

ATP Project Implementation: Five Fatal Flaws

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Metro

How can you avoid making these flaws?

- Become familiar with:
 - CTC's ATP Guidelines
 - Caltrans' Local Assistance Program Guidelines, Chapter 22
 - Caltrans' Local Assistance Procedures Manual
- When in doubt, contact:
 - District 7 Local Assistance Engineer
 - District 7 ATP Coordinator
 - Metro

1. Allocation and Authorization to Proceed

- Flaws
 - Beginning reimbursable work prior to CTC allocation and/or Caltrans/FHWA authorization to proceed
 - Failure to complete environmental prior to requesting allocation of funds for other phases
 - Incorrect timing of allocation requests
- Guidance
 - ATP Guidelines, pg. 18
 - LAPG Ch. 22, Section 22.8
 - LAPM Ch. 3

2. Timely Use of Funds

- **Flaws**

- Failure to allocate funds within the FY of programming
- Failure to expend project development funds within 2 FYs of allocation
- Failure to award a contract within 6 months of construction allocation
- Failure to complete construction within 36 months of contract award

- **Guidance**

- ATP Guidelines, Section 31
- LAPG Ch. 22, Section 22.8

3. Project Amendments

- Flaws
 - Omitting project elements from originally approved project scope
 - Adding/changing project elements
 - Changing project location
- Guidance
 - ATP Guidelines, Section 28
 - LAPG Ch. 22, Section 22.9
 - Exhibit 22-E

4. Project Reporting

- Flaws

- Failure to submit progress reports through CalSMART
- Failure to submit completion report within 6 months of construction completion
- Failure to submit final delivery report within 180 days of remaining project activities

- Guidance

- ATP Guidelines, Section 37
- LAPG Ch. 22, Section 22.12

5. FTIP Programming

- Flaws
 - Programming funds in the wrong years
 - Omitting use of toll credits
- Guidance
 - LAPG Ch. 22, Section 22.7

Contact

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See handout

Caltrans ATP Coordinator:

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