



NAPA VALLEY TRANSPORTATION AUTHORITY COVER MEMO

SUBJECT

Coronavirus Response and Relief Supplemental Appropriations Act of 2021 – Regional Transportation Improvement Program Funds

STAFF RECOMMENDATION

That the Napa Valley Transportation Authority (NVRTA) Board approve Resolution 21-13 programming \$777,652 in Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) funds to Soscol Junction of which 5% will go towards Planning Programming and Monitoring (PPM).

EXECUTIVE SUMMARY

The Federal CRRSAA relief funds apportioned \$912 million to the State for Federal Highway Projects. From this amount, the California Transportation Commission (CTC) authorized \$243 million to be distributed through the State Transportation Improvement Program (STIP). STIP funds are distributed 75% to the Regional Transportation Improvement Program (\$182 million) and 25% through the Interregional Transportation Improvement Program (\$61 million). RTIP funds are distributed at the regional level by the Metropolitan Transportation Commission (MTC). MTC received \$30 million under the CRRSAA RTIP program of which \$777,652 is for Napa County.

Staff is proposing to program Napa's full amount of CRRSAA funds through a mid-cycle RTIP process to Soscol Junction to gap the anticipated shortfall in local developer fees. Five percent of the funds will be designated PPM funds and go to NVRTA to administer the RTIP.

FISCAL IMPACT

None



NAPA VALLEY TRANSPORTATION AUTHORITY

Board Agenda Memo

TO: NVRTA Board of Directors
FROM: Kate Miller, Executive Director
REPORT BY: Kate Miller, Executive Director
(707) 259-8634/ Email: kmiller@nvta.ca.gov
SUBJECT: Coronavirus Response and Relief Supplemental Appropriations Act of 2021 – Regional Transportation Improvement Program Funds

RECOMMENDATION

That the Napa Valley Transportation Authority (NVRTA) Board approve Resolution 21-13 programming \$777,652 in Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) funds to Soscol Junction of which 5% will go towards Planning Programming and Monitoring (PPM).

COMMITTEE RECOMMENDATION

None

BACKGROUND

The Metropolitan Transportation Commission (MTC) has released the 2021 Mid-Cycle RTIP Policies, Procedures and Schedule to guide programming request from the CRRSAA relief funds approved in 2021. The CRRSSA funds bring \$64 million in new transportation funds to the region, of which \$30 million is being distributed through the RTIP process. Napa County's share of new RTIP funds is approximately \$777,000. These funds are on a very quick timeline to be programmed to any project that is currently in the 2020 RTIP. The deadline to submit mid-Cycle RTIP application materials to MTC is May 1, 2020.

Soscol Junction has a small funding shortfall in the form of local developer fees that have not yet come to fruition, and although staff is anticipating a favorable bidding environment, the project has not gone out to bid and the final construction costs are unknown. The current funding plan anticipates \$3.714 million in local developer fees, of which \$848,000 have been secured. The County of Napa has committed local developer fees to the project as has Napa Pipe, but there is uncertainty about the timing of these funds. The

additional CRRSAA funds can help gap the current shortfall and can be programmed quickly since the project is already in the STIP.

Table 1. Current Soscol Junction Funding Plan

Phase	Total Dollars (\$1,000s)	Funding Source
Project Approval and Environmental Document	\$6,100	STIP
Plans, Specifications and Estimates	5,045	STIP
Right of Way	300	STIP
Construction Support	3,714	Local
	422	LPP Formula
	864	STIP
Construction	22,555	STIP
	25,000	SCCP
Total	\$64,000	

ALTERNATIVES

The Board could decide not to approve the CRRSAA funds for Soscol Junction and instead elect to have them rolled into Napa's RTIP share and be programmed under the 2022 RTIP cycle later this year.

STRATEGIC GOALS MET BY THIS PROPOSAL

Goal 1: Serve the transportation needs of the entire community regardless of age, income or ability.

Goal 2: Improve system safety in order to support all modes and serve all users.

Goal 4: Support Napa County's economic vitality.

Goal 5: Minimize the energy and other resources required to move people and goods.

The Soscol Junction Project provides safety and improved mobility for all modes at a critical south Napa County intersection. The project will reduce congestion and greenhouse gas emissions and improve bicycle and pedestrian access and mobility. The project will also improve a critical emergency evacuation corridor, increase freight throughput and create over 1,000 jobs.

ATTACHMENT(S)

- 1) Resolution 21-13 Approving Napa RTIP CRRSAA funds
- 2) 2021 Mid-Cycle RTIP Policies, Procedures and Schedule

RESOLUTION No. 21-13

**A RESOLUTION OF THE
NAPA VALLEY TRANSPORTATION AUTHORITY (NVTa)
APPROVING THE REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM
(RTIP) CORONAVIRUS RESPONSE AND RELEIF SUPPLEMENTAL
APPROPRIATIONS ACT (CRSSAA) FUNDS**

WHEREAS, the Napa Valley Transportation Authority (NVTa) is designated the countywide transportation planning agency responsible for Highway, Street and Road, Transit, and Bicycle planning and programming within Napa County, and

WHEREAS, the Metropolitan Transportation Commission is designated by the California Transportation Commission (CTC) to program Regional Transportation Improvement Program (RTIP) in the Bay Area, and

WHEREAS, the NVTa, as the County Transportation Agency, administers the RTIP in Napa County, and

WHEREAS, MTC has released a mid-cycle RTIP call for projects to program the CRRSAA funds, and

WHEREAS, NVTa programmed the 2020 RTIP projects in 2019 which includes Soscol Junction and covers Fiscal Years 2020-21 through 2024-25,

NOW, THEREFORE, BE IT RESOLVED, that the Napa Valley Transportation Authority (NVTa) approves revising the RTIP to include the addition of CRRSAA funds to the projects listed in Table 1.

Table 1. CRRSAA RTIP Funds for Napa County

Project	Funding	Sponsor
Soscol Junction	\$738,769	NVTa
Planning, Programming and Monitoring (PPM)	\$38,883	NVTa
Total	\$777,652	

Passed and Adopted the 21st Day of April 2021.

Alfredo Pedroza, Chair, NVTa

Ayes:

ATTEST:

Noes:

Laura Sanderlin, NVTa Board Secretary

Absent:

APPROVED:

DeeAnne Gilick, NVTa Legal Counsel

DRAFT – 4/8/2021

**2021 Mid-Cycle RTIP Augmentation
Policies, Procedures, and Schedule**

April 2021

**Metropolitan Transportation Commission
Programming and Allocations Section
<http://mtc.ca.gov/our-work/fund-invest>**

RTIP
Regional Transportation Improvement Program

2021 Mid-Cycle RTIP
Policies, Procedures, and Schedule
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2021 Mid-Cycle RTIP Policies, Procedures, and Schedule

Background

The State Transportation Improvement Program (STIP) is the State's spending program for state and federal funding. The STIP is comprised of the Regional Transportation Improvement Program (RTIP) and the Interregional Transportation Improvement Program (ITIP). The federal Coronavirus Response and Relief Supplemental Appropriations Act of 2021 funds (COVID-19 Relief funds) apportioned \$912 million to the State. From this amount the California Transportation Commission (CTC) authorized \$243 million to be distributed through the STIP as follows: seventy-five (75%) percent through the Regional Improvement Program (\$182 million) and twenty-five percent (25%) through the Interregional Improvement Program (\$61 million). The seventy-five percent (75%) distribution in the STIP flows to regions by formula through their RTIPs. Regions throughout the state are directed to program the funds.

2021 Mid-Cycle RTIP Development Principles

The following principles, as outlined in MTC Resolution No. 4398, will frame the development of MTC's 2021 Mid-Cycle STIP amendments.

- MTC will work with CTC staff, each Congestion Management Agency and Countywide Transportation Planning Agency, collectively known as the Bay Area County Transportation Agencies (CTAs), transit operators, Caltrans, and project sponsors to prepare amendments to the 2020 STIP.
- Investments made in the RTIP must carry out the objectives of MTC's Regional Transportation Plan (RTP)/Sustainable Communities Strategy (SCS) and be consistent with its improvements and programs.
- MTC may choose to consult with counties to consider programming a portion of their RTIP shares for projects that meet a regional objective.
- MTC will continue to work with CTAs, transit operators, Caltrans and project sponsors to aggressively seek project delivery solutions. Through the use of AB 3090 authority, GARVEE financing, and federal, regional, and local funds and funding exchanges, MTC will work with its transportation partners to deliver projects in the region.
- Each county's project list must be constrained within the county share limits unless arrangements have been made with other counties to aggregate the county share targets. MTC continues to support aggregation of county share targets to deliver ready-to-go projects in the region. CTAs that submit a list that exceeds their county share must identify and prioritize those projects that exceed the county share target.

Key Policies and Guidance

All new programming and proposed amendments must align with the CTC's adopted 2020 STIP guidelines and MTC's adopted 2020 RTIP Policies and Procedures, Resolution No. 4398. The permanent STIP and RTIP Guidelines will apply to the management of the projects that are amended through the 2021 Mid-Cycle programming. The following policies serve as the primary guidance in the development of the 2021 Mid-Cycle amendments.

New Policies Specific to the 2021 Mid-Cycle STIP

The CTC's 2021 Mid-Cycle STIP Guidelines establishes the policies and procedures for the development and adoption specific to the distribution of the COVID-19 Relief funds. The draft guidelines released at the March CTC meeting are intended to be streamlined and provide a degree of flexibility for the regions and the state to utilize the funds as soon as possible. CTC staff will present final guidelines for adoption at the May CTC meeting. MTC will not adopt any additional policies or procedural changes for this programming cycle.

Allocations by August 2024

Projects programmed with these funds must receive an allocation by August 2024 to receive federal obligation of funds by the statutory September 30, 2024 deadline. If a project does not receive an allocation by this date, the project will lapse.

Regional Planning, Programming, and Monitoring Funds

The CTC's draft 2021 Mid-Cycle STIP guidelines allow all counties to program up to 5% of their county share to Planning, Programming, and Monitoring (PPM) purposes in the STIP. For the 2021 Mid-Cycle STIP, MTC will not withhold additional funds from each county's PPM for regional PPM activities; therefore, the CTA may withhold the entire 5% for the CTA's PPM activities.

Senate Bill 1 Competitive Projects & Regional Measure 3 Backfill

MTC's 2020 RTIP guidelines required Senate Bill 1 (SB1) competitive program applicants to use RTIP funds as match before MTC committed any other regional discretionary funding. Five projects selected for funding in the SB1 competitive programs also identified MTC Regional Measure 3 (RM3) funds as local match. RM3 is still under litigation and funds are not available to match SB1 funds in the near term; therefore, 2021 Mid-Cycle STIP funds may be used to backfill the unavailable RM3 funds. For Marin and Solano Counties, MTC requires those counties to program their county shares to the US-101 Marin-Sonoma Narrows Segment B7 and I-80 Express Lanes, respectively, to offset the RM3 funding gap, less funds for Planning, Programming, and Monitoring activities. The STIP funds would be eligible to be repaid by RM3 funds via a Letter of No Prejudice (LONP) arrangement to the respective CTA. However, if RM3 repayment is delayed beyond the fiscal year 2023, MTC reserves the right to charge interest on the loaned federal funds, to be deducted from the STIP LONP, subject to funding agreements with each county.

2021 Mid-Cycle RTIP Development Schedule

Development of the 2021 Mid-Cycle RTIP under these procedures will be done in accordance with the schedule outlined below.

METROPOLITAN TRANSPORTATION COMMISSION 2021 Mid-Cycle Regional Transportation Improvement Program Development Schedule (Subject to Change) April 1, 2021	
March 24, 2021	CTC adoption of 2021 Mid-Cycle STIP Schedule and Share Distribution; presentation of draft Mid-Cycle STIP Guidelines
April 8, 2021	MTC Staff CTA Outreach (Review process, key dates, fund estimate incl. PPM, call for projects, new project requirements, amendment requirements)
April 19, 2021	Draft Project List and Proposed Amendments Due to MTC
April 23, 2021	2021 RTIP Mid-Cycle List of Projects due to CTC
May	CTAs Scheduled Adoption of Final Projects and Amendments
May 1, 2021	Deadline for RTIP Mid-Cycle Applications to MTC (CTA Letter to MTC summarizing all requested actions, TIP entries in FMS, updated ePPRs or CTIP PPRs)
May 1, 2021	Deadline for new project RTIP Applications to MTC (Complete Streets Checklists, Project Study Reports)
May 12, 2021	CTC Adopts 2021 Mid-Cycle STIP Guidelines
May 12, 2021	Earliest opportunity for New Projects and Amendments Presented to the CTC (Notice to Amend the 2020 STIP)
May 12, 2021	MTC Programming and Allocations Committee (PAC) 2021 Mid-Cycle STIP - Information Item
June 1, 2021	Deadline for Resolutions of Local Support for new project programming
June 16, 2021	MTC Programming and Allocations Committee (PAC) scheduled review and concurrence of final proposed RTIP Projects/Amendments
June 23, 2021	Earliest opportunity for New Projects and Amendments for Approval by CTC Second opportunity for New Projects and Amendments for Notice by CTC
August 18, 2021	Second opportunity for New Projects and Amendments for Approval by CTC

County Share Targets

The table below provides the county share targets for each county for the 2021 Mid-Cycle STIP. Each county's project list, due to MTC in draft form by April 19, 2021, should be constrained within these county share limits. It is expected that MTC's RTIP will be developed using a region-wide aggregate of county-share targets.

2021 Mid-Cycle State Transportation Improvement Program Bay Area County Share Targets			
County	Target	PPM Max	County Target Less PPM
Alameda	\$6,307,785	\$315,389	\$5,992,396
Contra Costa	\$4,318,672	\$215,934	\$4,102,738
Marin	\$1,180,951	\$59,048	\$1,121,903
Napa	\$777,652	\$38,883	\$738,769
San Francisco	\$3,203,408	\$160,170	\$3,043,238
San Mateo	\$3,260,185	\$163,009	\$3,097,176
Santa Clara	\$7,473,199	\$373,660	\$7,099,539
Solano	\$1,957,358	\$97,868	\$1,859,490
Sonoma	\$2,405,208	\$120,260	\$2,284,948
	\$30,884,418	\$1,544,221	\$29,340,197

Fund Eligibility

While the federal Coronavirus Response and Relief Supplemental Appropriations Act funds may be used for a broad range of surface transportation purposes listed in Section 113(b) of Title 23 of the U.S. Code and are meant to “prevent, prepare for, and respond to coronavirus,” the STIP imposes additional restrictions on the CRRSAA funds. Eligible project types as outlined in the 2020 STIP guidelines include improvements to state highways, local roads, public transit, intercity rail, pedestrian and bicycle facilities, grade separations, transportation system management, transportation demand management, soundwall projects, intermodal facilities, and safety.

Additionally, counties may program up to five percent (5%) of the county share target for PPM. Activities eligible for CRRSAA funds, but ineligible in the STIP, including routine maintenance; operations; personnel; salaries; contracts; debt service payments; and availability payments; as well as transfers to public tolling agencies, must be programmed as STIP PPM. Counties may program up to five percent (5%) of the county share target for PPM.

Programming Options

A county may choose to program shares from this cycle in one or more of the following ways:

New Project Programming

A county may choose to program new projects up to their total target amount. For each new project nominated for funding in the 2021 Mid-Cycle STIP, regions and Caltrans shall submit an electronic Project Programming Request (ePPR), identifying the scope, cost, and schedule. Nominations of new projects for programming must be approved CTA. For a project to be programmed in Fiscal Year 2021-22, the ePPRs must be submitted electronically to the Commission by April 23, 2021. The ePPR is located at <https://calsmart.dot.ca.gov/>

Augment Existing Funding Plans

A county may program additional funds on a currently programmed project to address project cost increases, add scope or supplant local funds with STIP funds. The project must be programmed in Fiscal Year 2021-22 or later. For each project revision identified in the 2021 Mid-Cycle STIP, the sponsor shall submit a revised Project Programming Request (PPR) exported from the California Transportation Improvement Program System (CTIPS).

Advance Currently Programmed Project

A county may propose to advance projects that are currently programmed in later years of the STIP. Approval of advancing more than the target amount will not be considered unless the project has other funds that are eligible to be advanced. The CTC will not consider advancing projects prior to the June CTC meeting. For each project revision identified in the 2021 Mid-Cycle STIP, the sponsor shall submit a revised Project Programming Request (PPR) exported from the California Transportation Improvement Program System (CTIPS).

Delay programming of 2021 Mid-Cycle STIP funds to the 2022 STIP

A county may choose to delay programming their target shares. The unprogrammed shares will be accounted for in the 2022 STIP Fund Estimate distribution.

Submissions

Each CTA will request MTC concurrence for the proposed programming changes by transmitting a letter to MTC summarizing the 2021 Mid-Cycle programming with an explanation and justification of the need with the following attachments:

For new project programming:

- Copy of CTA's board approval
- Submittal of TIP Revision Request through FMS – <http://fms.mtc.ca.gov>
- RTIP Application form including: - <http://www.mtc.ca.gov/stip>
 - Resolution of local support
 - Electronic Project Programming Request (ePPR) form
 - Project Study Report (PSR), or equivalent.
 - Complete Streets Checklist, as applicable

For augmenting existing programming:

- Revised Project Programming Request (PPR) Form from CTIPS – <https://ctips-prod.dot.ca.gov/ctips/LoginMediatorForm.do>
- Submittal of TIP Revision Request through FMS – <http://fms.mtc.ca.gov>

For advancing project programming:

- Revised Project Programming Request (PPR) Form from CTIPS – <https://ctips-prod.dot.ca.gov/ctips/LoginMediatorForm.do>
- Submittal of TIP Revision Request through FMS – <http://fms.mtc.ca.gov>

For delaying programming until the 2022 STIP:

- Copy of CTA's board approval

Each CTA is responsible for ensuring the packages submitted by the project sponsors are complete, and the proposed changes are consistent with the Regional Transportation Plan, and Congestion Management Plan, or Capital Improvement Program as appropriate. The CTAs shall check to ensure the proposed changes meet MTC, CTC and other state or federal guidance and regulations. As mentioned in the Guiding Principles of the 2020 RTIP Policies and Procedures, the CTA must consider equitable distribution of projects in accordance with Title VI. Following CTA concurrence of the request, the complete package is forwarded to MTC.

MTC Programming Actions

All changes, including any requests to program a new project, will be presented to MTC's Programming and Allocations Committee (PAC) to determine MTC's concurrence. MTC staff will place the request on the June MTC PAC meeting agenda for concurrence of all proposed changes. Following approval by PAC, MTC will send a Letter of Concurrence to Caltrans District 4, Caltrans HQ, and the CTC with a copy to the appropriate CTA.

Timely Delivery of Programmed Funds

As mentioned above, projects programmed with 2021 Mid-Cycle STIP funds must receive an allocation by August 2024 in order to receive federal obligation of funds by the statutory September 30, 2024 deadline. If a project does not receive an allocation by this date, the project will lapse. Projects programmed in the STIP must also adhere to the delivery policies established in MTC Resolution 3606. Unless coordination with other funding sources and programs requires a later date, requests for STIP extensions, amendments to delay existing STIP projects and STIP allocations are due to Caltrans Local Assistance no later than January 31 of the fiscal year the funds are programmed in the STIP. This is to ensure STIP projects do not miss the June 30 end-of year delivery deadlines imposed by the CTC.

A due date schedule is prepared each year for the submittal of STIP requests. This schedule is posted on the internet at: <https://dot.ca.gov/programs/transportation-programming/office-of-etc-liaison-etc> In addition, [MTC Resolution 3606](#) imposes regional deadlines in advance of state and federal timely use of funds deadlines, to ensure funds are not lost to the region.