

**Appendix C-4:
PID Program Technical Engineering Support
Workload Matrix for FY 2011-12**

Fund Source	Activities	Total Studies
SHA	Lead - Major Investment Studies (MIS), Special Studies (SS), and Feasibility Studies (FS)¹	
	Number of Studies	9
	Total Workload (PY)	4.3
	Workload Norm (PY)	0.5
	Total Positions	4.5
	Lead - Preliminary Investigations (PI)²	
	Total Workload (PY)	6.0
	Total Positions	6.3
SHA Reimburse	IQA - MIS/SS/FS Reimb Funded³	
	Number of Studies	8.0
	Total Workload (PY)	4.1
	Workload Norm (PY)	0.5
	Total Positions	4.3

¹ MIS/SS/FSs involve statewide and interregional investment studies crossing multiple jurisdictions. MIS are studies that were required under the federal Intermodal Surface Transportation Efficiency Act of 1991. The regulation has now been streamlined in National Environmental Policy Act. The Department and regions develop MISs for major investments such as construction of a new highway route, route segment or multiple major large projects. MISs are required in order to protect federal funding. FSs and SSs are a long-standing program category in the department to determine at an early stage the feasibility of proceeding further with a project concept. Typically these are studies that examine if it is feasible from an engineering standpoint to proceed. An example would be a bridge relocation in a restricted canyon environment. Soils and geologic work may be required. Special studies are similar, however, typically these would be for a highway location that has unique issues tied to the geometrics of the roadway. These studies lead to significant major projects requiring future PIDs.

² Historically, 18.2 PYs are allocated annually for PI work. PI work is performed by Engineers to assess if a project warrants a PID by determining whether a project will be a major or minor project. PI work represents a surface level investigation of a problem on the SHS. Most investigations relate to safety and emergency projects. Evaluating safety data and geometrics are covered in this category. Once a project is identified, a Project Initiation Form (PIF) is prepared to request resources for the PID. The PIF includes the purpose and need of the project as well as a planning level project scope, schedule, and cost estimates. PI resources are also used for projects proposed by local agencies. Caltrans review the PIFs to determine whether or not preparation of a PID is warranted on Department owned facilities.

³ MIS-Participant: MISs where the district is a participant in MISs prepared by another agency. Typically, these will be the MPO or Rail/Transit Agency. Oversight in this context mean participation with the local and regional agency on portions of the MIS that involve technical expertise on state highway improvement, modal decisions, or modal interface.