



**VENTURA COUNTY TRANSPORTATION COMMISSION
TRANSPORTATION TECHNICAL ADVISORY COMMITTEE**

Camarillo City Hall
Administrative Conference Room
601 Carmen Drive
Camarillo, CA

Thursday, November 15, 2012 at 9:00 AM

- Item # 1** Call to Order
- Item # 2** Public Comments
- Item # 3** Approval of October 18, 2012 Minutes
- Item # 4** Revision to Highway Investment Study Scope
- Item # 5** Revision to Ventura County Surface Transportation Program (STP) Funds
- Item # 6** CMAQ, STP, and TE Project Status Updates
- Item # 7** Caltrans Right-of-Way Certification Process
- Item # 8** Future Agenda Items
 - Congestion Management Program Update /Approval
 - Periodic Highway Construction Updates
 - Regional Transportation Funding & Planning
 - Route 1 Rerouting to Rice Avenue
 - VCTC Programming Procedures—Potential Revision
 - Caltrans Presentation on Preliminary Environmental Review
- Item # 8** Next Meeting December 20, 2012

**MINUTES OF THE
VENTURA COUNTY TRANSPORTATION COMMISSION
TRANSPORTATION TECHNICAL ADVISORY COMMITTEE**

October 18, 2012 Meeting

Item #1 Call to Order

Vice Chair Ken Matsuoka of the City of Camarillo called the meeting to order at 9:03am. The attached attendance sheet shows who was present.

Item #2 Public Comments

Cynthia Daniels of the City of Oxnard requested that the TTAC add "Caltrans ROW Certification" to the Future Agenda Items in order to give Caltrans staff an opportunity to present on ways that agencies can help expedite the ROW Certification process.

Peter De Haan informed the TTAC of Caltrans' "Carmageddon" project needing votes to win the AASHTO People's Choice Best Project.

Item #3 Approval of September 20, 2012 Minutes

Andy Santamaria of the City of Port Hueneme moved to approve the minutes. Ben Emami of the County seconded the motion and it passed unanimously.

Item #4 Caltrans Local Assistance Update

Robert Wong of Caltrans updated the TTAC on the items shown in ATTACHMENT A.

Item #5 Project Status Reporting Methods

Stephanie Young presented this item. Staff has developed new spreadsheets to simplify communication of project statuses between VCTC, agencies, and Caltrans. The TTAC gave input on which spreadsheets and methods would be most beneficial for them. Staff will update the spreadsheets and forward them to Caltrans Local Assistance staff. Agencies should continue to maintain regular communication with Local Assistance.

Item #6 Status of Federal STP, CMAQ, and TE Funds

Staff will send out spreadsheets for agencies to update with project statuses.

Item #7 Appointment of TTAC Representatives

Stephanie Young presented this item. Currently, VCTC has no letters from agencies appointing TTAC representatives. Staff requests that agencies submit letters to VCTC within the next two weeks.

Item #8 Federal Transportation Improvement Program (TIP) Status

Peter De Haan presented this item. The 2013 FTIP will be approved in December. Staff is currently working on the first amendment to the FTIP, which will be approved shortly thereafter.

Item #9 Revision to Ojai Congestion Mitigation and Air Quality (CMAQ) Funds

Peter De Haan presented this item. The City of Ojai requests that \$25,000 in CMAQ funds be moved from the Fox Canyon Bike/Pedestrian Trail project to the Ojai Bus Shelters project. Dave Klotzle of the City of Moorpark moved to approve the staff recommendation to shift the funds. The motion was seconded by Cliff Finley of the City of Thousand Oaks. The motion passed unanimously.

VCTC (TTAC)

October 18, 2012 – 9:00am, Thursday – Camarillo City Hall

Caltrans Update and Report

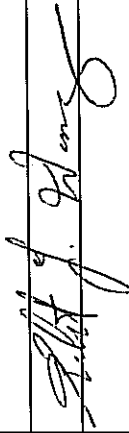
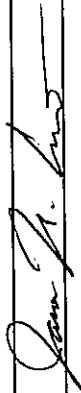
TTAC Item #4 - Caltrans Local Assistance Update

- a. Fiscal Year 2013 – Delivery Coordination
DOF – ZBB - Reorganization
Area – Workshop, periodic phone conference
- b. Program Update
HSIP final list for cycle 5 approval this week
- c. Implementation Update
FTA Transfers no definite start date – may be Nov or Jan.
FTIP 12/13 December this year
Current FTIP is valid but EPSP approval required to obligate funds not programmed in 12/13 FFY.
Enhanced NHS – Map 21 – NHS increased in CA by 7,000 miles of principle arterials.
- d. Federal Program Codes
Continue using old appropriation codes until apportionments are done.
New apportionments will be loaded into FMIS .
- e. Acceleeration of Project Delivery
Innovative contracting method including Construction Manager / General Contractor is now
Included in MAP-21.
- f. Purchase of Alternative Fuel Vehicle/Equipment with CMAQ Fund
See October 2, 2012. The Energy Act can no longer used to increase the federal share of CMAQ
But Toll Credits continue to be available for those projects that do not qualify for 100 percent
federal reimbursement under 23 USC 120(c).
- g. Inactive Invoice
Ventura has a list posted at the beginning of the month. Invoice or Justification submitted to
District by November 21, 2012. Future Master Agreement may want invoice every 6 months.

ATTENDANCE LIST OF TTAC MEMBERS / ALTERNATES

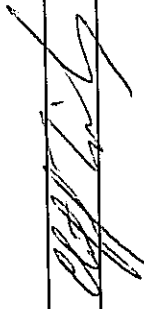
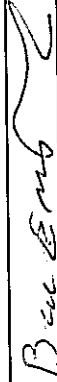
Meeting Date:

10/18/12

NAME	PHONE	E-MAIL ADDRESS	SIGNATURE
David Sosa	Caltrans		
Dale Benson	(213) 897-3850	Dale.Benson@dot.ca.gov	
Nayna Shah	650-7179	nayna_shah@dot.ca.gov	
Morris Zarbi	213-897-2969	mzarbi@dot.ca.gov	
Fred Bral	213-897-2938	fredbral@dot.ca.gov	
Robert Wong	213-897-0192	robert_y_wong@dot.ca.gov	
Bob Ghiglieri	CHP	bghiglieri@chp.ca.gov	
Ken Matsuoka	383-5672	kmatsuoka@ci.camarillo.ca.us	
Bill Golubics	388-5356	bgolubics@ci.camarillo.ca.us	
Bert Rapp	524-1500 x231	brapp@ci.fillmore.ca.us	
Tom Scott	524-1500 x 234	tscott@ci.fillmore.ca.us	
Dave Klotzle	517-6285	dklotzle@ci.moorpark.ca.us	
Glenn Hawks	640-2560	hawks@ci.ojai.ca.us	
Greg Grant	646-5581 x 201	grant@ci.ojai.ca.us	
Andrea Boggs	646-5581 ext 209	boggs@ci.ojai.ca.us	
Cynthia Daniels	385-7871	cynthia.daniels@ci.oxnard.ca.us	
Soher Abdemalik	385-7873	soher.abdemalik@ci.oxnard.ca.us	
Martin Erickson	385-7870	Martin.Erickson@ci.oxnard.ca.us	
Jason Samonte	385-7872	Jason.Samonte@ci.oxnard.ca.us	
Kit Nell	986-6500	knell@ci.port-hueneme.ca.us	
Andres Santamaria	986-6568	asantamaria@ci.port-hueneme.ca.us	
Brian Yanez	933-4212	byanez@spcity.org	
David Medina	583-6810	dmedina@simivalley.gov	
Kamran Panah	583-6886	kpanah@simivalley.org	

ATTENDANCE LIST OF TTAC MEMBERS / ALTERNATES

Meeting Date: 10/18/12

NAME	PHONE	E-MAIL ADDRESS	SIGNATURE
Brent Siemer	City of Simi Valley	bsiemer@simivalley.org	
Jay Spurgin	City of Thousand Oaks	ispurgin@toaks.org	
Tom Pizza	City of Thousand Oaks	tpizza@toaks.org	
Cliff Finley	City of Thousand Oaks	cfinley@toaks.org	
Rick Raives	City of Ventura	rtaives@ci.ventura.ca.us	
Tom Mericle	City of Ventura	tmericle@ci.ventura.ca.us	
Carlos Hernandez	COH & Assoc.		
Ben Emami	County of Ventura	ben.emami@ventura.org	
David Fleisch	County of Ventura	david.fleisch@ventura.org	
Steve Brown	Gold Coast Transit	sbrown@goldcoasttransit.org	
Helene Buchman	Gold Coast Transit	hbuchman@goldcoasttransit.org	
Chris Birkelo	Port of Hueneme	cbirkelo@portofhueneme.org	
Ben Cacatian	VCAPCD	ben@vcapcd.org	
Kerry Forsythe	VCTC	kforsythe@goventura.org	
Peter De Haan	VCTC	pdehaan@goventura.org	
Steve DeGeorge	VCTC	sdegeorge@goventura.org	
Darren Kettle	VCTC	dkettle@goventura.org	
Stephanie Young	VCTC	syoung@goventura.org	
THANG TRAN	CITY OF CAMARILLO	TTRAN@CI.CAMARILLO.CA.US	



Item #4

November 15, 2012

MEMO TO: TRANSPORTATION TECHNICAL ADVISORY COMMITTEE
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: REVISION TO HIGHWAY INVESTMENT STUDY SCOPE AND FUNDING

RECOMMENDATION:

- Consider staff recommendation to revise the scope and funding for the Highway Investment Study.

BACKGROUND:

As part of the Mini-Call for Projects, VCTC approved \$500,000 in Surface Transportation Program funds for a Caltrans planning study to consider upcoming priorities for use of State Transportation Improvement Program funds on the State Highway system. Staff has been in discussions with Caltrans since that time but as of yet there has been no agreement with Caltrans regarding the process for providing funding for Caltrans staff time. A revised scope and funding plan are now under discussion and staff anticipates having a recommendation for TTAC. This recommendation will be provided, if possible, under separate cover prior to the meeting.



Item #5

November 15, 2012

MEMO TO: TRANSPORTATION TECHNICAL ADVISORY COMMITTEE

FROM: STEPHANIE YOUNG, PROGRAM ANALYST

**SUBJECT: REVISION TO VENTURA COUNTY SURFACE TRANSPORTATION
PROGRAM (STP) FUNDS**

RECOMMENDATION:

- Approve shifting \$335,000 in STP funds from the Pleasant Valley/Sturgis Project to the Pleasant Valley/Fifth Street Project.

BACKGROUND:

In the most recent cycle of the Highway Safety Improvement Program, the County of Ventura received funding from Caltrans for the Pleasant Valley at Sturgis Intersection Project. This project had previously been awarded \$335,000 in STP funds in the 2012 Mini-Call for Projects. The County would now like to shift the \$335,000 of STP previously programmed for this project to the Pleasant Valley at Fifth Street Intersection Project. This project is partially funded with STP from the 2012 Mini-Call and the additional \$335,000 would allow the project to be almost fully funded.



Item #6

November 15, 2012

MEMO TO: TRANSPORTATION TECHNICAL ADVISORY COMMITTEE
FROM: STEPHANIE YOUNG, PROGRAM ANALYST
SUBJECT: STATUS OF FEDERAL STP, CMAQ, AND TE FUNDS

RECOMMENDATION:

- Review project status.

DISCUSSION:

Under federal law, STP, CMAQ, and TE funds apportioned to California lapse if they are not used within three years. AB 1012, which became law in October, 1999, applies the three-year lapsing rule to CMAQ and STP funds in each county. Furthermore, since, under California Transportation Commission (CTC) policy, TE funds are programmed based on County shares through the STIP, there are STIP timely-use requirements that apply to these funds. For these reasons, it is important for VCTC to have an accurate schedule of STP, CMAQ, and TE fund obligations. VCTC also uses this project schedule to ensure that the financially-constrained programming for the current year in the TIP includes all of the projects which are ready-to-go. Additionally, this schedule is provided to Caltrans for use in managing statewide obligational authority.

In order to track the progress of projects, ATTACHMENT A includes tables showing the status of all incomplete STP, CMAQ, and TE projects. Staff requests that agencies provide their status updates at the TTAC meeting.

CMAQ Project Obligations as of 11/2/2012

Project Name	Agency	Call	TIP ID	CMAQ Funding	Actual/Expected Obligation (E-76) Date	Obligated Amount*	Balance	Project Status	Next Submittal & Date (PES/ ROW Cert/RFA/First Invoice/Closeout)
Calleguas Creek Bike Trail Ph II (Adolfo to South side of US-101)	Camarillo	SAFETEA-LU	07-VEN050403	\$ 1,758,306	5/9/2006	\$ 1,758,306	\$ -	Construction underway	
Calleguas Cr Bike Ph II Toll Credit	Camarillo	2010 Mini-Call	07-VEN050403	\$ 191,225	7/13/2011	\$189,423	\$ 1,802	Con underway; Completion by 2012	
Calleguas Creek Bike Trail Ph IV	Camarillo	2010 Mini-Call	07-VEN110106	\$ 54,000	1/11/2012	\$54,000	\$ -	Consultant selection underway; Design expected to be complete 12/12	
Calleguas Creek Bike Trail Ph III	Camarillo	2010 Mini-Call	07-VEN110105	\$ 360,000	Jun-13		\$ 360,000	Awaiting VCWPD project to finish. Design in progress. Submit PES/CE early 2013; RFA spring 2013.	
Calleguas Creek Bike Trail Ph IV	Camarillo	2010 Mini-Call	07-VEN110106	\$ 300,000	Jun-13		\$ 300,000	Design in progress. Resolving ROW issue. Submit PES/CE early 2013; RFA spring 2013.	
Arneill Rd/Dunnigan St Traffic Signal	Camarillo	2012 Mini-Call		\$ 250,000	Oct-13		\$ 250,000		
Rancho Camulos RR & Bike Path	County	TEA-21	07-VEN990310	\$ 265,000	8/29/2001	\$ 265,000	\$ -	to bid 11/2012; CON complete 11/2013	
Rancho Camulos RR & Bike Path	County	TEA-21	07-VEN990310	\$ 2,735,000	8/29/2001	\$ 2,601,459	\$ 133,541	to bid 11/2012; CON complete 11/2013; \$133 balance transferred to Lomita and Santa Clara Bike Lanes	
Santa Clara Bike Lanes Central/118	County	2010 Mini-Call	07-VEN110303	\$ 60,000	6/28/2011	\$ 60,000	\$ -	Design expected to be complete by 3/2013	
Santa Clara Bike Lanes Central/118	County	2010 Mini-Call	07-VEN110303	\$ 1,030,000	Jun-13		\$ 1,030,000	CON to begin 11/2013. Includes \$120 from Rancho Camulos	RFA 5/2013
Lomita Bike Routes	County	2010 Mini-Call	07-VEN110306	\$ 26,000	Dec-12		\$ 26,000	Construction expected to begin 1/2013.	
Lomita Bike Routes	County	2010 Mini-Call	07-VEN110306	\$ 212,000	Dec-12		\$ 212,000	Construction expected to begin 1/2013	
Las Posas Rd Bike Lanes	County	2012 Mini-Call		\$ 243,000	Feb-14		\$ 243,000	Design 1/2014; CON 1/2015; Includes \$13K from Rancho Camulos	
Hueneme Rd Bike Lanes	County	2012 Mini-Call		\$ 168,000	Jan-13		\$ 168,000	CON to be obligated in 4/2013	RFA 11/2012
Main Street Intermodal Center	Fillmore	TEA-21	07-VEN54167	\$ 213,000	7/30/2002	\$ 213,000	\$ -		
Pole Creek Undercrossing	Fillmore	SAFETEA-LU	07-VEN051401	\$ 664,906			\$ 664,906	Delayed	
Pole Creek Bike Path Toll Credit	Fillmore	2010 Mini-Call	07-VEN051401	\$ 77,724			\$ 77,724	Completion expected 2012	
Moorpark Metrolink Station Entrance Bike/Pedestrian/Equestrian Trail	Moorpark	2010 Mini-Call	07-VEN031218	\$ 449,450	1/5/2012	\$ 449,205	\$ 245	Completion expected 2014	
Bike/Ped Oxnard & 5th	Oxnard	TEA-21	07-VEN990317	\$ 960,000	9/12/2001	\$ 960,000	\$ -	Completion expected 2012	
Oxnard Blvd Bike/Ped Path	Oxnard	SAFETEA-LU	07-VEN990317	\$ 2,105,530			\$ 2,105,530	\$341 transferred to Gonzales segment VEN120424	
Oxnard Blvd Bike/Ped Path from Gonzales	Oxnard	SAFETEA-LU	07-VEN120424	\$ 341,000	Jun-13		\$ 341,000	Awaiting ROW Cert. RFA for CON submitted 4/16/12. NEPA revalidation 5/2012.	
Ventura Blvd Sidewalk PE	Oxnard	2012 Mini-Call	07-VEN120403	\$ 67,000	Oct-12		\$ 67,000		
Trip Demand Management	Oxnard	2012 Mini-Call	07-VEN120406	\$ 132,795	Oct-12		\$ 132,795	CON to begin 3/2013	
Bike Facilities for NECSP	Oxnard	2012 Mini-Call	07-VEN120409	\$ 643,896	Jun-13		\$ 643,896	Awaiting TIP amendment	
C Street Bike Facilities	Oxnard	2012 Mini-Call		\$ 306,075	Jun-13		\$ 306,075	Awaiting TIP amendment	
Rose Ave Sidewalk	Oxnard	2012 Mini-Call	07-VEN120402	\$ 434,555	Oct-12		\$ 434,555	RFA for PE submitted 10/2012	
Citywide Sidewalk Survey	Oxnard	2012 Mini-Call	07-VEN120802	\$ 177,060	Jan-13		\$ 177,060	Awaiting TIP amendment	RFA
Ventura Blvd Sidewalk CON	Oxnard	2012 Mini-Call	07-VEN120403	\$ 846,349	Jan-13		\$ 846,349		

CMAQ Project Obligations as of 11/2/2012

Project Name	Agency	Call	TIP ID	CMAQ Funding	Actual/Expected Obligation (E-76) Date	Obligated Amount*	Balance	Project Status	Next Submittal & Date (PES/ ROW Cert/RFA/First Invoice/Closeout)
Multi-modal Shoreside Power Project	Oxnard Harbor District	2012 Mini-Call	07-VEN120422	SHELF			SHELF		
SR 126 Bike Path	S.B. Ventura	TEA-21	07-VEN990320	\$ 632,500	7/1/2011	\$ 632,500	\$ -	CON underway; Completion expected 3/18/13	
Calif. Street Bridge Upgrade	S.B. Ventura	TEA-21	07-VEN990319	\$ 329,000	Oct-12		\$ 329,000	Completion expected 10/15/13; awaiting Caltrans approval to permit	
California Street Improvements	S.B. Ventura	SAFETEA-LU	07-VEN990319	\$ 796,000	Oct-12		\$ 796,000	Completion expected 10/15/2013; awaiting Caltrans approval of permit	
Hwy 126 Harmon Barranca Bike Path	S.B. Ventura	2010 Mini-Call	07-VEN031229	\$ 1,215,553	7/1/2011	\$ 574,377	\$ 641,176	CON underway; Completion expected 3/18/2013	
Hwy 126 Harmon Toll Credit	S.B. Ventura	2010 Mini-Call	07-VEN031229	\$ 81,947	7/1/2011	\$ -	\$ 81,947	Toll Credit could not be used	
Hwy 126 Bike Path Gap Closure	S.B. Ventura	2010 Mini-Call	07-VEN031230	\$ 88,530	Jul-13		\$ 88,530		
Hwy 126 Bike Path Gap Closure	S.B. Ventura	2010 Mini-Call	07-VEN031230	\$ 53,118	Jul-13		\$ 53,118		
Hwy 126 Bike Path Gap Closure	S.B. Ventura	2010 Mini-Call	07-VEN031230	\$ 743,652	Jul-14		\$ 743,652		
Sheridan Wy/Ventura River Bike Trail PE	S.B. Ventura	2010 Mini-Call	07-VEN110304	\$ 44,265	Oct-12		\$ 44,265		
Sheridan Wy/Ventura River Bike Trail ROW	S.B. Ventura	2010 Mini-Call	07-VEN110304	\$ 177,060	Jul-13		\$ 177,060		
Bike Trail in Railroad ROW	Santa Paula	2010 Mini-Call	07-VEN111102	\$ 1,110,000	Oct-12		\$ 1,110,000		
W.L.A. Ave Widening for Bike Lanes	Simi Valley	SAFETEA-LU	07-VEN051201	\$ 1,878,000	7/11/2011	\$ 1,814,000	\$ 64,000	CON Underway; Obl expected Dec 2012	
Arroyo Simi Bike Path	Simi Valley	SAFETEA-LU	07-VEN031205	\$ 113,975	8/11/2011	\$ 178,000	\$ (64,025)	CON Complete	
West L.A. Bike Lane Toll Credit	Simi Valley	2010 Mini-Call	07-VEN051201	\$ 172,056	7/11/2011	\$ 172,056	\$ -	CON underway	
Arroyo Simi Bike Path Toll Credit	Simi Valley	2010 Mini-Call	07-VEN031205	\$ 22,932	8/11/2011	\$ 22,932	\$ -	CON Complete	
West LA Ave Bike Lanes	Simi Valley	2012 Mini-Call	07-VEN120417	\$ 2,213,250	Dec-13		\$ 2,213,250	Design complete 7/2013	
Lynn Road Traffic Signal Coordination	T.O.	SAFETEA-LU	07-VEN056403	\$ 400,000	2/29/2008	\$ 393,242	\$ 6,758	CON Completed 2/2012	
Hillcrest Drive Bike Path	T.O.	SAFETEA-LU	07-VEN056407	\$ 250,000	Dec-13		\$ 250,000	Design underway; PSE 10/2013	
Lynn Road Bike Lanes	T.O.	SAFETEA-LU	07-VEN090503	\$ 655,000	Nov-12		\$ 655,000	Auth underway; .Construction award 12/2012	
Erbes Rd Improvements	T.O.	2012 Mini-Call	07-VEN110308	\$ 4,200,000	8/31/2012	\$ 4,200,000.00	\$ -	CON award 12/2012	
La Conchita Ped UC Design	VCTC	SAFETEA-LU	07-VEN991101	\$ 382,000	4/1/2005	\$ 350,000	\$ 32,000	Incorporated Into Hwy 101 HOV lane project	
Rideshare Programs	VCTC	2012 Mini-Call	07-VEN93017	\$ 886,000	6/22/2012	\$ 443,000	\$ 443,000		

*Obligated amount = Funds approved by FHWA on Authorization to Proceed (FNM-76) form, or approved by FTA in grant application.

Approved STP Program - Obligated Projects as of 11/2/2012

Approved CIP Program - Obligated Projects as of 12/2/2012								Next Submittal Date (PES/ ROW Cert/RFA/1st Invoice/Closeout)
Project Name	Agency	Call	STP Funding	Actual/Expected Obligation (E-76) Date	Obligated Amount*	Project Balance	Project Status	
Sta Rosa Rd Widen Upland/Woodcrk	Camarillo	SAFETEA- LU	\$1,870,277	5/14/2010	\$360,000	\$1,510,277	Design in progress. PES/CE is in review with Caltrans. June 2013 expected obligation	ROW Cert
Route 101/ Central Landscaping Enhancement	Camarillo	SAFETEA- LU	\$33,000	1/11/2012	\$33,000	\$0	Design expected to be complete 6/14	
Adolfo Road Intersection Toll Credit	Camarillo	2010 Mini- Call	\$135,002	3/6/2012	\$80,333	\$54,669	Construction underway	
Sta Rosa Rd @ Adolfo Intsect Mod CON	Camarillo	SAFETEA- LU	\$997,735	3/6/2012	\$641,105	\$356,630	underway	
Ponderosa Dr Landscaping	Camarillo	SAFETEA- LU	\$403,172	8/31/2012	\$403,172	\$0		
Ponderosa Dr Landscaping Toll Credit	Camarillo	2010 Mini- Call	\$52,390	8/31/2012	\$52,390	\$0		
Pavement Rehab Various Streets	Camarillo	2012 Mini- Call	\$500,000	Jul-13		\$500,000	Design in progress. PES/CE submitted.	RFA
Pancho Rd Improvements	Camarillo	2012 Mini- Call	\$1,500,000	Aug-13		\$1,500,000	Design in progress. PES/CE submitted.	RFA
Sta Rosa Rd @ Adolfo Intsect Mod ROW	Camarillo	SAFETEA- LU	\$44,265			\$44,265	Shift fr 101/PV	
Kanan Rd Pavement Rehab	County	2012 Mini- Call	\$648,000	Jan-13		\$648,000	RFA by Nov 2012; CON expected to begin obligate by 4/2013	RFA 11/2012
Hueneme Rd Pavement Rehab	County	2012 Mini- Call	\$800,000	Jan-13		\$800,000	RFA by nov 2012; CON expected to begin by 4/2013	RFA 11/2012
Etting Rd Pavement Rehab	County	2012 Mini- Call	\$360,000	Jan-13		\$360,000	RFA by nov 2012; CON expected to begin by 4/2013	RFA 11/2012
Rice Ave at Wooley Rd Improvements	County	2012 Mini- Call	\$200,000	Jul-13		\$200,000	RFA by Nov 2012; Design 80% complete; CON expected to begin 10/2013	RFA 11/2012
Pleasant Valley Bike Lanes	County	2012 Mini- Call	\$360,000	Nov-14		\$360,000	Design 3/2013	
Pleasant Valley at East 5th St Improvements	County	2012 Mini- Call	\$1,425,000	Mar-16		\$1,425,000	County requests \$335K from PV/Sturgis as Toll Credits for PE phase. PE submittal Nov 2013. CON expected 9/2016. \$1425+335=1760	
Pleasant Valley at Sturgis Rd Improvements	County	2012 Mini- Call	\$335,000	Aug-16		\$335,000	To be funded with HSIP	
Central Avenue Intersection Improve	Fillmore	SAFETEA- LU	\$600,000	11/5/2007	\$600,000	\$0		
Traffic Signal 23 / River St	Fillmore	SAFETEA- LU	\$120,000	11/5/2007	\$120,000	\$0		
Street Overlay	Fillmore	2010 Mini- Call	\$26,559	Jun-13		\$26,559		
Street Overlay	Fillmore	2010 Mini- Call	\$240,851	Jun-13		\$240,851		
Street Rehab/Overlay	Moorpark	SAFETEA- LU Local	\$595,923	8/8/2007	\$595,293	\$630		
Route 118 - Moorpark to e/o Spring	Moorpark	SAFETEA- LU	\$796,770	Mar-14		\$796,770	Design and ROW in progress	
Route 23 Widening High/Third	Moorpark	SAFETEA- LU	\$1,500,000	Dec-14		\$1,500,000	Prelim. Design and ROW needs in progress.	
Pavement Rehab	Moorpark	2012 Mini- Call	\$637,416	Mar-13		\$637,416	PE	
Ojai Trail Extension / Fulton Ext	Ojai	TEA-21	\$439,000	9/15/1998	\$379,915	\$59,085	To bid summer 2012	
Road Resurfacing	Ojai	2012 Mini- Call	\$354,120	Dec-12		\$354,120	RFA submitted	
Fulton Street Extension Toll Credit	Ojai	2010 Mini- Call	\$54,037			\$54,037		
Ventura Blvd Improvements	Oxnard	2010 Mini- Call	\$125,713	6/28/2011	\$126,000	-\$287	CON began July 2012	CON
Street Overlay/Resurfacing/Rehab	Oxnard	SAFETEA- LU Local	\$3,031,487	8/23/2011	\$3,031,487	\$0		
Victoria Avenue Improvements	Oxnard	2010 Mini- Call	\$58,873	12/13/2011	\$58,873	\$0		
Del Norte Road Rehabilitation	Oxnard	SAFETEA- LU	\$532,600	Feb-12		\$532,600	Con from Demo./Huen; ROW Cert expected 12/2012	RFA
Hueneme Road Widening	Oxnard	2010 Mini- Call	\$824,628	Feb-12		\$824,628	Expect ROW cert by 12/2012	
Victoria Avenue Improvements CON	Oxnard	2010 Mini- Call	\$914,957	Mar-12		\$914,957	In design	
Del Norte Road Rehabilitation	Oxnard	2010 Mini- Call	\$929,612	Oct-12		\$929,612		
Rose Ave Resurfacing	Oxnard	2012 Mini- Call	\$2,162,328	Oct-12		\$2,162,328		
Ventura Blvd Improvements	Oxnard	2010 Mini- Call	\$3,279,697	11/2/2012	\$1,865,108	\$1,414,589	CON to start July 2012	CON
E. Ventura Blvd Improvements	Oxnard	SAFETEA- LU	\$248,000	Nov-12		\$248,000	RFA submitted	

Approved STP Program - Obligated Projects as of 11/2/2012

Project Name	Agency	Call	STP Funding	Actual/Expected	Obligated	Project Balance	Project Status	Next Submittal Date (PES/ ROW Cert/RFA/1st Invoice/Closeout)
				Obligation (E-76) Date				
Rice Corridor Bridge PE	Oxnard	2012 Mini-Call	\$1,760,000	Jul-13		\$1,760,000		
Del Norte Resurfacing	Oxnard	2012 Mini-Call	SHELF				\$2,688,479	
Fifth St Resurfacing	Oxnard	2012 Mini-Call	SHELF				\$1,062,360	
Street Rehabilitation	Port Hueneme	2010 Mini-Call	\$370,000	Nov-12		\$370,000		
Street Rehabilitation/Reconstruction	S.B.Ventura	SAFETEA-LU Local	\$2,349,117	11/9/2005	\$2,038,390	\$310,727	6/1/2013 expected obligation	
Omer Rains Coastal Bike Path	S.B.Ventura	2010 Mini-Call	\$221,250	8/16/2012	\$221,250	\$0		
Omer Rains Toll Credits	S.B.Ventura	2010 Mini-Call	\$28,750	8/16/2012	\$28,750	\$0		
California Street / 101 Off Ramp	S.B.Ventura	2010 Mini-Call	\$750,000	8/31/2012	\$750,000	\$0	Waiting for Coop	
Erringer Rd at Cochran Right Turn Lane	Simi Valley	2012 Mini-Call	\$575,445	Mar-13		\$575,445	Design in progress.	
Madera Rd Widening between Country Club West and Wood Ranch Pkwy	Simi Valley	2012 Mini-Call	\$885,300	Mar-13		\$885,300	Design in progress.	
Major Street Rehabilitation	Simi Valley	2010 Mini-Call	\$697,000	4/3/2012	\$697,000	\$0	Complete	Complete
Street Rehabilitation	Simi Valley	2012 Mini-Call	\$3,629,730	10/10/2012	\$3,629,730	\$0	RFA submitted 9/2012	CON
Madera Rd Widening between Simi Village and LA Ave	Simi Valley	2012 Mini-Call	\$531,180	Dec-13		\$531,180	Delayed until RTP Amendment	
Wendy Drive / 101 Improvement	T.O.	2010 Mini-Call	\$4,999,100	8/25/2011	\$4,718,541	\$280,559	CON underway	
Wendy Drive / 101 Toll Credit	T.O.	2010 Mini-Call	\$658,945	8/25/2011	\$654,477	\$4,468	CON underway	
Metal Canopy at Maintenance Facility	T.O.	2012 Mini-Call	SHELF				\$300,000	
Highway Investment Study	VCTC	2012 Mini-Call	\$500,000	Jul-13		\$500,000		
Countywide Transit Study	VCTC	SAFETEA-LU	\$200,000		\$200,000	\$0	Agreement underway	

*Obligated amount = Funds approved by FHWA on Authorization to Proceed (FNM-76) form, or approved by FTA in grant application.

Approved TE Projects - Obligations as of 11/2/2012

Project Name	Agency	Call	TEA Funding	Actual/Estimated Obligation (E-76) Date	Obligated Amount	Project Balance	Project Status	Next Submittal Date (PES/ROW Cert/RFA/Contract Award/1st Invoice/Closeout)
Route 101/Central Landscaping Enh	Camarillo	SAFETEA-LU	\$ 498,000			\$ 498,000	Design completion 6/14; Design funded with STP	
Lewis Road Landscaping	Camarillo	2010 Mini-Call	\$ 780,000			\$ 780,000	Design underway and expected complete 5/13	
Ponderosa Drive Landscaping	Camarillo	2010 Mini-Call	\$ 1,017,000	7/27/2012	\$ 1,017,000	\$ -	- Ready to Advertise	
Ponderosa Drive Landscaping Ph II	Camarillo	2010 Mini-Call	\$ 400,000	11/1/2012		\$ 400,000	Allocation requested; CON to begin 11/12	
Piru/Camulos Bike Trail	County	2010 Mini-Call	\$ 479,000	1/25/2012	\$ 479,000	\$ -	Extension Requested; Ready to Adv - Lost RDA Match	
Tenth Street Improvements	Santa Paula	2010 Mini-Call	\$ 600,000	5/23/2012	\$52,000	\$ 548,000		
Transportation Center Landscaping	T.O.	2010 Mini-Call	\$ 150,000	6/1/2013		\$ 150,000	Design underway	
Surfers Point (Omer Rains) Bike Path Ph II	Ventura	2012 Mini-Call	\$ 2,600,000			\$ 2,600,000	Preparing PSE	



Item #7

November 15, 2012

MEMO TO: TRANSPORTATION TECHNICAL ADVISORY COMMITTEE
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: CALTRANS RIGHT-OF-WAY CERTIFICATION PROCESS

RECOMMENDATION:

- Receive and file.

BACKGROUND:

At the last meeting there was a request to have Caltrans staff attend a meeting to discuss the process for certifying right-of-way. Tony Johnson and Sidney Schwartz from the Local Programs right-of-way coordination unit will be attending the meeting for this purpose.

RFA PACKAGE CHECKLIST

PE RFA PACKAGES

- ☐ FTIP/FSTIP page showing programmed funds (include backup list for grouped projects)
- ☐ LAPM Exhibit 3-A: RFA to proceed with PE
- ☐ LAPM Exhibit 3-E: RFA to proceed Data Sheets
- ☐ LAPM Exhibit 3-L: Project Prefix Checklist
- ☐ LAPM Exhibit 3-O: Finance Letter
- ☐ LAPM Exhibit 7-B: Field Review Form
- ☐ LAPM Exhibit 7-C: Roadway Data (if applicable)

Additional Documents – For specific type of projects:

- ◆ CMAQ Projects -- Emissions Benefit (Emission Reduction) Calculation Summary
- ◆ ITS Projects – LAPM Exhibit 7-I: Systems Engineering Review Form (SERF)
- ◆ BRIDGE Projects – LAPM Exhibit 7-D: Major Structure Data

R/W RFA PACKAGES

- ☐ FTIP/FSTIP page showing programmed funds (include backup list for grouped projects)
- ☐ LAPM Exhibit 3-B: RFA to proceed with R/W
- ☐ LAPM Exhibit 3-E: RFA to proceed Data Sheets
- ☐ LAPM Exhibit 3-O: Finance Letter
- ☐ LAPM Exhibit 7-B: Field Review Form
- ☐ Copy of NEPA document
- ☐ R/W Data Sheet
- ☐ R/W Utility Summary Sheet

CONSTRUCTION RFA PACKAGES

- ☐ FTIP/FSTIP page showing programmed funds (include backup list for grouped projects)
- ☐ LAPM Exhibit 3-D: RFA to proceed with Construction
- ☐ LAPM Exhibit 3-E: RFA to proceed Data Sheets
- ☐ LAPM Exhibit 3-O: Finance Letter
- ☐ LAPM Exhibit 7-B: Field Review Form
- ☐ LAPM Exhibit 7-C: Roadway Data (if applicable)
- ☐ LAPM Exhibit 7-D: Major Structure Data (for Bridge projects)
- ☐ LAPM Exhibit 12-C: PS&E Certification
- ☐ LAPM Exhibit 12-D: PS&E Checklist
- ☐ Copy of PS&E package
- ☐ LAPM Exhibit 13-B: R/W Certification
- ☐ LAPM Exhibit 15-A: Local Agency Construction Contract Administration Checklist
- ☐ Copy of NEPA document

Exceptions for Non-Construction Projects:

- ◆ A work-plan must be included in lieu of the PS&E package
- ◆ LAPM Exhibit 13-B: R/W Certification is not required.

Additional Documents – For specific type of projects:

- ◆ CMAQ Projects -- Emissions Benefit (Emission Reduction) Calculation Summary

BRIDGE PROJECTS (HBP)

Application for Bridge Projects:

- ☐ LAPG Exhibit 6-A: HBP Application/Scope Definition Form
- ☐ LAPG Exhibit 6-B: HBP Special Cost Approval Checklist

Change of Scope, Cost, or Schedule:

- ☐ LAPG Exhibit 6-D: HBP Scope/Cost/Schedule Change Request
- ☐ LAPG Exhibit 6-B: HBP Special Cost Approval Checklist
- ☐ Funds Summary Report from HBP database

AWARD PACKAGES

- ☐ LAPM Exhibit 15-L: Local Agency Contract Award Checklist
- ☐ LAPM Exhibit 15-M: Detail Estimate
- ☐ LAPM Exhibit 15-N: Finance Letter
- ☐ LAPM Exhibit 15-B: Residents Engineer's Construction Contract Administration Checklist
- ☐ LAPM Exhibit 15-G: Local Agency Bidder DBE Commitment (Construction Contracts)
- ☐ List of Bidders
- ☐ Bid Summary

REQUEST FOR COST ADJUSTMENT

- ☐ Justification Letter with a detailed explanation of why additional funding or funds-shift is requested (not required for cost adjustments involving funds deobligation only)
- ☐ Funds Verification from MPO/RTPA or via FTIP/FSTIP (required only if additional federal funds are requested)
- ☐ LAPM Exhibit 3-E: Updated RFA to proceed Data Sheets
- ☐ LAPM Exhibit 7-B: Updated Field Review Form
- ☐ LAPM Exhibit 15-M: Revised Detail Estimate
- ☐ LAPM Exhibit 15-N: Revised Finance Letter

FTA TRANSFER REQUEST

- ☐ FTIP/FSTIP page showing programmed funds
- ☐ LAPM Exhibit 3-J: Request for transfer of Federal Funds to the FTA
- ☐ LAPM Exhibit 3-O: Finance Letter
- ☐ Grant Application with pending Grant Number
- ☐ Caltrans Notification Letter

RIGHT OF WAY CERTIFICATION PACKAGE SUBMITTALS- REQUIREMENTS

Right of Way Local Programs requirements and procedures for processing Local Agency Right of Way Certification submittal packages. It is essential the local agency be familiar with Chapter 13 of the Local Assistance Procedures manual (off-system projects) and the Caltrans R/W Manual (on-system projects) prior to submittal and contact our department to discuss any potential right of way impacts well in advance of its Right of Way certification submittal.

1. ONLY HARD COPY SUBMITTALS WILL BE ACCEPTED AND PROCESSED FOR REVIEW AND ACCEPTANCE. Our unit does not have the staffing and/or resources to accept and review electronic submittals.
2. Only complete R/W Certification submittal packages will be processed for review/acceptance. Any incomplete submittals will be returned to the designated Senior DLAE for communication to the local agency.
3. Documentation constituting a complete R/W Certification submittal package must include but may not be limited to the below items.
 - a. Properly completed and signed R/W Certification specifying Level 1, 2 or 3 (only one level is applicable per project).
 - b. Project Engineer's Certification of Utilities
 - i. On-system – mandatory.
 - ii. Off-system – optional but highly recommended.
 - iii. If utility relocation costs are federally participating, a Specific Authorization memorandum (per relocation item) must be provided. (See Chapter 14 of LAPM)
 - c. Approved environmental document or revalidation. **(Must be current within 3 years)**
 - d. Complete set of final project plans proposed for construction, advertisement and contractor bid (reduced size 11x17 preferred but must be readable). Required to verify the r/w statements contained in certification. Plans must indicate:
 - i. Project begin and end limits; and
 - ii. Existing and proposed right of way lines, where applicable.
 - e. For projects requiring right of way acquisitions of any kind (fee, easement, permit, right of entry, etc.):
 - i. Appraisal and/or real property rights acquisition maps; and
 - ii. Copies of all acquisition documents (fully executed) in support of the R/W Certification approval level requested, as required.
 - f. For projects with railroad involvement (i.e. lies within project limits), copies of all railroad documentation (fully executed) where applicable
 - g. All utilities within project limits must be identified and delineated as to their dispensation. If there are relocations, copies of notices to owners to relocate (with date specified) must be provided. This must be consistent with the project plans and signed Project Engineer's Certification of Utility Facilities, where applicable.
 - h. Copies of all cooperative agreements with other local agencies, where applicable.
4. Verbal and/or written attestations as to the project certification level will not be accepted in lieu of the actual documentation necessary to support and process a project Right of Way Certification.

<http://www.dot.ca.gov/hq/LocalPrograms/lam/lapm.htm>

<http://www.dot.ca.gov/hq/row/rowman>