



Metro Caltrans Project Delivery Workshop

January 16, 2025



Metro

Agenda

1. Welcome

Kim Sanchez, LA Metro

2. Housekeeping

Wendy Cardona, LA Metro

3. Introduction

Steve Novotny, Caltrans

4. Training and Funding Opportunities

Robert Wong, Caltrans

5. Potential Funding Sources for Accessibility Improvements

Patricia Chen, LA Metro

6. Emergency Relief Program

Gordon Wang, Caltrans

7. DBE Calculations and DBE Goal Setting

Nam Vo and Jesus Garcia,
Caltrans

8. Timely Use of Funds

Shalini Chandra, Caltrans

9. Wrap-up

Patricia Chen



Metro

Housekeeping

Today's meeting is being recorded.



Attendee cameras are off and microphones are muted.



During the meeting, you will have the opportunity to speak on an item at the end of the presentation by raising your hand. Comments can also be submitted using the Q&A function.

Caltrans District 7 - Los Angeles and Ventura County
Office of Local Assistance
Office Chief – Steve Novotny

Robert Y Wong
LA and Ventura Area Supervisor
Robert.Y.Wong@dot.ca.gov
213.269.1798
January 16, 2025

Local Assistance Trainings and Updates

<https://dot.ca.gov/programs/local-assistance/training>

Funding Opportunity

1. Upcoming USDOT Funding Resources and Opportunities

<https://www.transportation.gov/grants/dashboard>

- Overview of Discretionary Grant Opportunities
- Includes Federal Grant programs outside of DOT
- Dashboard is updated weekly

Funding Opportunity

2. Key Notices of Funding Opportunity

<https://www.transportation.gov/bipartisan-infrastructure-law/key-notices-funding-opportunity>

| | <u>Closing Date</u> |
|---|---------------------|
| • Bridge Investment Program – Large Bridge | August 1, 2025 |
| • Bridge Projects | Nov. 1, 2025 |
| • Bridge Program, Planning and other Bridge project Grants | Oct. 1, 2025 |
| • Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation (PROTECT) | Feb. 24, 2025 |
| • Regional Infrastructure Accelerators Demonstration Program | Jan. 9, 2025 |
| • Local and Regional Project Assistance Grants (RAISE) | Jan. 30, 2025 |
| • Rural & Tribal Assistance Pilot Program (RTAPP) begin Mar 4, 2025 first-come and first serve basis accepting application. | April 3, 2025 |

Funding Opportunity (NOFO)

3. Division of Local Assistance **Federal** Programs (IIJA 2022 to 2026)

<https://dot.ca.gov/programs/local-assistance/>

- Bridge Investment Program
- Carbon Reduction Program
- Charging and Fueling Infrastructure Program
- Community Project Funding/Congressional Direct Spending
- Congestion Relief Program
- Culvert Aquatic Organism Passage (AOP) Program
- Multimodal Project Discretionary Grant (MPDG)
- Nationally Significant Federal Lands and Tribal Projects (NSFLTP) Program
- Promoting Resilient Operations for Transformative, Efficient, & Cost-saving (PROTECT)

Funding Opportunity

- Safe Streets and Roads for All (SS4A)
- Strengthen Mobility and Revolutionizing Transportation (SMART)
- Wildlife Crossing Pilot Program (WCPP)
- Earmark Repurposing
- ER
- HBP
- Railway-Highway Crossing Program (RHCP) Section 130 Approx. \$17M per year.

4. California Energy Commission <https://www.energy.ca.gov/>

Solicitations for applications:

<https://www.energy.ca.gov/solicitations/2024-10/gfo-24-603-californias-electric-vehicle-charger-reliability-and-accessibility>

Funding Opportunity

5. Division of Local Assistance **State** Programs

- ATP Cycle 7 CTC Adoption Date

Statewide Small and Urban & Rural components and Quick Build Pilot Program Dec 5-6, 2024

MPO selected projects Jun. 2025

- Local Transportation Climate Adaption Program (LTCAP) Adoption March 2025

- Section 190 Grade Separation Program Application Due FY on April 1st each Yr.

Training Opportunity

1. Local Assistance Blog

<https://www.localassistanceblog.com>

- Current and past Blog postings
- List of topics including Training and Webinar/Workshop postings/Funding opportunity
- Local Assistance Day (LTAP) – Statewide Quarterly Webinars – 8:30 am to 11:30am PDT
2/11/2025; 5/6/2025; 8/19;/2025;11/4/2025
- DLA Training Programs
- A&E Training
- Local Civil Compliance
- SB1 Workshop
- Tribal Resources

Training Opportunity

2. Training & Resources

<https://dot.ca.gov/programs/local-assistance/training>

- Caltrans Training Partners

LTAP CSULB - Center for international trade and transportation

<https://caltap.org>

CTAP CSUS - College of Continuing Education

<https://ca-ctap.org>

Tech Transfer – UC Berkeley

<https://www.techtransfer.Berkeley.edu/home>

- Tribal Technical Assistance Program (TTAP)

<https://www.fhwa.dot.gov/clas/ttap/>

Training Opportunity

4. Past Trainings & Webinars posted

<https://dot.ca.gov/programs/local-assistance/training>

- DBE – contract goal methodology
- Federal Aid Series
- Federal & State Funding Webinar
- Indirect Cost Rate Plan
- Indirect Cost Rate Review & Application Process
- CTC request for Funding Allocation & Time Extension (2023)
- Procurement A&E Contracts (2019)
- Resident Engineers Academy 2025 will be released
- SB1 2018 webinar
- Single Audit Report and Exemption Letter (August 2024)

Potential Funding Sources for Accessibility Improvements

January 2025

A photograph of a metallic sign for Metro. The sign features a large, stylized 'M' logo inside a circular perforated metal frame. Below the logo, the word 'Metro' is written in a bold, sans-serif font, also in a perforated metal style. The sign is set against a clear blue sky.

Metro

Metro Funding Sources Guide

Metro Funding Sources Guide provides an overview of the funding sources available for transportation in Los Angeles County.

The Guide is intended to assist in understanding the various funding sources and eligible uses, including local, state, and federal governments.

[2020-Metro-Funding-Sources-Guide.pdf](#)

Potential Funding Sources for Accessibility Improvements

| Funds | Program | Eligibility Includes |
|---|----------------------------|--|
| Measure M | Local Return – 16% | <ul style="list-style-type: none"> Major street rehabilitation and reconstruction, pothole repair, left turn signals, bikeways, pedestrian improvements, streetscapes, signal synchronization, and transit. Bicycle and pedestrian projects. |
| | Active Transportation – 2% | |
| Measure R | Local Return – 15% | <ul style="list-style-type: none"> Major street rehabilitation and reconstruction, pothole repair, left turn signals, bikeways, pedestrian improvements, streetscapes, signal synchronization, and transit. |
| Transportation Development Act | TDA Article 3 | <ul style="list-style-type: none"> Activities relating to pedestrian and bicycle facilities (including sidewalk wheelchair ramps). |
| Active Transportation Program | ATP Projects | <ul style="list-style-type: none"> Bicycle, pedestrian, safe routes to school, or active transportation improvements with priority for improvements in disadvantaged communities. |
| Local Partnership Program | LPP Projects | <ul style="list-style-type: none"> Improvements to bicycle or pedestrian safety or mobility. |
| Surface Transportation Block Grant Program | STBGP Projects | <ul style="list-style-type: none"> Carpool projects, programs including electric and natural gas vehicle charging, bicycle and pedestrian walkways, and Americans with Disabilities Act (ADA) sidewalk modification. |

Competitive vs. Formula Funds

- Formula programs generally fund all eligible projects
- Competitive programs may emphasize mobility or capacity over accessibility;
 - Accessibility projects may be eligible, but not competitive
 - It may be more effective to combine accessibility with mobility improvements

Thank you!



Metro



Office of Federal Programs Emergency Relief Program

Bob Baca



Office of Federal Programs Mission

Provide stewardship, liaison, advocacy and service to enable our local partners to participate in Federal funded programs.

Federal Programs Managed

Highway Bridge Program (HBP)

Highway Safety Improvement Program (HSIP)

Federal Lands Access Program (FLAP)

Ferry Boat Program (FBP)

Earmark Repurposing (FERP)

Railway Highway Crossing Program (RHCP)

Emergency Relief (ER)

DISCRETIONARY GRANT Programs*

Federal Earmarks (CPF/CDS)

Carbon Reduction Program (CRP)**

* Numerous programs under the DISCRETIONARY GRANTS
** Shared management

Office of Federal Program Team Member Roster

| | |
|--------------------------|--------------------------|
| TBD | Office Chief |
| Kamaljit Ram | Federal Programs Support |
| Local HBP Branch | |
| Andy Chou | HBP Manger |
| Karen Nguyen | HBP Manager |
| Roberta Jensen | LBSRP Manager |
| Joshua Chang | HBP Engineer |
| Humayra Saba | HBP Engineer |
| Harrison Anderson | HBP Engineer |
| Local HSIP Branch | |
| Richard Ke | HSIP Manager |
| Kelly Mar | HSIP Manager |
| Simrit Dhillon | HSIP Engineer |

| | |
|---|---------------------|
| Federal Infrastructure Programs Branch | |
| Bob Baca | FIP Manager |
| Bill Huang | ER Manager |
| Dalton LaBoskey | FIP Engineer |
| Anmol Mishra | FIP Engineer |
| Daniel Karavan | FIP Engineer |
| Jasdeep Sandhu | FIP Engineer |
| Seng Lo | FIP Engineer |
| RHCP (Section 130) Branch | |
| Carlos Ruiz | RHCP Manager |
| Todd Rogers | Project Coordinator |
| Peggy Siu | Project Coordinator |

ER Program

PURPOSE

“... repair or reconstruction of highways and roads, ...that have suffered serious damage ...”

23 U.S. Code §125(a)

§ 125. Emergency relief

(a) IN GENERAL.—Subject to this section and section 120, an emergency fund is authorized for expenditure by the Secretary for the repair or reconstruction of highways, roads, and trails, in any area of the United States, including Indian reservations, that the Secretary finds have suffered serious damage as a result of—

- (1) a natural disaster over a wide area, such as by a flood, hurricane, tidal wave, earthquake, severe storm, or landslide; or
- (2) catastrophic failure from any external cause.

Emergency Relief (ER)



ER Program

PURPOSE

- Disaster recovery program
- Restore eligible, disaster damaged roads
- Federally funded through FHWA
- Administered by Caltrans to local agencies



ER Program

REQUIREMENTS

- Total Disaster Damage
 - At least \$700,000 (federal funding)
- Requires **Governor's Disaster Proclamation** or **President's Emergency Declaration**
- FHWA must accept (acknowledge eligibility)



ER Program

ELIGIBILITY

- For On-System Federal Aid roads
 - Restore roadway to pre-disaster condition
 - Damage must be direct result of disaster
 - Repairs limited to within roadway cross-section
- ER funds are **not** for:
- Pre-existing damage
 - Non-disaster related damage
 - Inherent deficient site conditions
 - Heavy Maintenance

Functional Classification



- FHWA identifies Functional Classification as a key element which is used in determining federal funding eligibility.
- Based on the Functional Classification, a project is either On or Off the Federal Aid System.

Functional Classification



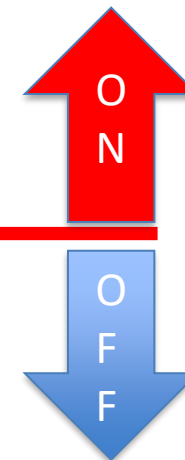
ON Federal-Aid System

- Interstate and Other Freeways
- Expressways
- Arterials, Major Collectors

OFF Federal-Aid System

- Minor Collectors
- Local Streets and Roads

| Functional Classification |
|---------------------------|
| Interstate |
| Other Freeway/Expressways |
| Other Principal Arterials |
| Minor Arterials |
| Major Collectors |
| Minor Collectors |
| Local |



Research, Innovation and System Information – Web Site



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Home Programs Research, Innovation and System Information

Research, Innovation and System Information

The Division of Research, Innovation and System Information (DRISI) advances California's transportation system, develops comprehensive transportation solutions, and creates and distributes transportation-related knowledge and information. We continuously work to turn innovative ideas into sustainable solutions that address a wide range of transportation challenges.

The purpose of DRISI is to provide solutions and knowledge that improve California's transportation system. DRISI's purpose and goals reflect the vital function the division performs in support of [Caltrans' mission](#) to provide a safe, sustainable, integrated, and efficient transportation system to enhance California's economy and livability.

We build and leverage our mission-critical skills and knowledge and organize staff and resources to deliver the highest quality transportation research and system information solutions to our customers. [Contact the Division of Research, Innovation and System Information](#)

Most Popular

- [California Road System \(CRS\) Maps](#)
- [Call For Submissions](#)
- [Geospatial Information Systems \(GIS\) Data Library](#)
- [Postmile Tool](#)
- [Wrong Way Pilot Projects](#)

Products and Services

- [Annual Collision Data on California State Highways](#)
- [Annual Reports](#)
- [Caltrans All Roads Linear Referencing System Fact Sheet \(PDF\)](#)
- [Caltrans Facts](#)
- [Highway Performance Monitoring System \(HPMS\) Data](#)
- [One Stop Shop for Traveler Information : Real-time Data for Travelers Across the Western United States](#)
- [Postmile Tool](#)

Offices

<https://caltrans.maps.arcgis.com/apps/webappviewer/index.html?id=026e830c914c495797c969a3e5668538>

California Highway System Maps



The screenshot shows the 'California Highway System' web application. A modal dialog box is centered on the screen, containing the following text:

Copyright © 2019 Caltrans

Title: California Highway System

Description: The *California Highway Systems* map displays authoritative, statewide road system information along California's highways, including Functional Classification roadways and the National Highway System.

Purpose of this map: To display elements of California's statewide road system.

Layers presented: Functional Classification roadways; National Highway System; California Scenic Highways; Caltrans District, California Legislative and Urban Area Boundaries, Highway Shields, California Road System Map Grid.

Disclaimer:

This application is being updated for digital accessibility and will continue to function while updates are in progress.

The maps and data are made available to the public solely for informational purposes.

I agree to the above terms and conditions

OK

The background shows a map of California with various highway shields and road networks. The interface includes a search bar, a layer list on the left, and a scale bar at the bottom.

California Highway System Maps

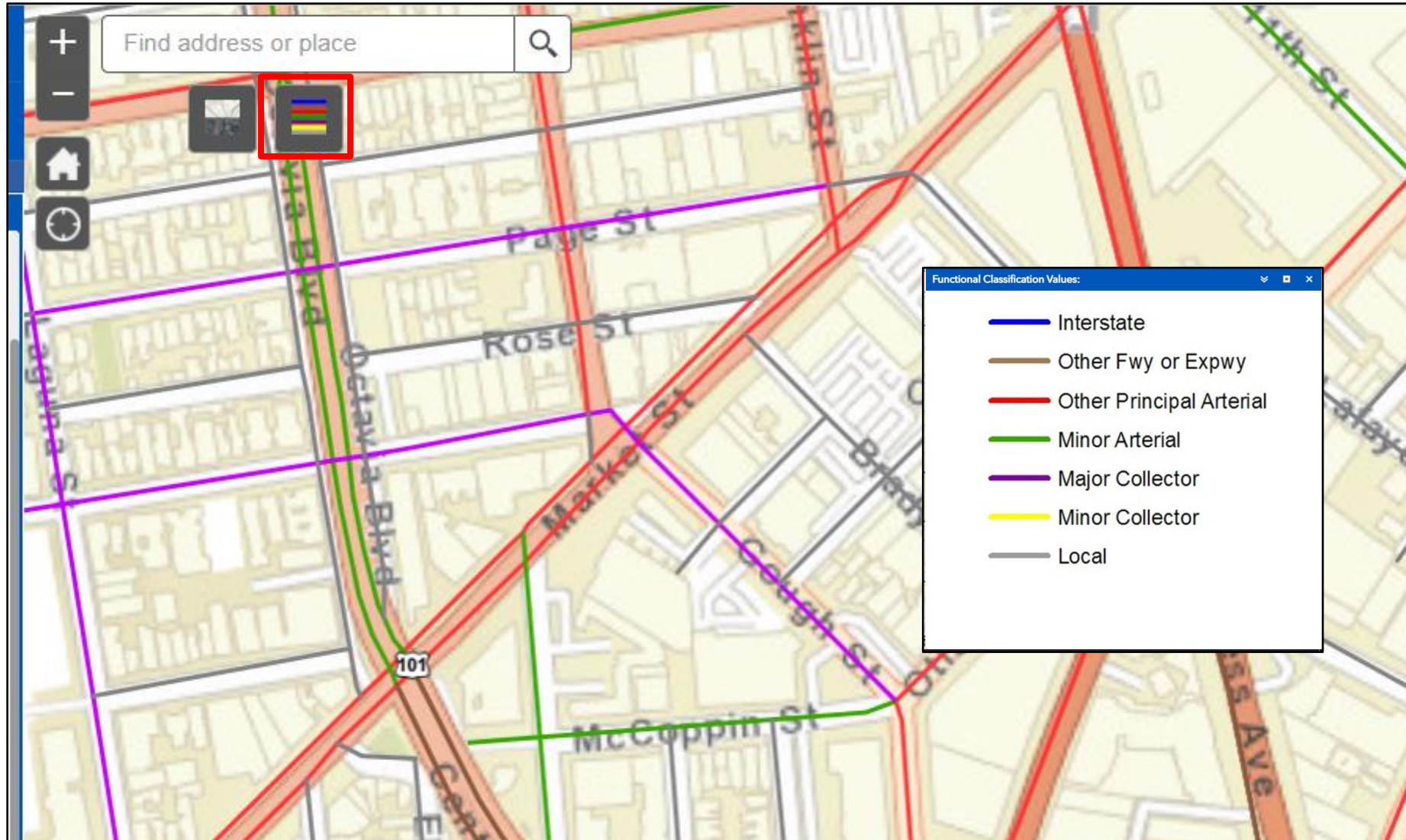


The screenshot displays a web-based map interface for California. On the left, a 'Layer List' panel is visible, containing the following layers:

- California Road System (CRS) - Map Grid
- 2010 Adjusted Urban Areas
- County Boundaries
- Caltrans District Boundaries
- California Scenic Highways
- Functional Classification Roads
- 2022 National Highway System (NHS)
- 2015 City Boundaries

The map itself shows a network of roads across California, color-coded by functional classification. Major cities like San Francisco, San Jose, Fresno, and Los Angeles are labeled. The interface includes a search bar at the top with the text 'Find address or place', a home button, and a refresh button. The map is powered by Google Maps.

California Highway System Maps



ER Program

TYPES OF ER WORK

Emergency Relief Work

Two Types:

1. Emergency Opening (EO) work
2. Permanent Repairs (PR) work



ER Program

EMERGENCY OPENING (EO)

PURPOSE

RESTORE

Restore
Essential
Traffic

MINIMIZE

Minimize
Extent of
Damage

PROTECT

Protect
Remaining
Facilities



ER Program

EMERGENCY OPENING (EO)

Examples of Emergency Repair Work*



Barricades & Detour Signs



Flagging & Pilot Cars



Temporary Bridges



Removing Slide Material



Removing Drift Piling on Bridges



Placing RSP



Replacing Embankment Fill



Regrading Roadway & Embankment



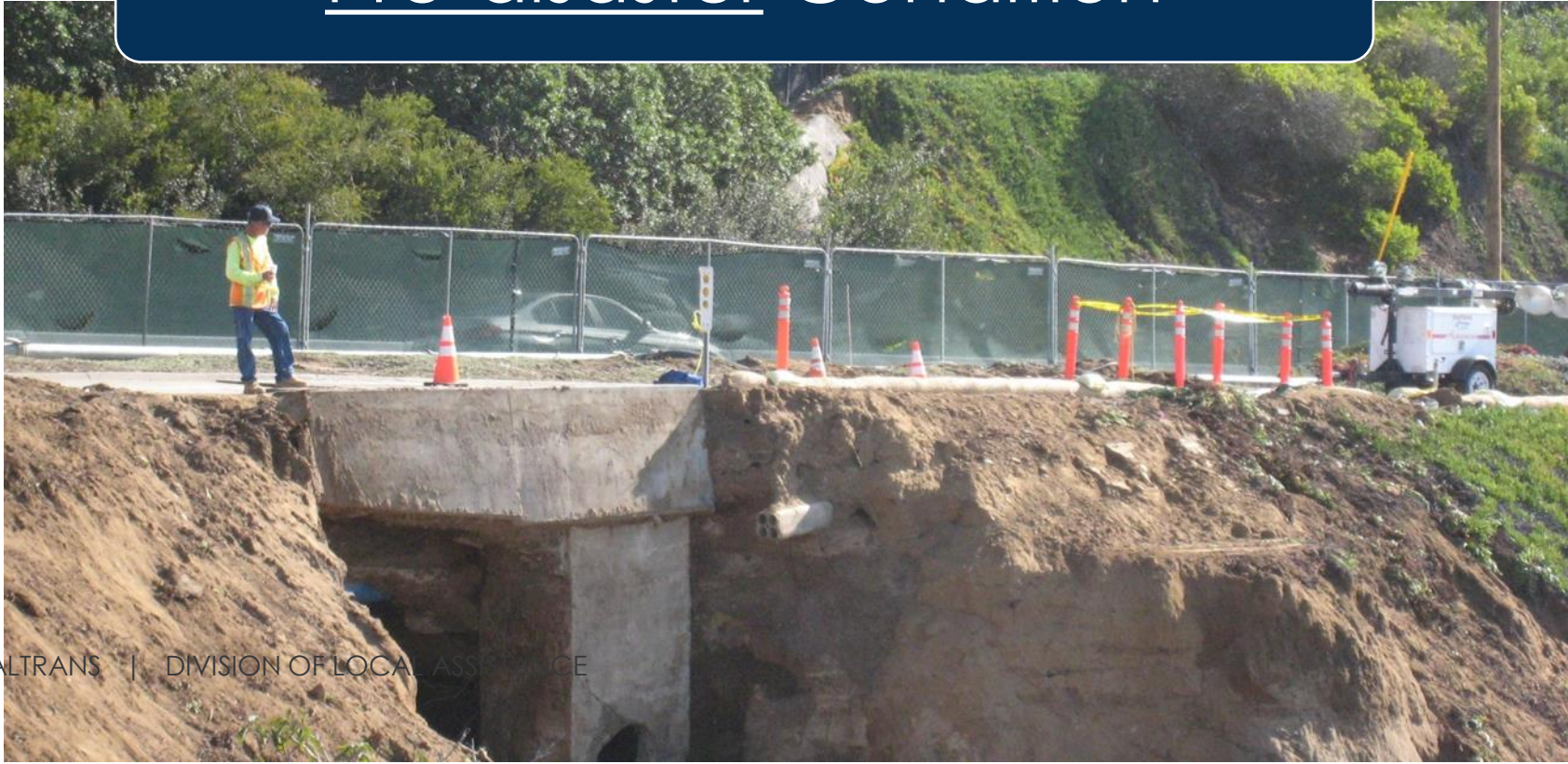
*ER funding eligibility depends on the specific details of the individual ER project in question.

ER Program

PERMANENT REPAIRS

PURPOSE

Restore Roadway to Pre-disaster Condition



ER Program

PERMANENT REPAIRS

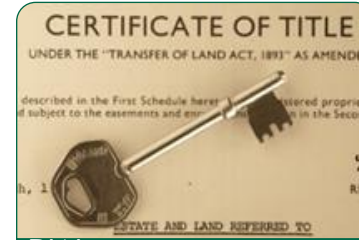
EXAMPLES OF PERMANENT REPAIR WORK



Engineering
(PE & CE)



NEPA
Requirements



RW
Requirements



CON



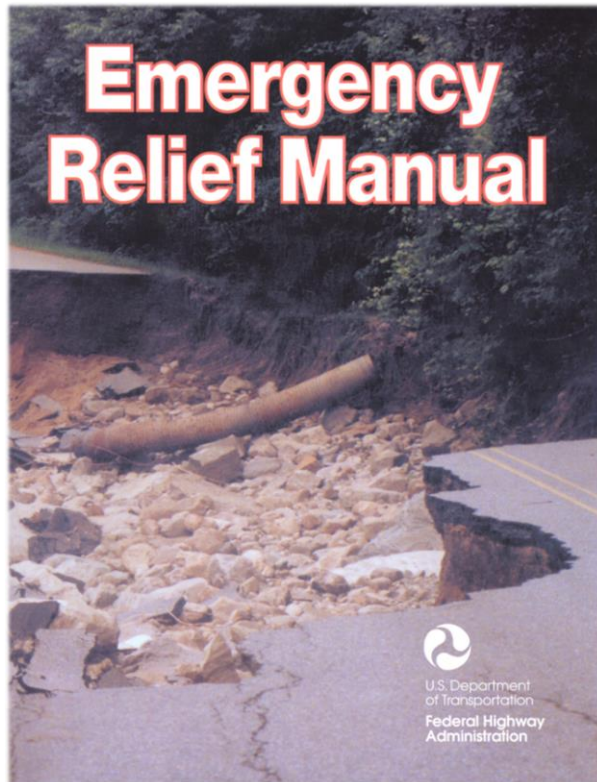
Long Term
Environmental
Mitigation



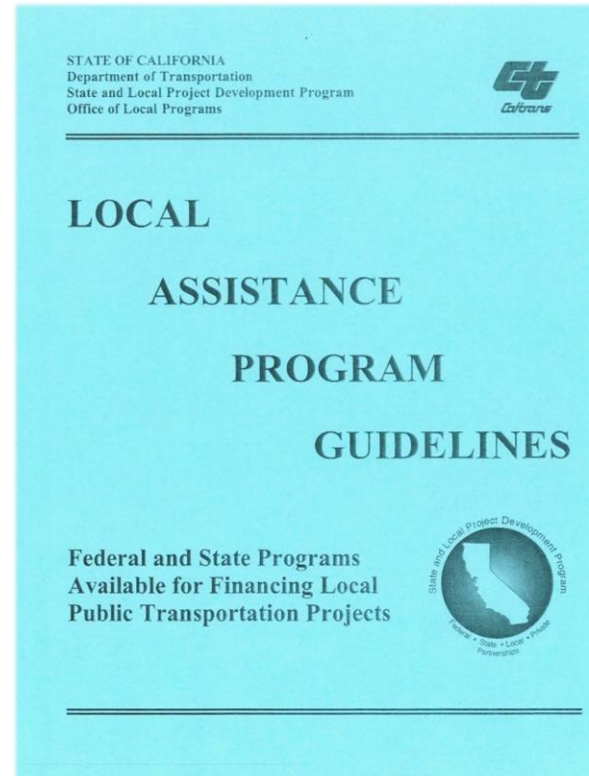
ER Program

REFERENCES

Federal - ER Manual



LAPG, ER Chapter 11



ER Program



Travel



Work with Caltrans



Programs



Caltrans Near Me



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Emergency Relief Program

DISASTER FIRST STEPS (for funding assistance to local agencies)

1. Immediately Contact your local CalOES representative to report damages ([CalOES Rep](#))
2. Report federal on-system roadway disaster damage to Caltrans ([IDE Form](#))

Hot Topics/New News

- New Potential ER Disasters
 - November 2024 Mountain Fire
 - [Governor's State of Emergency Proclamation](#) for Ventura County issued on 11/7/24
 - Please submit Initial Damage Estimates for any local damage to ER.IDE.Submittals@dot.ca.gov
 - 2024 Shelly Fire
 - [Governor's State of Emergency Proclamation](#) for Siskiyou County issued on 11/1/24
 - Please submit Initial Damage Estimates for any local damage to ER.IDE.Submittals@dot.ca.gov
 - 2024 Pier Fire
 - [Governor's State of Emergency Proclamation](#) for the City of Oceanside in San Diego County issued on 11/1/24
 - Please submit Initial Damage Estimates for any local damage to ER.IDE.Submittals@dot.ca.gov
 - 2024 Bear Fire
 - [Governor's State of Emergency Proclamation](#) for Sierra County issued on 11/1/24

Emergency Relief Program Websites

- [Disaster Declarations](#)
- [Disaster Information](#)
- [ER Appeals Procedure](#)
- [ER Time Extensions \(E76 CON\)](#)
- [First Local Agency Steps](#)
- [Forms & Useful Lists](#)
- [Important Deadlines](#)
- [Manuals, Memos, etc.](#)
- [Report & Status](#)
- [Training Resources](#)

[Emergency Relief Program | Caltrans](#)

ER Program

CONTACTS

- ER Program Manager
 - Bill Huang – bill.huang@dot.ca.gov
- ER Engineer
 - Anmol Mishra – anmol.mishra@dot.ca.gov
 - Districts 5, 6, and 10
 - Dalton LaBoskey – dalton.laboskey@dot.ca.gov
 - Districts 4, 8 and 9
 - Daniel Karavan – daniel.karavan@dot.ca.gov
 - Districts 1,2, and 3
 - **Jasdeep Sandhu** – jasdeep.sandhu@dot.ca.gov
 - **District 7**, 11, and 12
- District ER Coordinators

Federal Programs

DISTRICT ROLES AND RESPONSIBILITIES

ER Tasks

1. Storm damage occurs / Initial Damage Assessment

2. DAF Prep/Review and Approval Process

Action Requested

Identify and contact agencies with possible eligible damage. Gather damage estimates from impacted agencies. Confirm the damage is on a federal-aid route.

Participate on Damage Assessment Teams

Contact FHWA engineer for sites requiring FHWA approval.

Assist local agencies with filling out their DAFs

Federal Programs

DISTRICT ROLES AND RESPONSIBILITIES



ER Tasks

Action Requested

3. Funding Requests

Review for completeness and submit to HQ

4. Time Extensions

Coordinate time extension justifications with local agencies


Submit Time Extension paperwork to HQ

5. ER Program issues (district and local agencies)

Notify HQ of ER program issues to be addressed as needed

6. Monthly (periodic) ER Coordination meetings

Attend meetings



➔ **Onward to
Emergency Relief !**

Detailed Training

<https://www.youtube.com/watch?v=vYj-V1p1TXk>

QUESTIONS?

DBE Goal Setting



Goal Setting Background Information

- Federally Mandated per CFR 49 CFR 26.51(d).
- Contract goals are only permitted on DOT-assisted contracts with subcontracting possibilities



Statewide Goal

21.35 %

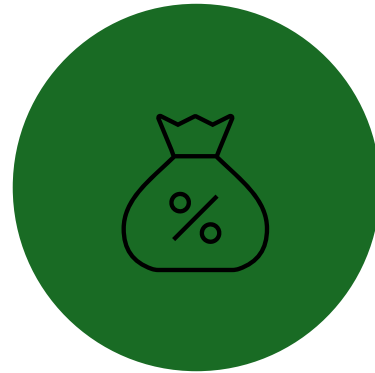
2025-2027

5052-5051

Setting a DBE Contract Goal



SUBCONTRACTING
OPPORTUNITIES,
PARTS, MATERIALS,
TRUCKING



0% GOAL FOR VERY
LIMITED, NARROW,
OR SPECIALIZED
SCOPE OR LIMITED
DBE AVAILABILITY



GOAL EXEMPT -
SOLE SOURCE OR
EMERGENCY

LAPM Exhibit 9-D

| (7) | (8) | (9) | (10) | (11) | (12) | (13) | (14) | (15) | (16) | (17) | (18) |
|----------|----------------|------------|------------------|------------|-------|--|--|--|--------------------------|--|-----------------|
| Item No. | Approx. Quant. | Meas. Unit | Item Description | Unit Price | Total | Likely to be Performed by Sub-contractor (Y=Yes)? | Trucking or Supply of Material Involved (Y=Yes)? | Work Category Code (enter a code if corresponding cell in either Column G or H is "Y") | Number of Available DBEs | DBE Work Factor (100% if DBEs ≥ 7 12% if supply component 10% if trucking component) | DBE Work Amount |
| | | | | C0671 | | DRAINING SYSTEMS SUPPLIER | | | | | |
| | | | | C0686 | | ELECTRICAL & SIGNALS SUPPLIER | | | | | |
| | | | | C0800 | | TRAFFIC STRIPING, MARKING AND TRAFFIC CONTROL MATERIALS SUPPLIER | | | | | |
| | | | | C1201 | | TRAFFIC CONTROL SYSTEM | | | | | |
| | | | | C1601 | | CLEARING & GRUBBING | | | | | |
| | | | | C8608 | | DETECTOR | | | | | |
| | | | | C8713 | | CONSULTANT, ENVIRONMENTAL | | | | | |
| | | | | C8722 | | ENVIRONMENTAL ENGINEER | | | | | |
| | | | | C9602 | | BOTTOM DUMP TRUCKING | | | | | |
| | | | | C9607 | | END DUMP TRUCK | | | | | |

| | | |
|---|-------------------------------|-------------------|
| (1) Federal Aid Number: 5002(123) | (5) Phase (Please mark below) | (6) Contract Type |
| (2) Local Agency: City of Sacramento | PE | On-Call |
| (3) Project Title: Downtown Bike Plan, Phase II | CE | Multi-phase |
| (4) Project Description: Create traffic-protected bike lane on P St. from 11th St to 12th St. | PE and CE | Project Specific |
| | CON | |

Goal Setting Process

1. CLASSIFY

Identify work items typically performed (subcontractor, trucking, material/supply)

2. DETERMINE

Determine NAICS/work category codes for sub work items

3. SEARCH

Search CA Unified Certification database - B2GNOW

4. APPLY

Apply DBE factors to items of work (100%, 10%, 12%)

5. CALCULATE

Calculate the DBE goal

6. ROUND

Round to nearest whole percent for DBE

Identify NAICS & Work Category Codes

<https://californiaucp.dbesystem.com/>

California Unified Certification Program

Welcome to the California Unified Certification Program Certification Portal! The CAUCP is responsible for DBE certification in the state of California and provides firms with "one-stop" shopping.

To apply for DBE certification you may contact any one of the ten CUCP Certifying Partners -Los Angeles County Metropolitan Transit Authority (LA Metro), San Diego County Regional Airport Authority (SDCRAA), San Francisco Bay Area Rapid Transit District (BART), San Francisco International Airport (SFO), San Francisco Municipal Transportation Agency (SFMTA), San Mateo County Transit District (SAMTrans), Santa Clara Valley Transportation Authority (VTA), City of Los Angeles, City of Fresno, California Department of Transportation (Caltrans) - by clicking on their logo.

Vendor Certification

Search our database of DBE/ACDBE certified vendors

Find a California Certifying Agency

Search for Certified Firms

System Training

Learn how to fully utilize our system with a live trainer

Training

California Work Codes

Click the link below to view the California Work Codes Guide

Work Code Guide

Work Code Guide

| Work Code | Category | Description | License Requirement | |
|-----------|---|---|--|--------------------------|
| C8703 | TRAFFIC ENGINEER | Branch of civil engineering that uses engineering techniques to achieve the safe and efficient movement of people and goods. | Professional Engineers and Land Surveyors (BPESLs) | 541330 - Engi |
| C8707 | FEASIBILITY STUDIES | Detailed investigation & analysis conducted to determine the financial, economic or technical advisability of a proposed project. | NO LICENSE REQUIRED | 541611 - Adm Business |
| C8712 | PUBLIC RELATIONS | Enhancing and maintaining the image for businesses, non-profit organizations, events or high-profile people. | NO LICENSE REQUIRED | 541820 - Publ |
| C8730 | SAFETY STUDIES | Provides advice and assistance to businesses and other organizations on safety plans. | NO LICENSE REQUIRED | 541690 - Othe |
| C8820 | DEMOGRAPHIC ANALYSIS | Statistical and mathematical study of the size, composition, and spatial distribution of human populations. | NO LICENSE REQUIRED | 541720 - Rese Humanities |
| C8821 | ECONOMIC ANALYSIS | A systematic approach to selecting the most efficient and cost-effective strategy for satisfying an agency's need. | NO LICENSE REQUIRED | 541720 - Rese Humanities |
| C8822 | COMMUNITY ECONOMIC DEVELOPMENT | Field of study that actively elicits community involvement when working with government, and private sectors. Encourages using local resources in a way that enhances economic opportunities while improving social conditions in a sustainable way. | NO LICENSE REQUIRED | 813319 - Othe |
| C8832 | DIVERSITY ISSUES/ MINORITY IMPACT STUDIES | Field of study that reasearches and examines diversity in local communities and identifies adverse impacts of proposed construction projects | NO LICENSE REQUIRED | 541720 - Rese Humanities |
| C8834 | BICYCLE, PEDESTRIAN STUDIES | Planning includes addressing the access and mobility needs of bicyclists and pedestrians to travel to work and non-work destinations - including education centers, commerce, entertainment, and recreation - within and in close proximity to neighborhoods. the study identifies the types and costs of pedestrian facilities that have the greatest impact on improving the pedestrian environment | NO LICENSE REQUIRED | 926120 Regula |
| C8838 | MOBILITY STUDIES - DISABLED | Conducted for significant transportation projects, such as major highway or transit improvements. | NO LICENSE REQUIRED | 541720 - Rese Humanities |

1. CLASSIFY

Identify work items typically performed
(subcontractor, trucking, material/supply)

| (7) | (8) | (9) | (10) | (11) | (12) | (13) | (14) | (15) |
|----------|----------------|------------|---------------------------------------|--------------|--------------|---|--|---|
| Item No. | Approx. Quant. | Meas. Unit | Item Description | Unit Price | Total | Likely to be Performed by Sub-contractor (Y=Yes)? | Trucking or Supply of Material Involved (Y=Yes)? | Work Category Code (enter a code if corresponding cell in either Column G or H is "Y") |
| 1 | 1 | LS | Mobilization | \$ 55,000.00 | \$ 55,000.00 | | | |
| 2 | 1 | LS | Traffic Control | \$ 50,000.00 | \$ 50,000.00 | Y | | C1201 |
| 3 | 1 | LS | Storm Water Pollution Prevention Plan | \$ 20,560.00 | \$ 20,560.00 | Y | | C8852 |

2. DETERMINE

Determine NAICS/work category codes for sub work items

| Work Code | Category | Description | License Requirement | NAICS Code(s) |
|-----------|------------------------|---|---|---|
| C1201 | TRAFFIC CONTROL SYSTEM | The person putting the orange cones or large barrels out at a construction site. Places the big orange construction zone signs on side of the road. | C-31 Construction Zone Traffic Control Contractor - CSLB OR A-General Engineering Contractor - CSLB | 561990 - All other Support Services 238990 - All Other Specialty Trade Contractors |
| C8852 | SWPPP PLANNING | Develops and implements a storm water pollution prevention plan on construction sites to prevent storm water runoffs from being contaminated | QSP/QSD Certification | 541620 - Environmental Consulting Services |

3. SEARCH

Search CA Unified Certification database - B2GNOW

<https://californiaucp.dbesystem.com/>

California Unified Certification Program

Welcome to the California Unified Certification Program Certification Portal! The CAUCP is responsible for DBE certification in the state of California and provides firms with "one-stop" shopping.

To apply for DBE certification you may contact any one of the ten CUCP Certifying Partners - Los Angeles County Metropolitan Transit Authority (LA Metro), San Diego County Regional Airport Authority (SDCRAA), San Francisco Bay Area Rapid Transit District (BART), San Francisco International Airport (SFO), San Francisco Municipal Transportation Agency (SFMTA), San Mateo County Transit District (SAMTrans), Santa Clara Valley Transportation Authority (VTA), City of Los Angeles, City of Fresno, California Department of Transportation (Caltrans) - by clicking on their logo.

Vendor Certification

Search our database of DBE/ACDBE certified vendors

Find a California Certifying Agency

Search for Certified Firms

System Training

Learn how to fully utilize our system with a live trainer

Training

California Work Codes

Click the link below to view the California Work Codes Guide

Work Code Guide

Click on Search for Certified Firms



1. Make sure DBE is selected. Deselect ACDBE.

2. Press “Click to Lookup Commodity Codes

3. Select CA WCC Work Codes or NAICS codes from the dropdown

4. Enter the code and click “Search”

5. Click on “Add” to add the code to the search

6. Added codes will be shown above

Search by Certification Type

CERTIFICATIONS

1 Airport Concessionaire Disadvantaged Business Enterprise (ACDBE)
 Disadvantaged Business Enterprise (DBE)

Search by Commodity Code

COMMODITY CODES

2

CA WCC C1201: TRAFFIC CONTROL SYSTEM ([remove](#))

6 Options:

Match any codes with same number code (?)
 Include any lower level codes of those selected (?)
[Clear All Commodity Codes](#)

Search Commodity Codes

Click any **Add** link to select a code. You can also search again, sort the list, or click **Browse Codes** to browse through the entire code list. If multiple codesets are available, you can change the selected codeset in the drop down list under the search box. Click **Browse Codes** to view the code set list. When finished, click **Finish** to close this panel.

1201 4

CA WCC: California Work Code Categories 3

[Add](#) 5

| Actions | Code Type | Code | Code Description |
|---------------------|-----------|-------|------------------------|
| Add | CA WCC | C1201 | TRAFFIC CONTROL SYSTEM |

To sort, click column title.

7. Select the Work District/Regions (Include all counties in the Caltrans District where the work will be)

Search by Location

CITY

ZIP CODE
Tip: Search for multiple zip codes by separating with commas.

STATE

COUNTY

PHONE AREA CODE

7

Search by Work Districts/Regions

WORK DISTRICTS/REGIONS

Selection of any combination below will find firms that have at least one assigned work district/region match.

Search by Reference

ETHNICITY

GENDER

CUCP PUBLIC DIRECTORY CERTIFICATION NUMBER

- [Select all]
- Alameda
- Alpine
- Amador
- Buttle
- Calaveras
- Colusa
- Contra Costa
- Del Norte
- El Dorado

Comp

8. After all work counties have been selected, click "Search"

8

9. The search criteria/ parameters is shown at the top of the page.

10. The number of DBE firms is located on the right of the page

11. Click “Download Search Results”

12. Select how you want the results: Excel, CSV, or PDF.

Search Parameters Edit Parameters Clear Parameters

CERTIFICATIONS
COMMODITY CODES
WORK DISTRICTS/REGIONS

9

Disadvantaged Business Enterprise (DBE)
CA WCC C1201: TRAFFIC CONTROL SYSTEM
Buttle, Colusa, El Dorado, Glenn, Nevada, Placer, Sacramento, Sierra, Sutter, Yolo, Yuba

11

Download Search Results

Search Results

10

13 firms with 13 certifications found
Click the certification type for contact information and certification details

| Vendor | Location | Certification |
|------------------------------------|---------------------|---------------------|
| AMERICAN TRAFFIC & SAFETY INC | anderson, CA | DBE |
| Capitol Traffic Services | West Sacramento, CA | DBE |
| CENTRAL COAST TRAFFIC SAFETY, INC. | SANTA MARIA, CA | DBE |
| CINDY BALES ENGINEERING, INC. | Palm Springs, CA | DBE |
| DIRT DYNASTY INC | VALLEY SPRINGS, CA | DBE |
| FAST TRACK ENGINEERING | Visalia, CA | DBE |
| ... | ... | ... |

Download Search Results Close

You are about to export the search results. Your export will be generated in real-time from the directory. Depending upon the speed of your Internet connection, the number of records, and the size of the export file, it may take a few minutes to generate and download the data.

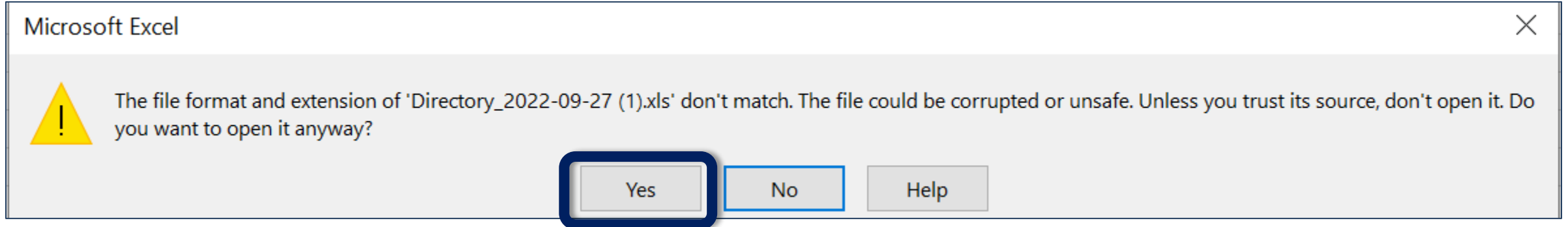
ALERT: The information provided in the file is not to be used for unsolicited advertising, spam, or any other unauthorized use. Your activities from IP Number 149.136.17.251 on this website are tracked.

Include Commodity Codes in download

12

Download to Excel Download to CSV Download to PDF

Click on “Yes”



Sample Results:

| | A | B | C | D | E |
|---|---|----------|-------------|------------|------------------|
| 1 | Certified Directory | | | | |
| 2 | As of 9/27/2022 4:52:27 PM | | | | |
| 3 | Results filtered by search parameters | | | | |
| 4 | | | | | |
| 5 | The information provided in this file is not to be used for unsolicited advertising, spam, or any other unauthorized use. | | | | |
| 6 | | | | | |
| 7 | Company Name | DBA Name | Owner First | Owner Last | Physical Address |
| | ACME SAFETY & SUPPLY CORP | | Candace | Friedman | 1616 WEST AVE |

Result of DBE firms by District and NAICS/Work Codes

CERTIFICATIONS: Disadvantaged Business Enterprise (DBE)

COMMODITY CODES: CA WCC C1201: TRAFFIC CONTROL SYSTEM

WORK DISTRICTS/REGIONS: Orange

Download Search Results

Search Results 34 firms with 34 certifications found

Click the certification type for contact information and certification details

| Vendor | Location | Certification |
|---------------------------|--------------|---------------------|
| AC-DC ELECTRIC | CERRITOS, CA | DBE |
| Arma Safety & Supply Corp | Santee, CA | DBE |

| (7) | (8) | (9) | (10) | (11) | (12) | (13) | (14) | (15) | (16) |
|----------|----------------|------------|---------------------------------------|--------------|--------------|---|--|--|--------------------------|
| Item No. | Approx. Quant. | Meas. Unit | Item Description | Unit Price | Total | Likely to be Performed by Sub-contractor (Y=Yes)? | Trucking or Supply of Material Involved (Y=Yes)? | Work Category Code (enter code if corresponding call in either Column G or H is "Y") | Number of Available DBEs |
| 1 | 1 | LS | Mobilization | \$ 55,000.00 | \$ 55,000.00 | | | | |
| 2 | 1 | LS | Traffic Control | \$ 50,000.00 | \$ 50,000.00 | Y | | C1201 | 34 |
| 3 | 1 | LS | Storm Water Pollution Prevention Plan | \$ 20,560.00 | \$ 20,560.00 | Y | | C8852 | 24 |

4. APPLY

Apply DBE factors to items of work
(100%, 10%, 12%)

Sub \geq 7 DBEs

Fully Done by DBE



Supplies



Trucking



| (10) | (11) | (12) | (13) | (14) | (15) | (16) | (17) | (18) |
|---------------------------------------|--------------|--------------|---|--|--|--------------------------|--|-----------------|
| Item Description | Unit Price | Total | Likely to be Performed by Sub-contractor (Y=Yes)? | Trucking or Supply of Material Involved (Y=Yes)? | Work Category Code (enter a code if corresponding cell in either Column G or H is "Y") | Number of Available DBEs | DBE Work Factor (100% if DBEs \geq 7 2% if supply component 10% if trucking component) | DBE Work Amount |
| Mobilization | \$ 55,000.00 | \$ 55,000.00 | | | | | | \$0.00 |
| Traffic Control | \$ 50,000.00 | \$ 50,000.00 | Y | | C1201 | 34 | 100% | \$50,000.00 |
| Storm Water Pollution Prevention Plan | \$ 20,560.00 | \$ 20,560.00 | Y | | C8852 | 24 | 100% | \$20,560.00 |

5. CALCULATE
Calculate the DBE goal

| (10) | (11) | (12) | (13) | (14) | (15) | (16) | (17) | (18) | |
|--------------------------------|---------------|---------------------|---|--|--|-----------------------------------|--|--------------------------------------|---------------------|
| Item Description | Unit Price | Total | Likely to be Performed by Sub-contractor (Y=Yes)? | Trucking or Supply of Material Involved (Y=Yes)? | Work Category Code (enter a code if corresponding cell in either Column G or H is "Y") | Number of Available DBEs | DBE Work Factor (100% if DBEs ≥ 7 12% if supply component 10% if trucking component) | DBE Work Amount | |
| Signing and Striping | \$ 140,000.00 | \$ 140,000.00 | | Y | C0800 | | 12% | \$16,800.00 | |
| Record of Construction Changes | \$ 6,999.00 | \$ 6,999.00 | | | | | | \$0.00 | |
| Traffic Signal Modifications | \$ 50,000.00 | \$ 50,000.00 | | Y | C0686 | | 12% | \$6,000.00 | |
| (20) WORK ITEM TOTAL | | \$921,999.00 | | | | (21) TOTAL DBE WORK AMOUNT | | \$195,544.80 | |
| | | | | | | | | (22) X 100% Factor | X 100% |
| | | | | | | | | (23) DBE CONTRACT GOAL AMOUNT | \$195,544.80 |
| | | | | | | | | (24) DBE Goal Percentage | 21.21% |

Total DBE Work Amount: \$921,999.00
Total Contract Value: \$195,544.80 = **21.21%**

6. ROUND
Round to nearest whole percent for DBE

= 21%

Recap of Goal Setting Process

- 1. Identify work items that can be subcontracted out.**
- 2. Determine NAICS Codes and Work Category Codes for sub work items**
- 3. Search the CA Unified Certification (CUCP) databases**
- 4. Apply factors to the item (*100% if there are at least 7 DBEs, 12% for supply component or 10% for trucking component*)**
- 5. Calculate the preliminary goal**
- 6. Round to whole % for the final DBE goal**

Other Important DBE Goal Setting information

CA statewide goal
of 21.35%

Construction
contracts >
\$2,000,000

Consultant
contracts >
\$500,000

Submit the goal
for review **BEFORE**
advertisement

Caltrans reviews
within 15
business days

Questions?

District 7 DBE Coordinator

Nam Vo

nam.vo@dot.ca.gov

Head quarters DBE liaison

Jesus Garcia

Jesus.Garcia@dot.ca.gov



Timely Use of Funds Overview

- State Transportation Improvement Program (STIP)
- Active Transportation Program (ATP)
- Local Partnership Program (LPP)
- Solutions for Congested Corridors (SCCP)
- Trade Corridors Enhancement Program (TCEP)

Shalini Chandra
Office of State Programs

TUF Team, Office of State Programs



CALTRANS DIVISION OF
LOCAL ASSISTANCE



Today's Goal?

- Understanding:
 - Timely Use of Funds – Programs Overview
 - Timely Use of Funds (TUF) Background and Purpose
 - Submittal Timelines
 - Time Extension Request Process
 - Information Resources/Tools



Office of State Programs - Funds

- State Transportation Improvement Program (STIP)
 - Capacity increasing transportation projects
 - Managed by the CTC

- Active Transportation Program (ATP)
 - Non-Motorized projects (Pedestrian, Bike & Roller)
 - Administered by Caltrans

- Local Partnership Program (LPP)
 - Road maintenance, rehabilitation, sound walls, and other transportation improvement projects
 - 50% for Statewide Competitively selected projects
 - 50% for Formula selected projects



Office of State Programs - Funds

- Solutions for Congested Corridors (SCCP)
 - Projects that reduce congestion in highly traveled and highly congested corridors
- Trade Corridors Enhancement Program (TCEP)
 - Freight-related projects that enhance the movement of goods along corridors with high freight volume
 - Administrated by the CTC



Timely Use of Funds (TUF)

- Established by Statute:
 - For STIP, Section 66 of the STIP Guidelines & Chapter 23 of the Local Assistance Program Guidelines (LAPG)
 - ATP Guidelines point to and follow the STIP TUF rules
 - SB1 Programs modeled after the STIP and have similar guidelines and TUF rules
- The purpose or intention is to encourage local agencies to accurately program, monitor and deliver projects in a timely manner



What are TUF Deadlines?

ALLOCATION

- Funds must be allocated by CTC in the year programmed

EXPENDITURE

- Project development-phase expenditures must occur by end of 2nd State FY following allocation date

CON AWARD

- Projects must be awarded within 6 months from construction allocation

COMPLETION

- Project must be completed within 36 months of the award

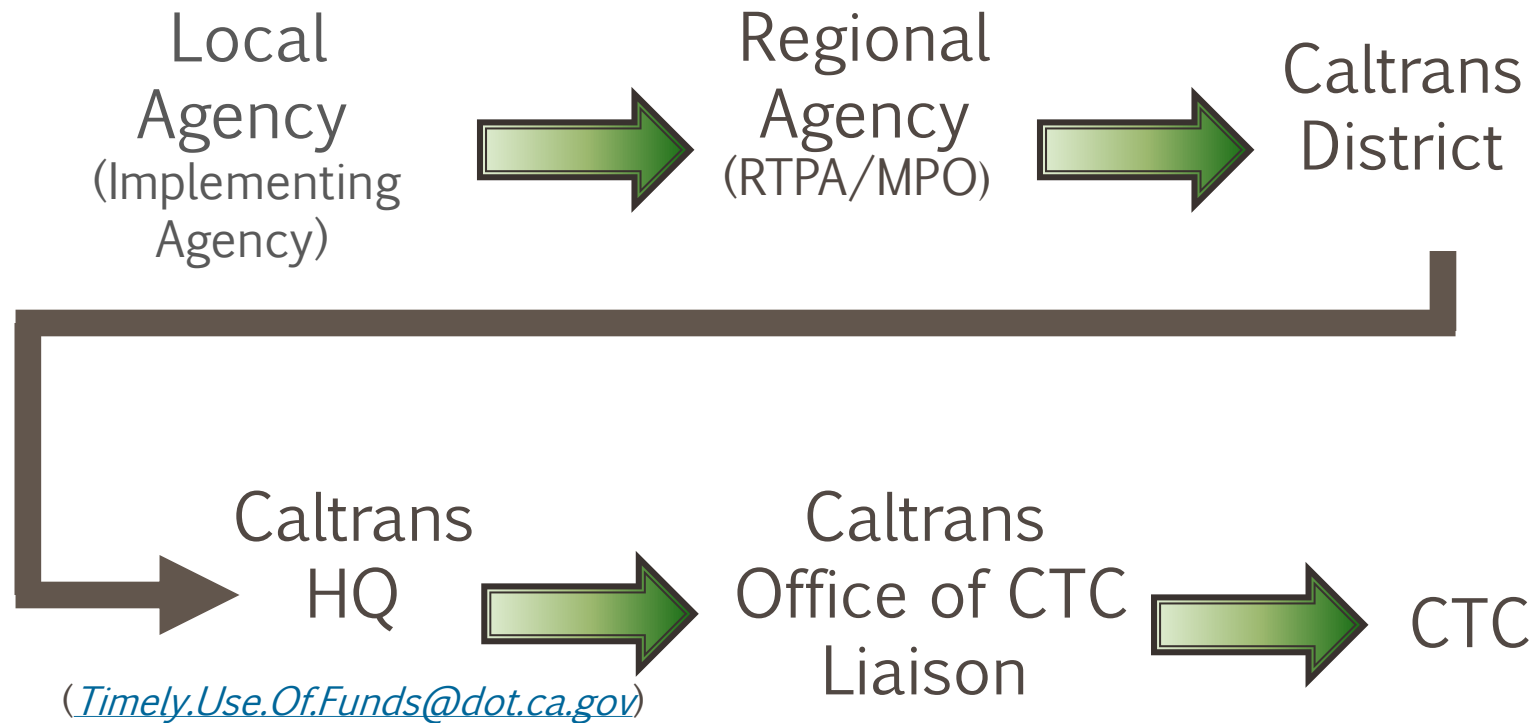


TIMELY USE OF FUNDS BY PROGRAM

| Program | STIP Timely Use of Funds | ATP Timely Use of Funds | LPP Timely Use of Funds | TCEP Timely Use of Funds | SCCP Timely Use of Funds |
|----------------------------|---|---|---|---|--|
| Applicability | All STIP funds (Federal \$ and/or State\$) | All ATP funds (Federalized \$ and/or State\$) | All LPP funds (Federalized \$ and/or State\$) | All TCEP funds (Federalized \$ and/or State\$) | All SCCP funds (Federalized \$ and/or State\$) |
| Applicability level | Each project phase | Each project phase | Each project phase | Each project phase | Con Phase only |
| Emphasis | Project Delivery | Project Delivery | Project Delivery | Project Delivery | Project Delivery |
| Authority | SB45 of 1997 | SB99 / AB101 / SB1 | SB1 | SB1 | SB1 |
| Enforcing Agency | CTC | CTC | CTC | CTC | CTC |
| Cost Increases | Yes, Commission approval required. | Not from ATP \$\$, Caltrans must be notified. | Not from LPP \$\$, Commission must be notified. | Not from TCEP \$\$, Caltrans must be notified. | Not from SCCP \$\$, Commission must be notified. |
| Rules | Funds must be allocated by CTC in the year programmed. Project development-phase expenditures must occur by end of 2 nd FY following allocation date. Projects must be awarded within 6 months from construction allocation. Project must be completed within 36 months of the award. | Funds must be allocated by CTC in the year programmed. Project development-phase expenditures must occur by end of 2 nd FY following allocation date. Projects must be awarded within 6 months from construction allocation. Project must be completed within 36 months of the award. | Funds must be allocated by CTC in the year programmed. Project development-phase expenditures must occur by end of 2 nd FY following allocation date. Projects must be awarded within 6 months from construction allocation. Project must be completed within 36 months of the award. | Funds must be allocated by CTC in the year programmed. Project development-phase expenditures must occur by end of 2 nd FY following allocation date. Projects must be awarded within 6 months from construction allocation. Project must be completed within 36 months of the award. | Funds must be allocated by CTC in the year programmed. Projects must be awarded within 6 months from construction allocation. Project must be completed within 36 months of the award. |
| Possible Extensions | CTC may approve up to <u>20</u> -month extension for each of the deadlines. | CTC may approve up to <u>12</u> -month extension for each of the deadlines, except Allocations. Allocations can be requested up to 20-months. | CTC may approve up to <u>12</u> -month extension for each of the deadlines, except Project Completion. Project Completions can be requested up to 20-months. | CTC may approve up to <u>12</u> -month extension for each of the deadlines, except Project Completion. Project Completions can be requested up to 20-months. | CTC may approve up to a <u>12</u> -month extension for CON Allocation and Contract Award. Project Completion can be requested up to 20-months. |



Overview of Time Extension Process



Time Extension Request Form

| <p>Local Assistance Program Guidelines</p> | <p>EXHIBIT 22-B Request for Time Extension (Local ATP Projects)</p> | | | | | | | | | | |
|---|---|--|---|----------------------|--|----------------------|--|--|--|--|--|
| <p>EXHIBIT 22-B REQUEST FOR TIME EXTENSION (LOCAL ATP PROJECTS)</p> <p>[To Be Placed on Local Agency Letterhead]</p> | | | | | | | | | | | |
| <p>To: (DLAE Name) District Local Assistance Engineer Caltrans, Office of Local Assistance (District Address)</p> | <p>Date: _____ PPNO: _____ PROJECT #: _____ Project ID: _____</p> | | | | | | | | | | |
| <p>(Brief Project Description) _____ (Location) _____ (County) _____ Assembly District: _____ Senate District: _____</p> | | | | | | | | | | | |
| <p>Dear (DLAE Name):</p> <p>We request that the California Transportation Commission (CTC) approve a request for a time extension for this project.</p> | | | | | | | | | | | |
| <p>A. <u>Project description:</u></p> <p>(Enter description of project, location and scope from Project Programming Request. <u>Include programmed funding level by phase</u>)</p> | | | | | | | | | | | |
| <p>B. <u>Project element for which extension requested:</u> (check appropriate box)</p> <p><input type="checkbox"/> Allocation* <input type="checkbox"/> Expenditure <input type="checkbox"/> Award <input type="checkbox"/> Completion (contract acceptance)</p> | | | | | | | | | | | |
| <p>C. <u>Phase (component) of project:</u> (check appropriate box or boxes)</p> <p><input type="checkbox"/> Environmental Studies & Permits <input type="checkbox"/> Plans, Specs. & Estimate <input type="checkbox"/> Right of Way <input type="checkbox"/> Construction*</p> | | | | | | | | | | | |
| <p>D. <u>Allocation and deadline summary</u></p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 20%;">Allocation Date By Phase (if applicable)</th> <th style="width: 20%;">Allocated Amount By Phase (if applicable)</th> <th style="width: 10%;">Original Deadline</th> <th style="width: 20%;">Number of Months of Extension Requested</th> <th style="width: 10%;">Extended Deadline</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> | | Allocation Date By Phase (if applicable) | Allocated Amount By Phase (if applicable) | Original Deadline | Number of Months of Extension Requested | Extended Deadline | | | | | |
| Allocation Date By Phase (if applicable) | Allocated Amount By Phase (if applicable) | Original Deadline | Number of Months of Extension Requested | Extended Deadline | | | | | | | |
| | | | | | | | | | | | |
| <p>Exhibit 22- B May 30, 2015</p> <p>Page 1</p> | | | | | | | | | | | |



Reason for Project Delay

E. Reason for project delay

Indicate the reason for the project delivery delay. Please be concise. Specify the length of time the project will be delayed. Include a timeline to justify and support the number of requested extension months. The length of extension requested cannot exceed 12 months and must be directly attributed to the reason for delay specified.

* Per CTC ATP Guidelines, all ATP projects must adhere to the Timely Use of Funds in Section 66 of the CTC STIP Guidelines.

“Applicants may submit and the Commission will evaluate extension requests in the same manner as for STIP projects except that extension to the period for project allocation and for project award will be limited to twelve months. Extension requests for a project in the MPO selected portion of the program must include a recommendation by the MPO, consistent with the preceding requirements.”

* “For each request to extend the deadline to allocate construction funds, the agency requesting the extension should submit, in conjunction with the request, a project construction STIP history. The request should also identify any cost increase related to the delay and how the increase would be funded. The STIP history should note the original inclusion of project construction in the STIP. It is the CTC’s intent to review this history when considering a construction allocation extension request.”



What Happens When You Receive A Time Extension Request?

- Review, revise and check for completeness
 - Work with Agencies to correct deficiencies
- Send request to the Timely.use.of.funds@dot.ca.gov email address
- List of received requests are posted online:
<http://localassistance.onramp.dot.ca.gov/>

[SMARTSHEET](#)



Status of Time Extension Request

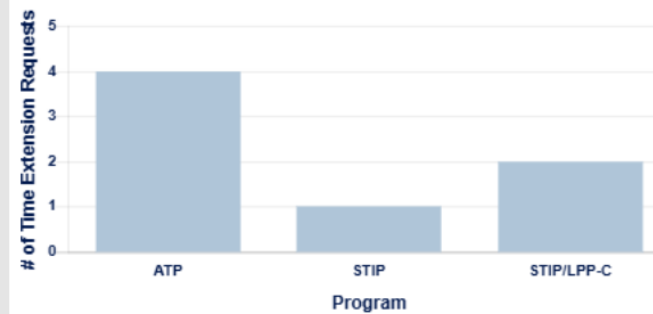
JANUARY 2025 CTC MEETING

TIME EXTENSIONS

Time Extension Requests By District



Time Extension Requests By Program



Time Extensions Requests Log

| Program | District | PPNO | FPN | Agency | Project Name | Action | Component | PI |
|------------|----------|-------|-----------|---|--|----------------|-------------|----|
| STIP | 2 | 2592 | 5120(011) | City of Alturas | West C Street Rehab | Time Extension | Award | C |
| SCCP | 3 | 1533 | 5924(251) | Sacramento County | PSGC Phase 1 - Watt Avenue Complete Streets | Time Extension | Award | C |
| STIP/LPP-C | 3 | 1807 | 5924(274) | Sacramento County | South Watt Avenue Improvements - Florin Road to Jackson Road | Time Extension | Award | C |
| STIP/LPP-C | 3 | 1807 | 5924(274) | Sacramento County | South Watt Avenue Improvements - Florin Road to Jackson Road | Time Extension | Award | C |
| ATP | 4 | 2308 | 5012(153) | City of Oakland | Fruitvale Alive Gap Closure Project | Time Extension | Completion | C |
| ATP | 4 | 2358 | 6264(095) | Santa Clara Valley Transportation Authority | Bascom Avenue Complete Street Project (I-880 to Hamilton Avenue) | Time Extension | Allocation | C |
| ATP | 7 | 6177 | 5953(805) | Los Angeles County | Unincorporated Los Angeles County Safe Routes to School Plan | Time Extension | Award | C |
| ATP | 7 | 6182 | 5391(066) | City of Thousand Oaks | Hillcrest Drive Class IV Bike lanes and Pedestrian Improvements | Time Extension | Allocation | C |
| ATP | 7 | 6180Q | 5953(804) | Los Angeles County | Lennox Vision Zero Traffic Safety Enhancements | Time Extension | Award | C |
| ATP | 7 | 6192B | 5334(073) | City of Downey | South Downey Safe Routes to School Phase II Project | Time Extension | Award | C |
| ATP | 11 | 1362 | 5066(047) | City of National City | National City Bike Wayfinding | Time Extension | Expenditure | RI |



When to submit Time Extension Request

- CTC meeting closest to project TUF deadlines:
 - Allocations
 - Before the last State FY CTC meeting, typically late June
 - Expenditures
 - Before the end of the 2nd fiscal year following year of allocation
 - Award
 - Prior to the 6-month deadline; taken from date of CON allocation
 - Completion
 - Prior to the 36-month deadline; taken from the date of CON award



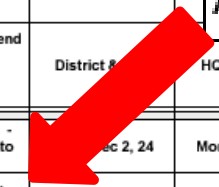
CTC Preparation Calendar

2025 PREPARATION SCHEDULE CALIFORNIA TRANSPORTATION COMMISSION (CTC)

Prepared By:
OFFICE OF CTC LIAISON
FINANCIAL PROGRAMMING
<https://octcl.onramp.dot.ca.gov/>

As of:
August 2024

| 2025 California Transportation Commission (CTC) Meeting Schedule | Local Agency Submits Off System Funds Requests, Program Amendments, and Time Extensions to Caltrans Districts | District Submits Off System and On System Requests to HQ Divisions | HQ Divisions Submit Final Off System and On System Requests to Budgets | Final Agenda Items Due to Office of CTC Liaison | Super Tuesday Vote Box Review Meetings -- Rail/Mass Transit, Cap & Trade, Aero, ATP, STIP, SB 1 Programs, Locally & State Administered projects | Initial Book Items Due from HQ Divisions to Office of CTC Liaison for Review | Agenda Review Meeting w/ Caltrans Divisions | VIPER / Vote Box Lock Date | Final/Remediated Book Items Due from HQ Divisions to Office of CTC Liaison for CFO Signature | Power Point Presentations for CTC Meeting Due | Caltrans Briefing Meeting | Caltrans Debriefing Meeting |
|--|---|--|--|---|---|--|---|----------------------------|--|---|---------------------------|-----------------------------|
| Time | 10:00 AM | Mar 20-21 - Los Angeles Region | | | Tue, Jan 21, '25 | | Mon, Jan 27, '25 | | Mon, Feb 3, '25 | | Mon, Feb 10, '25 | |
| Where to send or Meeting location | District 8 | HQ Divisions | Email to HQ Budgets | Liaison Email: CTCLiaison@dot.ca.gov | WebEx | Liaison Email: CTCLiaison@dot.ca.gov | WebEx | VIPER database | Liaison Email: CTCLiaison@dot.ca.gov | Liaison Email: CTCLiaison@dot.ca.gov | WebEx | WebEx |
| Jan 30-31 - Sacramento Region | Mon, Dec 2, '24 | Mon, Dec 9, '24 | Fri, Dec 13, '24 | Thu, Dec 19, '24 | Thu, Dec 19, '24 | Mon, Dec 23, '24 | Mon, Dec 30, '24 | Tue, Dec 31, '24 | Wed, Jan 8, '25 | Wed, Jan 22, '25 | Fri, Jan 24, '25 | Fri, Feb 7, '25 |
| Mar 20-21 - Los Angeles Region | Tue, Jan 21, '25 | Mon, Jan 27, '25 | Mon, Feb 3, '25 | Mon, Feb 10, '25 | Tue, Feb 11, '25 | Thu, Feb 13, '25 | Tue, Feb 18, '25 | Wed, Feb 19, '25 | Wed, Feb 26, '25 | Wed, Mar 12, '25 | Fri, Mar 14, '25 | Fri, Mar 28, '25 |
| May 15-16 - SF Bay Area | Mon, Mar 17, '25 | Mon, Mar 24, '25 | Tue, Apr 1, '25 | Mon, Apr 7, '25 | Tue, Apr 8, '25 | Thu, Apr 10, '25 | Tue, Apr 15, '25 | Wed, Apr 16, '25 | Wed, Apr 23, '25 | Wed, May 7, '25 | Fri, May 9, '25 | Fri, May 23, '25 |
| June 26-27 - Sacramento Region | Mon, Apr 28, '25 | Mon, May 5, '25 | Mon, May 12, '25 | Mon, May 19, '25 | Tue, May 20, '25 | Thu, May 22, '25 | Tue, May 27, '25 | Wed, May 28, '25 | Wed, Jun 4, '25 | Wed, Jun 18, '25 | Fri, Jun 20, '25 | Mon, Jul 7, '25 |
| Aug 14-15 - San Diego Region | Mon, Jun 16, '25 | Mon, Jun 23, '25 | Mon, Jun 30, '25 | Mon, Jul 7, '25 | Tue, Jul 8, '25 | Thu, Jul 10, '25 | Tue, Jul 15, '25 | Wed, Jul 16, '25 | Wed, Jul 23, '25 | Wed, Aug 6, '25 | Fri, Aug 8, '25 | Fri, Aug 22, '25 |
| October 16-17 - Central Valley | Mon, Aug 18, '25 | Mon, Aug 25, '25 | Tue, Sep 2, '25 | Mon, Sep 8, '25 | Tue, Sep 9, '25 | Thu, Sep 11, '25 | Tue, Sep 16, '25 | Wed, Sep 17, '25 | Wed, Sep 24, '25 | Wed, Oct 8, '25 | Fri, Oct 10, '25 | Fri, Oct 24, '25 |
| December 4-5 - Riverside | Mon, Oct 6, '25 | Mon, Oct 13, '25 | Mon, Oct 20, '25 | Mon, Oct 27, '25 | Tue, Oct 28, '25 | Thu, Oct 30, '25 | Tue, Nov 4, '25 | Wed, Nov 5, '25 | Wed, Nov 12, '25 | Wed, Nov 26, '25 | Wed, Nov 26, '25 | Fri, Dec 12, '25 |



* No Scheduled Meeting in: February, April, July, September and November
 Submittals to OCTCL
 Vipser Lock Date

Moved - Christmas
 Moved - Cesar Chavez
 Moved - Labor Day
 Moved - Christmas
 Moved - Christmas
 Moved - Christmas
 Moved - Christmas
 Moved - New Year
 Moved - New Year
 Moved - Thanksgiving
 Moved - July 4



CALTRANS DIVISION OF LOCAL ASSISTANCE



TUF Team, Office of State Programs

Who Approves The Extension?

- Only the CTC can approve or deny time extension requests
- Local Agencies are urged to attend the CTC meeting to defend their extension requests
- Extension requests are NOT automatic nor guaranteed!



Questions?

For all questions regarding Local Assistance Timely
Use of Funds, contact:

timely.use.of.funds@dot.ca.gov



Closing Remarks



Metro[®]

Thank you for attending!

