommodate cost changes within the following limits:

Any amount that is allocated for **the** Project Approval and Environmental Document **phase** may also be expended for **the** Plans, Specifications, and Estimate **phase**. In addition, the implementing agency may expend an amount allocated for Project Approval and Environmental Document; Plans, Specifications, and Estimate; Right-of-Way; and Construction for another allocated project phase, provided that the total expenditure shifted to a phase in this way is not more than 20 percent of the amount actually allocated for either phase. This means that the amount transferred by the implementing agency from one phase to another may be no more than 20 percent of whichever of the phases has received the smaller allocation from the Commission.

Shifting of allocated funds between phases will not impact the amount of Formulaic Program funding programmed to the project. The implementing agency must coordinate with Caltrans and receive the approval of all the partners that nominated the project before submitting allocation adjustment requests to Caltrans.

## 20. Timely Use of Funds - Deadlines

The Commission expects certain deadlines to be met as programmed projects are implemented. If the expected deadlines are not met and a time extension is not approved prior to the expiration of a deadline, the Formulaic Program funds will be deleted from the project phase and the funds will be redistributed in the subsequent Local Partnership Program cycle.

- **Allocation deadline.** Allocation for a programmed project phase must be requested in the fiscal year in which the funds are programmed. Funds programmed to a project expire on June 30 of the fiscal year in which the funds are programmed. An allocation request must be placed on a Commission meeting agenda no later than the June Commission meeting of the fiscal year in which the funds are programmed.



- At the time of fund allocation, the implementing agency may request that the Commission extend the deadline for completion of work and the liquidation of funds **beyond the 36 months for project completion outlined in the Timely Use of Funds Policy, to accommodate the proposed expenditure plan for the project.**
- **Contract award deadline.** The Construction phase contract(s) must be awarded within six months of an approved allocation.
  - The implementing agency must not award the contract(s) for a project until the Commission has allocated the Formulaic Program funds programmed to the Construction phase and the Construction support phase.
- **Project expenditure deadline (pre-construction).** Funds allocated for project development (Project Approval and Environmental Document; Plans, Specifications, and Estimate) or Right-of-Way costs must be expended by the end of the second fiscal year following the fiscal year in which the funds were allocated. The implementing agency must invoice Caltrans for these costs no later than 180 days after the expenditure deadline.
- **Project completion deadline.** After award of the construction phase contract(s) (project completion), the implementing agency has up to 36 months to complete (accept) the contract(s). The implementing agency must invoice Caltrans for these costs no later than 180 days after the completion deadline.
- **10-year requirement.** Projects must commence right-of-way acquisition or construction within 10 years of receiving pre-construction funding (Project Approval and Environmental Document; Plans, Specifications, and Estimate) through the Formulaic Program, or the implementing agency must repay the Formulaic Program funds. Repaid funds will be redistributed in the subsequent Local Partnership Program cycle.

## 21. Timely Use of Funds - Extensions

The Commission will consider extending the deadlines stated in Section 21 with the following requirements:

1. An unforeseen and extraordinary circumstance beyond the control of the responsible agency has occurred to justify the extension.
  - a. Extension requests should describe the specific unforeseen and extraordinary circumstance and identify the delay directly attributable to the circumstance.



2. No deadline will be extended more than once.
3. Each deadline extension request will be considered separately for each programmed project phase.
4. The extension will not exceed the period of delay directly attributed to the extraordinary circumstance.
5. The extension request cannot exceed the maximum period of delay identified in this section.
6. The implementing agency must submit a time extension request to Caltrans at least 60 days prior to the Commission meeting where the extension needs to be approved.
  - a. Except for allocation of funds, all time extension requests must be received by Caltrans before the expiration dates indicated in Section 20.
  - b. An allocation extension request must be approved by the Commission before June 30 of the fiscal year the funds are programmed.
7. Caltrans will review and prepare a written analysis of the proposed extension request and forward the written analysis and recommendation to the Commission for action.
8. The Commission will consider a time extension request when it receives a time extension request with a recommendation from Caltrans.
9. If a time extension is not approved prior to the expiration of a deadline, the Formulaic Program funds will be deleted from the project phase and the funds will be redistributed in the subsequent Local Partnership Program cycle.

**The following types of extensions may be requested in the Formulaic Program:**

- **Allocation extension (12 month maximum).** An allocation extension may be requested if a project phase cannot be allocated before June 30 in the fiscal year it is programmed.
- **Contract award extension (12 month maximum).** A contract award extension may be requested if the Construction contract(s) cannot be awarded within six months of the approved Construction phase allocation.
- **Project expenditure extension (12 month maximum).** A project expenditure extension may be requested if pre-construction phase expenditures (Project Approval and Environmental Document; Plans, Specifications, and Estimate; and



Right-of-Way) cannot be completed by the end of the second fiscal year following the fiscal year in which the funds were allocated.

**Project completion extension (20 month maximum).** A project completion extension for the Construction phase completion may be requested if, after allocation, the implementing agency finds that project completion will not occur within 36 months of the construction contract award.

## 22. Amendments

The Commission will consider amendment requests to assist agencies in implementing their projects and maximize the overall benefits of the Formulaic Program. Amendment requests must be submitted as soon as the implementing agency has identified a need for one and must include documentation that supports the requested change and its impact on scope, cost, schedule, and benefits (outputs and outcomes). Amendment requests are not guaranteed to receive approval.

The Formulaic Program amendments are defined as significant or minor updates, changes, or corrections to a programmed project including the information submitted in the project nomination package.

Schedule changes to a project will not be considered unless a time extension is approved (refer to Section 21).

If there is a cost increase to the project, the implementing agency must submit an updated electronic Project Programming Request form that identifies the cost increase and the fund source that will cover the cost increase.

### 22.1 General Instructions for all Amendments:

Implementing agencies must notify Caltrans of proposed amendments. Amendment requests must be documented in writing and include the following:

- Detailed explanation of the proposed change.
- Reason for the proposed change. Provide documentation as applicable.
- Impacts to the project benefits (outputs and outcomes).
  - Provide a comparison between the proposed benefits (outputs and outcomes) and those submitted in the initial project nomination, noting an increase, decrease, or no change.
- Revised electronic Project Programming Request form documenting the proposed changes and the amendment request.



- Written concurrence of the proposed amendment from all partners that nominated the project.

Caltrans will review the proposed amendments and present the agency's proposal along with Caltrans' written analysis and recommendation to Commission staff for Commission's approval.

Amendment requests include but are not limited to **scope changes, contract separation, and reprogramming formulaic funding.**

## 22.2 Scope Changes

The Commission will consider changes to the approved scope submitted in the project nomination to assist agencies in implementing their projects and to maximize the benefits. The Commission and Caltrans should be notified as soon as possible of a potential change in project scope.

- Scope changes occurring before an allocation approval and deemed by Commission staff to be minor changes will be presented to the Commission as part of the project allocation request. Minor changes are those with little or no impact to the project benefits or those that increase the project benefits.
- Scope changes deemed by Commission staff to be significant changes, and the project benefits are less, will be presented to the Commission as an amendment with a Commission staff recommendation.
- The Commission will not consider scope changes after construction phase allocation unless the request is to expand the scope due to savings at contract award. A scope change due to savings at contract award must be submitted and approved by the Commission prior to contract award (refer to Section **23**, *Project Cost Savings*).

## 22.3 Contract Separation

If the project is divided into more than one contract after programming, the Commission will consider a program amendment. The Commission and Caltrans should be notified as soon as possible if the project is divided into more than one contract.

- Each project phase must remain programmed in the fiscal year in which it was originally programmed.
- The amendment request must identify the scope, funding plan, and schedule for each contract. This includes contracts without Formulaic Program funding but delivering any portion of the project scope that was originally programmed.





- A separate electronic Project Programming Request must be submitted for each contract.
- The benefits (outputs and outcomes) that will be achieved should be described for all contracts combined.
- An agency may only request to separate contracts for a programmed project once during the life of a project.
- Contract separation must be approved prior to the construction **phase** allocation.

#### **22.4 Reprogramming Formulaic Funding**

The Commission will consider reprogramming Formulaic Program funds on a programmed project if the funds have not been allocated. Project cost savings will be reprogrammed consistent with the policy outlined in Section **23, Project Cost Savings**.

- Requests to increase the amount of Formulaic Program funding on a programmed, unallocated project phase must be submitted prior to allocation of the project phase.
- Unused funds from an approved reprogramming action (i.e., when partial funds are deprogrammed from a project) will be returned to the taxing authority's unprogrammed Formulaic Program funding balance.
- The Commission will not consider reprogramming a deleted project in the same programming cycle.
- An allocation adjustment should be requested to reprogram allocated funds (refer to Section **19.3, Allocation Adjustments**).
- Requests for programming a new project or adding supplemental funds to an existing project should reference **Appendix A, Project Nominations** and **Appendix B, Supplemental and Amendment Project Nominations**.

#### **23. Project Cost Savings**

Project cost savings will be returned proportionally through a Commission action with the following requirements:

- Cost savings will be returned proportionally to the formulaic funding balance of the eligible taxing authority that nominated the project.
- The implementing agency must coordinate with Caltrans and the nominating agency to confirm the cost savings amount prior to a Commission action.



- The Commission will only consider a request to return cost savings after Caltrans submits the request with a recommendation to Commission staff. The recommendation from Caltrans must include confirmation of the cost savings and the amount to be returned.
- **The implementing agency must submit a deallocation request to Caltrans. After receipt of the request, the average time required to complete Caltrans review and recommendation, and Commission deallocation is 60 days. Depending on the complexity of the request, some requests may take longer than 60 days.**
- Cost savings returned to the taxing authority are available for programming after the Commission **approves an action to both deprogram and deallocate the funds.**
- Returned cost savings must be programmed and allocated within twelve (12) months of the Commission action. Funds that remain unprogrammed and unallocated after twelve months will be redistributed in the subsequent Local Partnership Program.
- Cost savings will be returned proportionally unless the agency requests to use the savings on the same project to fund a cost increase on a subsequent programmed phase.

“Proportionally”, when used in reference to project cost savings, means that savings will be returned based on the percentage contributed from each fund source. As an example, cost savings realized in a project phase that is funded 50 percent with Formulaic Program funds and 50 percent with local funds, the savings will go back to each “pot” of funds based on the percentage contributed to the project phase from each funding type.

### **23.1 Construction Phase Cost Savings**

Cost savings at contract award may be used to expand the scope of the project. The expanded scope will be considered a scope change amendment and must be reviewed and approved by Commission prior to contract award (refer to Section **22.2, Scope Changes**). All other contract award savings will be returned proportionally at project completion.

Cost savings at project completion must be returned proportionally except when an agency has, after project programming, committed additional funds to the project to fund a cost increase. In such instances, savings at project completion may be returned to other fund types first, until the proportions match those at programming.





## 23.2 Pre-construction Phase Cost Savings

The Commission must be notified in writing of cost savings in pre-construction project phases within the expenditure deadline (refer to Section **20, *Timely Use of Funds - Deadlines***). **Commission review of cost savings requests in pre-construction project phases will take place after the expenditure deadline.** Pre-construction phases include Project Approval and Environmental Document; Plans, Specifications, and Estimate; and Right-of-Way.

## VI. PROJECT ACCOUNTABILITY

### 24. Project Reporting

SB 1 places responsibility on the Commission to track the performance of and report to the public how well funding recipients are delivering projects receiving Local Partnership Program funds. The reporting requirements are outlined in the [Commission's SB 1 Accountability and Transparency Guidelines](#).

### 25. Project Tracking Database

Caltrans is responsible for developing, upgrading, and maintaining an electronic database record of the adopted Formulaic Program and Commission actions. The database includes project specific information, including project description, location, cost, scope, schedule, expected benefits, progress of the project, and a map. The project information from the database is accessible at [www.RebuildingCA.ca.gov](http://www.RebuildingCA.ca.gov).

### 26. Project Auditing

The audit requirements are outlined in the [Commission's SB 1 Accountability and Transparency Guidelines](#).

### 27. Project Signage

**An implementing agency must include construction signage stating that the project was made possible by SB 1 - The Road Repair and Accountability Act of 2017 (or Rebuilding California Funds) and include the Commission's official logo which can be requested from the Clerk of the Commission. The signage should comply with applicable federal and state laws, and Caltrans' manual and guidelines, including but not limited to the provisions of the California Manual on Uniform Traffic Control Devices. Reference Caltrans' Construction Project Funding Identification Sign webpage for additional details and requirements about project construction signage.**

### 28. Workforce Development Requirements

**To address the immediate and long-term need for a skilled workforce capable of building and maintaining the state's transportation infrastructure, SB 1**



**authorized the California Workforce Development Board to develop the SB 1 Workforce Guidelines. Implementing agencies may use the SB 1 Workforce Guidelines to participate in, invest in, or partner with, new or existing pre-apprenticeship training programs. Implementing agencies may track and report this information per the requirements specified in Section 24, Project Reporting.**

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## VII. APPENDICES

### APPENDIX A - PROJECT NOMINATIONS

#### Project Nomination Deadline

- Project nominations must be submitted to the Commission by November **15, 2024**, to be included in the initial program of projects.
- The final deadline to submit project nominations to the Commission for subsequent programming is April 30, **2028**.

#### General Submittal Instructions

- All project nominations must be submitted by the deadlines listed above.
  - Project nominations submitted on November **15, 2024**, or April 30, **2028**, must be submitted at or before 11:59 pm.
- Project nominations will be treated in accordance with California Public Records Act requirements, and information subject to those requirements, may be publicly disclosed.
- Applicants must submit one (1) electronic copy of the project nomination package.
- Electronic copies should be sent via email to [LPP@catc.ca.gov](mailto:LPP@catc.ca.gov). If electronic files are too large to send via a single email, please break up the files and send via multiple emails.
- Each project nomination should be limited to 35 pages, excluding information requested in appendices.
- Each project nomination must utilize the letter convention as specified below.

#### A. Cover Letter

The cover letter must **include a brief non-technical description of the project scope, cost, schedule, benefits (outputs and outcomes), and requested funding amount. If the project includes multiple project modes, each project mode must be described. Specifically include a “project purpose and need” section to describe how the project meets the primary purpose of the Local Partnership Formulaic Program as specified in Part I, Section 2 of the Local Partnership Formulaic Guidelines.**



- **If proposing a segment of a corridor, the applicant should discuss the entire corridor and why the project is being segmented. The project must demonstrate the segment proposed for funding has independent utility and include a narrative of the plan to complete the remaining improvements of the corridor.**
- **If proposing the last segment of the corridor, the nomination should discuss the benefits that have been achieved through the completion of all other segments and the overall benefits of completing the corridor. The cover letter should address the impacts of not completing the segment(s). The analysis should be coordinated with other jurisdictions if the corridor crosses multiple jurisdictions.**

The cover letter must be addressed to the California Transportation Commission's Executive Director and clearly identify the nominating agency or agencies and the implementing agency or agencies **on a formal letterhead**.

- The cover letter must include the signature of the Chief Executive Officer or other officer authorized by the nominating agency's governing board, authorizing and approving the project nomination.
  - Jointly nominated projects must have the duly authorized signatures of both agencies.
  - Where the project will be implemented by an agency or multiple agencies other than the nominating agency, the cover letter must include the signature(s) of the Chief Executive Officer or other authorized officer(s) of the implementing agency or agencies **and documentation of the agreement between the project nominator and implementing agency.**

## **B. Screening Criteria**

- 1) **Eligible Project:** Explain (no more than one or two paragraphs) how the project is eligible based on the categories outlined in the guidelines, Section 6, **Eligible Projects**.
- 2) **Electronic Project Programming Request (ePPR):** The ePPR form must be included in the project nomination and list all funding match sources (federal, state, local, and private).
  - The Formulaic Program request and the required match should be clearly identified.



- The information submitted in the ePPR must align with the project nomination.
  - The final version of the ePPR must be submitted (“draft” watermark not shown).
  - If the project is divided into more than one independent contract, a separate ePPR must be submitted for each contract.
- 3) **Performance Metrics:** The required Performance Metrics in Appendix **E** may be submitted as part of the ePPR.
- Performance metrics must be applicable and relevant to the proposed project scope and support the narrative of the project.
  - The [SB 1 Technical Performance Measurement Methodology Guidebook](#) provides instructions on how to complete required performance metrics.

### C. General Information

- 1) **Overview:** Provide a brief, one to three paragraph, non-technical description of the project. If the project includes multiple project modes, each project mode must be described.
- 2) **Project Location:** Provide a brief description of the project location(s) including city and county boundaries.
  - Provide a map (or maps) that clearly show(s) the project location(s).
  - Photos: Photos (rendering or actual) of the project location(s).
- 3) **Scope:** A clear, concise (no more than two paragraphs), publicly understandable description of the project scope to be programmed with Formulaic Program funding.
- 4) **Project Benefits:** A brief description of the project benefits including the outcomes proposed for funding. Include a list of outputs for the project.
  - Make sure the outputs listed here are consistent with the outputs submitted in the electronic Project Programming Request.
  - Projects requesting Formulaic Program funding in pre-construction phases only should include a brief description of the completed project’s anticipated outcomes.



- 5) **Community Engagement and Outreach:** Provide a description of how your agency developed the scope through demonstrated partnership, engagement, and collaboration. How was input received and incorporated into the project? If a disadvantaged or historically impacted and marginalized community is within the project area, describe how they were engaged.
  - a. Equitable projects demonstrate meaningful and effective public participation in the decision-making processes, particularly by disadvantaged or historically impacted and marginalized communities.
  - b. The Commission's *Senate Bill 1 Programs Transportation Equity Supplement* in Appendix F should be referenced as a guide to this section.
  - c. Engagement should occur through the development of the project; for road rehabilitation projects, applicants should describe demonstrated partnership at the environmental phase and during construction.
  - d. Projects requesting only pre-construction phases should describe the plan for community engagement and partnership for the project.
- 6) **Economic Development and Job Creation and Retention –** The nomination should address how the proposed project stimulates local economic activity, supports economic development, creates, or increases access to employment.
  - a. How does the project support economic development and improve access to employment for disadvantaged or historically impacted and marginalized communities?
  - b. How does the proposed project improve access to economic opportunities and the movement of goods and services in the region?
  - c. If applicable, provide the number and types of jobs created by this project's delivery. Include any efforts to develop local jobs and workforce development opportunities consistent with federal and state laws. For more information about workforce development, visit the California Workforce Development Board's website.
  - d. Identify and discuss other economic impacts the project will have.
- 7) **Nominating Agency and Implementing Agency Agreement (if applicable):**  
Where the project is to be implemented by an agency other than the nominator,



provide confirmation of the agreement between the project nominator and implementing agency.

- 8) **Reversible Lanes:** A confirmation that any capacity-increasing project or a major street or highway lane realignment project was considered for reversible lanes pursuant to Streets and Highways Code Section 100.15.

#### D. Project Delivery

- 1) **Delivery Method:** Specify which delivery method is being used for the project. This can be one sentence but no more than one paragraph.
- If a delivery method other than design-bid-build is used for the project, identify the delivery method used.
  - If the delivery method is unknown at the time of nomination, it should be noted in the project nomination and then reported as soon as it is known.
- 2) **Contracts:** If the project is divided into more than one contract which requires separate allocations, explain that in this section.
- 3) **Schedule Risks:** In narrative form or table format, list any potential risks and proposed mitigation strategies to keep the project on schedule.
- The risks considered should include, but not be limited to, risks associated with deliverability, engineering issues, and funding commitments.
  - Examples of schedule risks include the need for geotechnical analysis or related concerns, complicated utility relocations, or land acquisition concerns.

#### E. Project Funding

- 1) **Funding Plan:** Provide the table below for all project phases. The table should be consistent with the information provided in the electronic Project Programming Request.
- **Cost Estimates:** A project cost estimate includes the amount and source of all funds committed to the project and the basis for concluding that the funds are expected to be available. Cost estimates should be escalated to the year of proposed implementation and be approved by the Chief Executive Officer or other authorized officer of the implementing agency.
  - **Required Match:** The project funding plan must include the required funding match (Section 8, **Matching Requirements**) in each project phase where Formulaic Program funds are requested.





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- **Total Project Cost:** Include the total project cost.
  - If the project nomination is requesting Formulaic Program funding for pre-construction phases only, provide the estimated total project cost through the Construction phase.
- **Uncommitted Funds:** May only be from those programs outlined in Section 15, **Committed and Uncommitted Funds**.
  - When uncommitted funding is proposed, the project nomination must address the plan for securing a funding commitment, explain the risk of not securing that commitment, and the plan for securing an alternate source of funding.

Fund Source	Committed or Uncommitted	Fiscal Year of Allocation (LPP-F)	PAED	PSE	Right of Way	Construction	Total
LPP-Formulaic Request							
Example Fund #1 (match)							
Example Fund #2							
<b>Total</b>							

## F. Other

- 1) **Interagency Cooperation:** Projects on the state highway system must provide evidence of cooperation between the nominating agency and Caltrans. (Refer to Appendix **G, State Highway System Project Impact Assessment**).
- 2) **Transfer of Formulaic Program Funds Between Taxing Authorities:** (if applicable) The project nomination must include a letter, addressed to the California Transportation Commission's Executive Director, that clearly identifies the following:
  - The taxing authority to which the funds are being transferred,
  - The project (title and scope) where funds will be programmed,
  - The implementing agency of the project, and





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- The amount of Formulaic Program funding being transferred.

The letter must include the signatures of both taxing authorities:

- Taxing authority transferring the funding: The Chief Executive Officer or another officer authorized by the taxing authority's governing board to authorize and approve the transfer.
- Taxing authority receiving the funding: The Chief Executive Officer or another officer authorized by the taxing authority's governing board to authorize and approve the acceptance of the transfer.

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## **APPENDIX B - SUPPLEMENTAL AND AMENDMENT PROJECT NOMINATIONS**

### **General Submittal Instructions**

- Project nominations will be treated in accordance with California Public Records Act requirements, and information subject to those requirements may be publicly disclosed.
- Applicants must submit one (1) electronic copy of the project nomination package.
- Electronic copies should be sent via e-mail to [LPP@catc.ca.gov](mailto:LPP@catc.ca.gov). If electronic files are too large to send via a single e-mail, please break up the files and send via multiple e-mails.
- Each supplemental or amendment project nomination should be limited to ten (10) pages and utilize the letter convention as specified below.

### **A. Cover letter**

- A cover letter must be submitted with the supplemental or amendment project nomination.
- The cover letter must be addressed to the California Transportation Commission's Executive Director and clearly identify the nominating agency or agencies and the implementing agency or agencies.
- The cover letter must clearly identify the existing programmed project and briefly describe the supplemental or amending funding request (one or two sentences).
- The cover letter must include the signature of the Chief Executive Officer or other officer authorized by the nominating agency's governing board, authorizing and approving the nomination.
  - Where the project will be implemented by an agency or multiple agencies other than the nominating agency, the cover letter must include the signature(s) of the Chief Executive Officer or other authorized officer(s) of the implementing agency or agencies.

### **B. Screening Criteria**

- The revised electronic Project Programming Request (ePPR) form must list all funding match sources (federal, state, local, and private) and other committed funds.



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- The supplemental or amendment funding request and the required match should be clearly identified separately from the original Formulaic Program funding request.
- The information submitted in the ePPR must align with this project nomination.
- The final version of the ePPR must be submitted (“draft” watermark not shown).
- If the original project nomination was divided into more than one independent contract, a separate revised ePPR must be submitted for each contract.
- If an ePPR was not part of the initial project nomination, one must be submitted for the project as part of this request.
- If applicable, include the revised Performance Metrics required in the initial project nomination.
  - If Performance Metrics were not part of the initial project nomination, they must be submitted for the project as part of this request.

### C. General Information

- **Overview:** Provide the project title and implementing agency.
- **Project status:** Provide a brief description of the current status of the project.
- **Funding Request:** Provide a clear description of the supplemental or amendment funding request and the reason for the proposed request.
- **Project Updates:** Describe how the following differs from the original project nomination. If no changes are anticipated, provide notation in section.
  - Project scope.
  - Project location: Provide a brief description of the revised project location(s) including city and county boundaries.
    - Revised Map (if applicable): A revised map (or maps) that clearly show the original and revised project location(s).
  - Project schedule.



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- Project benefits: Provide a comparison between the proposed benefits (outputs and outcomes) and those submitted in the initial project nomination, noting an increase, decrease, or no change.
- Funding plan: Provide the table below with updates to the funding plan submitted in the original project nomination.

Fund Source	Committed or Uncommitted	Fiscal Year of Allocation (LPP-F)	PA&ED	PS&E	Right of Way	Construction	Total
Total							



## APPENDIX C - ELIGIBLE TAXING AUTHORITIES RECEIVING FORMULAIC FUNDING

(Updated June 12, 2024)

Administering Agency	Ballot Designation	Expiration Date
Alameda County Transportation Commission	Measure BB Measure F	March 31, 2045 None
Alameda-Contra Costa Transit District	Measure C1/VV	June 30, 2039
<b>Amador (UNDER REVIEW)</b>	Measure K	June 30, 2034
Bay Area Rapid Transit District (BART)	Measure RR	None
Bay Area Toll Authority	Regional Measure 1 Regional Measure 2 Regional Measure 3	None None None
Caltrain	Measure RR	June 30, 2051
City/County Association of Governments of San Mateo County	Measure M	May 1, 2036
City and County of San Francisco	Proposition D	November 5, 2045
Clearlake	Measure V	March 31, 2037
Contra Costa Transportation Authority	Measure J	March 31, 2034
Council of San Benito County Governments	Measure G	March 31, 2049
El Cerrito	Measure A	None
El Paso de Robles	Measure E-12 Measure F-12	March 30, 2025 March 30, 2025
Fort Bragg	Measure J	None
Fresno County Transportation Authority	Measure C	June 30, 2027
Imperial County Local Transportation Authority	Measure D	March 31, 2050
Los Angeles County Metropolitan Transportation Authority	Proposition A Proposition C Measure R Measure M	None None June 30, 2039 None
Madera County Transportation Authority	Measure T	March 31, 2027
Martinez	Measure D	March 31, 2032
Merced County Transportation Authority	Measure V	March 31, 2047
Monterey-Salinas Transit District	Measure Q	March 31, 2030
Napa Valley Transportation Authority	Measure T	June 30, 2043
Orange County Transportation Authority	Measure M	March 31, 2041



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<b>Administering Agency</b>	<b>Ballot Designation</b>	<b>Expiration Date</b>
Orinda	<b>Measure L</b>	<b>September 15, 2038</b>
Point Arena	<b>Measure C</b>	<b>None</b>
Riverside County Transportation Commission	<b>Measure A</b>	<b>June 30, 2039</b>
Sacramento Transportation Authority	<b>Measure A</b>	<b>March 31, 2039</b>
San Bernardino County Transportation Authority	<b>Measure I</b>	<b>March 31, 2040</b>
San Diego Regional Transportation Commission	<b>Proposition A</b>	<b>March 31, 2048</b>
San Francisco County Transportation Authority	<b>Proposition L</b> <b>Proposition AA</b>	<b>March 31, 2053</b> <b>None</b>
San Joaquin County Transportation Authority	<b>Measure K</b>	<b>March 31, 2041</b>
San Mateo County Transit District	<b>Measure W</b> <b>Proposition A</b>	<b>June 30, 2049</b> <b>None</b>
San Mateo County Transportation Authority	<b>Measure A</b>	<b>December 31, 2034</b>
Santa Barbara County Local Transportation Authority	<b>Measure A</b>	<b>March 31, 2040</b>
Santa Clara Valley Transportation Authority	<b>Measure A (1976)</b> <b>Measure A (2000)</b> <b>Measure B (2008)</b> <b>Measure B (2010)</b> <b>Measure B (2016)</b>	<b>None</b> <b>March 31, 2036</b> <b>June 30, 2042</b> <b>None</b> <b>March 31, 2047</b>
Santa Cruz County Regional Transportation Commission	<b>Measure D</b>	<b>March 31, 2047</b>
Santa Cruz Metropolitan Transit District	<b>Measure G</b>	<b>None</b>
Sonoma County Transportation Authority	<b>Measure M</b> <b>Measure DD - renewal</b> <i>(operative April 1, 2025)</i>	<b>March 31, 2025</b> <b>March 31, 2045</b>
Sonoma Marin Area Rail Transit District	<b>Measure Q</b>	<b>March 31, 2029</b>
Stanislaus County Transportation Authority	<b>Measure L</b>	<b>March 31, 2042</b>
Transportation Agency for Monterey County	<b>Measure X</b>	<b>March 31, 2047</b>
Transportation Authority of Marin County	<b>Measure AA</b> <b>Measure B</b>	<b>March 31, 2049</b> <b>None</b>
Truckee	<b>Measure R</b> <b>Measure V</b> <b>Measure U -renewal</b> <i>(operative October 1, 2024)</i>	<b>September 30, 2024</b> <b>December 31, 2028</b> <b>None</b>



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Administering Agency	Ballot Designation	Expiration Date
Tulare County Transportation Authority	Measure R	March 31, 2037
Ukiah	Measure Y Measure Z	None
Willits	Measure A	None
Yuba County	Measure D	None

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## **APPENDIX D - ELECTRONIC PROJECT PROGRAMMING REQUEST**

Each project nomination must include an electronic Project Programming Request (ePPR) form. The ePPR must list federal, state, local, and private funding categories by project phase and fiscal year. If the proposed project includes multiple project modes to be delivered under separate contracts, or if the programmed project scope will be delivered under more than one independent contract, each project mode, or each independent contract must have its own ePPR. The scope, benefits, schedule, and funding plan of the ePPR must be consistent with the information in the project nomination. Access to the electronic Project Programming Request form may be found on the [Caltrans website](https://dot.ca.gov/programs/financial-programming/office-of-capital-improvement-programming-ocip).<sup>1</sup>

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<sup>1</sup> <https://dot.ca.gov/programs/financial-programming/office-of-capital-improvement-programming-ocip>



## APPENDIX E - PERFORMANCE METRICS

- Please fill in the table included in this section with the requested information for the proposed project. This information must be consistent with the information in the electronic Project Programming Request form that is submitted with the project nomination (refer to Appendix D, **Electronic Project Programming Request**).
- Commission staff may contact applicants for additional information.
- Please refer to the [Senate Bill \(SB\) 1 Technical Performance Measurement Methodology Guidebook<sup>2</sup>](#) which includes additional information and resources for completing the table.

Measure	Metric	Project Type	Build	Future No Build	Change	Increase or Decrease
Congestion Reduction	Change in Daily Vehicle Miles Travelled	Local Road Hwy Road Transit				
	Person Hours of Travel Time Saved	Local Road Hwy Road Transit				
Throughput	Bicyclist and Pedestrian Screen Line Counts (Optional)	Active Transportation				
System Reliability	Peak Period Travel Time Reliability Index	Hwy Road				
	Level of Transit Delay	Transit				
Safety	Number of Fatalities	All				

<sup>2</sup> <https://catc.ca.gov/-/media/ctc-media/documents/cto-workshops/2022/sb-1/performance-measurement-guidebook-final-draft.pdf>

Measure	Metric	Project Type	Build	Future No Build	Change	Increase or Decrease
	Number of Serious Injuries	All				
(Safety, continued)	Rate of Fatalities	All				
	Rate of Serious Injuries	All				
Economic Development	Jobs Created (Direct and Indirect)	All				
	Particulate Matter (PM 2.5 PM 10)	All				
Air Quality	Carbon Dioxide (CO <sub>2</sub> )	All				
	Volatile Organic Compounds (VOC)	All				
	Sulphur Oxides (SO <sub>x</sub> )	All				
	Carbon Monoxide (CO)	All				
	Nitrogen Oxides (NO <sub>x</sub> )	All				
Cost Effectiveness	Cost Benefit Ratio	All				
Accessibility	Number of Jobs Accessible by Mode	All				



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Measure	Metric	Project Type	Build	Future No Build	Change	Increase or Decrease
	Access to Key Destinations by Mode	All				
(Accessibility, continued)	Percent of Population Defined as Low Income or Disadvantaged within half mile of rail station, ferry terminal, or high-frequency bus stop	All				
<b>System Preservation</b>	Pavement Condition Index	Local Road Hwy Road				
(Pavement and Bridge Rehabilitation only)	Bridge Condition Rating for Bridge Deck, Superstructure, Substructure	Local Road Hwy Road				
<b>Noise Level</b>	Number of Receptors	Sound walls				
(Sound walls only)	Properties Directly Benefited	Sound walls				
(For reporting only)	Number of Decibels	Sound walls				



## APPENDIX F - SB 1 TRANSPORTATION EQUITY SUPPLEMENT

On January 27, 2021, the California Transportation Commission (Commission) adopted its Racial Equity Statement, which states:

The California Transportation Commission recognizes that throughout California's history, improvements to the State's transportation system have disproportionately benefitted some population groups and burdened others. The Commission condemns all forms of racism and is actively working to promote equitable outcomes through our programs, policies, and practices.

In the mid-Twentieth Century, California undertook a major expansion of transportation infrastructure aided by an influx of federal funding. While infrastructure improvements were being planned, designed, and constructed, Black, Indigenous, and other people of color were disenfranchised, lacked voting protections, and were underrepresented in government decision-making. New highways were frequently constructed through predominately Black, Latino, Asian, and low-income neighborhoods to meet the needs of primarily white suburban commuters, and through tribal lands. Racist policies and decisions also influenced the siting of other types of transportation infrastructure, such as commuter railways, and the delivery of transit services. The results of racial segregation and disinvestment of transportation funds in communities of color are still visible in cities today.

Californians who live in historically underserved communities are more likely to be negatively impacted by increased exposure to air pollution and noise from cars, trucks, ships, trains, and aircraft, and struck or killed by drivers when walking and biking. These vulnerable communities may have limited access to safe and affordable transportation options to connect residents to jobs, education, healthcare, and recreation. In addition, people of color may experience diminished safety and comfort while walking, biking, driving, or using public transportation as a result of racial discrimination in enforcement.

The Commission vows to create mobility opportunities for all Californians, especially those from underserved communities, to thrive in all aspects of life. The Commission will:

- Work to build and strengthen relationships with community-based organizations, non-profits, advocacy organizations, and other equity experts and practitioners;
- Empower the Commission's Equity Advisory Roundtable and future related efforts to help inform transportation decision making;
- Strengthen understanding of community transportation needs and challenges through the forthcoming Community Listening Sessions;
- Ensure equity, public health, and robust public engagement via our planning and programming guidelines;
- Provide expanded opportunities for Commissioner and staff training related to diversity,



**equity, and inclusion; and**

- **Feature equity topics and elevate diverse perspectives in public meetings of the Commission.**

**We uphold our dedication to serve and improve the quality of life for all Californians by continuing to prioritize transportation equity issues and ensuring all experience safe, affordable, and efficient transportation.**

**The Commission developed this supplement in collaboration with members from the Interagency Equity Advisory Committee and stakeholders as a resource for applicant agencies preparing project nominations for Senate Bill (SB) 1 Programs (Local Partnership Program, Solutions for Congested Corridors Program, and Trade Corridor Enhancement Program). The Commission endeavors to ensure program policies progress by embedding equity considerations in the project development, nomination, and selection process.**

**This supplement provides information on key statistics, benefits, and communication strategies that may be used during project development to yield more equitable outcomes. An applicant agency may use the information and strategies presented here to explain how a project advances transportation equity from identification and inclusion to impacts and outcomes:**

- **How did the agency engage communities in the project study area to identify their needs? Did the agency directly engage with disadvantaged or historically impacted and marginalized groups, including Black, Indigenous, and other people of color, displaced or unhoused persons, individuals with disabilities, seniors and elders, and low-income individuals or communities? How was community feedback incorporated into the project? How did the agency inform communities about whether their feedback was incorporated into the project?**
- **How did the agency develop the project scope? Was the alternatives analysis developed to include community feedback? Can the agency demonstrate its partnership and collaboration with the disadvantaged or historically impacted and marginalized communities in the project study area?**
- **How did the agency assess if the project would cause any disparate impacts on the basis of race, color, socioeconomic status, gender, sexuality, disability status, or national origin? If disparate impacts were identified, did the agency consider and incorporate alternate options as applicable?**

**Equitable practices should be considered through a project's lifecycle (planning, development, and delivery). This can include structural and procedural equity strategies like the examples**



provided in this supplement. Structural strategies reform planning practices to create inclusive, affordable, and resource-efficient transportation infrastructure, whereas procedural strategies provide special benefits to disadvantaged groups to create fairness in process. Mindful and meaningful inclusion and engagement are critical to successfully advance equity in transportation planning as well as project development and delivery.

Agencies may use this supplement to incorporate equitable corridor improvement strategies and advance projects with more equitable outcomes in their comprehensive multimodal corridor plans, if applicable.

Agencies may also consult the California Strategic Growth Council's Racial Equity Resource Hub to learn more about racial equity best practices (key focus hubs to consider: Creating Your Roadmap, Growing Awareness, Taking Action). The California Strategic Growth Council represents seven state member agencies, including the California State Transportation Agency, and created the Racial Equity Resource Hub to consolidate, streamline, and promote racial equity resources and tools for state agencies' implementation.

#### A. Example Indicators Used to Identify Disadvantaged or Historically Impacted and Marginalized Groups

Pursuant to California Health and Safety Code Section 39711, disadvantaged communities are identified based on geographic, socioeconomic, public health, and environmental hazard criteria. Disadvantaged communities may include either of the following:

- (1) Areas disproportionately affected by environmental pollution and other hazards that can lead to negative public health effects, exposure, or environmental degradation.
- (2) Areas with concentrations of people that are of low income, high unemployment, low levels of homeownership, high rent burden, sensitive populations, or low levels of educational attainment.

Recognizing localized differences helps to identify disadvantaged or historically impacted and marginalized groups. Some example indicators are included for reference below.

- Median Household Income – Is less than 80 percent of the statewide median based on the most current Census Tract (ID 140) level data. Communities with a population less than 15,000 may use data at the Census Block Group (ID 150) level. Unincorporated communities may use data at the Census Place (ID 160) level. Data is available at the United States Census Bureau website.
- California Communities Environmental Health Screening Tool (CalEnviroScreen) – A mapping tool developed by the California Office of Environmental Health Hazard





**Assessment on behalf of the California Environmental Protection Agency that uses environmental, health, and socioeconomic information to produce scores for every census tract in the state which can be accessed on the California Office of Environmental Health Hazard Assessment's [website](#).**

- **SB 535 (De León, Chapter 830, Statutes of 2012) established initial requirements for minimum funding levels to “Disadvantaged Communities” for specified programs and required the California Environmental Protection Agency to identify those communities. The [SB 535 Designation of Disadvantaged Communities](#) identifies four types of geographic areas as disadvantaged, including census tracts that receive the highest 25 percent of overall scores in the most recent version of CalEnviroScreen.**
- **Healthy Places Index – Developed by the Public Health Alliance of Southern California, the Healthy Places Index includes a composite score for each census tract in the state. The higher the score, the healthier the community conditions based on 25 community characteristics. The scores are then converted to a percentile to compare it to other tracts in the state. Within the Healthy Places Index, a census tract must be in the 25<sup>th</sup> percentile or less to qualify as a disadvantaged community. The live map and direct data can be accessed on the [California Healthy Places Index website](#).**
  - **Extreme Heat Edition – Developed by the Public Health Alliance in partnership with the UCLA Luskin Center for Innovation, the Healthy Places Index Extreme Heat Edition provides datasets on projected heat exposure for California, place-based indicators measuring community conditions and sensitive populations. It also provides a list of resources and funding opportunities that can be used to address extreme heat. More information about the tool and a live map can both be found on the [UCLA Luskin Center for Innovation website](#). This tool complements the [California Heat Assessment Tool](#) funded by the California Natural Resources Agency as part of the state’s Fourth Climate Change Assessment.**
- **Native American Tribal Governments – Projects located within Federally Recognized Tribal Lands (typically within the boundaries of a Reservation or Rancheria) or projects that provide benefits to Native American Tribal Governments and communities.**
- **Regional Definition – Such as “environmental justice communities,” “equity priority communities,” or “communities of concern.” The regional definition must be developed through a robust public outreach process that includes community stakeholders’ input and must be stratified based on severity. A regional definition of disadvantaged communities must be adopted as part of a regular four-year cycle adoption of a Regional Transportation Plan (RTP) or Sustainable Communities Strategy (SCS) by a metropolitan planning organization or regional transportation planning agency per obligations with**



**Title VI of the Federal Civil Rights Act of 1964. A regional definition of disadvantaged communities must be used for the region's broader planning purposes rather than only to apply for SB 1 Program funding.**

- **California Department of Transportation's Transportation Equity Index (EQI) – A spatial screening tool designed to identify transportation-based priority populations at the census block level. The Transportation Equity Index integrates transportation and socioeconomic indicators into three screens that all reflect low-income status and tribal land status: 1) transportation-based priority populations, 2) traffic exposure, and 3) access to destinations. The live map and detailed use instructions can be accessed on the [California Department of Transportation's website](#).**
- **United States Department of Transportation's Equitable Transportation Community (ETC) Explorer – Developed under the [Justice40 Initiative](#), this interactive web application uses census tracts and data to explore the cumulative impacts of transportation underinvestment in the areas of transportation insecurity, environmental burden, social vulnerability, health vulnerability, and climate and disaster risk burden. Census tracts are considered “disadvantaged” in communities if the final index score is greater than the 65<sup>th</sup> percentile. The map can be accessed on the United States Department of Transportation's [website](#).**
- **Other – If an applicant agency cannot utilize the aforementioned indicators, it may submit other documentation to demonstrate the project benefits a disadvantaged or historically impacted and marginalized community. Suggested alternatives include:**
  - **Census data that represents an assessment of the project study area. The agency must submit a quantitative assessment (e.g.: a survey) to demonstrate that the population contained within the project study area boundary includes:**
    - **A median household income that is at or below 80 percent of the state median household income.**
    - **A significant number of households at risk of displacement due to cost-of-living burden or project siting.**
    - **A significant number of households receiving food stamps or public assistance.**
    - **A significant population of seniors and elderly residents.**
    - **A significant population of individuals with disabilities or mobility impaired residents.**
    - **A significant population of single-parent households.**
    - **A significant population of immigrant or foreign-born households.**
    - **A significant population of veterans.**
    - **A significant number of car-less households.**



- **A significant number of public transit users (including mobility impaired users).**
  - **Unemployment measurements.**
  - **Nearby amenities including shopping centers, health centers, schools, social services, and employment sites, or lack thereof.**
  - **Traffic safety indicators including collisions and injuries sustained.**
  - **Community derived safety information and indicators such as high-risk zones for pedestrians and cyclists, illegal dumping hot-spots, or school-safety priority zones**
  - **Areas of Persistent Poverty and Historically Disadvantaged Communities as defined by the United States Department of Transportation and identified using the mapping tools provided [here](#).**

## **B. Example Equity Benefits**

**Advancing equity in transportation results in a more diverse, affordable, accessible, and efficient transportation system for everyone. Equitable transportation projects can:**

- 1. Increase access to social, educational, and economic opportunities and amenities, including shopping centers, health centers, schools, community organizations, museums, social services, transit centers, and employment sites.**
- 2. Reduce travel times and congestion.**
- 3. Reduce pollution.**
- 4. Improve access to active transportation and provide alternatives to automotive options.**
- 5. Improve safety of active transportation and non-motorized modes of travel in the community and the corridor.**
- 6. Enhance opportunities to increase physical activity by encouraging use of active transportation.**
- 7. Enhance opportunities to encourage use of zero-emission modes of travel.**
- 8. Increase access to accessible facilities and infrastructure with first-and-last-mile connectivity to accommodate all types of travelers, especially mobility impaired users.**

## **C. Example Inclusion and Engagement Strategies**

**Meaningful inclusion and engagement require sustained interactions and consistent, transparent communications to build trust through every step of the project planning process—from first thought to last action. This is especially important in disadvantaged and historically impacted and marginalized communities.**

**Community inclusion and engagement may be pursued during each stage in the project development and delivery process. An applicant agency should demonstrate how its inclusion**



and engagement strategies align with the types of strategies included as examples below, describe how recently that engagement has occurred, and how it is actively implemented.

While there are many types of engagement strategies to utilize, multifaceted approaches may yield optimal benefits for communities and applicant agencies. For example, direct engagement strategies, such as meeting with community leaders to develop relationships, can be combined with indirect strategies, such as surveys and polls to understand community needs, in which case both the communities and the applicant agencies benefit from building trust and gaining new insights through collaboration. Potential strategies include:

1. Identify, contact, engage, and include the perspectives of disadvantaged or historically impacted and marginalized groups. Public outreach should include traditional forms of communication, including phone calls, mailers, flyers, and in-person events as disadvantaged and historically impacted and marginalized groups may lack access to computers and the Internet. Provide resources in multiple languages and formats based on community needs (e.g., non-native English speakers, or persons living with visual or auditory impairments, etc.).
2. Develop relationships with community-based leaders, groups, or organizations, such as environmental justice groups, religious or spiritual leaders, well-known individual advocates and community organizers, local pedestrian and bike advocacy groups, public school leadership, local transit riders, long-distance commuters (super commuters), linguistically or physically isolated groups, seniors and elders, and youth individuals and groups. This can also include community members who may face barriers including formerly incarcerated persons; undocumented persons; individuals with disabilities; displaced and unhoused persons; and lesbian, gay, transgender, and queer communities.
3. Collaborate with community-based groups and organizations to establish a local or regional project study area organization or committee (e.g., planning, oversight, advisory, steering, etc.) with decision-making authority to empower community leaders and solicit quality community input and feedback through the project planning process.
4. Develop a community benefits agreement with a project study area community to strengthen incentives for good-faith community engagement and deliver targeted, meaningful benefits to the community.
5. Demonstrate how community-identified and community-driven perspectives were solicited and included or integrated into the project purpose and need or scope.
6. Survey and collect information on non-motorized travel demands and the unmet mobility needs of disadvantaged and historically impacted and marginalized groups identified in the project study area. Use this information to develop transportation improvements to address these needs.
7. Develop relationships and conduct meaningful engagement with tribal governments and incorporate their feedback into the project planning and delivery process.
8. Collaborate, fund, or contract with local organizations to support community engagement efforts in the project planning and delivery process.



9. **Prioritize community identified high-need areas, such as those identified through robust community engagement.**
10. **Prioritize contracting strategies that benefit disadvantaged or historically impacted and marginalized groups such as the communities identified in this supplement.**
11. **Ensure stability in neighborhoods and communities through the successful implementation of short-term and long-term anti-displacement strategies and policies consistent with federal and state law.**

#### **D. Example Anti-Displacement Resources**

1. **California Department of Housing and Community Development Final 2020 Analysis of Impediments to Fair Housing Choice – Report detailing impediments to fair housing and recommendations for anti-displacement strategies.**
2. **Urban Displacement Project – Comprehensive website with reports, data mapping, and resources for California local, regional, and state entities.**
3. **Framework for Evaluating Anti-Displacement Policies – Criteria that can be utilized to better understand the ways that certain policy tools can be used to address the needs of vulnerable groups impacted by displacement.**
4. **Greening Without Gentrification – Ongoing study that identifies and classifies parks-related anti-displacement strategies.**
5. **Transit-Oriented Development Without Displacement: Strategies to Help Pacoima Businesses Thrive – Research study focused on commercial anti-displacement strategies that can support a predominantly immigrant-owned small business community.**





## APPENDIX G - STATE HIGHWAY SYSTEM PROJECT IMPACT ASSESSMENT

(Form CTC-0002)

This form is only required for local projects that are not Caltrans nominated.

- Applicant must complete ALL fields in Sections I and II. Write N/A if not applicable. Applicant must also provide the Attachments requested in Section IV.
- Assessment Form and all attachments must be submitted to Caltrans District Contacts (contact link in Section III) no later than four (4) weeks prior to Application Due Date. Late or incomplete submissions of this form and attachments may delay applications.

1. Applying Agency
2. Name of Person submitting the application
3. Title
4. Phone
5. Email
6. Project Title - The title must be consistent with the application and all project documentation
7. Indicate the State Funding Program(s) associated with the project. Check all that apply.
8. Percentage of project area within State Right of Way:  
$$(\text{Area within State Right of Way} \div \text{Total project area}) \times 100$$
  
And  
Estimated dollar (\$) value of project area within State Right of Way
9. Total construction cost of physical project elements within State Right of Way: Provide a separate estimate for the total construction cost (capital and support costs) of the project for only those physical elements and/or portions of elements that are on or within State Right of Way. This includes project elements within State airspace. Please refer to the completed estimates form or figures included in the project application.
10. Indicate the anticipated environmental documentation that will be required for California Environmental Quality Act and National Environmental Policy Act (ex. Negative Declaration, Environmental Impact Report/ Environmental Impact Statement, etc.) Indicate N/A if a National Environmental Policy Act document is not required.
11. Fully describe the scope of work to be performed within State Highway Right of Way. This includes all new or modifications to any physical assets within State Right of Way.



12. **Follow the steps and linked resources to determine induced Vehicle Miles Traveled (VMT) on the State Highway System (SHS) and applicable calculations. Enter text inputs on 4, 5, or 6 as applicable. Note: Active Transportation Program (ATP) projects may not induce VMT per the ATP Guidelines. ATP applicants check number 1 and proceed to Section 13.**
  13. **Review the linked flowchart and resources for appropriate level of involvement. Check the applicable items in the checklist to determine appropriate process. Check the processes that apply. Caltrans will review and retains the right to make a final determination.**
- 

DRAFT





# California Transportation Commission 2024 Local Partnership Formulaic Program Guidelines

STATE OF CALIFORNIA - CALIFORNIA TRANSPORTATION COMMISSION

Page 1 of 1

## STATE HIGHWAY SYSTEM PROJECT IMPACT ASSESSMENT

CTC-0002 (06/2024)

### I. APPLICANT INFORMATION

1. APPLICANT

2. APPLICANT CONTACT

3. CONTACT TITLE

4. CONTACT PHONE

5. CONTACT EMAIL

### II. PROJECT INFORMATION

6. PROJECT TITLE

7. PROJECT PROGRAM ☐ ATP ☐ LPP-C ☐ LPP-F ☐ LSRP ☐ SCCP ☐ SGR ☐ TCEP ☐ SHOPP ☐ STIP ☐ TIRCP ☐ LTCAP

8. PERCENT OF PROJECT AREA WITHIN STATE HIGHWAY RIGHT OF WAY

9. TOTAL CONSTRUCTION COST WITHIN STATE HIGHWAY RIGHT OF WAY

10. ANTICIPATED ENVIRONMENTAL DOCUMENTATION FOR:

CEQA:

NEPA:

11. DESCRIBE THE SCOPE OF WORK TO BE DONE WITHIN STATE HIGHWAY RIGHT OF WAY

### 12. SB743 VEHICLE MILES OF TRAVEL (VMT) IMPACT ASSESSMENT

- ☐ 1. Project is screened as unlikely to induce traffic under Section 5.1.1 in [Transportation Analysis under CEQA](#). If checked, stop. Proceed to Section 13.
- ☐ 2. Project is in a [Metropolitan Statistical Area](#). If checked, proceed to step 3. If not, proceed to step 6.
- ☐ 3. Project adds lane-miles to the SHS. If yes, proceed to step 4. If the project adds other types of traffic-inducing capacity, e.g. an interchange, proceed to step 6.
- ☐ 4. Enter the project lane-miles in the [NCST Induced Travel Calculator](#) and report the result here.
- ☐ 5. If the project team believes induced VMT will be different than what is shown in step 4, provide a best estimate based on guidance in the [Transportation Analysis Framework](#) and [Transportation Analysis Under CEQA](#), and a brief justification here. Stop. Proceed to Section 13.
- ☐ 6. Provide an estimate of the project's induced VMT based on guidance in the [Transportation Analysis Framework](#) and [Transportation Analysis Under CEQA](#), and a brief justification here. Stop. Proceed to Section 13.

### 13. EXPECTED LEVEL OF CALTRANS INVOLVEMENT (Note: Final determination will be at the discretion of Caltrans)

Follow the [Flowchart to Determine the QMAP \(ca.gov\)](#) and [Applicant's checklist to determine the appropriate Caltrans review process \(TR-0416\)](#) to identify the applicable Caltrans review process that best fits the project parameters. Encroachment requests with completed permit application, checklists and supporting project documents must be submitted to District encroachment permit offices for further processing.

For determination of the processes required, check the following if the project:

- ☐ a.) Will impact an Environmentally Sensitive Area, or requires an Environmental Impact Report (EIR) or Environmental Impact Statement (EIS),
- ☐ b.) Requires Federal Highway Administration (FHWA) approval,
- ☐ c.) Requires Right-of-Way dedication from Caltrans,
- ☐ d.) Requires modification to a Caltrans Bridge or Structure,
- ☐ e.) Requires Design Standard Decision Document (Reference: Highway Design Manual, Design Information Bulletin 78),
- ☐ f.) Requires Encroachment Exception Approval (Reference: Encroachment Permit Manual, Chapter 300),
- ☐ g.) None of the Above.

If any items "a" through "f" are checked a Standard Project Delivery Process is required, see #2 below. If item "g" is selected a Short Form is permitted, see #3 below.

- ☐ 1. Encroachment Permit Oversight Process - [Standard Encroachment Permit Application \(TR-9100\), instructions and related forms](#)
- ☐ 2. Standard Project Delivery Quality Assessment Process
- ☐ 3. Project Delivery Short Form Quality Assessment Process (using a DEER) - [Design Engineering Evaluation Report Guidelines](#)

### III. CALTRANS PROJECT

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

District Director, District \_\_\_\_\_

The above signature indicates, based on available information:  
Caltrans acknowledges the Project

\*\*\*APPLICANTS SUBMIT TO  
DISTRICT CONTACT LIST FOUND HERE\*\*\*  
<https://dot.ca.gov/contact-us>  
Form submissions with attachments are due  
Four Weeks PRIOR to Application Deadline.

### IV. ATTACHMENTS

The Project Programming Request (PPR) must be provided to Caltrans with this form. Additional information may be required by Caltrans, including, but, not limited to: (1) project level documents and (2) draft funding application(s).

# **4. 2024 IMPERIAL VALLEY PROCUREMENT AND RESOURCE FAIR PURCHASING REPORT**

Presented by Caltrans

## 2024 Imperial Valley Procurement and Resource Fair | Purchasing Report

Total District Spend	
Administration	\$1,099.31
Central County Corridors	\$638.31
Construction	\$10,308.45
Maintenance	\$154,907.67
Design	\$430.53
Environmental Management	\$656.99
Traffic Operations	\$8,478.66
North County Corridors	\$123.45
Surveys	\$549.40
Transportation Planning	\$804.99
External Affairs	\$446.78
<b>Grand Total</b>	<b>\$178,444.54</b>

Dollars Spent by Certification		
MB	\$20,034.88	11%
SB	\$78,185.82	44%
DVBE	\$2,402.67	1%
DBE	\$11,957.63	7%
Not Certified	\$65,863.54	37%
<b>Grand Total</b>	<b>\$178,444.54</b>	<b>100%</b>

Top 10 Commodities by Dollar Spent	
Emulsions	\$71,276.00
Personal Protective Equipment	\$15,794.31
Filters	\$14,878.10
Adhesives	\$12,570.96
Asphalt	\$8,850.00
Awnings	\$8,680.08
Hardware	\$8,282.96
Coveralls	\$7,332.50
Traffic Barriers	\$6,883.82
Pumps	\$4,155.21

Top 10 Commodities by Frequency	
Batteries/Chargers	14
iPhone/Computer Accessories	14
Paint Accessories	13
Paper Products	10
Hardware	9
Filters	9
Power Cords	9
Toner	8
Personal Protective Equipment	8
Office Supplies	6

## 2024 Imperial Valley Procurement and Resource Fair | Purchasing Report

List of Commodities Purchased	
Emulsions	Oil
Paper Products	Hardware
Paint Accessories	Spill Containment
Storage Containers	ID Badge Accessories
Spark Plugs	Batteries/Chargers
Power Cords	Asphalt
Traffic Barriers	Awnings
Ladders	Adhesives
Pumps	Filters
Thermometers	AED
iPhone/Computer Accessories	Software Licensing
Toner	Office Supplies
Water	Microphone
Coveralls	Certificate Holders
Exhaust/Emission Controls	Input Converters
Fuses	Personal Protective Equipment

### Key:

	Top 10 commodities by dollar spent
	Top 10 Commodities by frequency
	Top 10 Commodities by <i>both</i> dollar spent and frequency





# HOW TO DO BUSINESS with Caltrans District 11



Wednesday  
**May 29**  
10:00 a.m.

**REGISTER HERE**

OR SCAN  
THE QR CODE



Thursday  
**August 29**  
10:00 a.m.

**REGISTER HERE**

OR SCAN  
THE QR CODE



Wednesday  
**November 20**  
10:00 a.m.

**REGISTER HERE**

OR SCAN  
THE QR CODE

## Register Today!

This workshop will target a wide array of topics that will assist small businesses in contracting with Caltrans. During this workshop, you will learn **how to get certified to do work with Caltrans, how to bid on state solicitations, how to find upcoming opportunities and much more.**

*Please join us for one of our three "How to Do Business" sessions for 2024.*



Contact Us: **619-688-3151**



**D11.smallbusiness@dot.ca.gov**



**small-business-program**

# **5. ACTIVE TRANSPORTATION PROGRAM FUNDING OVERVIEW**

Presented by Rachel Om, SCAG

# **6. ICTC UPDATES/ ANNOUNCEMENTS**

Presented by ICTC Staff





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

## Memorandum

**Date:** August 14, 2024  
**To:** ICTC Management Committee  
**From:** David Aguirre, Executive Director  
**Re:** Executive Director's Report

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The following is a summary of the Executive Director's Report for the ICTC Management Committee meeting on August 14, 2024.

- 1) **Active Transportation Program, Cycle 7:** The California Transportation Commission (CTC) has released the Active Transportation Program (ATP) guidelines as of March 22, 2024. Approximately \$568 Million funding will be available for fiscal years 2025/26 through 2028/29 statewide. **Applications were due to the CTC by June 17, 2024.** Imperial County applicants were asked to submit a copy of their applications to the Imperial County Transportation Commission (ICTC). For a copy of the adopted ATP guidelines please refer to Active Transportation Program Guidelines directly at: <https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/active-transportation-program/cycle7>.

In addition, only applicants that submit applications to the statewide ATP will be eligible for Regional ATP funds. Imperial County anticipates approximately \$1.1 million in ATP Cycle 7 Regional Funds will be available for all applicants that are not successful in the statewide call. There might also be additional funding available for quick build type projects. ICTC staff have developed an ATP factsheet for reference to both funding opportunities. Also, the Regional Active Transportation Plan adopted by ICTC is a valuable resource for agencies seeking funding through ATP Cycle 7. The document outlines priorities for each jurisdiction within Imperial County and was developed with significant input from the public. This input likely reflects the needs and preferences of the local community, making it a valuable tool for agencies seeking to align their grant proposals with the region's priorities. The ATP document is on the ICTC website at [https://www.imperialctc.org/assets/documents/transportation-plans-and-studies/ICTC-ATP\\_Final-Document\\_2022.02.28\\_Reduced-Size.pdf](https://www.imperialctc.org/assets/documents/transportation-plans-and-studies/ICTC-ATP_Final-Document_2022.02.28_Reduced-Size.pdf)

*ICTC received correspondence indicating five (5) applications for the Imperial County Region. Applications were submitted by the City of El Centro, Imperial County Office of Education, Heber Public Utility District, City of Calipatria and City of Holtville.*

*As a result of the State of California's budget deficit the ATP program overall funding was reduced significantly. Funding was anticipated to be \$568 Million overall but was ultimately reduced to approximately \$168 Million. Also, because of the budget deficit and associated cuts, the anticipated Imperial County Regional Share was reduced to approximately \$300k. More information is to come pertaining to State and Regional Share awards.*

- 2) **2024 Local Partnership Program, Cycle 5:** The Road Repair and Accountability Act of 2017 (Senate Bill 1) created the Local Partnership Program (LPP) as a program to reward and incentivize local or regional transportation agencies that have sought and received voter approval of taxes or that have imposed fees, which taxes or fees are dedicated solely for transportation improvements. The program is implemented by the California Transportation

Commission (CTC). The CTC is scheduled to adopt the 2024 LPP Program Cycle 5 Guidelines on August 15-16, 2024. Upon adoption of the Cycle 5 Guidelines the Call for Projects will open. The LPP Grant funds require a one-to-one match. The Imperial County Region's estimated allocation amount for FY 2025/26 is \$524million and \$520 million for FY2026/27 for a total of \$1,044 million.

In the past call for projects, ICTC staff proposed options to TAC members for the distribution of the LPP funds. The distribution calculations proposed were Option 1- Population and Maintained Mileage Based Distribution and Option 2- Using a Flat Distribution in addition to Population and Maintained Mileage Distributions. The proposed distribution is similar to the Local Transportation Authority (LTA) formula distribution. Once TAC members review and recommend one of the Proposed Distribution plans, the intention is to forward the recommended distribution plan to the Commission for approval and to authorize ICTC to open the Call for Projects for the Local Partnership Formulaic Program Cycle 5.

**The Call for Projects for the CTC is anticipated to open on August 16, 2024, with a deadline of November 15, 2024.**

- 3) **ICTC/IVT Operations and Maintenance Facility:** ICTC staff has engaged with the proposed property owner's representative about ICTC's interest in the property. ICTC has also communicated with the city of El Centro regarding action items that would need to take place to facilitate the goal of the project. ICTC has also communicated with grant agencies and our Zero Emission Bus Plan engineering consultant to develop a preliminary site plan of the proposed improvements. Next steps include executing a Letter of Intent with the property owner, continuing coordination with the city of El Centro, and to begin conducting the required environmental studies like a Phase 1 Site Assessment. ICTC will also continue to work on grant opportunities to fund the acquisition of the property. The site plan will also be shared with the commission upon completion. Staff is working on grant applications to fund the preliminary phases of the project.
- 4) **Niland Bus Stop Implementation and Improvements:** ICTC staff has evaluated a few locations that may be suitable to integrate a potential bus stop. ICTC will continue to evaluate proposed locations and look for opportunities to potentially integrate the additional stop into its existing route.
- 5) **Community Project Funding/Congressionally Directed Spending (CPFCDS):** ICTC recently received an award of 4.1 million dollars to be utilized towards the Callexico Intermodal Transportation Center Project. The project has already received awards from the RAISE, ATP and REAP 2.0 programs. We would like to thank our local, State and Federal Partners and Congressman Raul Ruiz for their continued support of the project, ICTC and the Imperial County. ICTC would also like to congratulate the cities of Imperial and El Centro, the County of Imperial and the Imperial Irrigation District on their awards. *ICTC will continue to work with all the awardees to ensure that their projects are programmed to enable the use of the project funding.*
- 6) **Surface Transportation Block Grant Program (STBG), Carbon Reduction Program (CRP) and Congestion Mitigation and Air Quality Program (CMAQ) 2024 Call for Projects – FFY 2023-2024 to FFY 2025/2026:** The STBG, CRP and CMAQ Call for Projects began on November 9, 2023. Applications were due on Friday, January 26, 2024, at the ICTC office. All agencies were provided guideline documentation were encouraged to submit potential projects.

Program	Applicants	Total Value Requested by All Applicants
CMAQ	City of Imperial	\$388,000
STBG	City of Imperial, City of Brawley and City of El Centro	\$2,416,000
CRP	ICTC – City of Imperial	\$1,083,000

Due to the number of projects submitted, ICTC was able to evaluate all projects internally without utilizing the normal process which involves all cities participating in the scoring and ranking process. ICTC recommended projects to SCAG as part of the final submittal process. SCAG recently approved the list of projects anticipated to receiving

funding. The project list is as follows:

Program	Applicants	Total Value Requested by All Applicants
CMAQ	City of Imperial – Aten Blvd Sidewalk Installation Phases 1 through 3	\$388,000
STBG	City of Imperial – P Street Rehab	\$519,000
STBG	City of El Centro – S. Imperial Avenue Utility Relocations	\$520,000
STBG	City of Brawley – Western Avenue Improvements	\$599,000
CRP	ICTC – EV Charger Study	\$150,000
CRP	City of Imperial – EV Charger Installation Phases 1 and 2	\$622,000

ICTC staff will be working with local agency staff and programming all approved projects in the Federal Transportation Improvement Program (FTIP). *Several projects have already started development for use of the grant funds.*

- 7) **Imperial Valley Transit and Associated Services Operations and Maintenance Request for Proposals:** *ICTC's existing agreement with its current operator (Transdev) has concluded. As required by federal law, ICTC issued a Request for Proposals (RFP) to qualified transit operations and maintenance operators. The RFP was issued on February 16<sup>th</sup>, 2024. The new agreement will be for a 5-year fixed period with two additional single-year options. ICTC received multiple responses to its RFP and ultimately ICTC awarded the agreement to Transdev, services continue to be provided and ICTC Staff is working with Transdev staff to strategically improve services.*
- 8) **Imperial County EV Charging Infrastructure Feasibility Study** – ICTC recently submitted a grant application under the Carbon Reduction Program (CRP) to prepare a Countywide EV Charging Infrastructure Feasibility Study. The project will aim to identify strategic locations within the county for EV Charging Infrastructure. Caltrans is currently developing a similar project for locations along State facilities. *Staff is currently working on the development of the Scope of Work for the project to proceed to the issuance of a Request for Proposals.*
- 9) **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, ICTC was awarded \$20 million under the U.S. Department of Transportation's BUILD discretionary grant program to complete the Design-Build construction phase. ICTC subsequently received TCEP in the amount of \$7.4 Million for construction efforts. The design portion of the project is complete. The project construction is underway, and construction was anticipated to be completed at the beginning of 2023 but suffered delays due to the issuance of the presidential permit. Approximately 87% of construction efforts have been completed. The project was temporarily placed on hold for 6 months due to the issuance of the presidential permit to relocate the border fence. The Presidential Permit was received on July 7, 2023. On November 15, 2023, GSA, ICTC, and regional partners celebrated the completion of Stage 1 of the project with a Ribbon Cutting celebration. ICTC Executive Director David Aguirre led the ceremony. Speakers included ICTC Chair Mike Goodsell, CBP Calexico Port Director Roque Caza, GSA Pacific Rim Region Public Buildings Service Deputy Regional Commissioner Amanda Sweeney, FHWA Senior Project Engineer Tay Dam, Caltrans District 11's South County and Trade Corridor Director Nikki Tiongo, CTC

Commissioner Clarissa Reyes Falcon, and Head Counsel of the Mexican Consulate in Calexico Tarcisio Montes de Oca. The event concluded with the anticipated Ribbon Cutting followed by media opportunities. For additional information regarding this project visit the ICTC website at: <https://www.imperialctc.org/projects/calexico-east-port-of-entry-bridge-expansion>. *Stage 3 of the project which consists of the completion of the improvements to the passenger vehicles lanes is now complete. Stage 4 of the project is now complete which consists of the retrofit activities and roadway striping. The final project improvements which consisted of the reinstallation of new bolts under the existing bridge section was completed in early August 2024. The project is now in closeout phase.*

- 10) **Imperial Mexicali Binational Alliance (IMBA):** *An IMBA meeting and strategic planning session was held in the City of Mexicali's Preparatoria y Universidad 16 de Septiembre, on January 16, 2024. At the strategic planning meeting, the committee developed the schedule for the year. The following are the remaining dates scheduled for IMBA in 2024.*
  - **September 12<sup>th</sup> – Mexicali**
  - **November 14<sup>th</sup> (Strategic Planning and IMBA meetings) – Imperial County**
- 11) **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). ICTC was able to secure a new grant to provide free fares for all its transit programs. Due to the previous labor issues, ICTC implemented free fares for all services to assist with the inconvenience to the public. The labor issues have since been resolved but ICTC will continue to offer free fares to the public until further notice. ICTC was also able to secure a second grant to provide free fares for all services with the exception of the Calexico On Demand service. The free fares program ended in June with existing fares being re-implemented on July 1, 2024. A formal public hearing was held on March 27, 2024, prior to the Commission Meeting.*
- 12) **IVT Ride Potential Service Modifications:** *IVT Ride is a dial-a-ride service that is available to seniors (55 years of age or older) and persons with disabilities in the communities of Calexico, Heber, El Centro, Imperial and Brawley. The service primarily operates in an intracity capacity with the exception of the communities of El Centro, Imperial and Heber and the Westshores service which travels to the city of Brawley or the Coachella Valley. The Westshores service is also available to the general public. Due to continuing declining ridership on all IVT Ride services, staff are exploring the possibility of modifying the service to provide trips to the general public but still provide priority to the senior population. The possible modification would enable the service to capture additional passengers and implement a microtransit like service in various communities. The possible modification would also require financial investment in technology and the development of a passenger web and mobile application. Staff anticipates bringing the further evaluated concept to the Management Committee and Commission in the coming months. Staff are also pursuing funding opportunities to facilitate the possible transition of the service.*
- 13) **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 private bus companies, taxis and farm labor buses. ICTC previously received a Congestion Mitigation and Air Quality federal program fund to complete the environmental and design plans of the new Calexico ITC. The environmental and design phase has been completed. Right of Way Acquisition is underway. ICTC has already acquired 2 of the required 3 properties for the project. The City of Calexico Council approved the commencement of the eminent domain process for two of the required properties. ICTC was recently awarded multiple grants to complete the required construction efforts for the project. ICTC received grant awards from the Regional Early Action Planning (REAP) 2.0, Active Transportation Program (ATP) and Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Programs. Due to the anticipated State budget deficit, REAP 2.0 funding may be impacted. SCAG is working to ensure that the REAP 2.0 funding is not negatively impacted. ICTC is working with SCAG to identify possible alternative funding sources in the interim.*

*It is anticipated that the project will start construction in October 2024. The final set of contract documents are being prepared in anticipation of the construction bidding phase.*

- 14) **Bus Stop Improvement Project:** Staff are working on developing a bus stop improvement project across multiple cities throughout the county. The project consists of installing various bus shelters and potentially other amenities. ICTC will be coordinating with the various cities to complete the development. *ICTC released the Request for Proposals for design services for the project. ICTC is looking to begin design services soon and have construction take place within FY23-24/FY24-25. The contract was awarded at the April Commission meeting. ICTC has already participated in a kickoff meeting with the consultant and all of the effected agencies. The project design is ongoing and is anticipated to be completed in the new few months.*
- 15) **Transit Comprehensive Operational Analysis** – Staff was able to secure grant funding to complete a Transit Comprehensive Operational Analysis (COA). The COA is a comprehensive evaluation of ICTC’s existing transit services while also presenting evaluation findings and recommendations to further improvement of ICTC’s existing public transit system. ICTC intends to evaluate all ICTC operated services in addition to incorporating an assessment of the feasibility of intercity passenger rail. *Staff recently released the Request for Proposals to the public and are anticipated to work towards a contract award in September/October 2024. The analysis is anticipated to take a year to complete.*
- 16) **EV Charger Installation Project:** Staff are working on developing an EV charger installation project across multiple cities throughout the county. ICTC will be coordinating with the various cities to complete the development. *It is anticipated that the project will be completed within FY23-24/FY24-25.*
- 17) **2022 Long Range Transportation Plan:** The ICTC in its capacity as the Regional Transportation Planning Agency is responsible for leading the Long Range Transportation Plan (LRTP) in Imperial County. The last update to the LRTP was conducted in 2013. ICTC staff completed a Request for Proposal (RFP) to prepare a full update of the Imperial County LRTP. Michael Baker International was the selected consultant. The process took around 18 months to complete, and included various outreach activities including several pop-up events, technical and stakeholder meetings. The final LRTP document adoption took place in the month of February 2024. The completed document and project listings are posted on the ICTC website for review and download, at <https://www.imperialctc.org/publications-and-reports/transportation-plans-and-studies>.
- 18) **Forrester Road Project Study Report (PSR):** Caltrans District 11 has been working on a project report on behalf of ICTC. The PSR will analyze safety and operation improvements along Forrester Road between I-8 and SR86/SR78. Other improvements include the Westmorland bypass. A meeting to discuss the draft PSR took place at the ICTC offices on Wednesday, March 29, 2023, at 9 a.m. Further updates to the PSR are anticipated along with additional meetings to discuss the updated PSR. *The updated PSR was recently completed, the PSR will be presented to the commission at the upcoming meeting.*
- 19) **Calexico Microtransit Service – Calexico On Demand:** ICTC submitted a grant application for the Clean Mobility Options (CMO) program in October of 2020. The grant application was submitted to provide a clean energy microtransit service in the city of Calexico. In early 2021, ICTC was notified of its grant award of \$1 Million to fund the pilot microtransit service. The microtransit service will operate as an on-demand service available to provide trips to the general public within the boundaries of the city of Calexico. The award required that ICTC fund and operate the service for a minimum of 4 years. ICTC partnered with Via Transportation, an experienced transportation operator to operate the service. ICTC and Via began the development of the project including service criteria, marketing information, and operational criteria. ICTC obtained approval from the CMO program to commence the service. ICTC kicked off the service on January 9<sup>th</sup>, 2023, and intends to have a formal event to celebrate the kickoff of the service as soon as approval is received by the CMO. The service was free for all passengers until February 9<sup>th</sup>, 2023. Further information about the service can be viewed on the website: <https://city.ridewithvia.com/calexico-ondemand>. *The service has averaged 180 passengers per day since the removal of the free fares and has been well received. ICTC has been working with CMO to obtain additional funding for the project. ICTC was awarded an additional \$500,000 to be utilized for operations of the service and additional service hours. The contract amendment with the operator was approved at the June 23, 2024 meeting. ICTC is pursuing additional grant opportunities to continue to fund the project.*

- 20) **State Route 86 (Northbound) Border Patrol Checkpoint:** 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. Following our ICTC Board meeting in late September 2020, ICTC has initiated a traffic study as required by Caltrans. Design work has been delayed due to Border Patrol's concern related to their ability to provide additional funding necessary to meet their operational requirements. On Wednesday, March 17, 2021, ICTC received confirmation from Border Patrol Headquarters in Washington D.C. that they wish to proceed with the original Canopy Design that is similar to Interstate 8 Pine Valley Checkpoint.

*As discussed, and confirmed with Border Patrol, ICTC will only provide the remaining funds we had available (February 2021) of approximately \$1.3 million to complete the traffic study, 100% design plans, and construction of the canopy, lighting related to the canopy, and traffic related improvements required by Caltrans. Border Patrol is committed to paying for all other construction-related costs and Border Patrol will lead the construction contract. Border Patrol, Caltrans and ICTC are having weekly meetings toward completing design plans. CBP will be working with Caltrans to obtain environmental clearance once funding for construction is obtained. The improvement plans have been prepared in final draft form and have been submitted to Caltrans for review. Caltrans has provided review comments on the project improvement plans. ICTC will work with the design engineer to complete the required updates. Environmental submittal is pending submittal by CBP.*

- 21) **Bus Stop along Cole Road west of Highway 111 in the City of Calexico:** *ICTC received a request through its Unmet Transit Needs Public Hearing Process asking for the installation of bus stop improvements along Cole Road west of Highway 111 in the City of Calexico. ICTC and the City of Calexico were able to work together to have the bus shelter and associated infrastructure improvements installed. The bus stop is now open for public use.*
- 22) **Clean California Bus Stop Improvement Project:** Through Clean California Round 1 Funding, Caltrans was able to secure funding to complete bus stop and shelter improvements in the communities of Niland, Calipatria, Brawley and Holtville along various state routes. Caltrans, ICTC and the communities worked together to identify locations, in addition to reviewing possible secondary amenities such as trash enclosures. Construction activities for the new bus stop improvements began on March 13, 2023. The project bus stop improvements were completed in November/December 2023. The final set of bus stop improvements were completed in the city of Brawley in late March/early April 2024.
- 23) **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 was awarded in the amount of \$103.4 million. Work for phase 2B will include demolition of the old port building and construction of the new pedestrian building. The total estimated investment for the Calexico West POE improvements are \$416.2 million. Construction efforts for the West Port of Entry began in September 2022. GSA recently awarded a new contract for the construction efforts associated with the new pedestrian crossing facility.*
- 24) **Regional Active Transportation Program:** ICTC staff has been working with staff from the Southern California Association of Governments (SCAG) in the development of the Active Transportation Program (ATP) guidelines. The ATP is funded from various federal and state funds including the federal Transportation Alternatives Program (TAP), the Highway Safety Improvement Program (HSIP), State Highway Account, and Safe Routes to Schools (SR2S). The approved California Transportation Commission 2023 ATP (Cycle 6) program guidelines divide the funds into state and regional shares. State funds are available through a competitive application process. Applicants that are unsuccessful at the state level are considered for regional funds. Regional ATP funds are administered by the



Metropolitan Planning Organizations (MPO). SCAG is Imperial County’s MPO. Per SCAG’s 2023 ATP Regional Guidelines, county transportation commissions may assign up to 20 points to each statewide project application deemed consistent and meeting eligibility requirements. ICTC staff has completed the adoption process of the scoring methodology. ICTC staff received state scoring of ATP applications from Imperial County and presented staff recommendations to TAC members on December 15, 2022. Projects are underway at various stages by the agencies. Staff recommendations were approved at the January Commission meeting. See the table below for further information.

Regional ATP Projects		
Agency	Project Name	Total ATP Funds Requested
City of Calipatria	Bonita Place Pedestrian Safety Project	\$997,000
City of El Centro	Pedestrian Improvement Project – various locations on Main Street	\$1,200,000
ICTC	Pedestrian Improvements for the Calexico Intermodal Transportation Center	\$1,073,000
<b>TOTAL Regional ATP funds</b>		<b>\$3,270,000</b>

- 25) **Orchard Road & SR115 Traffic Concept Report:** During the Commission meeting of September 2022, the Commission asked ICTC staff to follow up on the SR 115 Transportation Concept Report (TCR). ICTC staff has conducted meetings with Caltrans and County Public Works staff during the week of October 17<sup>th</sup>. ICTC staff in partnership with County and Caltrans staff are continuing discussions for short term options to deter trucks from using Orchard Road. The parties are also expected to discuss long term options as well. More information will be shared as discussions continue.
- 26) **San Diego & Imperial Counties Sustainable Freight Strategy:** San Diego Association of Governments (SANDAG) and ICTC received a Caltrans Sustainable Transportation Planning Grant for a Sustainable Freight Implementation Strategy for both counties. The goal with the strategy is to help transition the freight sector in San Diego and Imperial Counties to sustainable technologies, operations, infrastructure over the next 30 years. The strategy will systematically implement multimodal freight projects and policies, seek to pilot innovation technologies, create a workforce development toolkit, and identify potential funding sources for implementation. The area of study includes communities adjacent to major freight infrastructure in San Diego and Imperial Counties. Environmental justice areas, as defined by AB617, will be a particular focus and include the Portside Environmental Justice Communities, the International Border Community, and Calexico-El Centro-Heber corridor. This plan kicked off in February 2022 and is expected to be completed March 2024. Public engagement has been instrumental in the creation of this strategy, participants of Imperial County have included County Public Works department, Work Force Development, Comité Civico del Valle, Imperial Valley Economic Development Corporation, among others. Strategy outcomes are scheduled to be presented to SANDAG and ICTC groups as well as community organizations such as IMBA and AB617 meetings starting in June in Imperial County.
- 27) **State Route 98 Widening 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 \$7 million using a combination of 2016 Earmark Repurposing, Demonstration, Traffic Congestion Relief, ICTC and local funds. The construction start date was delayed to due to environmental impacts and other utility projects in progress within the project area. Construction of the project began on August 6, 2021. The existing contractor of the project has been removed. Caltrans has secured a new temporary contractor to complete the project improvements from Ollie Avenue to Highway 111. Caltrans completed Phase 1 in late November. *Phase 2 of the project commenced on January 9<sup>th</sup>, 2023. The portion of the project that consisted of the north side of Highway 98 between Highway 111 and Ollie Avenue has been completed. Caltrans recently completed the southeast/northeast side of Highway 98 between Highway 111 and Rockwood Avenue.*



- 28) **State and Federal Local 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).
- 29) **State Legislation for Transportation Funding – SB 1 Road Maintenance and Rehabilitation Account (RMRA):** *According to the California League of Cities, overall local streets and roads allocations to cities and counties from the Highway Users Tax Account (HUTA) and the Road Maintenance and Rehabilitation Account (RMRA) are projected to climb 14.8% in the current fiscal year, 2021-22, above last year, reflecting a rebound from peak impacts of the pandemic in 2020. For the budget year 2022-23, allocations are projected to grow 10.8% over the current year. This presumes that if the scheduled July 1 cost-of-living fuel tax increase is suspended, the Legislature will backfill any revenue impacts to local governments as leaders have pledged. The estimates are based on new statewide tax revenue estimates released by the California Department of Finance with the Governor’s 2022-23 Proposed Budget. The county estimates were prepared in collaboration with the California State Association of Counties.*  
 For RMRA remittance advice by cities visit: [https://www.sco.ca.gov/ard\\_payments\\_rmra\\_cities.html](https://www.sco.ca.gov/ard_payments_rmra_cities.html)  
 For RMRA remittance advice by counties visit: [https://www.sco.ca.gov/ard\\_payments\\_rmra\\_counties.html](https://www.sco.ca.gov/ard_payments_rmra_counties.html)
- 30) **Funding Opportunities:**
- **ATP Cycle 7 Call-for-Projects:** ATP Cycle 7 is expected to include about \$568M made up of Federal, State SBI, and State Highway Account (SHA) funding. The funding/programming years include the 25/26, 26/27, 27/28, and 28/29 fiscal years.
    - Schedule and major milestones can be found at: <https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/active-transportation-program/cycle7>
  - For a complete list of California specific grant opportunities go to <https://www.grants.ca.gov/>.
    - [Fiscal Year \(FY\) 2023 through FY 2026 Bridge Investment Program, Planning and Bridge Project Grants](#)
  - For a complete list of federal transportation grant opportunities go to <https://www.transportation.gov/bipartisan-infrastructure-law/key-notices-funding-opportunity>.
- 31) **Meetings/trainings attended on behalf of ICTC Executive Director and staff:**
- Various Weekly Reoccurring Calexico East POE Bridge Widening Project Meetings
  - Various Weekly Project Specific Meetings
  - June 12, 2024 – ICTC Management Committee Meeting at the City of Imperial
  - June 12, 2024 – Presentation done at El Centro Regional Medical Center by mobility staff
  - June 12, 2024 – AB617 Calexico-Heber-El Centro CSC Meeting
  - June 13, 2024 – Panel Participation IVEDC Economic Summit
  - June 18, 2024 – Southern California Legislative Roundtable Meeting (attended by Katie Luna)
  - June 18, 2024 – Eco Interactive-Imperial County Transportation Commission (attended by Katie Luna and Marlene Flores)
  - June 20, 2024 – Overall Economic Development Committee (attended by David Aguirre)
  - June 21, 2024 – CTC CEOs/SCAG Meeting held via Zoom
  - June 22-26, 2024 – SHRM Annual Conference (attended by Cristi Lerma)
  - June 24, 2024 – CALCOG Board Business Meeting (attended by David Aguirre)
  - June 25, 2024 – Quarterly Meeting Operations, Safety, Dispatch, and Maintenance at the ICTC Office (attended by mobility staff)
  - June 26, 2024 – Subregional Executive Directors Meeting (attended by David Aguirre)
  - June 26, 2024 – ICTC Commission/IVRMA/LTA Meeting at the ICTC Office
  - June 27, 2024 – ICTC Technical Advisory Committee Meeting at the ICTC Office
  - June 27, 2024 – HSIP Cycle 12 Training for Imperial County Local Agencies at the ICTC Office
  - June 27, 2024 – IVRMA TAC Meeting at the ICTC Office
  - June 28, 2024 – Imperial County Broadband Planning Committee (attended by Michelle Bastidas)

- July 2, 2024 – Veterans & Family Resource Fair (attended by Gustavo Gomez and Priscilla Baca)
- July 2, 2024 – Master Fund Transfer Agreement for Imperial County Transportation Commission
- July 9, 2024 – M21 Summit Planning Committee Meeting (attended by Cristi Lerma)
- July 11, 2024 – IMBA Meeting (attended by Marlene Flores)
- July 15, 2024 – Advanced Title VI and Public Transit Webinar (attended by Gustavo Gomez)
- July 18, 2024 – Via/ICTC Executive Business Review Meeting (attended by Gustavo Gomez and David Aguirre)
- July 23, 2024 – M21 Summit Planning Committee Meeting (attended by Cristi Lerma)
- July 23, 2024 – FTIP Public Hearings held at the ICTC Office
- July 25, 2024 – IVRMA TAC Meeting at the ICTC Office
- July 31, 2024 – SCAG Regional Transit Technical Advisory Committee Meeting
- August 7, 2024 – Callexico Senior Living Presentation (presented by Priscilla Baca)
- August 13, 2024 – SCAG & CTC Planning Directors Briefing

# **7. CALTRANS UPDATES/ ANNOUNCEMENTS**

Presented by Caltrans Staff

# **8. SCAG UPDATES/ ANNOUNCEMENTS**

Presented by SCAG Staff

## Memorandum

**Date:** August 14<sup>th</sup>, 2024  
**To:** ICTC Committee and Management Meeting  
**From:** David Salgado, Government Affairs Officer (GAO)  
**Re:** Southern California Association of Government's (SCAG) Report

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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 Management Committee and Regular Commission meeting for the month of AUGUST 2024.

### 1. REGIONAL EARLY ACTION PLAN UPDATE

**Full Funding Anticipated for REAP 2.0 Grants Following \$231.5 Million Allocation:** Following the 2024 Budget Act, the state allocated \$560 million to restore the Regional Early Action Planning (REAP 2.0) grant program. SCAG received a final award of \$231.5 million from the California Department of Housing and Community Development, which represents a reduction of \$14.5 million from SCAG's initial allocation. Despite this reduction, SCAG anticipates full funding for all competitive and formula-based grant awards previously approved by the Regional Council.

This achievement would not have been possible without the collective advocacy efforts of SCAG's many partners. SCAG extends gratitude to everyone involved and to the state legislature and governor for recognizing the critical importance of regional efforts to address the housing affordability crisis. SCAG looks forward to resuming REAP 2.0 projects. For more information about the REAP 2.0 program, visit the [SCAG website](#).

### 2. SUSTAINABLE COMMUNITIES PROGRAM – ACTIVE TRANSPORTATION AND SAFETY CALL FOR APPLICATIONS GUIDELINES

The Active Transportation and Safety call for applications for the Sustainable Communities Program (SCP) opened on July 8. Eligible project types include community plans, area plans, and quick-build projects. Funded projects will support Connect SoCal 2024's mobility goal to build and maintain an integrated multimodal transportation network. Available funding in this call for applications is estimated to be \$10.4 million, comprising Active Transportation Program Cycle 7 regional funds and a 2023 Safe Streets and Roads for All federal grant.

The deadline for applications is Sept. 27, and SCAG anticipates announcing application awards in December 2024. To support the application process for eligible applicants, SCAG held an application workshop on July 25, with a second application workshop scheduled for Wednesday, Aug. 7 ([register online](#)). In addition, office hours are available on Mondays and Thursdays during the application period. For more information about the call and to sign up for office hours, visit the [Sustainable Communities Program page](#) on the SCAG website.

### **3. SCAG 2024 SOUTHERN CALIFORNIA DEMOGRAPHIC WORKSHOP**

Registration is now open for the 2024 Southern California Demographic Workshop, “Navigating the New Growth Reality,” presented by SCAG and the Sol Price School of Public Policy at the University of Southern California. This 35th annual event will be held on Sept. 24 at SCAG’s main office in Downtown Los Angeles and will also be available to attend online.

SCAG also announced the keynote speaker for the event: Bill Fulton, FAICP, principal of the William Fulton Group. Fulton is the former mayor of Ventura and former director of planning and economic development for the city of San Diego. Fulton wrote *Guide to California Planning*, a standard urban planning textbook in California, among numerous other books. Fulton is also editor and publisher of *California Planning & Development Report*, the authoritative information source for urban planners in California; a visiting policy designer at the University of California, San Diego Design Lab; and a fellow at the Turner Center for Housing Innovation at the University of California, Berkeley.

Fulton’s keynote will respond to recent population projections for the region and state, informed by experience and perspective earned through a long career in public service. Taking lessons from other states, Fulton will discuss how Southern California can adjust to an era in which prosperity is no longer—and need not be—determined by the pace of population growth.

### **4. SCAG RECEIVES \$1 MILLION IN SUSTAINABLE TRANSPORTATION PLANNING GRANTS FROM CALTRANS**

The California Department of Transportation (Caltrans) recently announced \$76.1 million in fiscal year 2024-2025 Sustainable Transportation Planning Grant Awards, including two \$500,000 grants for SCAG in the Strategic Partnerships funding category. With the first grant, SCAG will conduct a survey and study airport passenger surface transportation behaviors and attitudes in the SCAG region. SCAG anticipates launching the study later this year and completing it in late 2027. The proposed airport passenger surface transportation study will explore and explain the perspectives and behaviors of passengers and employees traveling to and from the SCAG region’s airports, including developing actionable recommendations for ground transportation and alternative connections to airports.

With the second grant, SCAG will partner with Caltrans Districts 7, 8, 11, and 12 and local jurisdictions on the “Planning for Main Streets” project, conducting planning work to enable improvements on state highways in the SCAG region that double as main streets given existing and planned land uses, related projects, and community priorities. This work will develop conceptual plans and associated cost estimates for sustainable transportation improvements to position these corridors for future funding opportunities or incorporation into future workplans to implement improvements. The “Planning for Main Streets” project is anticipated to kick off in Spring 2025 and be completed in Summer 2027.

## 5. SCAG TOOLBOX TUESDAYS

On Tuesday August 20<sup>th</sup> SCAG will host a “Toolbox Tuesday” workshop session exploring how communities can implement quick-build projects for low-cost design and infrastructure improvements that increase safety, comfort, and accessibility for all road users. Planners can also use feedback generated by community engagement with quick-build projects to evaluate and improve future street designs.

**This session will introduce quick-build projects and review cases from the SCAG region.** Attendees will learn the many possible forms quick-build projects can take in their communities and hear from consultants and local agency staff about their experiences designing, implementing, and evaluating quick-build projects. For more information, please contact SCAG Government Affairs Officer David Salgado.

## 6. AGREEMENT AVOIDS HIGHWAY SANCTION CLOCKS FOR SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (SCAQMD)

The U.S. Environmental Protection Agency (U.S. EPA), the California Air Resources Board (CARB), and the South Coast Air Quality Management District (AQMD) published a joint statement last week committing to a sustained collaboration across local, state, and federal levels to reduce emissions from all sources. This shared effort includes withdrawal of the AQMD’s 2019 Contingency Measure Plan, which the U.S. EPA proposed disapproving in February 2024. This withdrawal avoids potential highway sanctions that could have impacted federal transportation approvals and funding in the South Coast Air Basin, an area that includes all of Orange County as well as the urban areas of Los Angeles, Riverside, and San Bernardino counties. SCAG has been engaging with the U.S. EPA and the AQMD for much of this year toward a solution to improve air quality and avoid highway sanctions.



# SUSTAINABLE COMMUNITIES PROGRAM



## ACTIVE TRANSPORTATION AND SAFETY

SCAG's 2024 Sustainable Communities Program (SCP) - Active Transportation and Safety is a technical assistance grant that provides funding to develop plans and implement quick-build projects that improve mobility and encourage more people to walk and bike across the region, advancing the mobility goals of Connect SoCal 2024.

The SCP – Active Transportation and Safety grant funding supports projects that advance Connect SoCal 2024 mobility policies for complete streets, traffic safety, and transit and multimodal integration. Selected projects will improve mobility across the region, increase rates of walking and biking, advance traffic safety, expand opportunities for multimodal transportation options and competitively position local jurisdictions for implementation grant funds. SCAG anticipates awarding \$10.4 million in SCP – Active Transportation and Safety grants, with up to \$2.4 million available for planning projects benefiting disadvantaged communities and a minimum of \$7.5 million set aside for quick-build projects.

## PROJECT TYPES

2024 SCP – Active Transportation and Safety grants will fund two project types:

**Community/Areawide Plans** and **Quick-Build Projects**.

Examples of eligible community/areawide plans include:

- > Active Transportation Plan
- > Bicycle and/or Pedestrian Master Plan
- > First/Last Mile Plan
- > Safe Routes Plan
- > Transportation Safety-Focused Plan

Examples of quick-build elements and materials include, but are not limited to:

- > **Curb extensions:** paint and plastic posts, plastic bollards or planters
- > **Pedestrian safety enhancements:** rectangular rapid flashing beacons, leading pedestrian intervals at signalized intersections, raised crosswalks or high-visibility crosswalks
- > **Modular transit stops:** temporary transit platforms to safely include bike lanes in transit areas
- > **Pedestrian plazas and corridors:** concrete barriers, barricades, planters or signage
- > **Protected bike lanes:** striping and plastic posts, plastic bollards, planters or parking
- > **Traffic calming treatments:** temporary speed cushions, curb extensions or chicanes (e.g., curb extensions in a parking lane)
- > **Traffic circles:** striping, rubber curbs, plastic posts or signage

## PREPARE AN APPLICATION

The call for applications opens July 8, 2024. Applicants will be required to complete the following elements:

- ✓ **Online Application**
- ✓ **Map of Project Area**
- ✓ **Scope of Work & Project Schedule**
- ✓ **Budget**
- ✓ **Three Letters of Support**

## CONTACT

For program updates and more information visit [scag.ca.gov/scp](https://scag.ca.gov/scp). For questions, please contact Rachel Om at [om@scag.ca.gov](mailto:om@scag.ca.gov).