

Group Memory
Transportation Coop Committee

November 1, 2018

Proposed dates for the 2019 Transportation Coop Committee are: 01/24 03/28 05/30 07/18 09/26 11/07	All meetings to be held at Terminal A – 2 nd Floor, Media Room, Sacramento Airport (unless otherwise noted)
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Next Meeting Date:	January 24, 2019 (all day)	All meetings to be held at Terminal A – 2 nd Floor, Media Room, Sacramento Airport (unless otherwise noted)
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Agenda Committee

Ray Zhang
Patricia Chen
Panos Kokkas
Robert Newman

Desired outcome for Jan. 2019 meeting:

ER Program report – Overall emergency response (Tom)
NEPA/CEQA reciprocity(??)

Desired outcome for future meeting(s)

- MIRE update – do we need a workshop? (Ray, added 1-18-2018)
- Request CSAC and League here to discuss SB1 challenge, informing the public
- ER reimbursement priorities update (working group for this would be good. Maybe a standing item.)
- Invite Shawn Oliver - CEQA Federally eligible items - -resentation and disdcussion.
- Revisit eligibility for reimbursement when a separate CEQA document is done. Meeting desired outcome (May 31)
- Do-ables List
- Bridge inspection team representative: discussion and interaction

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.

From January 26, 2017 meeting

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 3/0/2017 5/25/2017 7/27/2017	11/2/2017 1/18/2018 7/1/2018 9/20/2018 01/24/2019
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From November 2, 2017 meeting

147	Shawn	FHWA will revisit eligibility for reimbursement when a separate CEQA document is done.	1/18/2018 3/15/2018 5/31/2018 7/26 11/01/2018
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From January 18, 2018

151	All for Lamin and Miguel	If you have any examples of additional work that can be done in an ER Program project, send them to Miguel or Lamin.	5/31/2018 7/26 11/01/2018
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From May 31, 2018

154	Miguel R	Look into the At risk PE — will send guidance out for review	July 26 11/01/2018 1/24/2019
155	Miguel R	Send out CAP list (sent out August 1, 2018)	July 26
156	John H	Follow up on inactive obligations — post FHWA report; posted RTPA talking points	July 26 11/01/2018
157	Robert	Talk to Ross about sending information to regional agencies before it is put into the CTC system. Need better coordination and sharing of seismic retrofit data	July 26

From September 20, 2018

158	Tom M	ER work group development item for January 2019 meeting	01/24/2019
159	Marcue	Small agency ICAP non-existent; hire Caltrans to do this instead	11/01/2018

From November 1, 2018

160	Germaine	Share the current list identifying what is currently participating and which is non-participating – what will FHWA reimburse?	11/09/2018
161	Miguel	Contact headquarters and present an update on the HQ guidance on PE at-risk will be out.	1/24/2019
162	Ray	A&I will work with Local Assistance to see if there is anything that can be done for ICAP under the existing contracts local agencies have with the SCO.	1/24/2019
163	Mark S	Send out the doables list to the group. (See agenda item # 8)	

Critique from last meeting:

What went well	What Needs Improvement
Participation Good Discussion	30 or more minutes for discussion on Action Items

Critique from this meeting:

What went well	What Needs Improvement

Nice to have flexibility with the agenda. Full agenda Mike here.	Second computer. Room is cold. AC is loud.
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1	9:00	Introductions	All	
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2	9:10	Ground Rules; Action Items; Review Agenda	Alternate	Understand meeting process and status of action items / Discussion
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2. 1. Lean 6 sigma e-76 process is moving ahead. (see upshot # 134) We will be asking you how much time you are saving with the new form process. We want to quantify the savings from our improvements both on the local agency side and Caltrans.
2. 2. FHWA has requested more specifics on what is needed for this: "eligibility for reimbursement when a separate CEQA document is done." Germaine will send the list of participating items out to the group. (see upshot # 160)
2. 3. Guidanced on aty-risk PE work report due in January from FHWA. (see upshot # 161)
2. 4. Agenda item: Risk-based approach to Local Assistance Environmental assessments (Pilot) This will be discussed between items 7 and 8.

3	9:40	Caltrans Update, TCC Agenda Committee Update, and HSIP / HBP Committee Update	Ray Zhang	Information Sharing
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3. Caltrans update
 3. 1. Tony Tavares is new DD in Distri gt 4
 3. 2. In District 7, John Bulinski is the new DD.
 3. 3. In D-8 we have Janice Benton actying as DD.
 3. 4. In HQ Division of Design Phil Stolarski is acting Division Chief
 3. 5. SB-1 program manager is Jim Davis.
 3. 6. Germaine B will be retiring at the end of this calendar year.
 3. 7. HBP update
 3. 8. Highway Bridge Program (HBP)
 3. 8. 1. HBP Project Programming for the 2019 FTIP has been completed and are posted on the DLA HBP website and the respective lists have been sent to MPO's to program into their 2019 FTIP
 3. 8. 2. HBP Managers completed the one day HBP Training/workshop to all District and local agency staff around the state. 12 training classes were held, one in each of the Caltrans districts. A makeup training will be scheduled the first part of next year and will be recording the training and then post it on the DLA HBP website.
 3. 8. 3. Project delivery rules are being developed by the Local HBP Advisory Committee. The rules can be categorized under funds management and time management. Looking to finalize the rules in the December meeting. Once approved, they will be applied immediately to this

FFY's of programmed projects. Will have discussion on whether we need to send out an office bulletin now and then incorporate into next year's update.

3. 8. 4. Prop 1B Seismic Bridge Project delivery agreements have been completed and signed by the respective local agency and Ray Zhang, DLA Division Chief. The commitment includes milestone dates for the delivery of the project with the understanding that if milestones are missed, Prop 1B(local match) and HBP funds may be taken away from the project and federal funds that have been expended on the project will need to be paid back.
3. 9. HSIP
 3. 9. 1. For Cycle 9, received 351 HSIP applications requesting around \$418M of federal HSIP funds. HSIP managers have completed the process of reviewing the applications and are in the final stages of the constraining process to determine which projects to fund with the limited HSIP grant funds available.
 3. 9. 2. Looking to post the HSIP list sometime mid-November at the earliest to the end of November at the latest. Soon after, the list will sent to Programming and be sent out to the MPO's to add to their 2019 FTIP.
 3. 9. 3. Once Caltrans management reviews the list, we will post it on line and let the DLAEs in each district know that the list has been posted and to notify their respective agencies.

4	9:50	RTPA Update	Patricia Chen	Information Sharing
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4. RTPA Update

4. 1. We will have a transportation workshop to kick off the new legislative session.
4. 2. Multi-modal corridor plan guidelines from CTC will be coming soon – The RTPA-s are working to keep the guidelines flexible on the subject of induced demand. We will be able to keep our documents consistent.
4. 3. SB-1: 1.3 billion has been programmed – Many baseline agreements have been queued up for adoption.
4. 4. CT has gone over 133 million in efficiencies savings- that waws above and beyond the SB-1 requirement of 100 million. – value analysis and CMGC included in this.

5	10:05	CTC Update	Robert Nelson	Information Sharing
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5. CTC Update

5. 1. We have requests over 2 billion which exceeds available funding. We will have staff recommendations by December 31 this year.
5. 2. We are working on scheduling for all the SB-1 programs draft expected by the end of this year.
5. 3. Other SB-1 program Baseline agreements – 64 SHOPP baseline agreements have been approved, provisionally approved 32 agreements for ATP/LPP/SCCP/TCEP. We are waiting for additional benefit data on these 32.

6	10:20	FHWA Update	Miguel Ramos	Information Sharing
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6. FHWA Update

6. 1. Funding is expected – we anticipate fully funding our program. FHWA is funded by the highway trust fund so we can still work with you even in a shut-down.
6. 2. FHWA has a new executive director – Tom Everett.

6. 3. LPA program manager position is still vacant. We expect to advertise within the next couple of months.
6. 4. We will be working on honing our oversight process with Caltrans.
6. 5. FHWA nationwide payment review, based on statistically valid random sampling, has revealed that there is a national picture that says there may be as much as \$997 million in improper payments (extrapolated). California has only one improper underpayment of \$0.03. (three cents.) Our allowance is only 100 million. There is concern in HQ over our review process, because of this. Caltrans updates its LAPM to ensure compliance and ensuring we don't have improper payments.
6. 6. National program – special experimental projects where more authority is delegated to states – We expect to hear from California on items they would like delegation for – things that will streamline the process.
6. 7. NEPA/CEQA reciprocity – two states have pilot efforts to demonstrate their laws and procedures are as rigorous as federal NEPA. In California the Governor can waive CEQA and that is a concern for the NEPA/CEQA reciprocity. California is waiting for the federal rule making.
6. 8. FHWA thanks all for their efforts in resolving inactive obligation issues.

7	10:40	Contractor Prequalification Process / De-Mobilization Bid Item	Mike Giuliano	Information Sharing
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7. Contractor Prequalification Process / De-Mobilization Bid Item

7. 1. Local agencies can adopt a prequalification process for their projects. They must get approval from FHWA division administrator prior to implementation.
7. 2. CT will put out enhanced guidance in Chapter 15 of the LAPM. You cannot unfairly restrict competition – things like local preference, etc. City of Bakersfield uses a prequalification process. Their process is very rigorous.
7. 3. Contact Mike Giuliano for details on the Bakersfield process. (mike.giuliano@dot.ca.gov)
7. 4. Demobilization bid item: In Caltrans standard specs, local agencies can retain \$10,000 to guarantee compliance with final project documentation requirements. Local agencies can modify this if they want. Caltrans would like to keep this from being a competitive bid item, as opposed to a standardized item.

8	11:10	Doable List (last item)	Rick Tippet	Information Sharing
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8. Doable List

8. 1. This list needs reviews and feedback. Rick will send it out in the next week or so and ask for a reply. (see upshot # 163)
8. 2. Next steps: Discuss and decide in January.

9. Added Agenda item: Risk-based approach to Local Assistance Environmental assessments (Pilot) This was discussed between items 7 and 8.

9. 1. What is a Risk-Based Approach?
 - Caltrans decides on the NEPA Class of Action based on information provided at PES form stage.
 - Consultation document length/detail led by Project Sponsor (Local Agency) with Caltrans offering principles of 'non-duplication', 'inclusion by reference' and clear differentiation between Local Agency and Caltrans led-text.
 - If following consultation, it is concluded there are no significant effects then the FONSI & Final Environmental Assessment is signed. If not, move to an Environmental Impact Statement
9. 2. Principles of a Local Assistance EA Outline
 - Clarity on the relationship between the Local Agency and Caltrans
 - Builds directly from PES form
 - Leaves CEQA format/content to Local Agency
 - Extremely concise, avoiding duplication, reliant on technical studies included by reference
 - Consistent with NEPA Assignment
 - Alignment with federal (NEPA) objectives
 - - CE Q question 36, implementation of procedural provisions of NEPA
 - - TA 6640.8A (FHWA), eNEPA (FHWA)
9. 3. Potential Concerns?
 - Less developed than existing annotated outlines

- Less standardization within EAs
 - Different approaches between Capital and Local Assistance
 - Resistance (leap into the unknown)
9. 4. Point of contact: tom.holstein @dot.ca.gov

9	11:30	A & I – Hiring Caltrans for ICAP for small agencies	Marsue Morrill	Information Sharing / Discussion
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10. A & I – Hiring Caltrans for ICAP for small agencies

1. Smaller agencies cannot easily get together and find a linking benefit for hiring Caltrans for ICAP. We would like to be able to have this available in smaller agencies.
2. Can A&I set up something which would be funded by local agencies, where they can do ICAP for smaller agencies? Training will not suffice as a solution.
3. Caltrans A&I currently sees a conflict in that they cannot do the ICAP and then audit their own work. This would be counter to generally accepted management practices / accounting principles.
4. Can A&I ask the SCO if they would be able and willing to do the ICAP for small agencies? We would like to find out if this is an option.
5. Outcome: A&I will work with Local Assistance to see if there is anything that can be done under the existing contracts local agencies have with the SCO.

10	12:00	Local Needs Assessment Report	Ronnie Berdugo/ Kiana Valentine	Information Sharing
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11. Local Needs Assessment Report

1. See the web site at www.savecaliforniastreet.org
2. Cities and counties average pavement condition index to be about 65%. The lower number would be a higher repair cost for the road. Some jurisdictions are in good shape, but most are much worse off – Over 19 year period, we hope to invest more money into the system, which would yield a lower funding need and reduce the funding shortfall in the long run.
- 3.

11	12:30	Adjourn		
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