

Group Memory
Transportation Coop Committee
March 15, 2018

January 18, 2018 (all-day); March 15, 2018; May 31, 2018; July 26, 2018; November 1, 2018	All meetings to be held at Terminal A – 2 nd Floor, Media Room, Sacramento Airport (unless otherwise noted)
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Next meeting: January 18, 2018

Agenda Committee

Ray Zhang

Adriann Cardoso

Panos Kokkas

Robert Newman

Scott McHenry

Desired outcome for next meeting:

Revisit eligibility for reimbursement when a separate CEQA document is done. Meeting desired outcome (May 31)

Do-ables List

Invite Shawn Oliver - CEQA Federally eligible items - -resentation and disdcussion.

ER reimbursement priorities update

Request CSAC and League here to discuss SB1 challenge, informing the public

MIRE update – do we need a workshop? (Ray, added 1-18-2018)

Federal Lands Exccess Program update (10 minutes) Rick T / April N

Desired outcome for future meeting(s)

- Assign topics to work groups

Bin List & Great Ideas

Report - Ohio experiment on Safe Harbor Indirect Cost Rate (after June 2014) (Ray Z, 12/5/2013)

Some sort of a press release to our different channels on what we are working on, etc. (Colleen, 1/29/2015)

How can we help you with the lean 6 sigma efforts? We want this to be successful. (Tom; 1-26-2017)

Charter / PURPOSE - California Transportation Coop Committee serves to:

- Address transportation funding, procedural and legislative issues related to project delivery from a local perspective. (modified January 2015).
- Enhance the working relationship between cities & counties, COGs and RTPAs, Caltrans, CTC and FHWA. This extends to improving communication with all stakeholders. Collaboration is a key method. (modified January 2015)
- Spread information and improve access to all stakeholders through the use of technology.(modified January 2015)
- Partner with Caltrans and FHWA to improve efficiency and enhance the ability to meet all stakeholder needs. (modified January 2015)

Ground Rules:

Start on time. End on time or early.

Identify if you have to leave early and have an agenda item.

Consensus decisions. You must be able to live with it.

Keep side conversations silent.

Send alternate if you are not able to attend.

Upshot

These are the assignments made at the meeting. As new ones are added they will be appended to the list. As assignments are completed they will be lined out with a ~~strike through~~, but left on the list for one meeting. This will provide a running record of assignments made at these meetings.

December 5, 2013

Ref. #	Who	What	When
34	John Winton	Send office bulletin/memo on lump sum/pro rata to the group via Lori. (see discussion notes #1) Winton will continue to do this and work up some sort of a Q&A (see discussion notes under agenda item # 2 from November meeting) Today 3/13/2014 5/01/2014 7/31/2014 11/13/2014 1/20/2015 5/7/2015 4/1/2016 1/28/2016 3/3/2016 5/26/2016 9/22/2016 11/3/2016 1/26/2017 3/9/2017 5/25/2017 7/27/2017	9/28/2017 1/18/2018 3/15/2018 5/31/2017

From July 21, 2016 meeting

130	Scott	Send CAP Review list and questions to Lori for distribution to the Committee 9/22/2016 9/29/2016 1/26/2017 3/9/2017 5/25/2017 1/27/2017	9/28/2017 1/19/2018
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From January 26, 2017 meeting

133	Scott	FHWA will share information on sanctuary cities via e mail as it becomes available. (See agenda item # 5)	On going
134	Winton	Work on developing more sample forms to assist local agencies in getting through the federal aid process. 11/2/2017 1/26/2017 3/9/2017 5/25/2017 7/27/2017	11/2/2017 4/18/2018 7/1/2018
135	All for Rick	Review the "do-ables list" and send comments or elaborations to Rick. (mark to send out) 2/10/2017 4/25/2017 7/27/2017	9/28/2017 1/18/2018 5/1/2018

From July 27, 2017 meeting

140	Scott	Send out new Best Practices document for ER work to Kristy Oneto for distribution. (See agenda item # 6)	7/31/2017 4/18/2018 1/26/2018
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			5/31/2018
144	All for Scott	Send any suggestions for improvements for the ER manual to FHWA (See agenda item # 6)	8/11/2017 1/18/2018 3/15/2018 5/1/2018

From November 2, 2017 meeting

147	Shawn	FHWA will revisit eligibility for reimbursement when a separate CEQA document is done. (See agenda item # 9)	1/18/2018 3/15/2018 5/31/2018

From January 18, 2018

150	Mark	Re-send the 2016 Spring Conference Agenda for Change do-ables list to the group	1/26/2018 5/31/2017
151	All for Lamin and Scott	If you have any examples of additional work that can be done in an ER Program project, send them to Scott or Lamin. (See agenda item # 6)	5/31/2018

From March 15, 2018

152	Robert P	Bridge Committee has approved the prioritization methodology. Distribute the methodology and the list	5/1/2018
153	Mark	Group 1 lead – convene the troops, define the work -	

Critique from This meeting:.

What went well	What Needs Improvement

Critique from Last meeting:

What went well	What Needs Improvement
Sandwiches, plenty of mayo Good topics for next year's work List of accomplishments for this year. Coco here.	

1	9:00	Introductions	All	
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2	9:05	Ground Rules; Action Items; Review Agenda	Mike Halverson	Understand meeting process and status of action items
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Agenda Item 2.

2. 1. (see upshot #147) If you have specific questions about NEPA/CEQA eligibility, contact Caltrans Germaine Belanger, 916-653-5800 Caltrans can only review these documents for their statutory authority which is transportation.

3	9:20	Caltrans Update and HSIP / HBP Committee Update	Ray Zhang	Information Sharing
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Agenda Item 3. Caltrans Update

3. 1. New director: Laurie Berman(formerly D-11 Director) Ryan Chamberlain is now Chief Deputy Director. Tim Gubbins will be acting director for D-11.
3. 2. Mark Samuels is Assistant Division Chief for Local Assistance. State Programs Office Chief will be April Nitsos. Robert Peterson will be the Office Chief for Federal Programs.
3. 3. HSIP Update:
 3. 3. 1. We will start call for projects for cycle 9 soon. Applications will be due by the end of August. \$ 160 million dollar capacity with a \$10 million cap per agency. There will be a webinar on April 9th, 10-11:30.
 3. 3. 2. There is a set-aside for four things which will not require crash data: guardrail, crosswalk, horizontal curve signing, and high friction curve surface.
3. 4. HBP
 3. 4. 1. New guidelines are now available for the HBP program. HBP program manager will be providing training to agencies and districts, from April through June.
 3. 4. 2. We have \$33 million for off system and \$120 million on-system available through the end of this year.
 3. 4. 3. Seismic retrofit projects – there are still a few in design. The CTC wants the sponsors to update them on what has been done on these projects. Local Assistance would like to see these projects move forward. We would like to have the projects sponsors agree to a set of delivery dead lines.
 3. 4. 4. Bridge Committee has approved the prioritization methodology. They are looking at a way to further refine the methodology – the methodology and the list will be released shortly. (see upshot 151) #

Ray's talking points to share from Bridge and Safety Bridge:

1. HBP Guidelines have been updated and posted on LA website
2. Bridge Program training will be coming to your nearest Caltrans district office for district and local agency staff – will be going to all 12 districts to maximize attendance – anticipate training dates will be in April through June
3. EPSP and post programming will open up April 1 – first come, first served.
4. \$33M of off system funds available
5. \$120M of on system funds available
6. Bridge funds allocation is lot further ahead as compared to last year, expected to use up bridge apportionments well before the end of FFY.

Safety:

1. Look for call for safety projects cycle 9, end of April/ early May
2. Due date for sending in applications will be August 31st
3. Around \$160M to \$170M of programming capacity

4. Like last cycle, a cap of \$10M per agency, with the highest benefit/cost projects will be selected
5. Will have 4 set asides for this call along with funding set aside to tribal roads (note: set asides applications will not count towards the \$10M)

Guardrail upgrades

Crosswalk enhancements

Horizontal curve signing

High Friction Surface Treatments

Will be hosting a cycle 9 webinar on May 9th from 10 to 11:30. Look for an announcement with further details

4	9:40	RTPA Update	Adriann Cardoso Patricia Chen	Information Sharing
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Agenda Item 4. RTPA update

4. 1. SB-1 funds are going to go to 537 cities. Information is available on www.rebuildingca.ca.gov
4. 2. RCTC opposed SB-1 repeal – best way to educate the public on SB-1 is to talk about the projects and share the website URL
4. 3. 2017 augmentation of the ATP – The award took place in January.
4. 4. Reporting requirements for ATP: cities that have the grants are not fully aware of the reporting requirements. RTPA's are reaching out to their cities to get the information and get the reports submitted.
4. 5. Delivery for SB-1 projects will be important. There will be a workshop set up to ensure all know how to deliver the projects. This is scheduled for May 17th in San Diego, from 1 to 5 pm. Location of the meeting is pending.
4. 6. March 30 is the deadline to participate in the survey for local Streets and Roads Needs funding.
4. 7. Revised projections of the 17/18 funds are needed. CTC will work with DOF and will have updated projections next week. Set-asides will still be the full amount.

5	9:55	CTC Update	Mitch Weiss	Information Sharing
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Agenda Item 5. CTC Update – Robert Nelson

5. 1. There have been 165 applications for LPP, SCC and TCEP for \$5.3 billion but capacity is only \$2.6 Billion.
5. 2. We are working with CT staff to review the applications.
5. 3. Caltrans will provide BOE Update at the March CTC meeting.
5. 4. LSR guidelines will include technical updates and link to the on-line application tool, on-line reporting tool. The on-line reporting tool will be available this summer.

6	10:10	FHWA Update	Scott McHenry	Information Sharing
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Agenda Item 6. FHWA Update Hector Santiago

6. 1. We are going to update the LPA manual to address pre-qualification of construction contractors- Caltrans needs to work with FHWA, and coordinate this with our working group.
6. 2. Compliance review program – we are almost done with our reviews and should be done by end of April – beginning of May. Look for findings this summer from the reviews. The list for 2019 reviews will be out by end of May.
6. 3. Inactive obligations projects are being identified – if you have a project on this list, get your invoices out - Caltrans will discuss tools with the RTPA's -

6. 4.

7	10:30	Update on Process Improvement for E-76 and Invoice Review	David Giongco / Dee Lam	Information Sharing
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Agenda Item 7. (See powerpoint presentation)

8	11:00	New Financial Document Submission	Ray Zhang	Discussion
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Agenda Item 8. New Financial Document Submission

8. 1. LAPM Chapter 10.3: Submission of financial Documents to Audits and Investigations: This is to request a review of consultant proposed overhead rates/ This has been in effect since January 2. The grace period ends on March 31. The checklist has columns for different situations, and it identifies the documents that are required for those situations.

8. 2.

9	11:30	Aerially Deposited Lead (ADL)	Kim Christmann	Information Sharing
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Agenda Item 9. (see powerpoint presentation)

10	11:45	Broadband Agreements	Paul Chung	Information Sharing
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Agenda Item 10. (See powerpoint Presentation)

11	12:00	2018 Priority Work Groups • "forming" focus	All	Discussion
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Agenda Item 11. 2018 Priority Work Groups:

From January Meeting What do we need to work on this year?

Group 1 Involving Caltrans State Highways:

Suggestion # 1. Encroachment permits – how do we improve the process?

Suggestion # 2. Complete streets maintenance within CT R/W – what is the local agency responsible for? Why?

Suggestion # 3. Utility cost for local agency working on a state highway? Why can't we use the same rule in the CT agreements? Legal question. Why can't we use the local franchise agreement?

Tom Mattson, Shawn Cunningham, Ross McKeown, Mark Samuelson

Group 2 Involving Local Agency Certification:

Suggestion # 4. Brainstorming criteria for certification levels. Tier 1, 2, 3.

Suggestion # 5. Close out the A&E workgroup.

Patricia Chen, Lamin Williams, Tom Mattson, Rick Tippet, Winton

Group 3?? Contract Compliance

Suggestion # 6. Contractor labor compliance issues – need an enforcement tool – an incentive... A hammer. Develop best management practices –

Should this include pre-qualification for contractors?

De-mobilization bid item

Mike Selling, Lamin Williams, Panos Kokkas, Kamal Sah

Group 4?? Hold these items?

Suggestion # 7. Prioritizing project types for future fund swaps.

Hold for post-November discussion-

Plant seeds and get CT leadership TO ADDRESS.

Allow SB-1 money to cross borders to be more effectively.

Suggestion # 8. Complete the “doable” list

11. 1. Discussion

11. 1. 1. What can we all be doing better to promote local projects, state projects, coordinating our message? (SB-1) - This relates to all transportation work, not just SB-1. Forum for sharing what is working? How can Caltrans help facilitate this sort of forum/discussion? This should be a regular agenda item.

11. 1. 2. (See # 8 above) Do-ables List: This is an over-arching item that covers all of the other items...

11. 2. Next steps:

11. 3.

01 2	12:30	Adjourn		
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Next Meeting Date:	May 31, 2018, July 26, 2018, November 1, 2018	All meetings to be held at Terminal A – 2nd Floor, Media Room, Sacramento Airport (unless otherwise noted)
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