



MEETING AGENDA

Technical Advisory Committee

Time 10:00 a.m. (PLEASE NOTE TIME)

Date January 14, 2019

Location Riverside County Transportation Commission
4080 Lemon Street, Third Floor
March Field Conference Room A
Riverside, CA 92501

COMMITTEE MEMBERS

Lori Askew, City of Calimesa
Armando Baldizzone, City of Blythe
Chad Blais, City of Norco
Bo Chen, City of Palm Desert
K. George Colangeli, PVVTA
John Corella, Cathedral City
Victor A. Duran, SunLine Transit Agency
Jesse Eckenroth, City of Rancho Mirage
Christopher Gray, WRCOG
Remon Habib, City of Lake Elsinore
Jonathan Hoy, City of Coachella
City of Beaumont
Bryan Jones, City of Eastvale
Rohan Kuruppu, Riverside Transit Agency
David Lee, Caltrans District 8
Steve Loriso, City of Jurupa Valley
Martin Magana, CVAG

Bryan McKinney, City of La Quinta
Bob Moehling, City of Murrieta
Farshid Mohammadi, City of Riverside **Vice Chair**
Habib Motlagh, Cities of Perris and San Jacinto
Nelson Nelson, City of Corona
Aaron Palmer, City of Canyon Lake
Daniel Porras, City of Desert Hot Springs
Patricia Romo, County of Riverside
Ken Seumalo, City of Indian Wells – **Chair**
Sudi Shoja, City of Hemet
Jonathan Smith, City of Menifee
Patrick Thomas, City of Temecula
Art Vela, City of Banning
Timothy T. Wassil, City of Indio
Michael Wolfe, City of Moreno Valley
Dan York, City of Wildomar
Vacant, City of Palm Springs

RIVERSIDE COUNTY TRANSPORTATION COMMISSION
TECHNICAL ADVISORY COMMITTEE MEETING AGENDA*

*Actions may be taken on any item listed on the agenda.

TIME: **10:00 A.M.**

DATE: January 14, 2019

LOCATION: Riverside County Transportation Commission
4080 Lemon Street, Third Floor
March Field Conference Room A
Riverside, CA 92501

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1. Call to Order
2. Self-Introductions
3. Approval of September 17, 2018 Minutes
4. Public Comments (This is for comments on items not listed on agenda. Comments relating to an item on the agenda will be taken when the item is before the Committee.)
5. SB 1 Update (Attachment)
6. Notice of Funding Opportunity (NOFO) for Infrastructure for Rebuilding America (INFRA) Fiscal Year 2019 (Verbal Presentation)
7. Active Transportation Program Cycle 4 (Attachment)
8. FFY 2018/19 Delivery – Obligation Plan (Attachment)
9. 2019 FTIP Update (Verbal Presentation)
10. Caltrans Update (Verbal Presentation)
11. January Commission Meeting Highlights (Verbal Presentation)
12. Commission Workshop Announcement (Verbal Presentation)

13. Other Announcements

14. Other Business

15. Adjournment

The next meeting will be March 18 at CVAG, Board Room, Palm Desert at **10:30** a.m.

MINUTES

**TECHNICAL ADVISORY COMMITTEE MEETING
MINUTES**

Monday, September 17, 2018

1. CALL TO ORDER

The meeting of the Riverside County Transportation Commission (RCTC) Technical Advisory Committee (TAC) was called to order by Chair Ken Seumalo at 10:00 a.m. at the Riverside County Transportation Commission, 4080 Lemon Street, Riverside, CA 92501.

2. SELF-INTRODUCTIONS

Members Present:

- Lori Askew, City of Calimesa
- Christopher Gray, WRCOG
- Bryan Jones, City of Eastvale
- David Lee, Caltrans District 8
- Steve Loriso, City of Jurupa Valley
- Martin Magana, CVAG
- Bryan McKinney, City of La Quinta
- Bob Moehling, City of Murrieta
- Farshid Mohammadi, City of Riverside
- Nelson Nelson, City of Corona
- Daniel Porras, City of Desert Hot Springs
- Patricia Romo, Riverside County
- Ken Seumalo, City of Indian Wells
- Bill Simons, Cathedral City
- Jonathan Smith, City of Menifee
- Patrick Thomas, City of Temecula
- Kristin Warsinski, RTA
- Timothy T. Wassil, City of Indio
- Eric Weck, City of Indio
- Michael Wolfe, City of Moreno Valley
- Dan York, City of Wildomar

Others Present:

- Amer Attar, City of Temecula
- Leslie Avila, Caltrans District 8
- Brad Brophy, Cities of Perris and San Jacinto
- Jenny Chan, RCTC
- JD Douglas, HDR
- Marla Dye, RCTC
- Shirley Gooding, RCTC
- Jillian Guizado, RCTC
- Kendra Hannah-Meistrell, City of Temecula
- Eric Lewis, City of Moreno Valley
- Paul Mangaudis, Cathedral City
- Martha Masters, RCTC
- Shirley Medina, RCTC
- Roy Null, County of Riverside

Jason Pack, Fehr & Peers
Sheldon Peterson, RCTC
Ernie Reyna, City of Eastvale
Paul Rodriguez, Rodriguez Consulting Group
Ed Ruehr, VRPA Technologies
Kevin Sin, City of Banning
Chris Tzeng, WRCOG

3. APPROVAL OF MAY 21, 2018 MINUTES

The May 21, 2018 minutes were approved as submitted.

4. PUBLIC COMMENTS

There were no public comments.

5. VANPOOL PRESENTATION

Brian Cunanan, RCTC, provided booklets entitled, "Van Club" and "Help is on the Way." He also provided a PowerPoint presentation that included information related to:

- IE Commuter
- Van Club
- IE511
- Call Boxes
- New South County FSP Service Expansion
- Rideshare Week October 1 - 5

6. NEXT GENERATION RAIL STUDY

J. D. Douglas, HDR, provided a PowerPoint presentation entitled, "Next Generation Rail Study." His presentation included:

- Origin and Purpose of the Study
- Potential Corridors for Evaluation
- Potential Technologies for Regional Transit
- Results of Initial Screening
- Detailed Screening: Corridor Advantages and Disadvantages
- Next Steps

He then responded to various questions.

7. SB 1 EDUCATION UPDATE

Cheryl Donahue, RCTC, stated RCTC has been working to create a set of project fact sheets for each city and the county. As of this date, the universal version has been completed as well as fact sheets for 14 of the jurisdictions, which has been posted to RCTC's web site. She invited jurisdictions that have not yet responded to her emails to see her following the TAC meeting.

She further stated that Chris Gray of WRCOG indicated he would provide hard copies of the information for the western cities that request it.

She then responded to questions.

8. REGIONAL LOGISTICS FEE STUDY UPDATE

Martha Masters, RCTC, pointed to Lorelle Moe-Luna's staff report that is included in the agenda. She stated that the Commission is conducting a regional transportation study to evaluate a logistics-related regional fee, including the fee structure and implementing mechanism. The scope of the work includes five main tasks that are 1) existing and future conditions forecast analysis of logistic facilities, 2) funding and cost analysis of potential improvement projects, 3) a nexus study, 4) a fee allocation structure and implanting mechanism, and 5) overall study recommendations.

She announced that a stakeholder workshop will be held Friday, September 28, 9:30 in the Board Chambers at 4080 Lemon Street, Riverside. An additional workshop is also being planned. A web page for the study is at www.rctc.org/feestudy and is now accessible for stakeholders to submit comments and review study materials.

Shirley Medina, RCTC, added that the study RCTC is doing is part of a settlement agreement although RCTC is not required to adopt a fee per the settlement agreement. The Commission will review the study and determine whether or not to pursue a logistic fee program based on study results.

9. RIVERSIDE COUNTY TRAFFIC ANALYSIS MODEL (RIVTAM) UPDATE

Martha Masters stated that the RIVTAM has been used by the Commission and local agencies as a tool to evaluate plans, program, and projects to forecast and analyze traffic impacts and land use outcomes. The last RIVTAM was updated in 2009 and is in need of an update in which WRCOG is the lead.

She then introduced Chris Gray, WRCOG, who introduced Jason Pack who reported that the model is being revised, including a new name that is RIVCOM (for Riverside County Model). He provided a PowerPoint presentation outlining the following:

Goals that include:

- Ensure transparency within the model
- Utilize accurate input data
- Focus on Riverside County and surrounding regions
- Develop model that is useful, reliable, and responsive

He requested that all jurisdictions provide all their count data to Christi Byrd, WSP at christi.byrd@wsp.com.

He then responded to various questions.

10. ACTIVE TRANSPORTATION PROGRAM 20-POINT RECOMMENDATION

Ms. Masters stated this item is for discussion and approval of the recommended changes to the ATP MPO county share. She further stated the CTC awards 50 percent of the funds at the statewide competitive level, forty percent to the MPOs, and ten percent to small urban and rural. Of the 40 percent designated for large MPOs, SCAG receives about one-half and distributes the funding in its six-county region by population. Riverside County receives about 12 percent of the SCAG allocation. Per the requirements of the ATP program, MPOs must develop regional program guidelines, which SCAG has done and allows each county transportation commission to assign up to 20 points now (not 10 points as in previous cycles) to the CTC's project scores for projects that, at a minimum, are consistent with local and regional plans.

In April 2014, the Commission approved to assign 10 points to each application if it met the minimum of being consistent with an adopted local or regional plan. A "plan" was defined, but was not limited to include:

- Measure A Expenditure Plan
- SCAG RTP/SCS
- WRCOG or CVAG's Non-Motorized Transportation Plan

Now that three cycles have passed, we've reviewed the existing policy and recommend changes not only to how the additional 20 points will be assigned but also to how ties between projects will be handled.

For ties between projects, staff will work with the local agencies to determine if the funds can be split equally between applicants, without reducing the scope and benefits. If this option is not viable then staff will utilize the tie breaker method that CTC utilizes, which is to fund projects in the following priority order – infrastructure projects, construction readiness, highest score on the highest point value question, then highest score on the second highest point value question (on the plan application, this includes questions 3 and 4). Option B is to keep the 20 points distribution assigned to project consistent with adopted plans or option A where 4 points will be given to projects requesting construction only-funding, 6 points for projects requesting construction funding in the first two years of programming, and 10 points for projects identified within WRCOG's Active Transportation Plan, CVAG's non-motorized plan, or an adopted local active transportation plan, bike or pedestrian master plan, or safe routes to school plan.

The TAC recommended Option A for the 20-point distribution. They also supported the revised policies under the tiebreaker and proposed fund request exceeds amount available policy.

11. 2020 REGIONAL TRANSPORTATION PLAN/SUSTAINABLE COMMUNITIES STRATEGY UPDATE

Ms. Masters reported SCAG has begun the development of the 2020 RTP/SCS (Regional Transportation Plan/Sustainable Communities Strategy). This opportunity comes every four years.

This is your opportunity to make changes to existing projects such as scope of work, update cost estimates (based on the year of expenditure), update project schedules, add or delete projects and mainly model projects. The horizon year for the 2020 RTP/SCS is 2045.

She stated the TAC may recall seeing something similar to this and revising project information/added projects back in June for the RCTC Long Range Transportation Plan. The information has been transferred to the excel spreadsheet for the 2020 RTP/SCS.

An email was sent to everyone last Friday regarding the process and background information. She asked that agencies set up one-on-one meetings or teleconferences with staff to go over the process or call with any questions. The excel spreadsheet with projects is due to RCTC October 5.

12. 2019 FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM

Jenny Chan, RCTC, stated that this item was previously brought to the TAC in May but we're bringing it again this month because the next administrative modification is due to SCAG on October 23, which means if you need to make any minor adjustments for your project, please let staff know by October 15 so we can prepare the submittal to SCAG. The 2019 FTIP will most likely be approved by mid-December. The 2019 FTIP schedule is attached to the agenda item for your reference. Amendments No. 22 and 23 for the 2017 FTIP were approved on August 30 and 31 respectively.

13. OBLIGATION REPORT FFY 2017/18

Ms. Chan stated that it is the Commission's goal to help obligate 100 percent of its federal apportionment every year. The Commission obligated 57 percent of its obligation authority and it is expected to grow to 165 percent, which means the Riverside County apportionment will not be loaned to another county and will not lose out on the August redistribution of funds from federal highways. She thanked the agencies for working hard to obligate their funds in FFY 2017/18. She thanked Caltrans for being a big part of making this happen. David Lee, Caltrans, reported that California received \$160 million in August redistribution (federal funds not used by other states).

14. OBLIGATION DELIVERY PLAN – FFY 2018/19

Ms. Chan referenced the list of projects programmed for FFY 2018/19 attached to the agenda. She requested the TAC review the list and let staff know if there are any projects that should be on the list. The list is used for monthly meetings with Caltrans to discuss project status and OA delivery. She encouraged the TAC to start their federal aid process early to ensure OA is available to obligate timely.

15. CALTRANS UPDATE

Leslie Avila, Caltrans Local Assistance, reported the following:

- Bicycle Transportation: An Introduction to Planning and Designing
Thursday, November 1, 2018, Caltrans District 8 office. Contact tracy.coan@csus.edu with registration: <http://caatpresources.org/index.cfm?pid=1289>
- SB 1 Workshops for Local Agencies
Register: <http://www.localassistanceblog.com/sb-1workshops-for-locals/>
- E-76 Pilot Program: Project Authorization Adjustment (October 1, 2017 to September 30, 2018).
Streamlines the processing of federal authorization and adjustment requests.
<http://www.dot.ca.gov/hq/LocalPrograms/e76-pilot/index.htm>
- Pilot Invoice (First and Progress)
Streamlines the invoice review process
<http://www.dot.ca.gov/hq/LocalPrograms/PILOT03/>
- Cooperative Work Agreements (CWA)
The CWA list contains the list of encumbrances that will lapse on June 30, 2019 and are potentially eligible for CWA extensions that can extend budget authority to June 30, 2021.
<http://www.dot.ca.gov/hq/LocalPrograms/CWA/cwa.htm>
- Inactive Projects
Local agencies are required to submit an invoice at least once every six months. If not, the project will be posted on the department's website. If the department does not receive an invoice in the next five months (11 months without invoicing), the department will work with local agencies to provide proper justification for inactivity (causes beyond the control of the agency such as litigation, unforeseen utility relocations, catastrophic events that delay the project or unforeseen environmental concerns) and establishing time frame for invoicing. The status of inactive projects is updated every one to two weeks. In Riverside County, there are currently three inactive projects (submitted justifications).
- Upcoming CTC Meetings
 - 2018 Preparation Schedule: CTC Meeting
 - October 17-18 Results for off system funds request, program amendments, and time extensions
 - December 5-6 Deadline to submit requests, amendments or extensions is Monday, October 8, 2018
http://dot.ca.gov/hq/transprog/ctcliaison/Schedules/2018_Calendar/InterNET_2018_Sept2017.pdf
 - 2019 Preparation Schedule: CTC Meeting
 - January 30-31 Deadline to submit requests, amendments, or extensions is Monday, December 3, 2018
http://www.dot.ca.gov/hq/transprog/ctcliaison/Schedules/2019_Calendar/INTERNET_Aug18.pdf

- ATP/SB1 Reporting Requirement
SB1 Accountability and Transparency Guidelines require quarterly project progress reporting for all ATP projects to atpprogressreporting@dot.ca.gov. Agencies are encouraged to submit copies of reports to their MPO or RTPA. The guidelines also require reporting for the Local Partnership Program competitive, Solutions for Congested Corridors Program, and Trade Corridor Enhancement Program projects. The reports are due to SB1.progress.reports@dot.ca.gov. These progress reports are in no way related to the Local Streets and Roads Funding Program – Annual Project Expenditure Report. If you were one of the 537 cities and counties that received FY 2017/18 Road Maintenance and Rehabilitation Account Local Streets and Roads Program Funding, you are still required by statute and program guidelines to report directly to the CTC your Annual Project Expenditure Report by October 1.
- Contact information is as follows:
 - ATP – Mary Hartegan mary.hartegan@dot.ca.gov (916) 653-6930
 - LPP – Competitive – Sharon Bertozzi sharon.bertozzi@dot.ca.gov (916) 654-2848
 - SCCP – Leah Shepard leah.shepard@dot.ca.gov (916) 651-6881
 - TCEP – Tony Cano Antonio.cano@dot.ca.gov (916) 651-6880

16. SEPTEMBER COMMISSION MEETING HIGHLIGHTS

Shirley Medina reported:

- Federal Transit Administration Triennial Review Results – no findings
- SB 132 Agreement for McKinley Grade Separation Project was approved
- FY 2018/19 Annual Local Transportation Fund Planning Allocations to Western Riverside Council of Governments and Coachella Valley Association of Governments was approved
- Riverside County Public Transportation: Annual Countywide Performance Report for FY 2016/17 was approved
- Regional Truck and Logistics Mitigation Fee Study and Review of the Draft Nexus Study – workshops will be scheduled later this month and, if needed, in October

17. OTHER ANNOUNCEMENTS

Patty Romo, County of Riverside, reported the Scott Road Interchange has postponed the groundbreaking ceremony this coming Wednesday. It will be sometime next month.

18. OTHER BUSINESS

Shirley Medina reported

- Caltrans is planning a Corridor planning guidebook as a result of the SB 1 congested corridors program.
- Lorelle Moe-Luna was recently appointed Acting Multi-Modal Director.
- Jenny Chan, new RCTC Management Analyst, was formerly employed at Caltrans.

- SCAG Executive Director, Hasan Ikhata was hired as the new Executive Director for the San Diego Association of Governments.

ADJOURNMENT

There being no further business for consideration by the Technical Advisory Committee, the meeting adjourned at approximately 11:35 a.m. The next meeting will be November 19, 10:30 a.m., at the Coachella Valley Association of Governments, Board Room, 73710 Fred Waring Drive, Palm Desert, CA 92260.

Respectfully submitted,

A handwritten signature in cursive script that reads "Shirley Medina".

Shirley Medina
Planning and Programming Director

AGENDA / TEM 5

RIVERSIDE COUNTY TRANSPORTATION COMMISSION

DATE:	January 14, 2019
TO:	Technical Advisory Committee
FROM:	Shirley Medina, Planning and Programming Director
SUBJECT:	SB 1 Programs Update

STAFF RECOMMENDATION:

Receive and file update.

BACKGROUND INFORMATION:

As you know, the voters defeated the Senate Bill (SB) 1 repeal effort last November, which allows SB 1 programs to remain intact. Due to the threat of the repeal last year, it was difficult to plan ahead, but staff is now reviewing all projects under the Commissions' purview to update the 10-year Measure A Delivery Plan and prepare a funding plan of all high priority projects. Part of this effort involves reviewing future funding opportunities under SB 1 programs: Solutions for Congested Corridors Program (SCCP), Trade Corridors Enhancement Program (TCEP), and Local Partnership Program (LPP).

The California Transportation Commission will be updating guidelines for the above programs during the year. It is estimated that the CTC will release calls for projects for these programs in spring 2020. For the SCCC, projects proposed for this program will be required to be included in Comprehensive Multimodal Corridor Plans. At its December 2018 meeting, the CTC adopted guidelines for the preparation of these plans. In addition, Caltrans has released its draft corridor planning guidebook specifically for projects on the state highway system. The links for these two documents are provided below:

CTC Comprehensive Multimodal Corridor Plans:

- <http://www.catc.ca.gov/programs/sb1/sccc/corridor-plan/>

Caltrans Corridor Plan Guidebook:

- http://www.dot.ca.gov/hq/tpp/offices/omsp/system_planning/CPG.html

RCTC and the San Bernardino County Transportation Authority (SBCTA), along with the Southern California Association of Governments (SCAG), have joined efforts to prepare a Comprehensive Multimodal Corridor Plan for Western Riverside and San Bernardino counties. SCAG is the administrator of the \$500k Caltrans Planning Grant that will fund this effort and will release a Request For Proposals on January 10, 2019. It is anticipated that the consultant will be selected in March 2019. Local agencies will be contacted for participation.

We also discussed with Caltrans areas east of the bi-county study as Caltrans will be preparing corridor plans to meet the requirements for the SCCC and other funding opportunities. Agencies interested in developing a corridor plan including state highway facilities should contact Caltrans District 8 Planning.

AGENDA ITEM 6

A presentation will be made but there is no attachment to the agenda for item 6.

AGENDA ITEM 7

RIVERSIDE COUNTY TRANSPORTATION COMMISSION

DATE:	January 14, 2019
TO:	Technical Advisory Committee
FROM:	Jenny Chan, Management Analyst
SUBJECT:	Active Transportation Program Cycle 4

STAFF RECOMMENDATION:

This item is for the Committee to:

1. Receive and file.
2. Discuss utilizing SB 821 Funding for unfunded Cycle 4 ATP Projects.
3. Approve MPO Component Projects for Riverside County based on 20 point distribution.

BACKGROUND INFORMATION:

The California Transportation Commission (CTC) awarded projects for the 2019 Active Transportation Program (ATP) Cycle 4 for the statewide/rural component in December 2018. A total of 554 applications were submitted statewide. A total of 34 projects were submitted from local agencies in Riverside County, requesting approximately \$138 million in ATP funds; and a total of 5 projects, totaling about \$19 million in ATP funds, were awarded in Riverside County from the Statewide component. For the Statewide component, approximately \$219 million was available for programming.

The following table summarizes the funds available for 2019 ATP Cycle 4 Program:

CTC 2019 ATP Call for Projects Funding Availability (\$ in thousands)		
	Distribution	ATP Cycle 4
ATP Cycle 4 Capacity		445,560
Conservation Corp ¹		8,000
Statewide Competitive	50%	218,780
Rural Competitive	10%	43,756
MPO Competitive ²	40%	175,024
Total	100%	445,560

¹Per legislation, \$4 million per year is allocated to the California Conservation Corps for two fiscal years
²The Southern California Association of Governments (SCAG) receives about half of the MPO component for its six-county region.

Southern California Association of Governments (SCAG) MPO Component

The ATP process allows applicants two rounds of opportunity to be awarded – the statewide and MPO level. As part of the sequential project selection, projects are first evaluated statewide and those that are not ranked high enough for statewide funding are automatically provided a second opportunity for funding through the MPO share. An MPO has the opportunity to hold a supplemental call for projects, if approved by the CTC, and award funding to projects that did not initially apply in the statewide call for projects. In this region, SCAG has approved supplemental guidelines for a separate call for projects

for Planning and Non-Infrastructure projects only, known as the SCAG Sustainable Communities Program.

Based on the SCAG 2019 Active Transportation Program Guidelines, SCAG announced that approximately \$87.5 million will be available in its region. This includes \$83 million (95%) for Implementation (infrastructure) projects and \$4.5 million (5%) for Planning and Non-Infrastructure projects. The table below identifies the funding targets for the Implementation funds by county.

SB 1 Implementation Targets for SCAG Region		
County	Population %	Funding Target (\$)*
Imperial	1%	795
Los Angeles	54%	44,906
Orange	17%	13,962
Riverside	12%	10,339
San Bernardino	11%	9,378
Ventura	5%	3,756
Total	100%	83,136
*Funding targets are subject to change once the CTC releases the final program funding estimates.		

For the past three ATP funding cycles, SCAG’s ATP guidelines have allowed each county transportation commission to assign up to 10 points to the CTC’s project scores for projects that are consistent with local and regional plans. SCAG recently revised the assignment of points from 10 to 20 points in response to the call for projects for ATP Cycle 4. Per SCAG’s guidelines, each county transportation commission in the SCAG region is responsible for defining “plans” and developing its guidance and methodology for assigning the additional 20 points to the CTC’s scores. The 20-point distribution methodology was approved by the Commission on November 14, 2018 meeting.

The 20-point distribution will be added to projects that meet the following criteria:

20 Point Distribution

- 10 points for projects identified within the Western Riverside Council of Government’s Subregional Active Transportation Plan; Coachella Valley Association of Governments Non-Motorized Plan; or an adopted local active transportation plan, bike or pedestrian master plan, or Safe Routes to School Plan;
- 4 points for projects requesting construction-only funding; and
- 6 points for projects requesting construction funding in the first two programming years of the ATP Cycle 4 call for projects.

Additionally, in the event that a single project scores high enough to be funded through the county share but the requested funding exceeds the amount available, staff will discuss with the project applicant whether there are sufficient local funds available to fund the difference without reducing the scope and benefits of the project. If local funds are not available to cover the shortfall, staff will review the next highest scoring project for funding. Staff will also review with the local agency whether re-applying in a future cycle and obtaining a higher score under the statewide component is feasible or practical.

Staff will provide its assignment of 20 points for the MPO component at the TAC meeting. Staff anticipates RCTC Board approval at the March 13, 2019 meeting.

The MPO level recommendations are scheduled to be approved in June 2019 by the CTC.

SB 821 Funding for ATP Cycle 4 Applications

Each year, two percent of the Local Transportation Fund (LTF) revenue is set aside for use on bicycle and pedestrian facility projects through the Commission's SB 821 Program. This is a discretionary program administered by the Commission.

At its March 2014 meeting, the Commission approved the Technical Advisory Committee's subcommittee (TAC subcommittee) recommendation to extend the SB 821 Call for Projects from an annual basis to a biennial basis. It also set the call release date for the first Monday of every other February and the close date for the last Thursday of every other April, beginning February 2015. The next Call for Projects is scheduled for February 4, 2019.

Funding capacity is estimated to be approximately \$3.5 million for FY 2019/20 Cycle. In lieu of initiating another Call for Projects, Staff is seeking feedback on the possibility of utilizing the FY 2019/20 SB 821 funds to program any unfunded ATP Cycle 4 projects.

Attachments: ATP Cycle 4 Awarded Projects – Statewide Component
SCAG 2019 Active Transportation Program Guidelines
RCTC Board Item – ATP Project Scoring Recommendations for Cycle 4

**2019 Active Transportation Program - Statewide Component
Staff Recommendations
(\$1,000's)**

Application ID	County	Project Title	Total Project Cost	Recommended ATP Funding	19-20	20-21	21-22	22-23	P&E	ROW	CON	CON NI	Project Type	DAC SRTS	Final Score
Active Transportation Resource Center	Various	Active Transportation Resource Center	\$4,630	\$4,630			2,310	2,320				4,630	Non-Infrastructure		
6-Parlier-1	Fresno	Parlier Bicycle and Trails Master Plan	\$209	\$209	209							209	Plan	X	98
6-Kern County-4	Kern	South Chester Avenue Pedestrian Safety Project	\$2,257	\$1,976	283	102	1,591		283	102	1,591		Infrastructure - M	X	97
3-Butte County-3	Butte	Butte County Safe Routes Resource Center and 5 Community Projects	\$1,140	\$985	985							985	Non-Infrastructure	X	97
6-Mendota-1	Fresno	City of Mendota SRTS Master Plan	\$110	\$110	110							110	Plan	X	96
1-Humboldt County-1	Humboldt	Humboldt Bay Trail South	\$22,600	\$13,296	13,296						13,296		Infrastructure - L	X	95
11-National City-5	San Diego	Central Community Mobility Enhancements	\$1,483	\$1,286	43	148	1,095	43	104	44	1,095		Infrastructure - S	X	95
7-LA Department of Transportation-13*	Los Angeles	Liechty Middle and Neighborhood Elementary Schools Safety Improvement Project	\$29,000	\$23,198	2,959	986	18,157	2,959	986	1,096	18,157		Infrastructure - L	X	95
8-Desert Hot Springs-1	Riverside	Hacienda Avenue SRTS Improvement Project	\$1,498	\$1,322			1,322				1,322		Infrastructure - S	X	95
8-San Bernardino Assoc of Government-1*	San Bernardino	SBCTA Metrolink Station Accessibility Improvement Project - Phase II	\$6,983	\$6,132			6,132				6,132		Infrastructure - M	X	95
11-National City-2*	San Diego	Bayshore Bikeway - Segment 5	\$6,391	\$5,421			5,421				5,421		Infrastructure - M	X	94.5
9-Tehachapi-1	Kern	SRTS Snyder Avenue Gap Closure Project	\$1,495	\$1,490	190	1,300			190		1,300		Infrastructure - S	X	94
10-Gustine-1	Merced	City of Gustine Active Transportation Plan	\$147	\$147	147							147	Plan	X	94
10-Stanislaus County-1	Stanislaus	Airport Neighborhood Active Transportation Connectivity and Safety Project	\$6,161	\$4,926	19	4,907					4,907		Infrastructure + NI - M	X	93.5
7-Pomona-2	Los Angeles	Pomona Multi-Neighborhood Pedestrian and Bicycle Improvements	\$9,864	\$9,269	220	515	8,534	220	490	25	8,534		Infrastructure - L	X	93
7-Duarte-1	Los Angeles	Duarte Active Transportation Safety Project	\$2,293	\$2,270	97	150	2,023	97	150		2,023		Infrastructure - M	X	93
7-LA Department of Transportation-14*	Los Angeles	112th Street and Flournoy Elementary Schools Safety Improvements Project	\$6,999	\$5,600	725	242	185	4,448	725	242	4,448		Infrastructure - M	X	93
10-Stockton-3*	San Joaquin	Stockton SRTS Safety and Connectivity Improvements	\$3,225	\$2,838	127	380	2,331	127	380		2,331		Infrastructure - M	X	93
5-Santa Barbara-2	Santa Barbara	Downtown De LaVina Street Safe Crosswalks and Buffered Bike Lanes	\$1,494	\$1,494	60	114	1,320	60	113	1	1,320		Infrastructure - S	X	93
7-LA Department of Transportation-10	Los Angeles	Safe Routes for Seniors	\$1,750	\$1,750		1,750						1,750	Plan	X	93
9-Inyo County-2	Inyo	Lone Pine Sidewalk Construction and ADA Improvements	\$1,939	\$1,939	350		1,589		106	241	3	1,589	Infrastructure - M	X	93
8-Riverside County Transportation Department-7	Riverside	Active Transportation Improvements for the Communities of Thermal and Oasis	\$6,944	\$6,844	850		5,994	300	550		5,994		Infrastructure - M	X	93
10-Stockton-1*	San Joaquin	California Street Separated Bikeway Project	\$6,390	\$4,390		4,390					4,390		Infrastructure - M	X	92.5
3-Chico-2	Butte	Little Chico Creek Pedestrian/Bicycle Bridge Connection at Community Park	\$2,142	\$1,497		1,497					1,497		Infrastructure - M	X	92
7-Compton-1†	Los Angeles	Blue Line First/Last Mile Improvements: Compton and Artesia Station Areas	\$22,572	\$22,572	1,153		16,797	1,153	2,479	2,143	16,797		Infrastructure - L	X	92

2019 Active Transportation Program Regional Guidelines

Final Draft

July 2018

Southern California Association of Governments

Imperial County Transportation Commission

Los Angeles County Metropolitan Authority

Orange County Transportation Authority

Riverside County Transportation Commission

San Bernardino County Transportation Authority

Ventura County Transportation Commission

**SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
209 ACTIVE TRANSPORTATION PROGRAM REGIONAL GUIDELINES**

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Introduction

Purpose

The intent of this document is to successfully implement the Metropolitan Planning Organization (MPO) component of the California Active Transportation Program (ATP). The following 2019 ATP Regional Guidelines (Regional Guidelines) outline the roles, responsibilities and processes for selecting projects to receive funding from the SCAG region's dedicated share of the 2019 ATP. The Regional Guidelines also outline the requirements for programming, allocation, project delivery, project reporting, project administration and program evaluation related to the 2019 Regional Active Transportation Program (Regional Program). The Regional Guidelines may be revisited and modified for future rounds of funding in order to remain consistent with the 2019 ATP Statewide Guidelines (Statewide Guidelines), and to consider innovative concepts and best practices to improve the Regional Program's efficiency and effectiveness.

Background

- The goals of the ATP are to:
 - Increase the proportion of trips accomplished by biking and walking;
 - Increase the safety and mobility of non-motorized users;
 - Advance the active transportation efforts of regional agencies to achieve greenhouse gas reductions goals as established pursuant to SB 375;
 - Enhance public health, including reduction of childhood obesity through the use of programs including, but not limited to, projects eligible for Safe Routes to School Program funding;
 - Ensure that disadvantaged communities (DAC) fully share in the benefits of the program; and
 - Provide a broad spectrum of projects to benefit many types of active transportation users.
- The DRAFT 2019 Statewide Guidelines, to be adopted by the California Transportation Commission (CTC) on May 16, 2018, describe the policy, standards, criteria and procedures for the development, adoption and management of the ATP Statewide Program.
- Per the DRAFT 2019 Statewide Guidelines, 40% of the funds for the ATP must be distributed by MPOs in urban areas with populations greater than 200,000, with funds distributed to each MPO based on total MPO population.
- The funds distributed by the MPOs must be programmed and allocated to projects selected through a competitive process in accordance with the ATP Statewide Guidelines.
- A MPO choosing to use the same project selection criteria and weighting, minimum project size, match requirement, and definition of DAC as used by the CTC for the statewide competition may defer its project selection to the CTC.
- MPOs may also issue a separate, supplemental call for projects. If a call for projects is initiated, it will require development and approval of guidelines and applications. In administering a competitive selection process, a MPO must use a multidisciplinary advisory group to assist in evaluating project applications.
- 25% of the regional funds must benefit DAC.

- The Statewide Guidelines allow for a large MPO to make up to 2% of its 2019 ATP funding available for active transportation plans in DACs.
- The Statewide Guidelines establish four eligible project types:
 - Infrastructure Projects: Capital improvements that will further the goals of this program. This typically includes the environmental, design, right-of-way, and construction phases of a capital (facilities) project. A new infrastructure project will not be programmed without a complete project study report (PSR) or PSR equivalent. The application will be considered a PSR equivalent if it defines and justifies the project scope, cost and schedule. Though the PSR or equivalent may focus on the project components proposed for programming, it must provide at least a preliminary estimate of costs for all components. PSR guidelines are posted on the CTC website: <http://www.catc.ca.gov/programs/ATP.htm>. *A capital improvement that is required as a condition for private development approval or permits is not eligible for funding from the Active Transportation Program.*
 - Plans: The development of a community wide bicycle, pedestrian, safe routes to school, or active transportation plan in a DAC.
 - Non-infrastructure Projects: Education, encouragement, and enforcement activities that further the goals of this program. The CTC intends to focus funding for non-infrastructure on start-up projects. A project is considered to be a start-up when no program currently exists. Start-up projects must demonstrate how the program is sustainable after ATP funding is exhausted. ATP funds cannot fund ongoing program operations. Non-infrastructure projects are not limited to those benefiting school students. Program expansions or new components of existing programs are eligible for ATP funds as long as the applicant can demonstrate that the existing program will be continued with non-ATP funds.
 - Infrastructure projects with non-infrastructure components.
- Per Statewide Guidelines, and based on SB 99, the following requirements apply specifically to SCAG:
 - SCAG must consult with the county transportation commissions, the CTC, and Caltrans in the development of the competitive project selection criteria. The criteria should include consideration of geographic equity consistent with program objectives;
 - SCAG must place priority on projects that are consistent with plans adopted by local and regional governments within the county where the project is located; and
 - SCAG must obtain concurrence from the county transportation commissions.
- The SCAG Regional Program will be developed through coordination of the ATP Subcommittee. The ATP Subcommittee is a subcommittee of the SCAG Sustainability Committee. The ATP Subcommittee is comprised of SCAG staff and representatives from each of the six (6) county transportation commissions. The Subcommittee drafts the Regional Program Guidelines, the Regional Program and administers tasks associated with project delivery. The County Transportation Commissions approve the Regional Program as it pertains to each respective county. SCAG's Regional Council approves the Regional Program Guidelines and Regional Program. The California Transportation Commission approves the Regional Program Guidelines and Regional Program.

Fund Estimates for 2019 Regional ATP

The 2019 ATP total funding estimate is \$437.5m. Per the 2019 ATP Statewide Guidelines, the MPO share is 40% of the total budget and the SCAG share is 50% of the MPO amount.

The SCAG region's share of the 2019 ATP is approximately \$87.5M, which includes funding in Fiscal Years 2019/20, 2020/21, 2021/22, and 2022/23 to be programmed as follows:

Year (Fiscal)	Funds (\$MM)
FY 19/20	19.2
FY 20/21	19.2
FY 21/22	24.5
FY 22/23	24.5
Total	87.5

Eligibility

SCAG intends to apply the eligibility requirements as adopted in the 2019 Statewide Guidelines to the Regional Program. These requirements include an option for SCAG to provide a Regional Definition of Disadvantaged Communities. As part the 2016 Regional Transportation Plan (RTP)/ Sustainable Communities Strategy (SCS), SCAG established "environmental justice areas" and "communities of concern" as disadvantaged communities through a robust public outreach process that included the input of community stakeholders. SCAG has submitted these regional definitions of disadvantaged communities to the Commission for approval to complement existing definitions established through SB 535 and the ATP.

Regional Disadvantaged Communities Definitions

Per the Statewide Guidelines, MPOs have the option to use different criteria for determining which projects benefit disadvantaged communities. This additional criteria includes Environmental Justice Areas and Communities of Concern. This criteria can be used in addition to the existing SB 535 criteria.

- **Environmental Justice Areas:** Environmental Justice Areas are reflected in Transportation Analysis Zones that show a higher share of minority population or households in poverty than is seen in the great region as a whole.
- **Communities of Concern:** Communities of Concern are Census Designated Places or city of Los Angeles Community Planning Ares that fall in the upper third for their concentration of minority population households in poverty. This designation is significant in severity due to the degree of poverty.

Project Selection Process

SCAG intends to award funding to projects in two program categories. These categories include: Implementation projects, and Planning & Capacity Building projects.

Implementation Projects Category

Implementation projects include infrastructure, non-Infrastructure, and infrastructure projects with non-infrastructure components, as defined by the Statewide Guidelines and included in the Background (above). No less than 95% of the total regional funds shall be dedicated to funding Implementation projects in the 2019 Regional ATP. Implementation funds shall be allocated to projects in each county using population-based funding targets.

Implementation Projects Category: Funding Targets

County	Pop %	Funding Amount
Imperial	1%	795
Los Angeles	54%	44,906
Orange	17%	13,962
Riverside	12%	10,339
San Bernardino	11%	9,378
Ventura	5%	3,756
Total	100%	83,136

In this category, and consistent with previous ATP cycles, SCAG will select Implementation projects utilizing the CTC statewide applications, scoring and ranking process and decline its option to issue a supplemental call for proposals for infrastructure projects. Therefore, an evaluation committee will not be required at the county or regional level within the SCAG region to separately score Implementation projects. SCAG will only fund implementation projects submitted through the statewide application process.

The selection process shall occur as follows:

- Prior to scoring by the CTC, SCAG shall coordinate with each county to ensure that all Implementation project applications submitted through the statewide call for proposals have been submitted to the county and SCAG.
- The county transportation commissions shall review the Implementation project applications and determine which projects are “consistent with plans adopted by local and regional governments within the county” per the requirements of SB 99. When projects are determined to be consistent, the county shall authorize up to twenty (20) points to consistent projects.

- If a county transportation commission assigns additional points (up to 20, as noted above) to a project for which they are the lead applicant, an explanation shall be provided to SCAG of how the scoring process resulted in an unbiased evaluation of the project.
- The Board of each respective county transportation commission shall approve the scoring methodology/guidelines and point assignments, and submit the scores to SCAG for inclusion in the preliminary ranking of regional projects by December 31, 2018.
- SCAG shall establish a preliminary regional Implementation projects list based on the county's submissions that programs no less than 95% of the total regional funds and rely on population-based funding targets to achieve geographic equity.
- The county may also recommend funding for projects to be included on the Regional Program contingency list. Projects included on the contingency list shall be included in the program reflecting the project score provided by the CTC.

Planning & Capacity Building Projects Category

Planning & Capacity Building projects may include the development of non-infrastructure projects and plans, as defined by the Statewide Guidelines and included in the Background section of the Regional Guidelines (above). The Regional Guidelines call for no more than 5% (\$4.4M) of the total regional funds be allocated in this category with a maximum of 2% (\$1.7 M) being dedicated to Planning projects.

As in previous cycles, the pool of projects considered for funding in this category shall include projects that are submitted through the CTC's Statewide ATP Call for Projects using the state's planning application, as well as, planning and non-infrastructure projects submitted through the supplemental call for Planning & Capacity Building projects issued by SCAG. The supplemental call for projects is integrated with SCAG's Sustainability Planning Grant (SPG) program and aims to better align planning and capacity building resources with regional planning priorities and opportunities. The SPG call for projects provides a more seamless, consolidated process for local jurisdictions and eligible applicants to secure resources from the ATP, as well as other regional funds programmed by SCAG.

Planning Applications Submitted Through the Statewide Call for Projects

- SCAG is required to consider funding proposals that are submitted, but unsuccessful in securing funds, through the statewide call for proposals.
- Within the Planning & Capacity Building projects category, SCAG will consider funding all unsuccessful planning and non-infrastructure applications submitted at the statewide level.
- The planning and non-infrastructure applications will not be re-scored by SCAG. The initial score provided by the CTC shall be used in ranking the project against projects submitted through the supplemental call for projects.
- Planning project awards will be capped at \$250,000. If the funding request exceeds \$250,000, the project applicant will be required to provide matching funds to fully fund the project.
- Non-infrastructure projects awards will be capped at \$500k. If the funding request exceeds the \$500k cap, the project applicant will be required to provide matching funds to fully fund the project or the project balance could be awarded through the Implementation Projects Category.

Alternatively, the county transportation commission may fully fund the project as part of the Implementation Projects Category, if the project merits award through the process outlined above.

Supplemental (Sustainability Planning Grants) Call for Projects

- SCAG will develop SPG Guidelines, consistent with the parameters established by the Regional Guidelines, as described below.
- The SPG Guidelines will include the same match requirement and definition of DAC as used by the CTC in the statewide planning selection process.
- All Planning projects funded by ATP shall satisfy the CTC's requirements for the use of planning funds, including DAC requirements.
- To increase the reach and impact of the Regional Program, SCAG will cap funding requests to \$500,000 for all non-infrastructure applications and \$250,000 for planning funds.
- The Scoring Criteria and associated points available for all project and application types will be as follows:
 - Mobility Benefit—Potential to increase walking/biking (0-35 points)
 - Safety Benefit—Potential to reduce the number and risk of pedestrian and bicycle fatalities and injury (0-25 points)
 - Public Health (0-10 points)
 - Disadvantaged Communities (0-10 points)
 - Public Participation (0-10 points)
 - Cost Effectiveness (0-5 points)
 - Leverage (0-5 points)
- In consultation with the counties and a multi-disciplinary working group, SCAG will develop applications for planning and non-infrastructure project types. Each application will be closely aligned with and aim to focus resources on the implementation of regional active transportation programs and strategies.

To establish a preliminary Planning & Capacity Building project list, applications from the supplemental call for projects and statewide call for projects will be ranked by county and prioritized by score. Funds will then be recommended to projects in consideration of the following principles:

- The total funding recommended in this category will not exceed 5% of the total Regional Program. Planning projects funding shall not exceed 2% of the total Regional Program.
- Geographic equity, informed by population-based funding targets, shall be pursued and assessed programmatically across all funding sources programmed through the Active Transportation component of the SPG.

Recommended Regional Program

SCAG shall create a draft Regional Program that incorporates the preliminary project lists from the Implementation and Planning & Capacity Building project categories.

SCAG will analyze the draft Regional Program to ensure it meets the DAC requirements by allocating at least 25% to projects benefiting DAC (as defined by the Statewide Guidelines).

If the total is less than 25%, SCAG will modify the preliminary regional project list to ensure the 25% mark is achieved, as follows:

- The lowest scoring project in the region may be replaced with the highest scoring DAC within the same County. If the county has no other eligible DAC projects, the lowest scoring project shall be replaced with the highest scoring DAC project(s) from the region.
- This process will be repeated until the 25% target is met.
- This process may lead to an outcome where a county receives less than its population-based share of the funding, but is necessary to ensure the DAC requirements for the Regional Program are met.

For ease of administration, SCAG may, with the project sponsor's permission, consolidate one or more of the projects on the Planning & Capacity project list into a Regional Planning & Capacity Building project to be administered by SCAG on behalf of the sponsoring agencies. If sponsoring agencies choose to be part of the consolidated project, a five percent (5%) fee for service will be included as a task in the project. In order to provide the data contained in the Caltrans applications, SCAG will transfer the relative data fields to Caltrans for incorporation into ATP data set.

The final recommended Regional Program will be reviewed by the county transportation commission staff, Caltrans and CTC staff to make any final adjustments and achieve consensus prior to submitting the Regional Program recommendations to the Chief Executive Officers (CEO) of the county transportation commissions and Boards, SCAG's Regional Council and CTC for approval.

With consensus from the County Transportation Commission CEOs or their designees, SCAG's Executive Director may make technical changes to the program as needed to ensure the timely delivery of the regionally-selected projects.

Programming

Fund Assignments

SCAG is required to recommend the funding assignments for all projects proposed for funding in the Regional Program. The programming years for the 2019 ATP are State Fiscal Years 2019/20 to 2022/23. Per the Statewide Guidelines, the ATP must be developed consistent with the fund estimate and the amount programmed by fiscal year must not exceed the amount identified in the fund estimate. SCAG will aim to program in a constrained manner. SCAG is also required to recommend the funding source for each project, such that the program as a whole aligns with the fund estimate for each programming year. In meeting these requirements, SCAG will adhere to the following process and guiding principles:

- Funding assignments will be made by SCAG and the county transportation commissions through a collaborative decision-making process.
- Funding in fiscal years 2019/20 and 2020/21 will be state funding only. Funding in fiscal years 2021/22 and 2022/23 will include both state and federal funding.

- Funding assignments will be made to best align the funding source with the project type, size, and sponsors' capacity for obligating federal funds; therefore, federal and state funds will not be equally distributed in each county.
- State funds will be programmed to address the following regional objectives, listed in order of priority:
 - Satisfy match requirements for federally funded projects. Projects that provide some but not all of the 11.47% match may need assistance in satisfying the match. State funding is eligible to bridge the gap in any match funding deficit. State funding shall not exceed 11.47% of total project funding;
 - Reduce administrative burden for Planning and Non-infrastructure projects and projects requesting less than \$1M; and
 - Expedite delivery of pre-construction phases of projects to ensure timely delivery of projects funded for multiple phases.

Partial Awards

- County transportation commissions will be responsible for recommending partial awards for Implementation projects.
- SCAG and the county transportation commissions will only consider partial awards if the project sponsor meets one of the following requirements:
 - The applicant provides funds through additional sources to fully fund the project;
 - The applicant demonstrates the means by which it intends to fund the construction of a useable segment, consistent with the Regional Transportation Plan (RTP).
 - The applicant downsizes the project scope in a manner such that the "new" project would receive the same scores or ranking as the originally proposed project. The ATP Subcommittee will determine the eligibility of a downsized project scope based on the representative county transportation commission's request. The request shall include:
 - An explanation of the proposed scope change;
 - The reason for the proposed scope change;
 - The impact which the proposed scope change would have on the overall cost of the project;
 - An estimate of the impact the proposed scope change would have on the potential of the project to increase walking and bicycling as compared to the benefits identified in the project application (increase or decrease in benefit);
 - An estimate of the impact the proposed scope change would have on the potential of the project to increase the safety of pedestrians and bicyclists as compared to the benefits identified in the project application (increase or decrease in benefit); and
 - An explanation of the methodology used to develop the aforementioned estimates.

- For projects that fall into the Large Infrastructure category as defined in Statewide Guidelines, the applicant must demonstrate the means by which it intends to fund the construction of a useable segment, consistent with the RTP.
 - Uncommitted funds may only be from ATP or the Local Partnership Program (formulaic or competitive). The applicant must indicate its plan for securing a funding commitment; explain the risk of not securing that commitment, and its plan for securing an alternate source of funding should the commitment not be obtained. If a project with uncommitted funds is programmed, all funding commitments for that phase must be secured prior to July 1 of the fiscal year in which the project is programmed or the project will be removed from the program.
- If funding is made available (i.e. due to an ineligible project determination), the available funding will be prioritized for a threshold project receiving a partial award within the county where the funding was awarded initially. If the available funding exceeds the amount needed for fully funding the partial award, the surplus shall be made to the highest scoring project on the contingency list within the county where the funding was initially awarded. The surplus may also be made available for a partial award in another county, pending approval of the ATP Subcommittee.

Fund Balance & Contingency List

Any funds that are not assigned by SCAG to projects in the Regional Program will be returned to the state and incorporated into the fund estimate for subsequent ATP cycles. To maximize funds available in the region, the following steps will be pursued:

- The initial recommended Regional Program to the CTC will identify projects that program 100% of the region's share of ATP funds. If a balance exists after each county has exhausted to the greatest extent possible its funding target and SCAG has exhausted to the greatest extent possible the Planning & Capacity Building funds, SCAG in consultation with the counties, will recommend the fund balance be awarded to fully or partially fund the highest scoring and/or shovel ready "contingency" project(s) (see below) across all counties.
- If the final project on a county's list exceeds the county's ATP funding target, the county may work with the project sponsor to explore the feasibility of a partial award, as noted above. If a partial award is determined to be insufficient and infeasible, the county may recommend fully or partially funding to the subsequent highest scoring projects on the county's list.
- The recommended Regional Program will include a contingency list of Implementation projects, ranked in priority order by county based on the project's evaluation score, and Planning & Capacity Building projects, ranked in priority order based on the project's statewide evaluation score. SCAG intends to fund projects on the contingency list should there be any project failures or savings in the Regional Program. When a contingency project is advanced for funding due to project failure, SCAG – in consultation with the counties – will strive to replace the failed project with a project from the same county. In recommending

replacement projects, SCAG and the county transportation commission may consider both project ranking and project readiness. If contingency projects are not amended into the program, they will remain unfunded and project sponsors may resubmit them for future ATP cycles.

- SCAG and/or the county transportation commissions are encouraged to pursue one or more of the following project management strategies:
 - Review the initial work schedule to determine timeline feasibility and propose revisions where necessary.

Program Amendments

The Regional Guidelines allow SCAG to amend the Regional Program to remove and advance projects. An annual report will be provided to the Regional Council on program amendments. Amendments to the Regional Program may occur under the following conditions and in the following manner:

- If project design, right-of-way or construction are programmed before the implementing agency completes the environmental process, and following completion of the environmental process updated information indicates that a project is expected to accomplish fewer benefits or is less cost effective as compared with the initial project application, then future funding for the project may be deleted from the program. It is the responsibility of the county transportation commission to recommend to SCAG that the project be deleted from the program if warranted. The county transportation commission that recommends project deletion may, in a reasonable timeframe, recommend replacing the deleted project with a project on the Contingency List.
- If the project is a Planning & Capacity Building Project and funds have not been allocated by May 1st of the year the funds are programmed, or the project sponsor has requested that the project be removed from the Regional Program, then SCAG may recommend deletion of the project and fund a project on the contingency list, considering project ranking, readiness and the county from which the deleted project originated.
- If a county transportation commission recommends deletion of a project and has not identified a replacement project for the contingency list in a reasonable timeframe, then SCAG will collaborate with the counties to identify a suitable replacement project from the region-wide contingency list and amend the project into the Regional Program.
- In order to ensure the timely use of all program funds, the CTC will, in the last quarter of the fiscal year, allocate funds to projects programmed in a future fiscal year on a first-come, first-served basis. SCAG will recommend approval of an advancement request if the project is:
 - A Planning project and SCAG deems the project ready for allocation (see Allocation, below); or
 - An Implementation project, and the county transportation commission recommends advancement of the project.

FTIP Amendments

All projects funded by the 2019 Regional Program must be amended into the Federal Transportation Improvement Program (FTIP).

- The county transportation commissions will be responsible for programming all Implementation projects into the FTIP.
 - Projects that are regionally significant and Transportation Control Measures (TCM) must be individually listed in the FTIP by the county transportation commission.
 - Projects that are not regionally significant or TCMs may be entered as a group listing by project function, using the applicable classifications under 23 CFR 771.117(c) and (d) and/or 40 CFR part 93 (See www.dot.ca.gov/hq/transprog/federal/fedfiles/res_publications/grouped_pjt_listings.pdf)
- SCAG shall be responsible for programming Planning and Non-Infrastructure projects into the FTIP.
- The county transportation commissions and SCAG shall aim to program all 2019 ATP projects, regardless of programming year, in the 2019 FTIP amendment cycle.

Allocation

The Regional Guidelines require allocation requests for a project in the Regional Program to include a recommendation from SCAG. SCAG shall defer this responsibility to the county transportation commissions for all Implementation projects and provide a concurrence letter to the county which notes that the project allocation request is consistent with the project as programmed in the FTIP or is being processed into the FTIP through an amendment or modification that is underway.

The CTC will consider approval of a Letter of No Prejudice (LONP) to advance a project programmed in the ATP. Approval of the LONP will allow the agency to begin work and incur eligible expenses prior to allocation. The Amended LONP Guidelines were adopted in October 2017 and are on the CTC's website, <http://www.catc.ca.gov/programs/atp/>.

Project Delivery

Per the Statewide Guidelines, ATP allocations must be requested in the fiscal year of project programming and are valid for award for six (6) months from the date of allocation, unless the CTC approves an extension. The Commission may extend the deadline only once for each allocation phase and only if it finds that unforeseen and extraordinary circumstance beyond the control of the responsible agency has occurred that justifies the extension. The CTC and Caltrans require that the extension will not exceed the period of delay directly attributed to the extraordinary circumstance and cannot exceed twelve months. If extraordinary issues exist that require a longer extension, the implementer may request up to 20 months for allocation only. Refer to the ATP Statewide Guidelines for complete project delivery requirements.

Extension requests for a project in the SCAG Regional Program must include a recommendation by SCAG. Extension requests will be approved by SCAG under the following conditions:

- If the project is an Implementation project, the county transportation commission has recommended that the project be extended.
- If the project is a Planning project, SCAG staff has reviewed the project status and determined that:
 - The project sponsor has made a good faith effort to meet programming deadlines and that there is a high likelihood that a project extension will result in project allocation; and/or
 - The justification for the extension indicates a reason that was unforeseen by the project sponsor and beyond the control of the project sponsor.

Caltrans will track the delivery of ATP projects and submit to the CTC a semiannual report showing the delivery of each project phase. SCAG will analyze these reports to identify project delivery issues in the SCAG region and work with the county transportation commissions and the project sponsor to resolve any issues.

Project Scope Change

In the event that a project requires a scope change, the project sponsor shall submit a request for scope change to SCAG and the responsible County Transportation Commission for review and approval. The request for scope change shall include:

- An explanation of the proposed scope change;
- The reason for the proposed scope change. If the request incorporates a change that alters original designs, the project sponsor shall provide the steps taken to retain the initial design and the extenuating circumstances that necessitate the design change. Extenuating circumstances are defined as those which make the project undeliverable due to costs and/or safety issues;
- The impact the proposed scope change would have on the overall cost of the project;
- An estimate of the impact the proposed scope change would have on the potential of the project to increase walking and bicycling as compared to the benefits identified in the project application (increase or decrease in benefit);
- An estimate of the impact the proposed scope change would have on the potential of the project to increase the safety of pedestrians and bicyclists as compared to the benefits identified in the project application (increase or decrease in benefit); and
- An explanation of the methodology used to develop the aforementioned estimates.

Project Reporting

As a condition of the project allocation, the CTC will require the implementing agency to submit semi-annual reports (unless the agency is subject to the Baseline Agreement requirement outlined in the 2019

ATP Statewide Guidelines) on the activities and progress made toward implementation of the project and a final delivery report. An agency implementing a project selected in the SCAG Regional Program must also submit copies of its semi-annual reports and a final delivery report to the county and SCAG. The purpose of the reports is to ensure that the project is executed in a timely fashion and is within the scope and budget identified when the decision was made to fund the project. Project reporting forms can be found at <http://www.dot.ca.gov/hq/LocalPrograms/lam/forms/lapgforms.htm>.

Schedule

Action	Date
CTC adopts ATP Guidelines	May 16, 2018
Call for projects	May 16, 2018
RC Approves ATP Regional Program Guidelines	July 5, 2018
Project applications to Caltrans (postmark date)	July 31, 2018
Commission approves or rejects MPO Guidelines	August 15, 2018
County 20 point score submitted to SCAG	December 31, 2018
Staff recommendation for statewide and small urban and rural portions of the program	December 31, 2018
Commission adopts statewide and small urban and rural portions of the program	January 2019
Counties submit recommended project lists to SCAG	February 1, 2019
Project PPRs Due to SCAG	February 1, 2019
SCAG Draft Regional Program	February 15, 2018
Deadline for MPO DRAFT project programming recommendations to the Commission	February 15, 2019
CEOs Approval	March 15, 2019
RC Adopts SCAG Regional Program Approval	April 4, 2019
Deadline for MPO FINAL project programming recommendations to the Commission	April 30, 2019
Commission adopts MPO selected projects	June 2019



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RESOLUTION NO. 18-602-1

**A RESOLUTION OF THE SOUTHERN CALIFORNIA
ASSOCIATION OF GOVERNMENTS (SCAG)
APPROVING THE 2019 REGIONAL ACTIVE TRANSPORTATION
PROGRAM (ATP) REGIONAL GUIDELINES**

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Linda Parks, Ventura County

Transportation
Curt Hagman, San Bernardino
County

WHEREAS, the Southern California Association of Governments (“SCAG”) is the Metropolitan Planning Organization, for the six county region consisting of Los Angeles, Orange, San Bernardino, Riverside, Ventura, and Imperial counties pursuant to 23 U.S.C. § 134 et seq. and 49 U.S.C. §5303 et seq.;

WHEREAS, the Active Transportation Program was created by Senate Bill 99 (Chapter 359, Statutes of 2013) to encourage increased use of active modes of transportation, such as biking and walking;

WHEREAS, Streets and Highways Code Section 2382(d) allows the California Transportation Commission (Commission) to adopt separate guidelines for the metropolitan planning organizations charged with allocating funds to projects pursuant to Streets and Highways Code Section 2381(a)(1) relative to project selection;

WHEREAS, the Active Transportation Program Guidelines (Resolution G-18-19) requires the Commission to adopt a metropolitan planning organization’s use of project selection criteria or weighting, minimum project size, match requirement, or definition of disadvantaged communities when differing from the statewide guidelines adopted by the Commission of May 16, 2018;

WHEREAS, the Active Transportation Program Guidelines require metropolitan planning organizations to submit their guidelines to the Commission by July 16, 2018; and

WHEREAS, attached with this Resolution as Exhibit A is SCAG’s 2019 Active Transportation Program Regional Guidelines.

NOW THEREFORE, BE IT RESOLVED by the Executive Administration Committee, acting on behalf of the Regional Council of the Southern California Association of Governments, that it approves SCAG's 2019 Active Transportation Program Regional Guidelines.

BE IT FURTHER RESOLVED THAT:

1. The Executive Administration Committee, acting on behalf of the Regional Council, authorizes SCAG staff to submit the 2019 Active Transportation Regional Guidelines to the California Transportation Commission for approval.

PASSED, APPROVED AND ADOPTED by the Executive Administration Committee, acting on behalf of the Regional Council of the Southern California Association of Governments at a special meeting of the Executive/Administration Committee held this 9th day of July, 2018.



Alan D. Wapner
President, SCAG
Councilmember, City of Ontario

Attested by:



Darin Chidsey
Chief Operating Officer

Approved as to Form:



Joann Africa
Chief Counsel

RIVERSIDE COUNTY TRANSPORTATION COMMISSION

DATE:	November 14, 2018
TO:	Riverside County Transportation Commission
FROM:	Technical Advisory Committee Shirley Medina, Planning and Programming Director
THROUGH:	Anne Mayer, Executive Director
SUBJECT:	California Transportation Commission's Active Transportation Program – Metropolitan Planning Organization's Regional Program Guidelines and Project Scoring Recommendations for Cycle 4 Funding

TECHNICAL ADVISORY COMMITTEE AND STAFF RECOMMENDATION:

This item is for the Commission to approve the Active Transportation Program (ATP) Metropolitan Planning Organization's (MPO) Regional Program Guidelines county share project scoring.

BACKGROUND INFORMATION:

California Transportation Commission's Active Transportation Program Cycle 4 Call for Projects

In May 2018, the California Transportation Commission (CTC) released a call for projects for ATP Cycle 4 funding. ATP funds bicycle and pedestrian facilities and programs to enhance or encourage walking and biking. Applications were due to the CTC on July 31, 2018, and a total of 34 projects in Riverside County were submitted.

The CTC awards 50 percent of the ATP funds at the statewide competitive level, 10 percent to small urban and rural regions, and 40 percent at the large MPO level. Funding recommendations for the statewide and small urban and rural regions will be approved in January 2019. The large MPO level recommendations are scheduled to be approved in June 2019. The reason for the different approval timelines is to allow the CTC to fund the highest scoring projects under the statewide competitive pots and defer to the MPOs to review the remaining projects, within each respective MPO, and recommend projects based on local priorities.

Large Metropolitan Planning Organization's Active Transportation Program Regional Program Guidelines

The CTC requires each MPO to develop its ATP MPO regional program guidelines; therefore, the Southern California Association of Governments (SCAG) is responsible for developing these guidelines for the SCAG region. For the past three ATP funding cycles, SCAG's ATP guidelines have allowed each county transportation commission to assign up to 10 points to the CTC's

project scores for projects that are consistent with local and regional plans. SCAG recently revised the assignment of points from 10 to 20 points in response to the call for projects for ATP Cycle 4. The CTC approved the revision to SCAG's ATP guidelines at its August 2018 CTC meeting.

Per SCAG's guidelines, each county transportation commission in the SCAG region is responsible for defining "plans" and developing its guidance and methodology for assigning the additional 20 points to the CTC's scores. In addition, if a county transportation commission assigns points to a project for which it is the lead applicant, an explanation must be provided on how the scoring process resulted in an unbiased evaluation of projects. To date, the Commission has not proposed a project for ATP funding.

At its September 2018 meeting, the Technical Advisory Committee (TAC) met and discussed the additional 20-point assignment along with developing a tiebreaker method. In past ATP calls for projects, there have been instances where projects received the same score but insufficient funding was available from the Riverside County ATP MPO share. There was also a situation where one project's funding request exceeded the total amount available.

Staff and the TAC developed the following recommendations to address the assignment of points, a tiebreaker, and fund requests in excess of available funding amounts.

Assignment of 20 Points for Metropolitan Planning Organization's Regional Program

As previously mentioned, SCAG's ATP MPO Regional Program guidelines originally allowed county transportation commissions to assign up to 10 points to projects that are included or consistent with local or regional plans, which staff and the TAC continue to support. Regarding the additional 10-point assignment, for a total of 20 points, staff considered other programs for which the Commission is also responsible for nominating projects, such as the Transportation Development Act Article 3 (also known as SB 821) and Congestion Mitigation and Air Quality (CMAQ) programs. For the SB 821 and CMAQ programs, project readiness is emphasized in evaluating and awarding projects. Therefore, staff and the TAC recommend that projects requesting construction funding and are ready for construction should be weighted more heavily, as it illustrates the local agency's commitment to leverage other funding sources.

Accordingly, the 20-point distribution will be added to projects that meet the following criteria:

20 Point Distribution

- 10 points for projects identified within the Western Riverside Council of Government's Subregional Active Transportation Plan; Coachella Valley Association of Governments Non-Motorized Plan; or an adopted local active transportation plan, bike or pedestrian master plan, or Safe Routes to School Plan;
- 4 points for projects requesting construction-only funding; and

- 6 points for projects requesting construction funding in the first two programming years of the ATP Cycle 4 call for projects.

The assignment of the 20 points will be reviewed with the TAC prior to forwarding to the Commission for approval in January or February 2019. Upon Commission approval of the 20 point scoring, staff will submit the project recommendations to SCAG for approval and submittal to the CTC for final approval in June 2019.

Tiebreaker

There have been occasions where projects have equal scores (ties) and not enough funds are available in the Riverside County share to fund these projects. In the event this occurs, staff will adhere to the following steps:

- Work with the local agencies to determine if the funds can be split equally between applicants, without reducing the scope and benefits of the proposed project, and the local agencies commit to fully funding the difference with other local sources.
- If the above step is not viable for the applicants, staff will utilize a tiebreaker method similar to the CTC's method under the statewide component.

ATP RCTC Tiebreaker Method Guidance (in priority order)

- ✓ Infrastructure Projects
- ✓ Construction Readiness

Infrastructure:

1. Projects that are ready for construction
2. Highest score on the ATP Scoring question:
"Potential for Increased Walking and Bicycling"

Following is an example of applying the Tiebreaker Method:

- If a tie occurs between two infrastructure projects, the project that is construction ready, or closest to being delivered, will be selected. If the tied projects can be delivered within the same timeframe, then the project that received the highest point value question for "Potential for Increased Walking and Bicycling" will be recommended.

It should be noted that non-infrastructure and planning applications that are not funded under the Statewide program are considered for funding under SCAG's ATP MPO share.

Project Fund Request Exceeds Amount Available

In the event that a single project scores high enough to be funded through the county share but the requested funding exceeds the amount available, staff will discuss with the project applicant whether there are sufficient local funds available to fund the difference without reducing the scope and benefits of the project. If local funds are not available to cover the shortfall, staff will review the next highest scoring project for funding. Staff will also review with the local agency whether re-applying in a future cycle and obtaining a higher score under the statewide component is feasible or practical.

The TAC members and staff recommend the above revisions be approved. Upon approval staff will submit the 20 point distribution to SCAG for inclusion in the MPO Regional Program Guidelines for Riverside County ATP projects.

There is no financial impact related to the approval of the ATP MPO Regional Program Guidelines.

AGENDA ITEM 8

RIVERSIDE COUNTY TRANSPORTATION COMMISSION

DATE:	January 14, 2019
TO:	Technical Advisory Committee
FROM:	Jenny Chan, Management Analyst
SUBJECT:	Obligation Delivery Plan Update – FFY 2018/19

STAFF RECOMMENDATION:

Receive and file.

BACKGROUND INFORMATION:

As the Regional Transportation Planning Agency (RTPA), RCTC is responsible for ensuring that federal Congestion Mitigation and Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) funds apportioned to Riverside County are allocated and obligated in a timely manner to prevent funds from lapsing. Federal Obligation Authority (OA) for the region is provided on an annual basis and has to be used in the Federal Fiscal Year (FFY) it is provided. The Commission’s goal is to ensure that 100 percent of its OA is obligated.

RCTC works closely with our local agencies and Caltrans to ensure projects on the Obligation Delivery Plan are obligated and delivered. Many of these projects are from the 2013 Multi-Funding Call for Projects, 2013 Regional Surface Transportation Program (RSTP a.k.a STBG) Call for Projects, CVAG’s 2014 CMAQ Call for Projects, and various other projects that had been awarded CMAQ or STBG funds by the Commission. The attached obligation plan provides an outline of the projects that have CMAQ or STBG programmed in FFY 2018/19. The information provided in the attached obligation plan comes from milestone updates received from your agencies, discussions with project sponsors, and our monthly meetings with local assistance.

It is recommended you begin your federal-aid process as soon as possible, and/or devote the resources needed to secure the federal approvals for obligation, ensuring the timely obligation of the federal funds. In the attached FFY 2018/19 Obligation Plan, these are the planned CMAQ and STBG obligations for the current year. If you anticipate a delay in obligating these funds this year, please notify RCTC staff with a project status update.

It is critical that local agencies awarded federal funds meet the milestones established to ensure local OA does not lapse. RCTC will be reviewing agreement dates and contacting agencies that have made little to no progress to discuss alternatives for the federal award. RCTC staff is available to assist cities with the processing of the RFA submittals and the overall navigation through the federal-aid process.

Attachment: Draft FFY 2018/19 Obligation Plan

AGENDA ITEM 9

A presentation will be made but there is no attachment to the agenda for item 9.

AGENDA ITEM 10

A presentation will be made but there is no attachment to the agenda for item 10.

AGENDA ITEM 11

A presentation will be made but there is no attachment to the agenda for item 11.

AGENDA ITEM 12

A presentation will be made but there is no attachment to the agenda for item 12.