

Memorandum

To: CHAIR AND COMMISSIONERS
CALIFORNIA TRANSPORTATION COMMISSION

CTC Meeting: March 16-17, 2016

Reference No.: 2.8d.(1)
Action Item

From: NORMA ORTEGA
Chief Financial Officer

Prepared by: Rihui Zhang, Chief
Division of Local Assistance

Subject: **POST FACT REQUEST TO EXTEND THE PERIOD OF PROJECT DEVELOPMENT
EXPENDITURES FOR LOCALLY-ADMINISTERED STIP PROJECTS, PER STIP
GUIDELINES
WAIVER 16-12**

RECOMMENDATION:

The California Department of Transportation recommends the California Transportation Commission (Commission) consider an extension to the period of project development expenditure for the time period identified for the project on the attached document.

ISSUE:

The attached list identifies the locally-administered Sir Francis Drake Boulevard Westbound Class II Bike Lane (PPNO 2127Q) State Transportation Improvement Program (STIP) project totaling \$57,000. The Commission allocated the funds in Fiscal Year 2012-13 for the project development phase, as shown on the attachment. The attachment shows the details of the project and the explanation for the delay.

BACKGROUND:

Current STIP Guidelines, Resolution G-13-07, stipulate that funds allocated for local project development or right of way costs must be expended by the end of the second fiscal year following the fiscal year in which the funds were allocated. The Commission may approve a waiver to the timely use of funds deadline one time only for up to 20 months in accordance with Section 14529.8 of the Government Code.

Attachment

**Time Extension/Waiver – Project Development Expenditure Deadline
Local Streets and Roads Projects**

Project #	Applicant County PPNO Project Description Reason for Project Delay	Phase Allocation Amount Balance Remaining	Allocation Date Allocation Resolution Number Number of Months Requested Extended Deadline CT Recommendation
1	Marin County Marin County PPNO: 04-2127Q Sir Francis Drake Boulevard Westbound Class 2 Bike Lane project	Plans, Specifications and Estimates Allocated: \$57,000 Balance: \$42,292.76	06/23/2011 FP-12-07 7 Months 01/31/2014 Neutral
<p>Marin County (County) is requesting a seven month post fact time extension to the period of the Plans, Specifications and Estimates (PS&E) phase of the Sir Francis Drake Boulevard Westbound Class 2 Bike Lane project. The County experienced an unforeseen delay in expending the PS&E funding.</p> <p>The County received their PS&E allocation on June 23, 2011 and expended some of these funds after the expenditure deadline of June 30 2013 and also after the submitting their Request for Approval (RFA) CON package. The County has invoiced for their work, but payment was withheld due to work periods or work performed beyond the expenditure deadline. The CTC approved the CON allocation at the August 6, 2013 meeting. The RFA was authorized on September 13, 2013 and the project awarded on January 28, 2014. The County is requesting a post fact expenditure time extension to allow for invoicing staffing efforts required to prepare the package for award. Therefore, the County is requesting a seven month extension from June 30, 2013 to January 31, 2014.</p>			