

# Memorandum

To: CHAIR AND COMMISSIONERS

CTC Meeting: May 11-12, 2011

Reference No.: 4.9  
Action

From: BIMLA G. RHINEHART  
Executive Director

Subject: **TRADE CORRIDORS IMPROVEMENT FUND (TCIF)– PROJECT BASELINE AGREEMENT  
RESOLUTION TCIF-P-1011-27B**

## **ISSUE:**

Should the Commission approve the TCIF Project Baseline Agreement for TCIF Project 2: *Richmond Rail Connector*, submitted in accordance with the Commission's TCIF Guidelines and Resolution TCIF-P-0708-01, "Adoption of Program of Projects for the Trade Corridors Improvement Fund," dated April 10, 2008 and establish this agreement as the baseline for project delivery monitoring?

## **RECOMMENDATION:**

Commission staff recommends that the Commission approve the TCIF Project Baseline Agreement for TCIF Project 2: *Richmond Rail Connector* in accordance with the Commission's TCIF Guidelines and Resolution TCIF-P-0708-01, "Adoption of Program of Projects for the Trade Corridors Improvement Fund," dated April 10, 2008 and establish this agreement as the baseline for project delivery monitoring.

## **BACKGROUND:**

The Commission, at its April 10, 2008 meeting, adopted the TCIF program and directed agencies to provide executed Project Baseline Agreements that set forth the proposed project scope, measurable expected performance benefits, delivery schedule, and project budget and funding plan. The Commission also directed that the Project Baseline Agreements be signed by the Director of the Department of Transportation, the regional agency and nominating agency executive directors, and the CTC Executive Director.

In accordance with Resolution TCIF-P-0708-01, the Department of Transportation has provided an executed Project Baseline Agreement for TCIF Project 2: *Richmond Rail Connector* to the Commission. Commission staff has reviewed this Project Baseline Agreement and has determined that it sets forth the proposed project scope, measurable expected performance benefits, delivery schedule, and project budget and funding plan; is consistent with the Commission's TCIF Guidelines and Resolution TCIF-P-0708-01; and includes the required signatures.