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| DLAE Received Date: |
|  |

#  Request for Time Extension of E76 CON Deadline

#  (Local ER Projects)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  Project Info. |  |  | **Disaster Event No.:** | **CA** \_\_\_\_\_\_\_\_\_ |
| **Fed Project No.: EO** |  | **DAF No(s).:** |  |  |  |
| **PR** |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Route/Roadway:** |  |
| **PM (Beg):** |  | **PM (End):** |  | **Local Agency:** |  |

##  Initial Screening

If one of the following reasons contributed to the project missing the Emergency Opening (EO CON) and/or Permanent Restoration Construction (PR CON) authorization deadline, STOP HERE; the project is not eligible for a time extension.

* Lack of Staff
* Lack of Consultants
* Lack of Resources
* Delay(s) caused by the local agency

## Time Extension Justification

Select the below reason(s), **beyond the control of the local agency**, EO CON and/or PR CON could not be authorized by the deadline and a time extension is needed [supporting documentation is required as part of submittal package] If multiple reasons for delay, indicate the [P] primary (main/leading) cause of delay and the [S] secondary causes of delay. (This will help expedite the review.)

🞎 [\_\_\_]**3** Extensive Environmental Evaluation or Permit Delay by the Resource Agency

🞎 [\_\_\_]**3** Complex Right of Way Acquisition

🞎 [\_\_\_]**3** Litigation

🞎 [\_\_\_]**3** Extensive Geotechnical Study

🞎 [\_\_\_]**3** Other (must be beyond local agency control; also, show local agency was proactive in efforts to advance project.)

🞎 N/A SUBMITTED complete Request for Authorization (RFA) CON to DLAE**1** – Awaiting E76.**2**

**1** The complete Request for Authorization (RFA) package for CON must include all required documentation and be received by DLAE on, or prior to, the Sept. 30th deadline to qualify.

**2** If **no** other justification boxes above are selected you may skip to Required Attachments section of this form on page 3.

**3** Indicate if justification is the primary cause of delay [P] or secondary cause for delay [S] (example: 🗹 [ P ] Litigation).

##  Permit Problem(s)

|  |  |  |  |
| --- | --- | --- | --- |
| **Resource Agency Name** | **Permit Needed** | **Date of****1st Contact** | **Description of Issue/Problem** |
|  |  |  |  |
|  |  |  |  |
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##  Project Funding Information

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Phase**  | **Est. Total Amount for Phase of Work** | **Federal Amount in Approved DAF** | **Current AC Amount (Non-Fed)** | **Federal Amount Obligated** | **Federal Amount Invoiced** |
| **EO – PE**  |  |  |  |  |  |
| **EO – RW**  |  |  |  |  |  |
| **EO – CON**  |  |  |  |  |  |
| **PR – PE** |  |  |  |  |  |
| **PR – RW** |  |  |  |  |  |
| **PR – CON**  |  |  |  |  |  |

EO: Emergency Opening; PR: Permanent Restoration

##  Project Schedule and Milestones

Enter below the projected schedule leading to EO and/or PR CON including milestones reached. All gaps in the timeline must be explained and justified, otherwise the project will not qualify for a E76 CON time extension.

DELIVERY MILESTONES ENVIRONMENTAL MILESTONES

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| MILESTONE OR ACTIVITY | Est.1 | (MM/DD/YYYY) |  | Milestone or Activity | Est.1 | (MM/DD/YYYY) |
|  |  |  |  |  |  |  |
| Disaster Damage Discovery |  |  |  | Geotechnical Report**5** |  |  |
| Damage Incident Date  |  |  |  | Geotech contractor procurement date |  |  |
| Damage Discovery Date |  |  |  | Date Study initiated |  |  |
|  |  |  |  | Geotechnical Report date completed |  |  |
| EO**5** Work Information |  |  |  |  |  |  |
| EO PE Work Begins |  |  |  | PES Information |  |  |
| EO PE Work Ends |  |  |  | 1st PES PR Submitted to District 2 |  |  |
| EO NEPA Document Approved |  |  |  | 1st PES Signed by DLAE |  |  |
| EO RW Work Begins |  |  |  | 1st PES HQ DEA ENV Coord. Concur |  |  |
| EO RW Work Ends |  |  |  |  |  |  |
| EO RW Certified |  |  |  | List additional ENV studies required 3 |  |  |
| EO CON Work Begins |  |  |  | Study 1 |  |  |
|  |  |  |  | Study 2 |  |  |
| First DAF Information |  |  |  | Study 3 |  |  |
| 1st Local Agency Signed & Dated |  |  |  | Attach extra sheet, if needed. |  |  |
|  DAF Submittal to DLAE | A |  |  |  |  |  |
| Approved DAF Local Signature |  |  |  | List any Bio Surveys Required 4 |  |  |
| Approved DAF District Signature |  |  |  | Survey 1 Completion Date |  |  |
| Approved DAF FHWA Signature |  |  |  | Survey 2 Completion Date |  |  |
|  |  |  |  | Attach extra sheet, if needed. |  |  |
| **EO 5** Authorization Information |  |  |  |  |  |  |
| E76 **EO PE** Submitted to DLAE |  |  |  | RW Acquisition **5** |  |  |
| E76 **EO PE** Approved |  |  |  | 1st Contact-Prop Owner(s) Acquisition |  |  |
| E76 **EO RW** Submitted to DLAE |  |  |  |  Final Offer-Prop Owner(s) Acquisition |  |  |
| E76 **EO RW** Approved |  |  |  |  |  |  |
| E76 **EO CON** Pkg. sent to DLAE |  |  |  | RW Condemnation **5** Dates |  |  |
| E76 **EO CON** Approved |  |  |  | Condemnation Proceedings Begin |  |  |
|  |  |  |  | Condemnation Proceedings End |  |  |
| PR PE **5**  |  |  |  | Final date for condemnation |  |  |
| **PR PE** Work Begins |  |  |  |  |  |  |
| **PR PE** Work Ends |  |  |  | Utility Relocation **5**  |  |  |
| E76 **PR PE** Submitted to DLAE |  |  |  | 1st Utility Owner Notified/Contacted  |  |  |
| E76 **PR PE** Approved |  |  |  | Date Utility Relocated |  |  |
|  |  |  |  |  |  |  |
| PR RW **5** |  |  |  | Litigation **5** Dates |  |  |
| E76 **PR RW** Submitted to DLAE |  |  |  | Court Hearing |  |  |
| E76 **PR RW** Approved |  |  |  | Court Notice to File |  |  |
| **PR RW** Work Ends |  |  |  | Resolution Date |  |  |
| **PR RW** Certified |  |  |  |  |  |  |
|  |  |  |  | **Footnotes:** |  |  |
| PR CON **5**  |  |  |  | 1 Use E for Estimated, A for Actual, or N/A. |
| E76 **PR CON** Submitted to DLAE |  |  | 2 If greater than 3 months explain in the Narrative. |
| E76 **PR CON** Est. | E |  |  | 3 If not part of PES original submittal. |
|  |  |  |  | 4 If contributed to delay of PR CON authorization. |
|  |  |  |  | 5 Only complete sub-section if project includes this type of work. |
|  |  |  |  |  |

## Narrative Explanation

(Add additional pages to this submittal, as needed, to adequately answer each question in this section.)

1. Explain how each delay was beyond the control of the local agency and prohibited advancement to E76 CON, for EO and/or PR, beyond the deadline, which is two Federal Fiscal Years (FFYs) after the FFY of the Disaster begin date.

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1. If the first Preliminary Environmental Study (PES) for PR work (as well as PR under EO procedures work and/or EO work, if applicable) took longer than three months from the Disaster begin date to submit to the District, cite how long it took to submit the PES to the District. Explain the reason for the delay.

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1. If the delay was caused by Extensive Environmental Evaluation, and a study took longer than anticipated, or required additional work, identify the study and explain what aspect of the project triggered the need for the additional work.
	* Provide the estimated or actual completion date for the study.
	* Do this for each study that contributed to the delay; add additional pages if necessary.
	* As part of this submittal request, provide a copy of each completed study you mention.

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## Required Attachments

Attach the required documents indicated below, coinciding with the selection(s) in the Time Extension Justification section on page 1.

#### **Extensive Environmental Evaluation**

* Provide a copy of each ENV study and/or report that delayed project reaching the allotted two-year deadline.
* On the “**Attachment: Reference Page**,” which you will find on the last page of this application, specify the study / report name(s) and reference the page and paragraph number(s) supporting the delay justification (ex. extra study requirement specified), which the reviewers should direct their attention.
* Copy of latest approved DAF submittal package.

#### **Complex Right of Way Acquisition**

* Copy of Notice to contact property owner.
* Copy of property owner response or indicate if property owner was non-responsive.
* Copy of attempts to follow-up on notice with property owner.
* Copy of property owner response or indicate if property owner was non-responsive.
* On the “**Attachment: Reference Page**,” which you will find on the last page of this application, specify the document name(s), type(s), request or responsiveness, and reference page number(s), which the reviewers should direct their attention.
* Copy of latest approved DAF submittal package.

#### **Extensive Geotechnical Study**

* Copy of Geotechnical Report(s)
* On the “**Attachment: Reference Page**,” which you will find on the last page of this application, specify the document name(s) and page numbers that support justification cited; also cite the Geotechnical recommendation.
* Copy of latest approved DAF submittal package.

#### **Other**

* Copy of latest approved DAF submittal package.
* Any other documentation supporting the claim made to justify a time extension and…
* …list these documents and the reference page number(s), which the reviewers should direct their attention, using the “**Attachment: Reference Page**,” which you will find on the last page of this application**;**

#### **🞏 SUBMITTED complete RFA for E76 CON to DLAE**

Note: to qualify, the ER E76 CON submittal package must be complete, received by the DLAE, and have DLAE/District date stamp on page one of this request with a date on, or before, September 30th, 2021.

##  Signatures

#### **Local Agency Certification:**

This Request for Time Extension ER project number(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has been prepared in accordance with the LAPM Chapter 11 ER 23 CFR 668.105 (h) & FHWA ER Manual (2013). I certify that the information provided in this document is accurate and correct. I understand that if the required information has not been provided the request may be rejected. I understand that even if all the information is provided, it is not guarantee of approval of my request. You may direct any questions regarding this request submittal to: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

 (Name) (Phone No.)

|  |  |  |  |
| --- | --- | --- | --- |
| Signature:  |  | Date: |  |

 (e-signature or scanned “Wet” signature)

|  |  |  |
| --- | --- | --- |
| Name: |  |  |
| Title: |  |  |
| Agency: |  |  |
| E-mail: |  |  |
| Phone No.: |  |  |

#### **Caltrans District Local Assistance Engineer Acceptance and Recommendation:**

I have reviewed this Request for Time Extension of E76 CON Deadline (Local ER Projects) for ER project number(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and agree it is complete. Based on the information submitted and my personal knowledge of the project, I…

 [ ]  Recommend

 [ ]  Do Not Recommend (For the reason(s) provided in the below text box.)

|  |
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|  |

…this project receive a one-year time extension to authorize the Permanent Repair Construction phase of work.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature:  |  | Date: |  |

 (e-signature or scanned “Wet” signature)

|  |  |
| --- | --- |
| Name: |  |
| Title: |  |
| Agency: |  |
| E-mail: |  |
| Phone No.: |  |

**Distribution:**

 (1) Original – DLAE

 (2) Copy – Division of Local Assistance, HQ ER Program Manager / Coordinator (via email to: ER.Time.Extensions@dot.ca.gov )

**Attachment: Reference Page**

#### **Extensive Environmental Evaluation**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ENV Study or Report Name | File Name | Page # | ¶ # | Comment(s) |
| *Example: ENV Study Name*  | *NEPA-Study.pdf* | *3* | *1* | *Reason study is required.* |
|  |  |  |  |  |
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Note: Add rows or use additional page(s), as needed.

#### **Complex Right of Way Acquisition**

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| Parcel / Easement No. =  |  |  |  |  |
| Document File Name | Document Type | Responsive? (Y, N, N/A) | Page#(s) | Comment(s) |
|  | Notice |  |  |  |
|  | Property Owner Response |  |  |  |
|  | Notice Follow-up |  |  |  |
|  | Property Owner Response |  |  |  |
|  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Parcel / Easement No. =  |  |  |  |  |
| Document File Name | Document Type | Responsive? (Y, N, N/A) | Page#(s) | Comment(s) |
|  | Notice |  |  |  |
|  | Property Owner Response |  |  |  |
|  | Notice Follow-up |  |  |  |
|  | Property Owner Response |  |  |  |
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Note: Add rows to above table and/or add additional “Parcel/Easement” tables here, or attach additional page(s), as needed.

#### **Extensive Geotechnical Study**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Geotechnical Study Name | File Name | Page # | ¶ # | Comment(s) |
|  |  |  |  |  |
|  |  |  |  |  |

Note: Add rows to above table, as needed.

#### **Other Supporting Documents**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Document Name | File Name | Page # | ¶ # | Comment(s) |
|  |  |  |  |  |
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Note: Add rows or use additional page(s), as needed.