



AGENDA

Technical Advisory Committee

Committee Members

Rudy Emami, Chair
Shaun Pelletier
Tony Olmos
Nabil S. Henein
Raja Sethuraman
Doug Dancs
Matthew Sinacori
Hye Jin Lee
Meg McWade
William Murray
Chau Vu
Jaimee Bourgeois
Albert Mendoza
Michael Belknap
Mark Trestik
Ken Rosenfield
Jacki Scott
Akram Hindiyeh
Tom Wheeler
Chris Kelly
Mark Chagnon
David Webb
Christopher Cash
Luis Estevez
Brendan Dugan
Ziad Mazboudi
Tom Toman
William Galvez
Iris Lee
Joe Ames
Doug Stack
Akram Hindiyeh
Jake Ngo
Jamie Lai
Fiona Man
Tifini Tran

City of Anaheim
City of Aliso Viejo
City of Brea
City of Buena Park
City of Costa Mesa
City of Cypress
City of Dana Point
City of Fountain Valley
City of Fullerton
City of Garden Grove
City of Huntington Beach
City of Irvine
City of La Habra
City of La Palma
City of Laguna Beach
City of Laguna Hills
City of Laguna Niguel
City of Laguna Woods
City of Lake Forest
City of Los Alamitos
City of Mission Viejo
City of Newport Beach
City of Orange
City of Placentia
City of Rancho Santa Margarita
City of San Clemente
City of San Juan Capistrano
City of Santa Ana
City of Seal Beach
City of Stanton
City of Tustin
City of Villa Park
City of Westminster
City of Yorba Linda
County of Orange
Caltrans ex officio

Orange County Transportation Authority
550 South Main Street
Orange, California
October 27, 2021 1:30pm

Any person with a disability who requires a modification or accommodation to participate in this meeting should contact the Orange County Transportation Authority (OCTA) Measure M2 Local Programs section, telephone (714) 560-5372, no less than two (2) business days prior to this meeting to enable OCTA to make reasonable arrangements to assure accessibility to this meeting.



Agenda Descriptions

The agenda descriptions are intended to give members of the public a general summary of items of business to be transacted or discussed. The posting of the recommended actions does not indicate what action will be taken. The Committee may take any action which it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action.

Public Availability of Agenda Materials

All documents relative to the items referenced in this agenda are available for public inspection at www.octa.net or through the Clerk of the Board's office at: OCTA Headquarters, 600 South Main Street, Orange, California.

Guidance for Public Access to the Committee Meeting

On September 16, 2021, Governor Gavin Newsom signed into law AB 361 authorizing a local legislative body to hold public meetings via teleconferencing and make public meetings accessible telephonically or electronically to all members of the public due to the state and local State of Emergency resulting from the threat of Novel Coronavirus (COVID-19).

Members of the public can listen to AUDIO live streaming of the Committee meetings by clicking the below link:

<http://www.octa.net/About-OCTA/Who-We-Are/Board-of-Directors/Live-and-Archived-Audio/>

Members of the public may address the Committee regarding any item in two ways:

Real-Time Comment

To provide a real-time public comment during the meeting, please access the Zoom at:

<https://us02web.zoom.us/j/81804887520>

Dial-In Info:

(669) 900-6833

(346) 248-7799

Webinar ID: 818 0488 7520

Speakers will be recognized by the Chairman at the time the agenda item is to be considered. A speaker's comments shall be limited to three minutes. Anyone causing disruption can be removed from the meeting at the discretion of the Chair.



Written Comment

Written public comments may also be submitted by emailing them to cmorales@octa.net, and must be sent 90 minutes prior to the start time of the meeting. If you wish to comment on a specific agenda item, please identify the item number in your email. All public comments that are timely received will be part of the public record and distributed to the Committee. Public comments will be made available to the public upon request.

Call to Order

Self-Introductions

1. Approval of Minutes

Approval of Technical Advisory Committee regular meeting minutes from the June 23, 2021 meeting.

Regular Items

2. Comprehensive Transportation Funding Programs Semi-Annual Review – September 2021 – Charvalen Alacar

Overview

The Orange County Transportation Authority recently completed the September 2021 semi-annual review of projects funded through the Comprehensive Transportation Funding Programs. This process reviews the status of Measure M2 grant-funded projects and provides an opportunity for local agencies to update project information and request project modifications. Recommended project adjustments are presented for review and approval.

Recommendation

Recommend Board of Directors approval of requested adjustments to proposed Comprehensive Transportation Funding Programs projects and Local Fair Share and Senior Mobility Program funds.

3. 2022 Technical Steering Committee Membership – Joe Alcock

Overview

The Orange County Transportation Authority Technical Advisory Committee provides feedback and input on local streets and roads related items. The Technical Advisory Committee relies on a Technical Steering Committee made up of nine representatives from local agencies to provide guidance on major technical items. Proposed 2022 Technical Steering Committee membership recommendations are presented for review and approval.



Recommendation

Approve proposed 2022 Technical Steering Committee membership recommendations and further recommend Board of Directors approval

4. 2021 Pavement Management Relief Funding Program Overview and Guidelines – Heidi Busslinger

Overview

The Coronavirus Response and Relief Supplemental Appropriations Act appropriated funding for Highway Infrastructure Programs to mitigate revenue loss due to the coronavirus pandemic. On October 11, 2021, the Orange County Transportation Authority Board of Directors approved the distribution of \$10.931 million of these funds to the Orange County local agencies for local streets and roads rehabilitation and maintenance projects through the 2021 Pavement Management Relief Funding Program.

Recommendation

None

Discussion Items

5. Correspondence

OCTA Board Items of Interest - Please see Attachment A.
Announcements by Email – Please see Attachment B.

6. Committee Comments

7. Staff Comments

8. Items for Future Agendas

9. Caltrans Local Assistance Update

10. Public Comments

11. Adjournment

The Technical Advisory Committee is scheduled to convene on the fourth Wednesday of each month, at 1:30 p.m., at OCTA Headquarters.



June 23, 2021 Minutes



MINUTES

Technical Advisory Committee

Voting Representatives Present:

Rudy Emami	City of Anaheim
Shaun Pelletier	City of Aliso Viejo
Raja Sethuraman	City of Costa Mesa
Hye Jin Lee	City of Fountain Valley
Meg McWade	City of Fullerton
Chau Vu	City of Huntington Beach
Mark Trestik	City of Laguna Beach
Ken Rosenfield	City of Laguna Hills
Jacki Scott	City of Laguna Niguel
Tom Wheeler	City of Lake Forest
Christopher Cash	City of Orange
Brendan Dugan	City of Rancho Santa Margarita
Ziad Mazboudi	City of San Clemente
Tom Toman	City of San Juan Capistrano
William Galvez	City of Santa Ana
Iris Lee	City of Seal Beach
Krys Saldivar	City of Tustin
Jake Ngo	City of Westminster
Jaime Lai	City of Yorba Linda
Nardy Khan	County of Orange

Voting Representatives Absent:

Tony Olmos	City of Brea
Nabil S. Henein	City of Buena Park
Doug Dancs	City of Cypress
William (Bill) Murray	City of Garden Grove
Chris Johansen	City of La Habra
Michael Belknap	City of La Palma
Akram Hindiye	City of Laguna Woods
Chris Kelley	City of Los Alamitos
Mark Chagnon	City of Mission Viejo
Luis Estevez	City of Placentia
Guillermo Perez	City of Stanton
Akram Hindiye	City of Villa Park

Orange County Transportation Authority
550 S. Main Street, Room 09
Orange, CA

June 23, 2021 2:00 PM

Guests Present:

Oliver Luu, Caltrans
James Daisa, David Evans and Associates

Staff Present:

Kia Mortazavi
Kurt Brotcke
Adriann Cardoso
Ben Ku
Joe Alcock
Kevin Khouri
Andrea West
Cynthia Morales
Alfonso Hernandez
Paul Rodriguez
Dustin Sifford



The June 23, 2021, meeting of the Orange County Transportation Authority (OCTA) Technical Advisory Committee (TAC) was called to order by Chair Emami at 1:30 p.m.

Self-introductions were made and Discussion Items 3 & 4 were heard first due to lack of initial quorum.

Discussion Items

3. Discussion and Potential Distribution of Coronavirus Response and Relief Supplemental Appropriations Act, 2021 Funding

Mr. Ku provided an overview of OCTA's proposed methodology for the distribution of \$11 million in local street and road funding from Coronavirus Response Relief Supplemental Appropriation Act (CRRSA) funds. He stated that the program's goal is to provide street and road funding to local agencies to assist with coronavirus related local, state, and federal revenue losses.

Mr. Ku noted that OCTA had evaluated various distribution scenarios and was recommending the scenario identified in the staff report, which is population based with a \$200,000 minimum guarantee and no local match requirement. He added that this methodology was efficient, equitable, and consistent with how the California Transportation Commission (CTC) has handled other similar distributions in the past.

Mr. Ku then stated that if the OCTA Board approves the proposed distribution methodology, in October, local agencies could submit their projects as early as November 30, 2021, for consideration at the January or March 2022 CTC meetings.

Mr. Ku also indicated that all CRRSAA funding would need to be obligated by July 1, 2023. He also clarified that any remaining unobligated funding, after that date, would revert back to OCTA to be reprogrammed in order to ensure that 100 percent of these funds remain in Orange County.

Mr. Sethuraman asked if city council approval was required for submission of an allocation request.

Mr. Ku replied that OCTA had not included that requirement in its proposed distribution guidelines. However, he did clarify that because these projects would be federally funded, they would need to go into the Federal Transportation Improvement Program (FTIP) which does require city council resolutions.

Mr. Sethuraman then inquired if the E-76 process would be followed for these projects.



MINUTES

Technical Advisory Committee

Mr. Ku stated that local agencies will need to submit a project listing to OCTA and OCTA will then send the project listing to the CTC for approval. He stated that once the project listing is approved by the CTC, OCTA would be able program funds for the project(s) in the FTIP and the project(s) could then follow the regular FTIP schedule. He also stated that after FTIP approval, local agencies would be able to submit E-76s for obligation of funds.

Mr. Vu asked if alleyways were considered eligible.

Mr. Ku replied that in general alleyways are likely not eligible.

Ms. McWade asked if consideration had been given toward allocating funds based upon Pavement Condition Index (PCI), with potentially more funding being granted to local agencies with lower PCI scores. She also asked if there could be a discussion as to whether or not to increase the currently proposed 60/40 split of the distribution.

Mr. Ku replied that the OCTA proposed distribution was consistent with the CTC and OCTA preferred to maintain that consistency.

Ms. McWade asked if OCTA was required to follow CTC's methodology.

Mr. Ku replied that no.

Ms. Khan then expressed her support for providing these much-needed funds to local agencies.

Mr. Emami asked if all of the proposed funding was coming from the same pot, and if the pot of funding being allocated to local agencies was the least restrictive.

Mr. Mortazavi replied in the affirmative.

Mr. Sethuraman then asked if there was a reason why the minimum distribution was proposed to be \$200,000.

Mr. Ku replied that staff has found over the years that local agencies generally do not pursue E-76 approval for anything less than \$200,000, as securing approval for smaller funding amounts is administratively too burdensome.

Mr. Emami replied that the \$200,000 minimum distribution is so low, that it ends up applying to half of all the local agencies in the County, which results in larger local agencies subsidizing smaller local agencies, even though larger local agencies have greater liabilities and larger populations to contend with.



MINUTES

Technical Advisory Committee

Ms. Lai then asked what project(s) the remainder of the CRRSA funds would be allocated toward.

Mr. Ku replied that the funds would be programmed to support a future transit project.

Ms. Lai asked if OCTA would be willing to forego the future transit project and increase the amount of CRRSA funds that could be distributed to local agencies, thereby, raising the allocation amount to each local agency.

Mr. Emami supported Ms. Lai's comment and noted that with recently proposed transportation bills, there was definitely more funding proposed to support transit, as opposed to pavement. He then asked if the future transit project could be funded via another source.

Mr. Mortazavi replied that given current state policy, OCTA needs to present a multimodal funding program to the CTC in order to ensure a successful outcome.

Ms. Iris Lee, then stated that as a smaller city, Seal Beach would be against decreasing or changing the minimum distribution amount.

Ms. Hye Jin Lee, reiterated support for the \$200,000 minimum distribution and agreed that any amount less than \$200,000 would not be worth pursuing E-76 approval for.

Mr. Wheeler stated that he also supported the \$200,000 minimum distribution proposal.

Ms. Bourgeois then asked what future transit project was proposed for the remaining funds.

Mr. Ku replied that the transit project was currently to be determined.

Ms. McWade replied to Mr. Mortazavi stating that while she understood his comment with respect to submitting a multi-modal proposal to the CTC for consideration, she noted that she believed that pavement rehab projects could also be argued to support transit, sidewalk/Americans with Disabilities Act (ADA), and bike lane improvements.

There was no further discussion.

4. Transit Supportive Design Guidelines

Mr. Daisa, a consultant for OCTA, provided an update on proposed updates to OCTA's Bus Stop Safety and Design Guidelines (Guidelines). He stated that the goals of the update were to: modernize the guidelines; conform to OCTA's evolving operations; update technological information and standards; incorporate transit-supportive community planning principles; integrate current best practices and new design concepts; and to also provide a comprehensive "one-stop" guidance document for local agencies.

He then stated that the changes included in the report were developed based upon survey input from Orange County local agencies and extensive research into transit planning and design best practices nationally.

Mr. Daisa concluded by noting that a final version of the Guidelines would be provided by June 30, 2021.

Mr. Emami asked for clarification on any proposed ADA updates. He stated that a challenge local agencies face is implementing bus stop amenities for their intended purpose, while at the same time meeting ADA requirements and also addressing vagrancy concerns.

Mr. Daisa replied that there was very little in the ADA guidelines that precluded local agencies from doing what they are currently doing in terms of addressing these concerns.

Mr. Sethuraman stated that Costa Mesa hears from advocates that busses should stop outside of the bike lane. He asked if any of these types of concepts were identified in OCTA's proposed design guidelines update.

Mr. Daisa stated that there were ways of implementing this type of bus stop but clarified that a floating bus stop was definitely a preferred option.

Ms. McWade asked if the study reviewed concepts for addressing vagrancy at bus stops via a transit code, whereby, non-ticketed passengers would either not be permitted to be at the bus stop or be cited.

Mr. Daisa replied that many local agencies do use enforcement personnel to address vagrancy issues. However, he also noted that the issue is complex and would require more than code citations to fully address local agency concerns.

There was no further discussion.



During Item 4 quorum was achieved and the Chair then returned to Item 1.

CONSENT CALENDAR

1. Approval of Minutes

Mr. Sethuraman motioned to approve the TAC's meeting minutes from the April 28, 2021 meeting.

Ms. McWade seconded the motion.

The motion was approved with no further discussion.

REGULAR ITEMS

2. 2022 Comprehensive Transportation Funding Program Guidelines Update

Mr. Alcock then presented proposed revisions to the Comprehensive Transportation Funding Program Guidelines for the 2022 Project O and P call for projects (call).

Mr. Alcock noted that for Project O the proposed changes were relatively minor—including general updates, clarification on grading reimbursement eligibility, and specifying plan/drawings submittal requirements.

Mr. Alcock stated that with respect to the Project P call, staff also made relatively minor changes which included making general updates, modifications on how Pacific Coast Highway is evaluated for corridor scoring purposes, clarification of requirements for OCTA-led projects, and a modification to one scoring category with respect to corridor retiming.

Ms. Bourgeois asked if there would be future consideration for allowing call applications to be submitted entirely electronically.

Mr. Alcock replied that staff could evaluate this request in the future. However, for the time being, he indicated that OCTA's engineers continue to prefer to have hard copy documents to review during the application process.

Mr. Wheeler motioned to approve the item.

The item was seconded by Ms. Khan and passed with no further discussion.

Items 3 and 4 were previously taken out of order.

5. Correspondence

- OCTA Board Items of Interest – See Agenda
- Announcements Sent by Email – See Agenda

6. Committee Comments - No comments

7. Caltrans Local Assistance Update

Mr. Luu provided an overview of upcoming California Department of Transportation (Caltrans) and Local Assistance deadlines. He noted the following:

- the deadline to submit allocation requests and time extensions to Caltrans District 12 was August 15, 2021, for the October 2021 CTC meeting and October 10, 2021, for the December 2021 CTC meeting.
- the current inactive invoicing quarter began on April 1, 2021 and clarified that the next quarter would begin on July 1, 2021. He also stated that Caltrans Local Assistance would be sending out formal letters to remind local agencies if they have outstanding inactive invoices.
- there have been many changes to the Local Assistance Procedures Manual (LAPM) and Local Assistance Program Guidelines (LAPG) over the last few months. He stated two LAPM forms (Exhibit 3-A and Exhibit 13-F) were revised in May and reiterated that local agencies should be using these new forms. He also stated that Chapter 20 of the LAPM, which concerns audits and corrective actions, had also generally been updated. He then mentioned that with respect to the LAPG there were also changes to chapters six and 25.
- upcoming Local Assistance trainings would include the ADA Transition Plan for Local Public Agencies (in summer, 2021), and a Value Engineering Workshop in October. He also stated the Federal Aid Series was also expected to announce training dates later this year.

Mr. Luu concluded by stating that all local agencies continue to be required to comply with all Title VI requirements.

There were no further comments.



8. Staff Comments

Mr. Sifford provided a brief update on the status of the American Rescue and Recovery Plan.

Mr. Alcock then stated that M2 Eligibility submittals were due on June 30, 2021.

There were no further comments.

9. Items for Future Agendas – None

10. Public comments – None

11. The meeting was adjourned at 2:48 p.m.



AGENDA

Technical Advisory Committee

Item# 2

Comprehensive Transportation Funding Programs Semi-Annual Review – September 2021



October 27, 2021

To: Technical Advisory Committee
From: Orange County Transportation Authority Staff
Subject: Comprehensive Transportation Funding Programs Semi-Annual Review – September 2021

Overview

The Orange County Transportation Authority recently completed the September 2021 semi-annual review of projects funded through the Comprehensive Transportation Funding Programs. This process reviews the status of Measure M2 grant-funded projects and provides an opportunity for local agencies to update project information and request project modifications. Recommended project adjustments are presented for review and approval.

Recommendation

Recommend Board of Directors approval of requested adjustments to proposed Comprehensive Transportation Funding Programs projects and Local Fair Share and Senior Mobility Program funds.

Background

The Comprehensive Transportation Funding Programs (CTFP) is the mechanism which the Orange County Transportation Authority (OCTA) uses to administer funding for street, road, signal, transit, and water quality projects. The CTFP contains a variety of funding programs and sources, including Measure M2 (M2) revenues, State-Local Partnership Program funds, and Local Partnership Program funds. The CTFP provides local agencies with a comprehensive set of guidelines for administration and delivery of various transportation funding grants.

As needed, OCTA meets with representatives from local agencies to review the status of projects and proposed project changes. This process is known as the semi-annual review. The goals of the semi-annual review are to review project status, determine the continued viability of projects, address local agency concerns, confirm availability of local matching funds, and ensure timely closeout of all projects funded through the CTFP.

Discussion

The September 2021 semi-annual review proposed adjustments include five timely-use of funds extensions for CTFP projects, two timely-use of funds extensions for Project X (Environmental Cleanup Program) in-kind operations and maintenance commitments, twelve timely-use of funds extensions for the Local Fair Share Program, twenty-eight timely-use of funds extensions for the Senior Mobility Program, five scope changes, and one project transfer.

Local agencies identified several reasons for the proposed project adjustments, which included the following:

- Extensions (coronavirus [COVID-19], right-of-way issues, and environmental assessment delays),
- Scope changes (construction issues, design issues, enhanced project benefits, equipment being installed as part of another project, and service schedule modifications), and
- Transfer of funds (project savings)

For detailed descriptions of the project adjustment requests listed above, see Attachments A and B.

Many of the reasons identified above for the proposed project adjustment requests are consistent with expectations for a September semi-annual review cycle, which is typically focused on project phasing and scope adjustment requests. However, it should also be noted that while the impacts of the COVID-19 pandemic have begun to ease for CTFP projects, the Senior Mobility Program (SMP) continues to be heavily impacted by COVID-19, with 28 of this cycle's 53 total project adjustment requests coming from this program specifically.

In order to provide local agencies with the flexibility needed to continue delivering projects within the confines of M2 and the current public health environment, staff is requesting that the Technical Advisory Committee (TAC) recommend OCTA Board of Directors (Board) approval of all proposed semi-annual review adjustments identified in Attachment A. If this recommendation is ultimately approved by the OCTA Board, staff will monitor the implementation of these proposed adjustments through its regular project management efforts and future semi-annual reviews which are conducted and reported on to the TAC and OCTA Board biannually.

Summary

OCTA recently completed review of all September 2021 semi-annual review project adjustment requests and staff is now recommending that all project adjustment requests be approved and advanced by the TAC to the OCTA Board for further review and consideration.

Attachments

- A. Comprehensive Transportation Funding Programs, September 2021 Semi-Annual Review Adjustment Requests
- B. Comprehensive Transportation Funding Programs, September 2021 Semi-Annual Review Adjustment Request Descriptions

Comprehensive Transportation Funding Programs
September 2021 Semi-Annual Review Adjustment Requests

Timely-Use of Funds Extension Requests - Comprehensive Transportation Funding Programs*									
No	Agency	Project Number	Project	Project Title	Phase	Current FY	Current Allocation	Proposed Time Extension (Months)	Proposed Expenditure Deadline
1	Anaheim	20-ANAH-CBT-3958 ¹	V	Anaheim Canyon Circulator	CAP	20/21M	\$ 9,000	24	6/30/2029
2	Anaheim	20-ANAH-CBT-3958 ¹	V	Anaheim Canyon Circulator	O&M	20/21M	\$ 1,132,864	24	6/30/2029
3	Santa Ana	18-SNTA-ACE-3907 ²	O	Warner Avenue Improvements - (Standard Avenue to Grand Avenue)	ROW	18/19	\$ 3,066,000	24	2/26/2024
4	Santa Ana	18-SNTA-ACE-3909 ²	O	Warner Avenue Improvements - (Oak Street to Standard Avenue)	ROW	18/19	\$ 7,494,000	24	2/26/2024
5	Yorba Linda	18-YLND-ACE-3910 ³	O	Yorba Linda Boulevard Widening	ENG	18/19	\$ 375,000	24	4/2/2024
Comprehensive Transportation Funding Programs Timely-Use of Funds Extensions (5) - Total Phase Allocations							\$ 12,076,864		

*Once obligated Comprehensive Transportation Funding Programs funds expire 36 months from the contract award date. Local agencies may request extension(s) of up to an additional 24 months.

Reasons for Project Adjustments

1. Coronavirus impacts
2. Right-of-way issues
3. Environmental assessment delays

Acronyms

- FY - Fiscal year
- CAP - Capital
- M - Multiple years
- O&M - Operations and Maintenance
- ROW - Right-of-way
- ENG - Engineering

Comprehensive Transportation Funding Programs
September 2021 Semi-Annual Review Adjustment Requests

Timely-Use of Funds Extension Requests - Project X Tier I In-Kind Operations & Maintenance Match Commitment*								
No	Agency	Project Number	Project	Project Title	Phase	O&M In-Kind Match Commitment	Proposed Time Extension (Months)	Proposed Expenditure Deadline
1	Brea	11-BREA-ECP-3564 ¹	X	Citywide Catch Basin Inserts 7524 Phase I	O&M	\$ 91,565	24	2/3/2024
2	Brea	12-BREA-ECP-3605 ¹	X	Citywide Catch Basin Inserts 7524 Phase II	O&M	\$ 138,815	24	3/15/2025
In-Kind O&M Match Commitment Timely-Use of Funds Extensions (2) - Total Phase Allocations						\$ 230,380		

*For older Project X Tier I allocations, ongoing O&M for the project was allowed to be pledged as match in lieu of (or in addition to) cash contributions. The O&M implementation time frame has traditionally been ten years. These requests, if approved, would provide the City with an additional 24 months beyond the traditional ten years to deliver on its O&M match contribution.

Reasons for Project Adjustments

1. Coronavirus impacts

Acronyms

O&M - Operations and Maintenance

Comprehensive Transportation Funding Programs
September 2021 Semi-Annual Review Adjustment Requests

Timely-Use of Funds Extension Requests - LFS*						
No	Agency	FY	Disbursement Date	Disbursement	Proposed Extension Amount	Extension Deadline
1-4	Brea	FY 2018/19	1/15/2019	\$ 175,889	\$ 175,889	1/15/2024
			3/12/2019	\$ 182,009	\$ 182,009	3/12/2024
			5/14/2019	\$ 170,596	\$ 170,596	5/14/2024
			6/30/2019	\$ 149,567	\$ 149,567	6/30/2024
5-8	La Habra	FY 2018/19	1/15/2019	\$ 160,199	\$ 160,199	1/15/2024
			3/12/2019	\$ 165,773	\$ 165,773	3/12/2024
			5/14/2019	\$ 155,378	\$ 155,378	5/14/2024
			6/30/2019	\$ 136,226	\$ 136,226	6/30/2024
9-12	Yorba Linda	FY 2018/19	1/15/2019	\$ 186,540	\$ 186,540	1/15/2024
			3/12/2019	\$ 193,030	\$ 193,030	3/12/2024
			5/14/2019	\$ 180,926	\$ 180,926	5/14/2024
			6/30/2019	\$ 158,624	\$ 158,624	6/30/2024
LFS Timely-Use of Funds Extensions (12) - Total					\$ 2,014,757	

*Net revenues received by local jurisdictions through the LFS Program shall be expended or encumbered within three years. An extension may be granted but is limited to a total of five years from the date of receipt of funds. The Orange County Transportation Authority uses the disbursement date as the date of receipt of funds. Requests for extensions must be submitted as part of the semi-annual review process prior to the end of the third year from the date of receipt of funds. Requests for extension must also include a plan of expenditure.

Acronyms

FY - Fiscal year

LFS - Local Fair Share

Comprehensive Transportation Funding Programs
September 2021 Semi-Annual Review Adjustment Requests

Timely-Use of Funds Extension Requests - SMP*						
No	Agency	FY	Disbursement Date	Disbursement	Proposed Extension Amount	Extension Deadline
1-4	Dana Point ¹	FY 2018/19	1/15/2019	\$ 9,235	\$ 9,235	1/15/2024
			3/12/2019	\$ 9,556	\$ 9,556	3/12/2024
			5/14/2019	\$ 8,957	\$ 8,957	5/14/2024
			6/30/2019	\$ 7,853	\$ 7,853	6/30/2024
5-8	Laguna Hills ¹	FY 2018/19	1/15/2019	\$ 6,574	\$ 6,574	1/15/2024
			3/12/2019	\$ 6,803	\$ 6,803	3/12/2024
			5/14/2019	\$ 6,376	\$ 6,376	5/14/2024
			6/30/2019	\$ 5,590	\$ 5,590	6/30/2024
9-12	Laguna Niguel ¹	FY 2018/19	1/15/2019	\$ 13,835	\$ 13,835	1/15/2024
			3/12/2019	\$ 14,316	\$ 14,316	3/12/2024
			5/14/2019	\$ 13,418	\$ 13,418	5/14/2024
			6/30/2019	\$ 11,764	\$ 11,764	6/30/2024
13-16	Mission Viejo ¹	FY 2018/19	1/15/2019	\$ 21,690	\$ 12,057	1/15/2024
			3/12/2019	\$ 22,445	\$ 22,445	3/12/2024
			5/14/2019	\$ 21,038	\$ 21,038	5/14/2024
			6/30/2019	\$ 18,444	\$ 18,444	6/30/2024
17-20	Placentia ¹	FY 2018/19	1/15/2019	\$ 10,095	\$ 10,095	1/15/2024
			3/12/2019	\$ 10,446	\$ 10,446	3/12/2024
			5/14/2019	\$ 9,791	\$ 9,791	5/14/2024
			6/30/2019	\$ 8,584	\$ 8,584	6/30/2024
21-24	San Clemente ¹	FY 2018/19	1/15/2019	\$ 13,508	\$ 13,508	1/15/2024
			3/12/2019	\$ 13,978	\$ 13,978	3/12/2024
			5/14/2019	\$ 13,102	\$ 13,102	5/14/2024
			6/30/2019	\$ 11,487	\$ 11,487	6/30/2024
25-28	Villa Park ¹	FY 2018/19	1/15/2019	\$ 2,062	\$ 2,062	1/15/2024
			3/12/2019	\$ 2,133	\$ 2,133	3/12/2024
			5/14/2019	\$ 2,000	\$ 2,000	5/14/2024
			6/30/2019	\$ 1,753	\$ 1,753	6/30/2024
SMP Timely-Use of Funds Extensions (28) - Total					\$ 287,200	

*Net revenues received by local jurisdictions through the SMP shall be expended or encumbered within three years. An extension may be granted but is limited to a total of five years from the date of receipt of funds. The Orange County Transportation Authority uses the disbursement date as the date of receipt of funds. Requests for extensions must be submitted as part of the semi-annual review process prior to the end of the third year from the date of receipt of funds. Requests for extensions must include a service plan.

Reasons for Project Adjustments

1. Coronavirus impacts

Acronyms

FY - Fiscal year
SMP - Senior Mobility Program

Comprehensive Transportation Funding Programs
September 2021 Semi-Annual Review Adjustment Requests

Scope Change Requests*								
No	Agency	Project Number	Project	Project Title	Phase	Current FY	Current Allocation	Proposed Allocation
1	Orange	19-ORNG-STS-3933 ¹	W	Orange Safe Transit Stop Improvements	CON	21/22	\$ 98,300	\$ 98,300
2	OCTA	18-OCTA-TSP-3901 ^{1,2,3,4}	P	Main Street RTSSP	IMP	18/19	\$ 1,123,826	\$ 1,123,826
3	OCTA	18-OCTA-TSP-3905 ^{1,2,3}	P	Los Alisos Boulevard Route Project	IMP	18/19	\$ 654,327	\$ 654,327
4	San Clemente	16-SCLM-CBT-3840 ⁵	V	San Clemente Summer Trolley	O&M	16/17M	\$ 656,293	\$ 656,293
5	San Clemente	18-SCLM-CBT-3914 ⁵	V	San Clemente Trolley Expansion	O&M	18/19M	\$ 1,168,200	\$ 1,168,200
Scope Changes (5) - Total Phase Allocations							\$ 3,700,946	\$ 3,700,946

*Agencies may request minor scope changes for Comprehensive Transportation Funding Programs projects so long as the agency can demonstrate substantial consistency and attainment of proposed transportation benefits compared to the original project scope as committed to in the project application.

Reasons for Project Adjustments

1. Construction issue (design modifications, relocation of equipment, equipment changes)
2. Design issue
3. Enhanced project benefits (enhanced timing equipment)
4. Equipment installed as part of another project
5. Service schedule modification

Acronyms

- FY - Fiscal year
 CON - Construction
 OCTA - Orange County Transportation Authority
 RTSSP - Regional Traffic Signal Synchronization Programs
 IMP - Implementation
 O&M - Operations and Maintenance
 M - Multiple years

Comprehensive Transportation Funding Programs
September 2021 Semi-Annual Review Adjustment Requests

Transfer Requests*									
No	Agency	Project Number	Project	Project Title	Phase	Current FY	Current Allocation	Transfer Amount	Proposed Allocation
1	OCTA	15-OCTA-TSP-3783 ¹	P	Chapman Avenue Corridor Traffic Signal Synchronization Project	IMP	15/16	\$ 2,274,884	\$ (24,101)	\$ 2,250,783
					O&M	18/19	\$ 69,160	\$ 24,101	\$ 93,261
Transfer Requests (1) - Total Project Allocations							\$ 2,344,044	\$ -	\$ 2,344,044

*An implementing agency may request to transfer 100 percent (100%) of savings between the phases within a project. Funds can only be transferred to a phase that has already been awarded competitive funds. Such requests must be made prior to the acceptance of a final report and submitted as part of a semi-annual review.

Reasons for Project Adjustment

1. Project savings

Acronyms

FY - Fiscal year

OCTA - Orange County Transportation Authority

IMP - Implementation

O&M - Operations and Maintenance

**Comprehensive Transportation Funding Programs
September 2021 Semi-Annual Review Adjustment Request Descriptions**

Comprehensive Transportation Funding Programs (CTFP) Timely-Use of Funds Extensions

Once obligated, CTFP funds expire 36 months from the contract award date. Local agencies may request extension(s) of up to 24 months. During this semi-annual review cycle, the following CTFP timely-use of funds extensions requests were submitted.

The City of Anaheim is requesting a 24-month funds extension for both the capital (CAP) and operations and maintenance (O&M) phases of the Anaheim Canyon Circulator (20-ANAH-CBT-3958) service, from June 2027 to June 2029. This request will allow Anaheim to utilize project savings that were accrued as a result of pandemic related procurement challenges and subsequently carry these savings forward into future fiscal years (through June 30, 2029).

The City of Santa Ana (Santa Ana) is requesting a 24-month timely-use of funds extension for the right-of-way (ROW) phase of the Warner Avenue Improvements (Standard Avenue to Grand Avenue) Project (18-SNTA-ACE-3907) from February 2022 to February 2024 due to unforeseen impacts and delays in the right-of-way (ROW) acquisition process.

Santa Ana is also requesting a 24-month timely-use of funds extension for the ROW phase of the Warner Avenue Improvements (Oak Street to Standard Avenue) Project (18-SNTA-ACE-3909) from February 2022 to February 2024 due to unforeseen impacts and delays in the ROW acquisition process.

The City of Yorba Linda (Yorba Linda) is requesting a 24-month timely-use of funds extension for the engineering (ENG) phase of the Yorba Linda Boulevard Widening Project (18-YLND-ACE-3910) from April 2022 to April 2024 due to delays in completing the environmental assessment process.

Project X Tier I In-Kind O&M Timely-Use of Funds Extensions

For older Project X Tier I allocations, ongoing O&M for projects was allowed to be pledged as match in lieu of (or in addition to) cash match. The O&M implementation time frame has traditionally been set at ten years. During this semi-annual review cycle, the following in-kind O&M timely-use of funds extensions requests were submitted.

The City of Brea (Brea) is requesting a 24-month timely use of funds extension, to go beyond the initial 10-year delivery period, for the Citywide Catch Basin Inserts 7524 Phase I Project (11-BREA-ECP-3564), from February 2022 to February 2024 due to unforeseen impacts and delays resulting from the pandemic.

**Comprehensive Transportation Funding Programs
September 2021 Semi-Annual Review Adjustment Request Descriptions**

Brea is also requesting a 24-month timely use of funds extension, to go beyond the initial 10-year delivery period, for the Citywide Catch Basin Inserts 7524 Phase II Project (12-BREA-ECP-3605), from March 2023 to March 2025 due to unforeseen impacts and delays resulting from the pandemic

Local Fair Share (LFS) Timely-Use of Funds Extensions

Once issued, LFS funds expire 36 months from the date of disbursement. Local agencies may request an extension(s) of up to 24-months. During this semi-annual review cycle, the following timely-use of funds LFS extensions requests were submitted:

Brea is requesting a 24-month timely-use of funds extension for \$678,061. The funds being considered for extension were disbursed in four separate installments and must be expended by the extension deadlines provided in Attachment A. Brea has indicated these funds will be directed towards traffic sign and signal improvements and citywide street improvements.

- \$175,889, from January 2022 to January 2024
- \$182,009, from March 2022 to March 2024
- \$170,596, from May 2022 to May 2024
- \$149,567, from June 2022 to June 2024

The City of La Habra (La Habra) is requesting a 24-month timely-use of funds extension for \$617,576. The funds being considered for extension were disbursed in four separate installments and must be expended by the extension deadlines provided in Attachment A. La Habra has indicated these funds will be directed towards citywide street improvements.

- \$160,199, from January 2022 to January 2024
- \$165,773, from March 2022 to March 2024
- \$155,378, from May 2022 to May 2024
- \$136,226, from June 2022 to June 2024

Yorba Linda is requesting a 24-month timely-use of funds extension for \$719,120. The funds being considered for extension were disbursed in four separate installments and must be expended by the extension deadlines provided in Attachment A. Yorba Linda has indicated these funds will be primarily directed towards activities such as traffic signal improvements, street maintenance, and projects to reduce road congestion.

- \$186,540, from January 2022 to January 2024
- \$193,030, from March 2022 to March 2024
- \$180,926, from May 2022 to May 2024
- \$158,624, from June 2022 to June 2024

**Comprehensive Transportation Funding Programs
September 2021 Semi-Annual Review Adjustment Request Descriptions**

Senior Mobility Program (SMP) Timely-Use of Funds Extensions

Once issued, SMP funds expire 36 months from the date of disbursement. Local agencies may request an extension(s) of up to 24 months. During this semi-annual review cycle, the following timely-use of funds SMP extensions requests were submitted.

The City of Dana Point is requesting a 24-month timely-use of funds extension for \$35,601. The funds being considered for extension were disbursed in four separate installments and must be expended by the extension deadlines provided in Attachment A.

- \$9,235, from January 2022 to January 2024
- \$9,556, from March 2022 to March 2024
- \$8,957, from May 2022 to May 2024
- \$7,853, from June 2022 to June 2024

The City of Laguna Hills is requesting a 24-month timely-use of funds extension for \$25,343. The funds being considered for extension were disbursed in four separate installments and must be expended by the extension deadlines provided in Attachment A.

- \$6,574, from January 2022 to January 2024
- \$6,803, from March 2022 to March 2024
- \$6,376, from May 2022 to May 2024
- \$5,590, from June 2022 to June 2024

The City of Laguna Niguel is requesting a 24-month timely-use of funds extension for \$53,333. The funds being considered for extension were disbursed in four separate installments and must be expended by the extension deadlines provided in Attachment A.

- \$13,835, from January 2022 to January 2024
- \$14,316, from March 2022 to March 2024
- \$13,418, from May 2022 to May 2024
- \$11,764, from June 2022 to June 2024

The City of Mission Viejo is requesting a 24-month timely-use of funds extension for \$73,984. The funds being considered for extension were disbursed in four separate installments and must be expended by the extension deadlines provided in Attachment A.

- \$12,057, from January 2022 to January 2024
- \$22,445, from March 2022 to March 2024
- \$21,038, from May 2022 to May 2024
- \$18,444, from June 2022 to June 2024

Comprehensive Transportation Funding Programs September 2021 Semi-Annual Review Adjustment Request Descriptions

The City of Placentia is requesting a 24-month timely-use of funds extension for \$38,916. The funds being considered for extension were disbursed in four separate installments and must be expended by the extension deadlines provided in Attachment A.

- \$10,095, from January 2022 to January 2024
- \$10,446, from March 2022 to March 2024
- \$9,791, from May 2022 to May 2024
- \$8,584, from June 2022 to June 2024

The City of San Clemente is requesting a 24-month timely-use of funds extension for \$52,075. The funds being considered for extension were disbursed in four separate installments and must be expended by the extension deadlines provided in Attachment A.

- \$13,508, from January 2022 to January 2024
- \$13,978, from March 2022 to March 2024
- \$13,102, from May 2022 to May 2024
- \$11,487, from June 2022 to June 2024

The City of Villa Park is requesting a 24-month timely-use of funds extension for \$7,948. The funds being considered for extension were disbursed in four separate installments and must be expended by the extension deadlines provided in Attachment A.

- \$2,062, from January 2022 to January 2024
- \$2,133, from March 2022 to March 2024
- \$2,000, from May 2022 to May 2024
- \$1,753, from June 2022 to June 2024

Scope Changes

Agencies may request minor scope changes for CTFP projects if they can assure that project benefits as committed to in the project application can still be delivered. During this semi-annual review cycle, the following scope change requests were submitted.

The City of Orange is requesting a scope change to the construction phase of the Orange Safe Transit Stop Improvements Project (19-ORNG-STS-3933). The scope change includes eliminating advertisement kiosks at four of the five bus shelter locations due to Americans with Disabilities Act (ADA) clearance issues and right-of-way constraints.

The Orange County Transportation Authority (OCTA), as administrative lead for the Main Street Regional Traffic Signal Synchronization Programs Project (18-OCTA-TSP-3901), is requesting a scope change to the IMP phase with several components, which include modifications to unit types, improvement locations, removal of project components which are no longer necessary, and adherence to California Department of Transportation

Comprehensive Transportation Funding Programs September 2021 Semi-Annual Review Adjustment Request Descriptions

(Caltrans) requirements. These modifications are due to unforeseen construction issues that emerged during the project development process and are requested in order to facilitate project completion and utilize project cost savings to enhance overall project benefits.

OCTA, as administrative lead for the Los Alisos Boulevard Route Project (18-OCTA-TSP-3905), is requesting a scope change to the IMP phase with several components, which include modifications to unit types, improvement locations, removal of project components that are no longer necessary, and adherence to Caltrans' requirements. These modifications are due to unforeseen construction issues that emerged during the project development process and are requested in order to facilitate project completion processes and utilize project cost savings to enhance overall project benefits.

The City of San Clemente (San Clemente) is requesting a scope change to the O&M phase of the San Clemente Summer Trolley (16-SCLM-CBT-3840) in order to provide services outside of the original operating window specified in the City's grant application. San Clemente is requesting to provide Project V funded services for approximately three weeks in January/February, 2022 in order to alleviate congestion related impacts resulting from a downtown construction project and to also initiate services earlier for the summer operating season.

San Clemente is requesting a scope change to the O&M phase of the San Clemente Trolley Expansion (18-SCLM-CBT-3914) in order to provide services outside of the original operating window specified in the City's grant application. San Clemente is requesting to provide Project V funded services for approximately three weeks in January/February, 2022 in order to alleviate congestion related impacts resulting from a downtown construction project and to also initiate services earlier (in April) for the summer operating season.

Transfers

The CTFP Guidelines allow local jurisdictions to request to transfer up to 100 percent of projects savings between subsequent phases or years within a project. Funds can only be transferred to a phase or year that has already been awarded competitive funds. Such requests must be made prior to the acceptance of a final report and submitted as part of the semi-annual review process.

OCTA is requesting a transfer for the Chapman Avenue Corridor Traffic Signal Synchronization Project (15-OCTA-TSP-3783). The request is to transfer general project savings in the amount of \$24,101 from the IMP phase to the O&M phase.



AGENDA

Technical Advisory Committee

Item# 3

2022 Technical Steering Committee Membership



October 27, 2021

To: Technical Advisory Committee
From: Orange County Transportation Authority Staff
Subject: 2022 Technical Steering Committee Membership

Overview

The Orange County Transportation Authority Technical Advisory Committee provides feedback and input on local streets and roads related items. The Technical Advisory Committee relies on a Technical Steering Committee made up of nine representatives from local agencies to provide guidance on major technical items. Proposed 2022 Technical Steering Committee membership recommendations are presented for review and approval.

Recommendation

Approve proposed 2022 Technical Steering Committee membership recommendations and further recommend Board of Directors approval.

Background

The Orange County Transportation Authority (OCTA) Technical Advisory Committee (TAC) provides input regarding the allocation of Measure M2 competitive grant funds. The TAC also provides technical advice to staff on issues related to streets and roads planning. The TAC is comprised of representatives from all Orange County cities and the County of Orange (County). It also includes non-voting representatives from the California Department of Transportation and the Transportation Corridor Agencies. The TAC uses a Technical Steering Committee (TSC) to vet, review, and discuss major technical items prior to submittal to the TAC for final review and consideration. The chair and vice chair of the TAC also serve as the chair and vice chair of the TSC.

The TSC consists of a total of nine voting members recommended for approval by the TAC and appointed by the OCTA Board of Directors (Board). There is one position for each of Orange County's five supervisorial districts, two at-large positions, and chair and vice chair positions. The chair and vice chair positions are appointed for one-year terms. All other positions are appointed for two-year terms.

The TSC membership selection process is administered by the President of the City Engineers Association of Orange County (CEAOC) and the TAC/TSC chair (with staff support from OCTA) before recommendations are advanced to the full TAC for consideration. In recommending and selecting TSC members, priority is generally given to maintaining a balance between small and large jurisdictions (small jurisdictions are currently defined as those with populations equal to/or less than 62,808). Balance among supervisorial districts and north/ south Orange County jurisdictions is also evaluated.

Discussion

In August 2021, OCTA solicited letters of interest from local jurisdictions to fill TSC vacancies for the 2022 calendar year. At that time, it was noted that five of the nine regular TSC positions were open for consideration and appointment. These positions included the Chair, Vice Chair, First District, Fourth District, and one At-Large position. In September, letters of interest from five eligible TAC members were received. In accordance with OCTA procedures for administering the TSC, the president of the CEAOC and the chair of the TSC/TAC reviewed all letters of interest and with input from OCTA developed 2022 TSC membership recommendations (see Attachment A).

Consistent with past practice, the Vice Chair is recommended to become the 2022 Chair. In order to ensure that both north and south Orange County are represented in TSC leadership positions, the City of Santa Ana is being recommended for the 2022 Vice Chair position. The First District position is recommended for appointment by a representative of the City of Westminster. The Fourth District is recommended for appointment by a representative of the City of Anaheim, and the open At-Large position is recommended for appointment by a representative of the County of Orange.

In finalizing these recommendations, the president of the CEAOC and the TSC chair emphasized the need to generally maintain a balance between both small/large and north/south Orange County cities, and their consensus recommendations are now recommended for consideration and approval.

Summary

The TSC provides guidance and direction on major technical issues before presentation to the full TAC. Members of the TSC serve two-year terms, with the exception of the Chair and Vice Chair, who serve one-year terms. There are five positions recommended for appointment in the next calendar year. Presented for consideration and approval is a recommended list of 2022 TSC appointments.

Attachment

- A. Proposed 2022 Technical Steering Committee Membership List

Proposed 2022 Technical Steering Committee Membership List†

NAME	AGENCY	2021* POPULATION	MEDIAN POPULATION SIZE	DISTRICT	NORTH/ SOUTH	SEAT EXPIRES
Shaun Pelletier	Aliso Viejo	49,813	Small	Chair	South	December 31, 2022
William Galvez	Santa Ana	331,369	Large	Vice Chair	North	December 31, 2022
Jake Ngo	Westminster	91,466	Large	1	North	December 31, 2023
Raja Sethuraman	Costa Mesa	112,780	Large	2	North	December 31, 2022
Jamie Lai	Yorba Linda	67,846	Large	3	North	December 31, 2022
Rudy Emami	Anaheim	353,468	Large	4	North	December 31, 2023
Tom Wheeler	Lake Forest	84,538	Large	5	South	December 31, 2022
Mark Chagnon	Mission Viejo	94,119	Large	At-Large	South	December 31, 2022
Fiona Man	County of Orange	3,153,764	N/A	At-Large	North/ South	December 31, 2023

† Shading indicates positions recommended for consideration for the 2022 Technical Steering Committee.

* State of California, Department of Finance, *E-1 Population Estimates for cities, counties, and the state with annual percent change — January 1, 2020, and 2021*. Sacramento, California, May 2021.



AGENDA

Technical Advisory Committee

Item# 4

2021 Pavement Management Relief Funding Program Overview and Guidelines



October 27, 2021

To: Technical Advisory Committee

From: Orange County Transportation Authority Staff

Subject: 2021 Pavement Management Relief Funding Program Overview and Guidelines

Overview

The Coronavirus Response and Relief Supplemental Appropriations Act appropriated funding for Highway Infrastructure Programs to mitigate revenue loss due to the coronavirus pandemic. On October 11, 2021, the Orange County Transportation Authority Board of Directors approved the distribution of \$10.931 million of these funds to the Orange County local agencies for local streets and roads rehabilitation and maintenance projects through the 2021 Pavement Management Relief Funding Program.

Background

The Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) appropriated \$10 billion for Highway Infrastructure Programs. The State of California was apportioned \$911.8 million, of which approximately \$364.7 million, or 40 percent, will be distributed to regional agencies through the California Transportation Commission (CTC). The Orange County Transportation Authority (OCTA) Board of Directors (Board) approved the distribution of \$10.931 million to local agencies through the 2021 Pavement Management Relief Funding Program.

Discussion

The 2021 Pavement Management Relief Funding (PMRF) Program will be distributed through a formula based on population with a \$200,000 minimum guarantee. This population formula is consistent with how the funds are distributed throughout the State. Appendix A of the guidelines (Attachment A) provides the population calculation and the funding distribution. No local match is required for this program.

Consistent with the CTC and Caltrans Local Assistance Guidelines, the OCTA PMRF program guidelines will allow the funds to be used for street pavement preservation, preventive maintenance, rehabilitation, and reconstruction exclusively. To streamline the processing and use of these limited funds, local agencies are asked to limit the number of projects that are supported through this program. The PMRF program guidelines also provide information on the funding distribution, eligible expenditures, project eligibility and funding, timely use of funds, application process, program schedule, and allocation/Caltrans process, and can be found in Attachment A.

The PMRF funds are Federal Highways Administration funds that flow through the California Department of Transportation (Caltrans) and the CTC. There are federal and state requirements that must be met to use the funds. However, CTC and Caltrans have developed streamlined processes for these funds, and OCTA concurrence is required for the initial programming and any requested changes. Local agencies can begin submitting project proposals to OCTA immediately but depending on when the project nominations are submitted the programming action would occur at the January, March or May 2022 CTC meeting. Given that these funds are being distributed based on a formula methodology, staff will advance projects for CTC approval that meet the PMRF program guidelines and are consistent with program requirements.

Any PMRF funding not obligated by the local agencies by July 1, 2023 will return to OCTA to be reprogrammed through Board action to priority OCTA projects. This is to ensure 100 percent of these funds remain in the County. A city/county resolution is required as part of the submittal.

Summary

On October 11, 2021, the Orange County Transportation Authority Board of Directors approved the distribution of \$10.931 million to the Orange County local agencies for local streets and roads rehabilitation and maintenance projects through the 2021 Pavement Management Relief Funding Program.

Attachments

- A. 2021 Pavement Management Relief Funding Program, Program Guidelines and Procedures



2021 Pavement Management Relief Funding Program

Program Guidelines and Procedures

Program Purpose and Overview

The Orange County Transportation Authority (OCTA) 2021 Pavement Management Relief Funding (PMRF) Program was created as a one-time funding program to provide funding assistance to the cities and the County of Orange for local streets and roads maintenance and rehabilitation projects.

The PMRF Program is intended to help offset the loss of Measure M2 local fair share revenues, SB 1 (Chapter 1, Statutes of 2017) Road Maintenance Rehabilitation account funds, and other state and federal funding programs that support local streets and roads whose revenue streams have been negatively impacted by the coronavirus pandemic. Furthermore, based on the pavement management plan reports submitted by the local agencies, there is a backlog in current and projected Orange County pavement needs. These funds will help to ensure the continuing maintenance and rehabilitation of Orange County's local streets and roads.

Background

The federal Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA), Title IV of Division M, Public Law 116-260, which was signed into law on December 27, 2020, appropriated \$10 billion for Highway Infrastructure Programs (HIP) through the Federal Highway Administration (FHWA). Of this \$10 billion in HIP funding, \$9.830 billion was apportioned to the states in the same ratio as the distribution of obligation authority. The State of California was apportioned \$911.8 million, of which approximately \$364.7 million, or 40 percent, will be distributed to regional transportation agencies through the California Transportation Commission (CTC). The CTC further split this funding into two programs: the mid-cycle STIP and the CRRSAA Program. The CTC delegated responsibility for program oversight for the CRRSAA regional funds to the California Department of Transportation (Caltrans) Local Assistance through a streamlined state/federal process. OCTA was provided with \$14.591 million in CRRSAA regional funds of which \$3.66 million has already been programmed by the OCTA Board of Directors (Board) to other OCTA priority projects leaving \$10.931 million remaining available for programming. The remaining CRRSAA Program funds are the funds, which will support the PMRF Program.



2021 Pavement Management Relief Funding Program

Program Guidelines and Procedures

Funding

The \$10.931 million that is available through the CTC CRRSAA funding program is being made available by OCTA for the PMRF Program. Funds will be distributed to each local jurisdiction based on population as reported through the California Department of Finance for calendar year 2020 with each agency guaranteed a minimum of \$200,000. The funding distribution table that identifies how much funding will be provided to each jurisdiction is provided in Appendix A. No matching funds are required but agencies may choose to use the funds as a contribution to a larger locally funded project. The funding is federal and must follow requirements as established by the CTC, Caltrans, and the FHWA for federal funds.

Eligible Applicants

Eligible applicants for this program include the 34 Orange County cities and the County of Orange. Eligible agencies must be able to receive federal funding through Caltrans in order to access and use these funds.

Eligible Expenditures

The following general type of projects will be eligible under this program:

- **Pavement Preservation/Preventative Maintenance:** Treatments can include slurry seals, microsurfacing, crack seals, and similar sealing non-structural treatments.
- **Rehabilitation:** Work undertaken to extend the service life of an existing facility. This includes placement of additional surfacing and/or other work necessary to return an existing roadway, including shoulders, to a condition of structural or functional adequacy, for the specified service life. This might include the partial or complete removal and replacement of portions of the pavement structure. Pavement rehabilitation consists of a variety of different treatments thin overlays which are a maximum of 1.2 inch (30 mm) in thickness¹, thick overlays or structural overlays, Cold In-Place Recycling, Hot In-Place Recycling, etc.

¹ Design Standards by Caltrans' Maintenance Technical Advisory Guide Volume I



2021 Pavement Management Relief Funding Program

Program Guidelines and Procedures

- **Reconstruction:** Pavement reconstruction is the replacement of the entire existing pavement structure by the placement of the equivalent or increased pavement structure. Reconstruction usually requires the complete removal and replacement of the existing pavement structure utilizing either new or recycled materials.

For each of these projects the following expenditures will be eligible:²

- Construction,
- Construction engineering up to 15 percent of the project cost,
- Bicycle lanes within the limits of the project as necessary (striping and corresponding signage only, must be included in a planning document),
- Repair or replacement in kind of parking lanes, curbs, gutters, driveway approaches, catch basins, concrete bus pads, and minor profile revisions (i.e., curb to curb) as required by project,
- Use of alternative materials such as rubberized asphalt, Portland cement concrete, etc., and
- Construction or modification of curb ramps within the limits of the project as necessary to satisfy Americans with Disabilities Act requirements.

Project Eligibility

Projects submitted for this program must be federally eligible. Funds should be utilized on facilities within the California Road System Map or the National Highway System. Streets or roads that are functionally classified as Minor Collector or above are eligible. Functional classifications are identified on the California Road System Map: [California Road System - Functional Classification \(arcgis.com\)](http://arcgis.com).

CRRSAA are federal funds and will require CTC approval, and programming in the Federal Transportation Improvement Program (FTIP). In order to utilize the funds, the jurisdiction must seek approval of an allocation and federal authorization to proceed through Caltrans District 12 Local Assistance. More information on these processes is provided below.

² For federally-funded projects, expenditures prior to approval of the Allocation Form will not be eligible.



2021 Pavement Management Relief Funding Program

Program Guidelines and Procedures

Reporting

Caltrans Local Assistance will report back to the CTC on projects that have been obligated, including the date of obligation and the dollar amount of the obligation on a quarterly basis beginning in December 2021. The jurisdiction may be asked to provide additional information for projects to either Caltrans Local Assistance or OCTA.

Application Limit

Agencies may use PMRF funding for a maximum of three projects. However, OCTA encourages local agencies to consider utilizing the PMRF funds for only one project as it will streamline the allocation/obligation process.

Timely Use of Funds

- Any PMRF funding assigned to any jurisdiction that has not been obligated or has not received federal authorization to proceed by July 1, 2023, will return to OCTA to be reprogrammed to a priority OCTA project that is not within that jurisdiction. This is to ensure 100 percent of these funds remain in the County. CTC has indicated that any regional funding which has not been obligated statewide by the CTC deadline of June 2024, will return to the State for State use. This deadline for local agency obligation ensures that no funds are lost within Orange County.
- A local agency may not advertise for construction prior to receiving FHWA authorization to proceed or award a contract prior to receiving both the federal obligation or federal authorization to proceed and the Caltrans' allocation of funds or the project would be ineligible for funding.
- After obligation or federal authorization to proceed, the local agency will invoice Caltrans at minimum once every six months.

Application Process

In order for OCTA to consider a project for funding, applications will be prepared by the local agency responsible for the project implementation and submitted to OCTA for confirmation that the project is an eligible project and may proceed through the State process. Agencies will be required to complete and submit application materials provided by OCTA for the PMRF Program no later than Monday, February 28, 2022, but earlier opportunities to request funding are available. Please see below for a schedule. Please note that agencies may submit up to three projects within the application as long as the funding request does not exceed the local agency's allocation as noted in Appendix A.



2021 Pavement Management Relief Funding Program

Program Guidelines and Procedures

Applications will require the following documents:

- Project list (Excel file) – Appendix B,
- ePPR via CalSMART – Caltrans website for instructions: [Process for CRRSAA Program Projects | Caltrans, and](#)
- City/County Council resolution – Appendix C.

The agency must submit one electronic copy of the application and any supporting documentation must be submitted to OCTA by the application deadline. The resolution must be adopted by the city or the County prior to the final submittal date of February 28, 2022.

Copies can be emailed to:

Ben Ku
Section Manager
Orange County Transportation Authority
Bku@octa.net
(714) 560-5473

And

Heidi Busslinger
Senior Transportation Funding Analyst
Orange County Transportation Authority
hbusslinger@octa.net
(714) 560-5098

OCTA staff will conduct a preliminary review of all applications for completeness, accuracy, and project eligibility. OCTA may request supplemental information for projects during initial staff evaluations. If applications are complete and accurate and the project submitted is consistent with the guidelines, then OCTA will include the project in the project list submittal to the CTC. The CTC will then approve the projects for programming of CRRSAA funds at the appropriate meeting based on the schedule below.

Schedule

- October 11, 2021 – Board action considering the 2021 call for projects,



2021 Pavement Management Relief Funding Program

Program Guidelines and Procedures

- To Be Determined – OCTA workshop to review the procedures and answer questions about CRRSAA Local Funding Program,
- November 15, 2021 – Applications due to OCTA for January CTC meeting,
- January 10, 2022 – Applications due to OCTA for March CTC meeting,
- January 26-27, 2022 – Project list approved at CTC meeting,
- February 28, 2022 – Applications due to OCTA for May CTC meeting,
- March 16-17, 2022 – Project list approved at CTC meeting,
- May 18-19, 2022 – Project list approved at CTC meeting, and
- July 1, 2023 – Any CRRSAA funding not obligated will be transferred to OCTA.

Scope Changes

If there is a significant scope change, CTC approval for an amendment will be required. All submittals to the CTC go through Caltrans District 12 Local Assistance. OCTA requests that the local jurisdiction provide a copy to OCTA of any submittals to the CTC for project scope or any other changes. Documents must be provided to Caltrans Local Assistance at least eight weeks prior to the next scheduled CTC meeting. Copies of scope changes or other amendments should be provided to Ben Ku and Heidi Busslinger.

Allocation/Caltrans Process

Upon CTC approval, OCTA will work with the local agencies to ensure that the PMRF projects are programmed in the FTIP. Once the PMRF project has been approved in the FTIP, local agencies will then work directly with Caltrans Local Assistance to process the allocation of funds based on the project schedule and no later than April 1, 2023 (to ensure a July 1, 2023 obligation/authorization to proceed).

The following documents must be submitted to Caltrans Local Assistance for allocation:

- ePPR form via CalSMART – Caltrans website for instructions: [Process for CRRSAA Program Projects | Caltrans.](#)
- CRRSAA Allocation Form – Caltrans website for form: [Process for CRRSAA Program Projects | Caltrans.](#)
- Authorization Request – Caltrans LAPM Chapter 3 for LAPM 3-A form and supporting documentation: [Local Assistance Procedures Manual \(LAPM\) Forms | Caltrans, and](#)
- CRRSAA Finance Letter – Caltrans website for CRRSAA Finance Letter template: [Process for CRRSAA Program Projects | Caltrans.](#)



2021 Pavement Management Relief Funding Program

Program Guidelines and Procedures

Local agencies can proceed with reimbursable work once the authorization has been approved by FHWA. Invoices to request reimbursement work completed for PMRF projects are submitted to and paid by Caltrans. All payments through Caltrans for this program are provided on a reimbursement basis, which requires documentation of both costs and payment by the local jurisdiction.

For questions regarding the allocation process, please reach out to your Caltrans District 12 Local Assistance Engineer.

Provisions of Use

- Environmental documentation (National Environmental Policy Act or the California Environmental Quality Act approval) must be submitted to Caltrans or the administering agency risks losing project funding.
- Allocation form and authorization request must be submitted to Caltrans District 12 and copied to OCTA no later than April 1, 2023. Any activity undertaken by the local agency prior to approval of the allocation will not be reimbursed. A local agency may not advertise for construction prior to receiving federal authorization to proceed or the project would be ineligible for funding.
- Once the allocation is approved by Caltrans the agency has six months to award a contract.
- If no expenditures are invoiced within a six-month period, the project may risk becoming inactive, it is recommended that local agencies submit invoices to Caltrans at least once every six months.
- Project must comply where applicable with any other federal, state, and/or local laws, rules and/or regulations as applicable.



2021 Pavement Management Relief Funding Program

Program Guidelines and Procedures

Contact Information

A website for the PMRF Program is available here: To Be Determined

The Caltrans CRRSAA website is available here: [Process for CRRSAA Program Projects | Caltrans](#)

OCTA will be hosting a workshop for this program in the coming months. The application workshop will be held virtually. Attendance to this workshop is not required for applicants to participate in this funding opportunity, however it is strongly encouraged.

For any questions, please feel free to contact either Ben Ku or Heidi Busslinger.

Ben Ku
Section Manager
Orange County Transportation Authority
Bku@octa.net
(714) 560-5473

Heidi Busslinger
Senior Transportation Funding Analyst
Orange County Transportation Authority
hbusslinger@octa.net
(714) 560-5098

Appendix

- A. PMRF Program Funds Distribution
- B. PMRF Program Project List (Excel)
- C. City/Council resolution template

2021 Pavement Management Relief Funding (CRRSAA) Project List

District	Administering Local Agency	County	Respective RTPA	Respective MPO	Project Name	Brief Project Description	CRRSAA funding	State Exchange/SOF Requested (yes/no)	Total Project Cost	Notes
12		Orange	Orange County Transportation Authority	Southern California Association of Governments			\$ -	No	\$ -	

CRRSAA - Coronavirus Response and Relief Supplemental Appropriations Act of 2021
 RTPA - Regional Transportation Planning Agency
 MPO - Metropolitan Planning Organization
 SOF - State Only Funds

SAMPLE RESOLUTION

RESOLUTION NO. _____

A RESOLUTION OF THE (CITY/COUNTY) WHICH CERTIFIES THAT THE CITY/COUNTY COUNCIL/BOARD OF SUPERVISORS HAS AUTHORIZED THE PROJECT LIST SUBMITTAL FOR CORONAVIRUS RESPONSE AND RELIEF SUPPLEMENTAL APPROPRIATIONS ACT OF 2021 (CRRSAA) FUNDING THROUGH THE ORANGE COUNTY TRANSPORTATION AUTHORITY 2021 PAVEMENT MANAGEMENT RELIEF FUNDING PROGRAM

WHEREAS, [CITY/COUNTY] (CITY/COUNTY) is being provided \$XXXX in federal Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) funding through the 2021 Pavement Management Relief Funding (PMRF) Program;

WHEREAS, [CITY/COUNTY] (CITY/COUNTY) is eligible to receive federal funding through the California Department of Transportation;

WHEREAS, the Orange County Transportation Authority (OCTA) is responsible for the distribution of the CRRSAA funding; and

WHEREAS, OCTA has developed guidelines for administering and distributing CRRSAA funds to eligible local agencies through the 2021 PMRF Program;

WHEREAS, [CITY/COUNTY] (CITY/COUNTY) is the lead agency for project(s) and will comply with all applicable local, state, and federal provisions including but not limited to the Federal Transportation Improvement Program, California Environmental Quality Act, National Environmental Policy Act, Americans with Disabilities Act, and Buy America; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the City/County Council of the City of [CITY/COUNTY], that it hereby authorizes the submittal of the following project nomination(s) to OCTA for CRRSAA funding:

- XXX project for XXX in CRRSAA funding, and
- XXX project for XXX in CRRSAA funding.

PASSED, APPROVED AND ADOPTED this ___ day of _____, _____.



Correspondence



Item 5, Attachment A: OCTA Board Items of Interest

- **Monday, July 12, 2021**

Item# 4: Orange County Transportation Authority State and Federal Grant Programs – Update and Recommendations

Item# 5: Enhanced Mobility for Seniors and Disabled Program Call for Projects

Item# 14: Measure M2 Community-Based Transit Circulators Program Project V Ridership Report

- **Monday, August 9, 2021**

Item# 13: Measure M2 Comprehensive Transportation Funding Programs – 2022 Annual Calls for Project

Item# 14: Comprehensive Transportation Funding Programs – Project X. Tier 1 Fiscal Year 2021-22 Call for Projects

Programming Recommendations

- **Monday, September 13, 2021**

Item# 10: Grant Award for the Garden Grove-Santa Ana Rails-to-Trails Gap Closure and Bus Stop Safety and Accessibility Study

Item# 11: Grant Award Acceptance for the 2022 Orange County Fair Express Bus Service

Item# 19: Capital Programming Update

Item# 20: Measure M2 Quarterly Progress Report for the Period of April 2021 Through June 2021

- **Monday, September 27, 2021**

Item# 8: Draft Congestion Management Program Report Release for Public Review

Item# 15: 2022 State Transportation Improvement Program

- **Monday, October 11, 2021**

Item# 6: 2021 Pavement Management Relief Funding Program for Local Agencies



Item 5, Attachment B: Announcements by Email

- Federal Transportation Improvement Program Modeling Amendment and Information, *sent 6/10/2021*
- June 23, 2021 OCTA Technical Advisory Committee Agenda, *sent 6/17/2021*
- Reminder: FY 2021-22 M2 Eligibility Packages are due to OCTA Wednesday, June 30, 2021 by 5pm, *sent 6/18/2021*
- July 14, 2021 OCTA Technical Steering Committee Meeting Cancellation Notice, *sent 7/6/2021*
- Link to Provide Comments on a Proposed Interim Final Rule to implement the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund under the American Rescue Plan Act, *sent 7/13/2021*
- OCTA's Enhanced Mobility for Seniors and Disabled (EMSD) Grant Program's 2021 Call for Projects, *sent 7/14/2021*
- September 2021 Measure M2 Comprehensive Transportation Funding Programs (CTFP) Semi-Annual Review is Now Open, *sent 8/2/2021*
- August 11, 2021 OCTA Technical Steering Committee Meeting Cancellation Notice, *sent 8/3/2021*
- 2022 Call for Projects for the Measure M2 Regional Capacity Program (RCP) and Regional Traffic Signal Synchronization Program (RTSSP) is Now Open, *sent 8/12/2021*
- 2022 Measure M2 CTFP (Projects O and P) Call for Projects (call) Application Workshop Scheduled for August 18th from 10:00 a.m. - noon, via Zoom, *sent 8/16/2021*
- August 25, 2021 OCTA Technical Advisory Committee Meeting Cancellation Notice, *sent 8/17/2021*
- 2022 OCTA Technical Steering Committee (TSC) Membership Letters of Interest, *sent 8/23/2021*
- 2023 Federal Transportation Improvement Program (FTIP) Website Update and Meetings, *sent 8/26/2021*
- REMINDER: September 2021 Measure M2 Comprehensive Transportation Funding Programs (CTFP) Semi-Annual Review Closes Friday, September 10, 2021, *sent 8/27/2021*
- September 8, 2021 OCTA Technical Steering Committee Meeting Cancellation Notice, *sent 9/1/2021*
- 2022 Measure M2 CTFP (Projects O and P) Call for Projects Deadlines Reminder, *sent 9/7/2021*



AGENDA

Technical Advisory Committee

Item# 5

- FINAL REMINDER: September 2021 Measure M2 CTFP Semi-Annual Review Closes Friday, September 10, 2021, *sent 9/8/2021*
- Sent on Behalf of Kia Mortazavi, OCTA / 2021 Pavement Management Relief Funding Program Draft Guidelines, *sent 9/16/2021*
- September 22, 2021 OCTA Technical Advisory Committee Meeting Cancellation Notice, *sent 9/17/2021*
- October 13, 2021 OCTA Technical Steering Committee Meeting Cancellation Notice, *sent 9/29/2021*
- Draft 2021 Congestion Management Program (CMP) Report Available for Public Review- Comments due 10/19/21, *sent 9/30/2021*
- M2 Project X Environmental Cleanup Program (ECP) Survey, *sent 10/8/2021*
- Reminder: 2022 Call for Projects for the M2 Regional Capacity Program (RCP) and Regional Traffic Signal Synchronization Program (RTSSP) closes on Thursday, October 21, 2021 at 5:00pm, *sent 10/11/2021*