



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

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

Thursday, November 21, 2013 at 9:00 AM

- Item # 1** Call to Order
- Item # 2** Public Comments
- Item # 3** Approval of September 19, 2013 Minutes
- Item # 4** Approval of October 17, 2013 Minutes
- Item # 5** Caltrans Local Assistance Update
- Item # 6** Route 101 Santa Clara Bridge Project Mitigation
- Discuss Caltrans proposal for wetland construction to provide Route 101 Santa Clara Bridge project mitigation.
- Item # 7** Nomination of State Transportation Improvement Program (STIP) Projects
- Approve 2014 STIP submittal to the California Transportation Commission.
- Item # 8** CMAQ, STP, TE Project Status Updates
- Update status of projects.
- Item # 9** Steps for Federally Funded Projects
- Receive and file.
- Item # 10** Future Agenda Items
- Periodic Highway Construction Updates
- Regional Transportation Funding & Planning

VCTC Programming Procedures—Potential Revision

Route 1 – Rerouting to Rice Avenue

Highway Monitoring Cameras Demonstration Project

Congestion Mitigation Program Update – December 2013

Election of TTAC Chair and Vice Chair – December 2013

Item # 11 Next Meeting is December 19, 2013

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

September 19, 2013

Item # 1 Call to Order

Chair David Fleisch of Ventura County called the meeting to order at 9:04am. The following people were present:

Fred Bral	Caltrans
Morris Zarbi	Caltrans
Ken Matsuoka	Camarillo
Thang Tran	Camarillo
Glenn Hawks	Fillmore
Claire Johnson-Winegar	Gold Coast Transit
Mohammed Hasan	Hasan Consultants
Cynthia Daniels	Oxnard
Jason Samonte	Oxnard
Brian Yanez	Santa Paula
Dean Morales	Thousand Oaks
Tom Mericle	Ventura
Ben Emami	Ventura County
David Fleisch	Ventura County
Chris Birkelo	Port of Hueneme
Ben Cacatian	VCAPCD
Peter De Haan	VCTC
Stephanie Young	VCTC

Item # 2 Public Comments

There were no public comments.

Item # 3 Approval of August 15, 2013 Minutes

Jason Samonte of Oxnard made the motion to approve the August 15, 2013 TTAC minutes. The motion was seconded by Ken Matsuoka of Camarillo and passed unanimously.

Item # 4 Caltrans Local Assistance Update

Morris Zarbi of District 7 Local Assistance gave the update (attached).

Item # 5 Proposition 1B Transit Capital Selection of Projects

Stephanie Young of VCTC presented the item. The staff recommendation is to approve the programming of \$12.24 million of Prop 1B Transit Capital and \$8.08 CMAQ funds. Peter De Haan of VCTC pointed out that staff would develop criteria for a Call for Projects for STP and remaining CMAQ funds in early 2014.

There was discussion about using STP for state highway projects and at least having backup STP projects to prevent lapsing funds. Tom Mericle of Ventura moved to approve the recommendation. Brian Yanaz of Santa Paula seconded and the motion passed unanimously.

Item # 6 Status of the Federal Transportation Improvement Program (FTIP)

Stephanie Young presented the item. Agencies should have received a listing of all their projects currently in the FTIP. Updates should be returned to Stephanie by October 21. At the next meeting, there will be a discussion about the FTIP and any new regionally significant projects that agencies are submitting. David Fleisch requested that staff provide a listing of all FTIP projects in November or December. Morris Zarbi added that agencies should check with Stephanie before submitting RFAs to ensure that the amount being obligated is correct and that the FTIP submitted with the RFA is up to date.

Item # 7 Future Agenda Items

The FTIP submittals and new project discussion will occur at the next meeting. The CMP update, STIP project nominations, and 101 HOV Lane will also be discussed in October.

Item # 8 Next meeting is October 17, 2013

Bral, Fred@DOT

From: Wong, Robert Y@DOT
Sent: Wednesday, September 18, 2013 9:54 AM
To: DeHaan, Peter@GOVENTURA; Stephanie Young
Cc: Zarbi, Morris@DOT; Bral, Fred@DOT
Subject: FW: September 19 TTAC Agenda
Attachments: Project Delivery Status link.docx

Peter and Stephanie, I will not be at the TTAC meeting due to few other important meetings have to taken care of on the same day.

Morris and Fred, will update information to TTAC:

1. There is an SCRRRA improvement project at Moorpark Road and Route 23 has City,PTA and HRCSA funding. SCRRRA seems to be having problem finding coordination with Caltrans for approval of the project. Morris, can brief you separately after the meeting on the details. Not part of the Local Assistance update.
2. Current understanding CTC will be putting out guideline for the Transportation Alternative program (ATP).
3. Reminder. September 26, Thursday 9am to 3pm will be the Southern California Local Assistance meeting(SCLAM) hosted by District 12 in Orange County formerly SouthTehachapi meeting. Forward topic wanting discussion to David Soda.
Next meeting will be hosted by District 7 in March 2014, fourth Thursday of the Month.
4. Local Assistance administered project programming changes should work thru District Program Coordinator. Dale Benson has most of the Safety (Bike/Ped/Safety Improvement) and State Programs and Vijay Kopparam has the HBP programming duty.
5. October 21, 2013 9:30am to 11:30am City of Camarillo, Council Chambers – “Local Agency ADA Compliance Training”
6. Inactive Project subject to deobligation if invoice is not submitted. See attached update link forwarded to agencies regularly. Work with your District Area Engineer.
7. Local Assistance Projects with missed milestones or upcoming milestone for delivery. Will not be able to eligible for next call for project. See attached update links. Work with your District Area Engineer.
8. HQs Area Engineers for Los Angeles County and Ventura County will be in District October, 1 and the 8th to go over coordination with District.
9. Cycle 6 HSIP Call for project is scheduled to be out in late October 2013.
10. District will be participating in LA Metro's Call for Project successful applicant workshop on October 10, 2013 from 9:00am to 12:00am.
11. Management has asked the Area Seniors to reach out to their perspective Council of Government. I will be monitoring and coordination with the SFVCOG, LVMCOG and VCOG in partnership for transportation and provide any service opportunity with Caltrans.
SFVCOG is concentrating on the improvement of Route 101 into the Valley and a Priority List of Projects.

Robert Y. Wong, PE, PMP, AVS, M.ASCE
District 7 - Local Assistance Area Chief
North Los Angeles & Ventura County
(213) 897-2945
<http://t7www2/cmsms/>
<http://www.dot.ca.gov/hq/LocalPrograms/>

From: Wong, Robert Y@DOT
Sent: Thursday, September 12, 2013 7:50 AM
To: Wong, Robert Y@DOT; Stephanie Young; DeHaan, Peter@GOVENTURA
Subject: RE: September 19 TTAC Agenda

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

October 17, 2013 Meeting

Item # 1 Call to Order

There was no quorum so the meeting could not be called to order. The following people were present:

Fred Bral	Caltrans
Morris Zarbi	Caltrans
Robert Wong	Caltrans
Reza Fateh	Caltrans
Elaheh Yadegar	Caltrans
Mohammed Ahmed	Caltrans
Rafael Molina	Caltrans
Ken Matsuoka	Camarillo
Thang Tran	Camarillo
Al Gali	Moorpark
Jason Samonte	Oxnard
Cynthia Daniels	Oxnard
Kamran Panah	Simi Valley
Michael Tohidian	Thousand Oaks
Ben Emami	Ventura County
David Fleisch	Ventura County
Chris Birkelo	Port of Hueneme
Ben Cacatian	VCAPCD
Mohammed Hasan	Hasan Consultants
Peter De Haan	VCTC

Item #2 Public Comments

There were no public comments.

Item #3 Approval of September 19, 2013 Minutes

No action.

Item #4 Caltrans Local Assistance Update

Morris Zarbi of Caltrans Local Assistance announced the Active Transportation Program workshops and distributed a handout regarding the program. He also mentioned that Caltrans can again obligate projects due to funds having come available for the new fiscal year. Peter De Haan of VCTC gave a reminder that the FHWA exemption for Buy America for utility relocation will end December 31st, but any utility relocation agreement signed prior to that date will still qualify for the exemption. Robert Wong of Caltrans said that Caltrans has released the call for projects for Cycle 6 of the HSIP.

Item #5 Route 118 and Route 101 Project Study Reports (PSRs)

Peter De Haan introduced the Elaheh Yadegar, Mohammed Ahmed, and Rafael Molina of Caltrans project studies staff. Elaheh began the presentation, stating that Caltrans was asked by VCTC to do two studies entitled Project Study Report – Project Design Support (PSR-PDS) for Route 118 from Los Angeles Avenue to Tapo Canyon Road, and Route 101 from Moorpark Avenue to Route 33. She described the PSR-PDS process and the required components of a PSR-PDS.

Michael Tohidian of Thousand Oaks asked about the Caltrans reimbursement rules for studies sponsored by local agencies. Elaheh responded that all Project Initiation Document work for a local project on the state highway system must be reimbursed by the local agency. If Caltrans can do the study and the local agency agrees, Caltrans will charge its direct costs, but not overhead. On the other hand, if a consultant does the study, Caltrans will then charge for the review of the study, so it will be cheaper if Caltrans does the study. Rezah Fateh of Caltrans added that Caltrans current does not charge for oversight of PAED and PS&E phases for locally-funded projects on state highways. Cynthia Daniels of Oxnard asked of Caltrans commits to completing a study in a certain length of time, and Elaheh responded yes.

Mohammed gave the presentation for the Route 118 PSR-PDS, which has been completed. He described the project's objectives, alternatives, estimated costs, and risks. A significant unresolved issue is whether non-standard lanes will be allowed to avoid widening the Arroyo Simi Bridge. Cynthia inquired about the process for making this decision. Elaheh answered that further design work would be required to prepare a Fact Sheet that would then be subject to extensive design review involving Caltrans Headquarters.

Rafael presented the Route 101 PSR-PDS which is nearing completion. He summarized the proposed objectives, alternatives, estimated costs, and risks.

Item #6 Nomination of State Transportation Improvement Program (STIP) Projects

Peter De Haan summarized the staff recommendation to nominate the PAED phases for the Route 118 Widening from Los Angeles Avenue to Tapo Canyon Road and the Route 101 HOV Lanes from Moorpark Avenue to Route 33. The proposed STIP nomination also includes wetlands mitigation for the previously-completed Route 101 Bridge Widening over the Santa Clara River, and Planning, Programming & Monitoring funds.

Reza Fateh described the cost components of the wetlands mitigation, and how the costs are to be split between cost sources. Caltrans is hoping by the end of the month to sign an agreement with The Nature Conservancy to implement the mitigation. Ken Matsuoka of Camarillo asked if the cost increase was due to the work not having been done at the time of the highway project. Reza replied that the cost probably would not have been significantly different. Peter De Haan added that the land for the wetland mitigation did not become available until more recently. Ken asked Reza to provide in writing

the information he had presented. Peter De Haan stated that this item would be brought to TTAC again for approval.

Item #7 Revision to Oxnard STP funds

Peter De Haan presented the staff recommendation to shift \$433,698 in Surface Transportation Program funds from the Ventura Boulevard project to the Rose Avenue project in the City of Oxnard. There was no discussion or objection.

Item #8 Future Agenda Items

It was noted that the Congestion Mitigation Program (CMP) update continues to be delayed.

Item #9 Next Meeting is November 21, 2013.



Item # 6

November 21, 2013

MEMO TO: TRANSPORTATION TECHNICAL ADVISORY COMMITTEE

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: ROUTE 101 SANTA CLARA BRIDGE PROJECT MITIGATION

RECOMMENDATION:

- Discuss Caltrans proposal for wetland construction to provide Route 101 Santa Clara Bridge project mitigation.

BACKGROUND:

Last year Caltrans informed VCTC that it had never implemented the required wetlands mitigation for the Route 101 bridge over the Santa Clara River that was completed in the mid-2000s; however a project has now been identified with The Nature Conservancy that will fulfill this requirement. Caltrans has been reviewing the scope and estimated cost, and the mitigation project is now ready to be considered for funding as part of the STIP nomination in the subsequent TTAC agenda item. Caltrans has prepared the attached fact sheet providing information on the project.

As discussed in the fact sheet, the total project cost is \$5.25 million, equal to the Route 101 project's share of the cost to construct a wetlands on the property owned by The Nature Conservancy in the bed of the Santa Clara River near Santa Paula. Based on the original project funding contributions, the contribution of STIP funds would be \$2.1 million, with the remainder from SHOPP. However, since VCTC has received a \$350,000 Environmental Enhancement and Mitigation (EEM) grant for the project through its application which was prepared with significant Caltrans technical support, staff recommends that the EEM grant funds be credited equally against the STIP and SHOPP shares, thus reducing the STIP contribution to the project to \$1.75 million.

VEN 101 Santa Clara River Bridge Replacement Off-site Mitigation
Fact Sheet

Background / History

The California Department of Transportation (Caltrans) is proposing to fulfill its off-site compensatory mitigation requirements for impacts incurred by the U.S. 101/Santa Clara River Bridge Replacement (101/SCR) Project as part of the 5/101 Santa Clara River Hanson Parcel Mitigation Project. The mitigation project consists of 79.1 acres of habitat restoration, enhancement, and creation which will be implemented on a property known as the Hanson Parcel located adjacent to the Santa Clara River near Santa Paula, in Ventura County. That property is owned by The Nature Conservancy (TNC).

The compensatory mitigation required for the 101/SCR Project is 30 acres that is consisted of 10 acres of wetland creation and 20 acres of riparian enhancement. A restoration plan, titled “Hanson-Villanueva Property Habitat Restoration, Enhancement, and Creation Plan”, was prepared for TNC. It describes the plans for restoring and enhancing approximately 250 acres of the property. A portion of the plan is dedicated to the 30 acres of compensatory mitigation required for the 101/SCR Project. Caltrans is working with TNC and the State Coastal Conservancy to implement the mitigation project. A summary of the permit requirements by the regulatory agencies for the 101 project is provided in the table below:

Regulating agencies and their permit requirements

Agency	Permit/Certification Number	Required Compensatory Acreage
California Department of Fish and Wildlife	Streambed Alteration Agreement #R5-2001-0234	10 acres of Wetland Creation 20 acres of Riparian Restoration
California Department of Fish and Wildlife	Incidental Take Permit #2081-2002-008-05	7 acres of Riparian Restoration for least Bell’s vireo and willow flycatcher habitat
U.S. Army Corps of Engineers	Department of the Army Permit #200101327-SAD	10 acres of Wetland Creation 20 acres of Riparian Enhancement
Regional Water Quality Control Board	Clean Water Act Section 401 Water Quality Certification #01-087	10 Acres of Wetland Creation 20 acres of Riparian Enhancement

Scope of Work:

The scope of work for this project is adapted from the restoration plan.

Wetland Creation

According to the restoration plan, in regards to seasonal wetland creation, “Recontouring and excavation closer to groundwater levels will require lower elevations from 5-25 feet.” Site preparation work will include the development of a grading plan, giant reed eradication, clearing and grubbing of vegetation, excavation/contouring, and hauling of excess material. The estimate for excavation is 9ft of excavation over the 12.3 acres resulting in an estimated 178,596 cubic yards of material that will be removed off-site. After the site is cleared and excavation is complete habitat creation will begin. Work will include: planting, seeding, irrigation, and weed maintenance.

VEN 101 Santa Clara River Bridge Replacement Off-site Mitigation
Fact Sheet

Riparian Enhancement

Riparian enhancement work will include giant reed eradication, planting, seeding, and weed maintenance. Various methods will be employed for giant reed eradication including: mechanical mowing, hand cutting, and spray in place. All methods will require the application of herbicide and retreatment as necessary. The methods to be employed for planting and seeding include: planting of pole cuttings, hand seeding, imprint seeding, drill seeding, and hydroseeding.

Monitoring and Reporting

The restoration plan calls for an adaptive management approach in which the site will be actively managed and restoration efforts will be adjusted as needed. In order to measure mitigation the success of the project and to report on the performance of the mitigation site, mitigation monitoring reports will be prepared for five years after planting and submitted to the appropriate resource agencies. After the established success criteria are met, monitoring will take place in the form of a Fee Lands Inspection Report. This report will be prepared by TNC or their consultant every three years in perpetuity.

Stewardship of the Property in Perpetuity

TNC is required to preserve and maintain the property in perpetuity. The land is conserved by an Irrevocable Offer to Dedicate Title in Fee, and stewardship of the property is funded by TNC through the Santa Clara River Watershed Endowment.

Parent Project Funding:

The funding for the original 101 Santa Clara River Bridge replacement / widening project was provided through STIP, SHOPP as well as Federal funds. Below is the breakdown of those funds:

STIP: - VCTC \$39.3 Mil
 - Caltrans \$24 Mil

SHOPP - Caltrans \$40.00 Mil

Federal Funds – Earmark \$5.85 Mil

Based on the figures above VCTC's share of the project is 36.00 % which is the ratio used to determine their share of this off-site mitigation work.

Cost Estimate

The total cost of the project is estimated to be \$7,278,226 from which 53.83% belongs to the 101 project and 46.17% belongs to the I-5 project. Therefore the VEN-101 project share is \$3,917,900 for construction and 36% of that cost is \$1,410,000 which is VCTC's share. It must be noted that the original cost of \$6,296,000 which was used for our previous calculations, had to be revised since it had not considered compliance with Federal funding regulations. The new estimate of \$7,278,226.00 was prepared assuming full compliance with Federal Davis-Bacon and the prevailing wages requirements.

The required monitoring period is 5 years from construction completion which is estimated to cost \$810,000 for TNC and \$300,000 for Caltrans for the total of \$1,110,000. The largest part of the monitoring effort is for the creation of the wetland which takes about 70% of the total effort and from that 81% (10 Acr /12.3 Acr) belongs to VEN-101. The total cost of that effort is \$629,000. Therefore the total combined cost is \$2,039,000 consisting of \$1,410,000 for capital and \$629,000 for support.

VEN 101 Santa Clara River Bridge Replacement Off-site Mitigation
Fact Sheet

Timeline:

Action	Approximate Dates
<i>Phase I</i>	
Request for Proposal/Select Contractor	September 2013 – November 2013
Sign Contract	December 2013
Initial Arundo Removal and Site Preparation	December 2013 – February 2014
Native Seed Collection and Plant Propagation	March 2014 – January 2016
Exotics Removal Maintenance	March 2014 – May 2019
Planting	November 2014 – February 2016
Plant Establishment/Maintenance	March 2015 – March 2018
Mitigation Monitoring and Reporting	March 2015 – December 2019
<i>Phase II</i>	
Grading Plan Preparation	March 2014 – July 2014
Permitting for Excavation (Caltrans)	July 2014 – July 2015
Request for Proposal/Select Contractor	September 2015 – November 2015
Sign Contract	December 2015
Site Preparation and Initial Vegetation Clearing	December 2015 – February 2016
Excavation/Grading and Exportation of Material	February 2016 – September 2016
Native Seed Collection and Plant Propagation	January 2016 – January 2017
Exotics Removal and Maintenance	December 2015 – May 2022
Planting	November 2016 – February 2017
Plant Establishment/Maintenance	March 2017 – March 2020
Mitigation Monitoring and Reporting	March 2018 – December 2022



Item # 7

October 17, 2013

MEMO TO: TRANSPORTATION TECHNICAL ADVISORY COMMITTEE

FROM: STEPHANIE YOUNG, PROGRAM ANALYST
PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: 2014 STATE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) SUBMITTAL

RECOMMENDATION:

- Approve 2014 STIP submittal to the California Transportation Commission.

BACKGROUND:

State law requires the adoption and submittal of a five-year State Transportation Improvement Program (STIP) by December 15 of each odd-numbered year. The Ventura County Transportation Commission (VCTC) is the agency responsible for developing the STIP for Ventura County working cooperatively with Caltrans. The STIP is comprised of a five-year list of capital improvement projects to be funded from VCTC's share of STIP Regional Improvement Program (RIP) funds for the period starting July 1, 2014 (FY14/15) and ending June 30, 2019 (FY18/19).

The 2014 STIP for Ventura County is due to the California Transportation Commission (CTC) on December 15, 2013. The CTC is responsible for reviewing and approving STIP submittals. The CTC is scheduled to publish the 2014 STIP staff recommendations on February 27, 2014, and adopt the 2012 STIP on March 19, 2014.

DISCUSSION:

In this STIP cycle, all of the new programming capacity for STIP funds is in the last 2 years of the 2014 STIP (FYs 17/18 and 18/19) with decreases in capacity in the earlier years due to the elimination of the Transportation Enhancement program. The CTC will, therefore, be forced to program most new projects in FY 17/18 and FY 18/19.

The CTC has prepared county share estimates, including Total Target and Maximum Share. These amounts are listed in the Exhibit 1.

Exhibit 1

2014 STIP Fund Estimate for Ventura County (\$1,000s)		
	Target	Maximum
	Through FY 18/19	through FY 19/20
	\$30,969	\$42,064
TE Deprogramming	\$7,517	
Available Funds	\$38,486	\$42,064

The Target Share includes the prior unprogrammed balance in the 2012 STIP plus the additional revenue estimated to be available in FY 17/18 and FY18/19. The Target Share shows how much each county would receive if it received its total County Share for the 5-year STIP period, meaning that each County can reasonably be expected to receive that amount. MAP-21 eliminated the Transportation Enhancements (TE) program, so Ventura County's TE reserves funds must be deleted from the 2014 STIP. However, the CTC allows for the deleted TE reserves to increase a region's Target Share, so the Target is increased from the original \$30,969,000 to \$38,486,000.

The Maximum Share of \$42,064,000 represents county share funds through the end of the next county share period that ends FY 19/20. It is unlikely that the CTC would program submittals that request the Maximum Share, except maybe for a few worthy projects in smaller counties. Furthermore, funds are only available for the Maximum Share to the extent that some counties are under programmed relative to their Target Share, so the CTC will have little if any discretion to fund Maximum Shares.

A diagram showing the difference between county share periods and STIP cycles is provided in Exhibit 2.

Exhibit 2

County Share Periods	-----Maximum-----						
	-----Target-----						
Fiscal Year	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY19/20	FY 20/21
2014 STIP Period							
2016 STIP Period							

PROPOSED 2014 PROGRAM

Planning, Programming & Monitoring (PPM)

PPM is utilized annually by VCTC to fund planning and programming activities performed by VCTC staff and consultants. The proposed PPM program for the 2014 STIP includes the addition of \$1,130,000 in PPM Funds in the last two years. This is within the 5% PPM programming limitation.

2012 Programmed PPM Amounts					
FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	Total
\$ 412	\$ 412	\$ 520	\$ -	\$ -	\$ 1,344
Proposed Changes					
FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	Total
\$ -	\$ -	\$ 30	\$ 550	\$ 550	\$ 1,130
Proposed 2014 PPM Amounts					
FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	Total
\$ 412	\$ 412	\$ 550	\$ 550	\$ 550	\$ 2,474

Route 101 HOV Lanes Project Approval and Environmental Document (PAED)

The Comprehensive Transportation Plan identified US-101 as a high priority corridor. Caltrans is currently working on the PSR-PDS for the addition of one or two High Occupancy Vehicle (HOV) or High Occupancy Toll (HOT) lanes on the corridor from the Los Angeles County line to Route 33. The PSR is the first step in gaining approval for and estimating costs of the PAED. Based on the PSR, staff recommends the programming of \$14 million for the PAED phase of this project.

It is anticipated that the PAED phase will consider Route 101 widening alternatives, including those alternatives considered in the PSR-PDS, as well as a minimal alternative consisting of operational improvements. Due to the limited funding likely to be available, phasing plans will also likely be considered. VCTC's expectation is to use the \$14 million to directly contract out this PAED phase to a private consultant. The funds are recommended for FY 17/18, the earliest year with surplus programming capacity. However, the Commission could consider advancing this work using Surface Transportation Program (STP) funds, possibly through use of the replacement project provision of AB 3090.

Route 118 PAED

The first phase of the SR-118 widening, from the Los Angeles County line to Tapo Canyon Road, was completed in 2011. Caltrans completed the project study report on the second phase, from Los Angeles Ave to Tapo Canyon Road, in June. This project will add either one or two lanes in each direction. The estimated cost for the PAED for this project is \$3 million. Staff anticipates that the work required for an environmental evaluation of the 2 alternatives would be most appropriately done by Caltrans staff, since Caltrans already did significant work earlier on an environmental document that was never finished for the project. Although the Ventura County program is showing reductions in FY 2015/16 and FY 2016/17 due to the removal of the TE funds, the STIP on a statewide basis does not actually have surplus capacity in those years, since the TE funds were also removed from the STIP Fund Estimate. It is therefore recommended that these funds be programmed in FY 2017/18, the first year with available STIP capacity. As with the Route 101 project, in the event the CTC does not approve VCTC's request to program the project in FY 2014/15, VCTC could consider advancing this work using STP funds, possibly by employing the AB 3090 replacement project provision.

Santa Clara River Riparian Mitigation Project

The Route 101 Santa Clara Bridge was constructed by Caltrans from 2002 to 2006 as part of a freeway widening project which extended from Vineyard Avenue in Oxnard to Johnson Drive in Ventura. There was \$115 million programmed for the project, including \$60 million from the State Transportation Improvement Program (STIP), \$49 million from the State Highway Operations and Protection Program (SHOPP), and a \$5.85 million federal earmark. The SHOPP contribution to the project was in recognition of the need to replace the old bridge due to scour.

Earlier this year, Caltrans informed VCTC of a commitment that was made as part of its permits with the Department of Fish and Game, the Regional Water Quality Control Board, and the Army Corps of Engineers, to fund the creation of 10 acres of wetlands and 20 acres of enhanced riparian habitat. The Nature Conservancy estimates that the project will cost \$5.25 million (reduced from \$6.5 million), and Caltrans has proposed that the funding be split between STIP and SHOPP in the about same proportions as the original project, with the proposed STIP share being \$2,100,000. Since VCTC's application for \$350,000 in Environmental Enhancement funds for the project has been recommended for funding by the Resources Agency, the remainder to be funded from STIP would be \$1,750,000.

The attached tables summarize the proposed changes to the STIP.

Table 1

Current STIP Funding Summary (1,000)																
Agency	Rte	PPNO	Project	Total	Project Totals by Fiscal Year						Project Totals by Component					
					Prior	14-15	15-16	16-17	17-18	18-19	R/W	Con	E&P	PS&E	R/W Sup	ConSp
Thousand Oaks	cash	2291A	AB3090 Reimbursement (Rt 101 Co In-Rt23)(128-013)	15,764	0	0	15,764	0	0	0	0	15,764	0	0	0	0
VCTC	--	9002	Planning, Programming & Monitoring	1,757	413	412	412	520	0	0	0	1,757	0	0	0	0
VCTC	--	3565	TE Deprogramming	7,517	0	0	3,153	4,364	0	0	0	7,517	0	0	0	0
			TOTAL	25,038	413	412	19,329	4,884	0	0						

Table 2

Proposed Changes in Funding (1,000)																
Agency	Rte	PPNO	Project	Total	Project Totals by Fiscal Year						Project Totals by Component					
					Prior	14-15	15-16	16-17	17-18	18-19	R/W	Con	E&P	PS&E	R/W Sup	ConSp
Thousand Oaks	cash	2291A	AB3090 Reimbursement (Rt 101 Co In-Rt23)(128-013)	0	0	0	0	0	0	0	0	0	0	0	0	0
VCTC	--	9,002	Planning, Programming & Monitoring	1,130	0	0	0	30	550	550	0	1,130	0	0	0	0
VCTC	--	3,565	TE Deprogramming	(7,517)	0	0	(3,153)	(4,364)	0	0	0	(7,517)	0	0	0	0
VCTC	101		Route 101 Widening PAED	14,000	0	0	0	0	14,000	0	0	0	14,000	0	0	0
VCTC	118		Route 118 Widening PAED	3,000	0	0	0	0	3,000	0	0	0	3,000	0	0	0
VCTC	--		Santa Clara River Riparian Enhancement	1,750	0	0	1,750	0	0	0	0	1,750	0	0	0	0
			TOTAL	12,363	0	0	(1,403)	(4,334)	17,550	550						

Table 3

Proposed 2014 STIP (1,000)																
Agency	Rte	PPNO	Project	Total	Project Totals by Fiscal Year						Project Totals by Component					
					Prior	14-15	15-16	16-17	17-18	18-19	R/W	Con	E&P	PS&E	R/W Sup	ConSp
Thousand Oaks	cash	2291A	AB3090 Reimbursement (Rt 101 Co In-Rt23)(128-013)	15,764	0	0	15,764	0	0	0	0	15,764	0	0	0	0
VCTC	--	9002	Planning, Programming & Monitoring	2,887	413	412	412	550	550	550	0	2,887	0	0	0	0
VCTC	101		Route 101 Widening PAED	14,000	0	0	0	0	14,000	0	0	0	14,000	0	0	0
VCTC	118		Route 118 Widening PAED	3,000	0	0	0	0	3,000	0	0	0	3,000	0	0	0
VCTC	--		Santa Clara River Riparian Enhancement	1,750	0	0	1,750	0	0	0	0	1,750	0	0	0	0
			TOTAL	37,401	413	412	17,926	550	17,550	550						



Item # 8

November 21, 2013

MEMO TO: TRANSPORTATION TECHNICAL ADVISORY COMMITTEE

FROM: STEPHANIE YOUNG, PROGRAM ANALYST

SUBJECT: STATUS OF FEDERAL STP, CMAQ, AND TE PROJECTS

RECOMMENDATION:

- Update project schedules.

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 FTIP includes all of the projects which are ready-to-go and to manage the county's Obligational Authority (OA).

The tables showing the status of all incomplete STP, CMAQ, and TE projects have been sent to agencies. Staff requests that agencies email their project updates to syoung@goventura.org by November 19, if possible. Updates received from agencies will be compiled and provided to the TTAC prior to the meeting.



Item # 9

November 21, 2013

MEMO TO: TRANSPORTATION TECHNICAL ADVISORY COMMITTEE

FROM: STEPHANIE YOUNG, PROGRAM ANALYST

SUBJECT: STEPS FOR FHWA FEDERALLY-FUNDED PROJECTS

RECOMMENDATION:

- Receive and file.

BACKGROUND:

The County of Ventura has provided the attached document, which describes the process for authorization of federally-funded projects through FHWA. The document references the Local Assistance Procedures Manual, which can be accessed at:

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

LAPM Forms can be found at:

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

STEPS TO FOLLOW FOR FHWA FEDERALLY-FUNDED PROJECTS

The Master Agreement is required whenever State or Federal Funds are used on a project. This agreement is between Agency and FHWA. Agency agrees to comply with all Federal & State Laws, Policies and Procedures as it pertains to the Design, Right-of-way, and Construction phase.

Before beginning any work on any phase of a federally funded project that you are seeking reimbursement, you must first obtain Authorization/Approval from FHWA. The approval process is administered by Caltrans. The different phases are: 1) Preliminary Engineering, 2) Utility Authorization, 3) Right of Way, and 4) Construction. It is common to seek and obtain funding in only one or two of these phases.

FHWA will **Authorize** the project which means approval for that phase of work that you are seeking federal funding for.

FHWA will then **Obligate** the funds for the project which mean the Federal Government has now committed to pay or reimburse you phase of work that you are seeking funds for.

As soon as the Authorization of a project phase and Obligation of funds are obtained, an **E-76** is sent to the Agency/Entity. An E-76 is an electronic document that informs you that you now have Authorization to Proceed for the specific phase of work .

All work that is done prior to the above steps will not be federally reimbursed.

PRELIMINARY ENGINEERING (PE): Design activities, environmental studies, environmental clearance, permits, PS&E (See attached sample)

If this phase of work is federally funded, then a Request for Authorization (RFA) to Proceed with Preliminary Engineering will be required to be submitted. The RFA Package includes:

- Request for Authorization to Proceed with PE (Exhibit 3-A of the LAPM)
- Request for Authorization-Data Sheets (Exhibit 3-E of the LAPM), Provides basic project info
- Project Prefix Checklist (Exhibit 3-L of the LAPM), Identifies type of funding, amount, Participating/non participating, reimbursement ratio, etc.
- Finance Letter (Exhibit 3-O of the LAPM)
- Copy of the FTIP
- Project Location Map

From the time the RFA for PE is submitted, it takes approximately 4 to 6 weeks to obtain an E-76.

ENVIRONMENTAL CLEARANCE - PRELIMINARY ENVIRONMENTAL STUDIES (PES) PACKAGE, Chapter 6 of the LAPM

When design is at least 35% complete and all utilities are plotted, right-of-way is established, and the detailed scope of work has been determined then you can proceed with environmental process. You cannot proceed with final design until you receive NEPA Clearance and CEQA Clearance.

Step 1 – Hire an Environmental Consultant to assist you in obtaining NEPA & CEQA Approvals. Scope of services should include all necessary studies, permit applications and approvals that are needed in order to obtain clearances. Depending on what kind of document is required will determine the length of the process.

<u>Federal</u>	<u>State</u>
NEPA (National Environmental Policy Act)	CEQA (Ca. Environmental Quality Act)
Categorical Exclusion (CATEX) 6 mos. days	Categorical Exemption and NOE 30
Environmental Assessment (EA) 8 mos. mos.	Mitigated Declaration/Negative Dec 8
Environmental Impact Statement (EIS) 1 yr	Environmental Impact Report (EIR) 1 Yr

Prior to submitting a PES Package, it is recommended to set up a meeting at the job site (Field Review) with Caltrans Environmental Staff. They will determine what type of Environmental Document will be required for the project and which studies are needed.

PES Package (see attached sample) includes the following items:

- PES Forms (Exhibit 6-A)
- Studies
- Field Review
- RTIP Sheets
- Plan Sheets
- Maps
- Photos

RIGHT OF WAY

If right-of-way acquisition is needed for a project, it cannot begin until you have environmental clearance both for CEQA and NEPA. All right of way activities, acquisitions, relocations, utility relocations, permits have to be completed and certified before you can Request Authorization to Proceed with Construction.

Note: RFA for PE and R/W are not necessary for this project because no federal funding is being used for design or right-of-way acquisitions.

REQUEST FOR AUTHORIZATION (RFA) TO PROCEED WITH CONSTRUCTION

When you have obtained environmental clearance and right-of-way is secured, then you can proceed with the Request for Authorization for Construction. You cannot advertise your project or open bids until you have secured an E-76. If you do, you will likely lose your federal funding.

RFA for Construction Package includes:

- Approved Environmental Document
- R/W Certification (Chapter 13 of the LAPM)
- PS&E Certification (Exhibit 12-C of the LAPM)
- PS&E Checklist (Exhibit 12-D of the LAPM)
- Request for Authorization to Proceed with Construction (Exhibit 3-D of the LAPM)
- Project Prefix Checklist (Exhibit 3-L of the LAPM if not previously submitted)
- Engineer's Estimate
- Finance Letter (Exhibit 3-O of the LAPM)
- Data Sheets (Exhibit 3-E of the LAPM)
- Local Agency Construction Contract Administration Checklist (Exhibit 15-A of the LAPM)

From the time the RFA for Construction package is submitted to Caltrans Local Assistance Engineer it takes 4 to 6 weeks to receive an E-76.

Note: It is required to have a Quality Assurance Program (QAP) -Chapter 16 of the LAPM, before advancing to the Construction Phase.

PLANS & SPECIFICATIONS

If there is federal funding, certain contract provisions must be included in the contract. They must all be included in the PS&E. They are:

- FHWA Form 1273 (Included in Exhibit 12-E)
- Federal Requirements Standard Provisions Section 407-409
- Equal Employment Opportunity Certification
- Noncollusion Affidavit
- Debarment and Suspension Certification
- Nonlobbying Certification
- DBE Goal, Good Faith Effort and DBE Commitment Exhibit 15-G
- Prevailing Rates of Wages (Federal Wage Rates or Reference to rates)
- Subcontractor Request Form

- Disadvantagee Business Enterprise Certification Status Change
- Monthly DBE Trucking Verification
- Owner-Operator Listing & Statement of Compliance
- Bidder's List or Subcontractors (DBE and NON-DBE I & II)
- Final DBE Utilization Report

AWARD OF CONTRACT PACKAGE

Once you have awarded a project and have an executed contract, you then submit the Award of Contract Package which includes the following documents:

- Award of Contract Cover letter
- Resident Engineer Contract Administration Checklist)Exhibit 15-B of the LAPM
- Local Agency Project Advertise Checklist (Exhibit 15-C of the LAPM)
- Bid Tabulation/bid Abstract
- DBE Bidder Information – Exhibit 15-G or Good Faith Effort if Contractor has not met goal.
- Local Agency Contract Award Checklist (Exhibit 15-L of the LAPM)
- Detail Estimate (Exhibit 15-M of the LAPM)
- Finance Letter (Exhibit 3-O of the LAPM)
- PS&E and all addenda
- NTP/Executed Contract