

# Memorandum

To: CHAIR AND COMMISSIONERS  
CALIFORNIA TRANSPORTATION COMMISSION

CTC Meeting: June 27-28, 2012

Reference No.: 2.8d.(3)  
Action Item

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Subject: **REQUEST TO EXTEND THE PERIOD OF PROJECT DEVELOPMENT EXPENDITURES FOR LOCALLY-ADMINISTERED STIP PROJECTS PER STIP GUIDELINES WAIVER 12-47**

## **RECOMMENDATION:**

The California Department of Transportation (Department) is taking a neutral position in regards to the California Transportation Commission (Commission) action on the time extension requests to the period of expenditure for the Planning, Programming and Monitoring (PPM) time periods identified for each project on the attached document.

## **ISSUE:**

The attached document identifies two PPM project allocations totaling \$1,730,000 that are programmed in the State Transportation Improvement Program (STIP). The Commission allocated the funds in Fiscal Year (FY) 2009-10. The local agencies will not be able to expend the allocated amounts prior to project expenditure deadlines. The attachment shows the details of expenditure delays and their explanation. The project sponsors are requesting time extensions, and the planning agencies concur.

## **BACKGROUND:**

Current STIP Guidelines stipulate that funds allocated for STIP projects must be expended by the end of the second fiscal year following the fiscal year in which the funds were allocated. The Commission may approve a waiver to the timely use of funds deadline one time only for up to 20 months in accordance with Section 14529.8 of the Government Code.

Attachment

Time Extension/Waiver – PPM Expenditure Deadline  
Local Streets and Roads Projects

Project #	Applicant County PPNO Project Description Reason for Project Delay	Phase Allocation Amount Balance Remaining	Allocation Date Allocation Resolution Number Number of Months Requested Extended Deadline CT Recommendation
1	Lassen County Transportation Commission Lassen County PPNO: 02-2124 Planning, Programming and Monitoring	PPM \$150,000 Balance: \$150,000	12/10/09 FP-09-17 12 Months 6/30/13 Neutral
<p>The Lassen County Transportation Commission (LCTC) is requesting a 12-month extension for the expenditure of Planning, Programming and Monitoring (PPM) funds for PPNO 2124.</p> <p>The LCTC requests an extension to the PPM due to the consultant delays in updating the Bicycle Master Plan Update and the Transit Design Manual. After extended delays by the consultant, the two plans were instead completed by LCTC staff. This caused a delay for the remaining projects but creating significant savings to the PPM. The LCTC anticipates using the PPM funds to prepare various Project Study Reports for the STIP for six months and help establish priorities for the projects in preparing the Regional Transportation Programming for six months. Therefore, the LCTC is requesting a 12-month extension to June 30, 2013.</p>			
2	Kern Council of Governments Kern County PPNO: 06-6L03 Planning, Programming and Monitoring	PPM \$1,580,000 Balance: \$1,580,000	12/10/09 FP-09-17 20 Months 2/28/14 Neutral
<p>The Kern Council of Governments (Kern COG) is requesting a 20-month extension for the expenditure of Planning, Programming and Monitoring (PPM) funds for PPNO 6L03.</p> <p>The Kern COG PPM was programmed at the maximum 5 percent level over the last several Regional Transportation Improvement Program (RTIP) cycles. The PPM funds were scheduled for various planning studies and to update project selection policy and guidance documentation. An unexpected loss of staff over the last 24 months has hindered progress.</p> <p>The Kern COG executive staff didn't elect to depend on PPM for normal but eligible personnel activity of Federal Transportation Improvement Program, RTIP, Regional Transportation Program development and associated monitoring and assistance for project delivery. Therefore, it took Kern COG approximately 18-20 months to spend down \$1.5 million from Fiscal Year (FY) 2009-10 PPM allocations in consultant contracts, and associated Kern COG staff time for contract management. Kern COG expects to exhaust the FY 2009-10 PPM by end of the FY 2011-12. Therefore, because PPM revenue for the FY 2010-11 has not yet been expended, Kern COG staff is requesting a 20-month extension, in order to start new studies in the next Kern COG FY 2012-13 Overall Work Program. Furthermore, Kern COG reduced its PPM amount to \$500,000 annually starting in FY 2012-13. Therefore, the Kern COG is requesting a 20-month extension to February 28, 2014.</p>			