



U.S. Department
of Transportation
**Federal Highway
Administration**

California Division

December 3, 2018

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In Reply Refer To:
HDA-CA

Ms. Laurie Berman
Director
California Department of Transportation
1120 N Street
Sacramento, CA 95814

Attention: Mr. Fardad Falakfarsa, Chief
Office of Federal Resources

SUBJECT: Federal Authorization of Emergency Relief Projects

Dear Ms. Berman:

Proper authorization of projects is an important step with regard to sound funds management for the Federal Highway Administration (FHWA). A proper authorization includes a clearly defined scope of work for the applicable phase with sufficient funds and a period of performance to accomplish the work recorded in the project agreement. Funding authorized in the project agreement for the applicable phase must be supported by a documented current cost estimate aligned with the eligible work being completed. The project agreement must also have an identified period of performance for the scope of work being authorized. During the project authorization process, FHWA is responsible for ensuring the following functions:

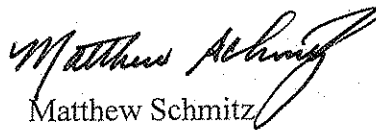
- a project agreement is properly established which documents the scope of work being authorized;
- the funds identified are eligible for those activities;
- the project has an appropriate schedule (period of performance); and
- the applicable maximum Federal share is not exceeded in the agreement.

Each authorized phase of the project needs specific deliverables to establish a reasonable cost estimate and the end date of the authorized scope of work. To further verify that these deliverables are met for Emergency Relief projects, the California Division Office is requesting Caltrans personnel input the NEPA approval date at the time of construction authorization for projects completed under emergency opening, permanent restoration, or permanent repairs under Caltrans' emergency opening procedures.

Generally, and as allowed by the Emergency Relief Program, projects constructed under emergency opening or permanent repairs completed under Caltrans' emergency opening procedures have completed construction activities prior to the approval of the NEPA document. Although the State's request for federal authorization under these conditions generally takes place after the emergency opening work has begun, the California Division Office will only authorize Federal-aid funds for the construction phase if the applicable NEPA document has been approved.

Should you have any questions, please contact Keaton Browder, Emergency Relief Program Manager, at (916) 498-5344 or Keaton.Browder@dot.gov.

Sincerely,



Matthew Schmitz
Director, Project Delivery