

Metropolitan Transportation Commission Programming and Allocations Committee

November 8, 2006

Item Number 4a

Resolution No. 3785

- Subject:** Adoption of Draft Guidelines and Authorization for Call for Projects for Proposition 1B: Corridor Mobility Improvement Account
- Background:** On November 7, 2006, California voters will decide on Proposition 1B, the roughly \$20 billion Transportation Bond. The Corridor Mobility Improvement Account (CMIA) is a \$4.5 billion statewide competitive program aimed at improving performance on highly congested corridors. The CMIA program is on the fastest schedule of all programs that would be funded should voters approve Proposition 1B. State law requires that the California Transportation Commission (CTC) adopt final program guidelines by December 1st and adopt a program of projects by March 1, 2007. This aggressive schedule requires that CTC assume passage of Proposition 1B and develop draft guidelines in advance of the November election.
- MTC is the agency responsible for submitting CMIA projects to the CTC for the San Francisco Bay Area. In order to develop a competitive program of projects and maximize CMIA funds for the region, staff has developed project submittal guidelines, based on the draft program guidelines issued by the CTC, and a schedule that includes a call for projects, if the bond passes, that begins on November 13th and concludes December 1st.
- It is also requested that the Commission authorize a special Commission meeting on January 10th, 2007, to adopt the CMIA program for submittal to the CTC before the statutory deadline of January 15th, 2007.
- Issues:**
- 1) Because of the fast-paced schedule, the call for projects will be concurrent with the Commission finalizing guidelines. Therefore, any changes made at the MTC Commission meeting to the guidelines will be communicated to sponsors subsequent to the initiation of the call for projects.
 - 2) In order to maximize CMIA funds to the region, staff recommends submitting a proposal to the CTC in the range of \$2.0 billion, about 10% above the statutory limit of \$1.8 billion reserved to the “north” of the state. The final decision regarding Bay Area submittals, however, will be made by the Commission in January following candidate project evaluation.
 - 3) Projects will be selected on ability to compete based on the CTC selection process, outlined in the CTC guidelines. The CTC will select projects based on readiness, corridor operational strategies, and most importantly, improved performance in highly congested corridors.
- Recommendation:** Staff recommends the Commission 1) authorize a call for projects for the CMIA Program for release on November 13th; 2) refer the Draft CMIA Guidelines, Resolution No. 3785, to the Commission for adoption; and 3) authorize a special Commission meeting on January 10th, 2007 for the adoption of the CMIA program.
- Attachment:** Executive Director’s Memorandum
MTC Resolution No. 3785 – CMIA Guidelines



METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

TO: Programming and Allocations Committee

DATE: November 8, 2006

FR: Executive Director

RE: Adoption of Draft Guidelines and Authorization for Call for Projects for Proposition 1B: Corridor Mobility Improvement Account : MTC Resolution No. 3785

Action Requested

Should voters approve Proposition 1B on November 7, 2006, it is requested that the Programming and Allocations Committee refer Resolution 3785, the Corridor Mobility Improvement Account (CMIA) Guidelines, to the Commission for adoption at the November 15, 2006 Commission meeting. It is also requested that the Committee authorize a Call for Projects for the CMIA and a special Commission meeting on January 10th to adopt the CMIA program and companion priorities and strategy for the Interregional Transportation Improvement Program (ITIP) and the Trade Corridors Improvement Fund (Trade Corridors) of the Infrastructure Bond.

Background

On November 7, 2006, California voters will decide on Proposition 1B, the \$20 billion Highway, Safety, Traffic Reduction, Air Quality, and Port Security Fund of 2006. The Corridor Mobility Improvement Account (CMIA) is on the fastest schedule of all programs that would be funded should voters approve Proposition 1B. Statute requires that the California Transportation Commission (CTC) adopt final program guidelines by December 1st and adopt a program of projects by March 1, 2007. This aggressive schedule requires that CTC assume passage of Proposition 1B and develop draft guidelines in advance of the November election.

The following schedule is proposed to meet the aggressive deadlines for the CMIA program, should voters approve Proposition 1B on November 7:

DATE	ACTION
November 13, 2006	MTC issues Call for Projects for CMIA
November 15, 2006	MTC Adopts Final CMIA Guidelines
December 1, 2006	Caltrans, Bay Area Congestion Management Agencies, and MTC submit CMIA projects to MTC
December 8, 2006	Bay Area Partnership Review, Draft Program of Projects
December 20, 2006	MTC releases for comment Draft Program of Projects for CMIA and Companion Priorities and Strategy for ITIP and Trade Corridors
January 10, 2007	Special MTC Commission Meeting to Adopt CMIA Program and Companion Priorities and Strategy for ITIP and Trade Corridors
January 15, 2007	Deadline for MTC and Caltrans to Submit CMIA Project Nomination to CTC

CMIA Guidelines

The attached Draft CMIA Guidelines will be used in the development of the CMIA program of projects, for submittal to the CTC by January 15, 2006. The guidelines include the following:

CTC Guidelines (contingent on CTC adoption November 9th, 2006)

The CTC guidelines establish the general program policy, project nomination and selection process, and general guidance for project eligibility and submittal. All projects submitted to MTC for inclusion in the regional submittal must be consistent with the CTC guidelines.

Submittal Agencies

In the San Francisco Bay Area, projects must be submitted to MTC by one of the following agencies:

- Bay Area Congestion Management Agencies
- Caltrans
- Metropolitan Transportation Commission

Interested parties must coordinate with the project sponsor and one of the above-mentioned agencies in the submittal of project candidates. Submittals, in the exact format specified by the CTC guidelines, are due to MTC by December 1, 2007. Submittals by agencies other than Caltrans must be accompanied by an appropriate board or commission action or resolution. MTC may require additional submittal information and will notify submittal agencies of any additional information required.

Project Selection

Projects will be selected on ability to compete based on the CTC selection process, outlined in the attached CTC guidelines. In accordance with the guidelines, the CTC will select projects based on readiness, corridor operational strategies, and most importantly, project performance.

Traffic Operations Strategy

It is Commission policy that all major new freeway projects included in the Transportation 2030 Plan and subsequent regional transportation plans shall include traffic operations system elements to effectively operate the region's freeway system and coordinate with local transportation management systems. The attached guidelines require that all applicable CMIA candidate projects conform to the regional policy. For purposes of this policy, a major freeway project is a project that adds lanes to a freeway, constructs a new segment of freeway, upgrades a segment to freeway status, modifies a freeway interchange, modifies freeway ramps, or reconstructs an existing freeway.

Submittal Target

MTC anticipates submitting roughly \$2.0 billion in CMIA funding requests to the CTC for consideration. By constraining the submittal close to the \$1.8 billion statutorily available to the "north" of the state, staff believes that the Commission will have considerable influence on what projects are eventually programmed by the CTC. If MTC were to submit projects requesting funds in the \$3 billion to \$4 billion range, the CTC effectively would be making project selection decisions for the Bay Area instead of the Commission. The final decision regarding Bay Area submittals, however, will be made by the Commission in January following candidate project evaluation.

Call for Projects

If the bond passes on November 7, MTC must submit a list of CMIA projects to the CTC by January 15, 2007. In order to provide the Commission with sufficient time to review project submittals, staff recommends MTC issue a CMIA Call for Projects on November 13, 2006. Submitting agencies will then have until December 1, 2006 to submit projects to MTC for consideration. Staff will then prepare a draft project list and review it with the Bay Area Partnership on December 8th. On December 13, the draft list will be presented to the Programming and Allocations Committee for consideration. Based on the recommendation of the Programming and Allocations Committee, the Commission will release for comment the Draft CMIA Project List. At a special Commission meeting on January 10, 2007, the Commission will adopt the CMIA program of projects after considering comments received.

Priorities for ITIP and Trade Corridor Category of Infrastructure Bond

If the bond passes on November 7, funding decisions for several additional bond categories will be made as early as Spring 2007. As part of an overall corridor management strategy, staff recommends identifying priorities and strategies for the Interregional Transportation Improvement Program (ITIP) and the Trade Corridors category of the Infrastructure Bond given that key corridor investment strategies will have overlapping eligibility among these three categories. This will assist the Commission and the CTC in developing and programming a comprehensive funding strategy to address congestion, system management and goods movement in the Bay Area's major freeway corridors.

ITIP

Based on historical programming of ITIP funds, MTC will target \$100 million (or 20%) of the \$500 million ITIP bond category available statewide. ITIP priorities will likely be selected to leverage both CMIA priorities and Regional Transportation Improvement Program funds recommended by Bay Area counties and programmed by MTC.

Trade Corridors

MTC priorities for the \$2 billion Trade Corridor program, will be based on review of the CMIA category requests and ongoing work by Trade Corridor partners, including rail and highway interests. Based on statewide port capacities and container volumes, staff has set a Bay Area target of at least \$500 million (or 25%) of the \$2 billion program for the Bay Area.

Staff recommends identifying ITIP and Trade Corridor priorities in tandem with the CMIA program to maximize the Bay Area's overall capture of Infrastructure Bond funding.

Recommendation

Staff recommends the Commission 1) authorize a call for projects for the CMIA Program for release on November 13th; 2) refer the Draft CMIA Guidelines, Resolution No. 3785, to the Commission for adoption; and 3) authorize a special Commission meeting on January 10th, 2007 for the adoption of the Bay Area's CMIA proposal.

Steve Heminger

Date: November 15, 2006
W.I.: 1515
Referred by: P&AC

ABSTRACT

Resolution No. 3785

This resolution adopts the guidelines for the Corridor Mobility Improvement Account of the November 2006 Infrastructure Bond: Proposition 1B.

Attachment 1 – Corridor Mobility Improvement Account Program Guidelines

Further discussion of this action is contained in the MTC Executive Director's Memorandum dated November 8, 2006.

Date: November 15, 2006
W.I.: 1515
Referred by: P&AC

RE: Adoption of the Corridor Mobility Improvement Account Guidelines

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 3785

WHEREAS, the Metropolitan Transportation Commission (MTC) is the regional transportation planning agency for the San Francisco Bay Area pursuant to Government Code Section 66500 *et seq.*; and

WHEREAS, MTC has adopted, pursuant to Government Code Sections 66508 and 65080, a Regional Transportation Plan (RTP); and

WHEREAS, MTC biennially adopts, pursuant to Government Code Section 65080, a Regional Transportation Improvement Program (RTIP) that is submitted, pursuant to Government Code Section 14527, to the California Transportation Commission (CTC) and the California Department of Transportation (Caltrans); and

WHEREAS, Senate Bill 1266 (2006) establishes the Corridor Mobility Improvement Account (CMIA) as part of the Highway, Safety, Traffic Reduction, Air Quality, and Port Security Fund of 2006 and MTC is the designated agency for the San Francisco Bay Area to submit projects to the CTC by January 15, 2007 for the CMIA account; and

WHEREAS, the Corridor Mobility Improvement Account Guidelines are consistent with Senate Bill 1266 (2006) and the CMIA program guidelines adopted by the CTC and will be used by the Commission to select a program of projects for the CMIA; and

WHEREAS, the Corridor Mobility Improvement Account Guidelines were reviewed and recommended by MTC's Programming and Allocations Committee; now, therefore, be it

RESOLVED, that MTC adopts the Corridor Mobility Improvement Account Guidelines, attached hereto as Attachment 1 and incorporated herein as though set forth at length, and finds it consistent with the RTP; and, be it further

RESOLVED, that the Executive Director shall forward a copy of this resolution, and such other information as may be required to the CTC, Caltrans, and to such other agencies as may be appropriate.

METROPOLITAN TRANSPORTATION COMMISSION

Jon Rubin, Chair

The above resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in Oakland, California, on November 15, 2006.

Date: November 15, 2006
W.I.: 1515
Referred by: P&AC

Attachment 1
Resolution No. 3785

Corridor Mobility Improvement Account Guidelines

MTC Corridor Mobility Improvement Account Guidelines

Senate Bill 1266 (2006) establishes the Regional Transportation Planning Agencies (RTPA) as the responsible agency for the submittal of funding requests for the Corridor Mobility Improvement Account (CMIA) of the *Highway, Safety, Traffic Reduction, Air Quality, and Port Security Fund of 2006 (Infrastructure Bond)*.

As the RTPA for the nine-county San Francisco Bay Area, MTC will submit a CMIA list of projects to the California Transportation Commission by the statutory deadline of January 15, 2007 based on the following parameters:

CTC Guidelines (contingent on CTC adoption November 9th, 2006)

The CTC guidelines establish the general program policy, project nomination and selection process, and general guidance for project eligibility and submittal. All projects submitted to MTC for inclusion in the regional submittal must be consistent with the CTC guidelines.

Submittal Agencies

In the San Francisco Bay Area, projects must be submitted to MTC by one of the following agencies:

- Bay Area Congestion Management Agencies
- Caltrans
- Metropolitan Transportation Commission

Interested parties must coordinate with the project sponsor and one of the above-mentioned agencies in the submittal of project candidates. Submittals, in the exact format specified by the CTC guidelines, are due to MTC by December 1, 2007. Submittals by agencies other than Caltrans must be accompanied by an appropriate board or commission action or resolution. MTC may require additional submittal information and will notify submittal agencies of any additional information required.

Traffic Operations Strategy

It is Commission policy that all major new freeway projects included in the Transportation 2030 Plan and subsequent regional transportation plans shall include traffic operations system elements to effectively operate the region's freeway system and coordinate with local transportation management systems. The attached guidelines require that all applicable CMIA candidate projects conform to the regional policy. For purposes of this policy, a major freeway project is a project that adds lanes to a freeway, constructs a new segment of freeway, upgrades a segment to freeway status, modifies a freeway interchange, modifies freeway ramps, or reconstructs an existing freeway.

Project Selection

Projects will be selected on ability to compete based on the CTC selection process, outlined in the attached CTC guidelines. In accordance with the guidelines, the CTC will select projects based on readiness, corridor operational strategies, and most importantly, project performance.

DRAFT

CALIFORNIA TRANSPORTATION COMMISSION Corridor Mobility Improvement Account Program Guidelines

The Corridor Mobility Improvement Account (CMIA) presents a unique opportunity for the state's transportation community to provide demonstrable congestion relief, enhanced mobility, improved safety, and stronger connectivity to benefit traveling Californians. The California Transportation Commission (CTC) will work in partnership and collaboration with Caltrans and regional agencies to identify, program, and deliver priority projects in key corridors that yield the mobility and connectivity benefits Californians expect, consistent with the following CMIA guidelines. In taking advantage of this opportunity, it is vital that the transportation community maintain the trust and confidence of those who have provided the wherewithal to implement this program. The transportation community can fulfill the promise of the CMIA program through strategic investments statewide, consistent with regional and state priorities, combined with a renewed focus on achieving and maintaining needed corridor mobility and continuity benefits, and through efficient and timely project delivery. The Commission recognizes that this program will require flexibility to implement, that no one strategy or approach will work equally well throughout the state, and that success can only be achieved when the Commission, Caltrans and regional agencies share equally in the commitment to implement these high priority corridor investments.

General Program Policy

1. Authority and purpose of CMIA guidelines. The Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, approved by the voters as Proposition 1B on November 7, 2006, includes a program of funding from \$4.5 billion to be deposited in the Corridor Mobility Improvement Account (CMIA). The funds in the CMIA are to be available to the California Transportation Commission, upon appropriation in the annual Budget Act by the Legislature, for allocation for performance improvements on the state highway system or major access routes to the state highway system.

The Bond Act mandates that the Commission develop and adopt guidelines for the CMIA program, including regional programming targets, by December 1, 2006. It further mandates that the Commission allocate funds from the CMIA to projects after reviewing project nominations submitted by the Department of Transportation (Caltrans) and the same regional agencies that prepare regional transportation improvement programs (RTIPs) nominating projects for the state transportation improvement program (STIP).

The purpose of these guidelines is to identify the Commission's policy and expectations for the CMIA program and thus to provide guidance to Caltrans, regional agencies, and other project proponents and implementing agencies in carrying out their responsibilities under the program. The program is subject to the provisions of the Bond Act, in particular subdivision (a) of Section 8879.23 of the Government Code, *and these guidelines are not intended to preclude any project nomination or any project selection*

that is consistent with the Bond Act. The Commission cannot anticipate all circumstances that may arise in the course of program implementation, and the Commission may find it appropriate to make exceptions to any provision in these guidelines or to revise or adapt its policies as issues arise in program implementation.

2. CMIA Program Intent. In selecting projects for funding under the CMIA program, the Commission intends to balance the following three general mandates provided in the Bond Act:
 - a. Mobility improvement and other project benefits. The basic CMIA policy objective is to improve performance on highly congested travel corridors. Improvements may be on the state highway system or on major access routes to the state highway system on the local road system that relieve congestion by expanding capacity, enhancing operations, or otherwise improving travel times within high-congestion travel corridors. To include a project in the CMIA program, the Commission must find that it “improves mobility in a high-congestion corridor by improving travel times or reducing the number of daily vehicle hours of delay, improves the connectivity of the state highway system between rural, suburban, and urban areas, or improves the operation or safety of a highway or road segment.”
 - b. Geographic balance between regions. The Bond Act requires the Commission, in adopting a program for the CMIA, to find that the program is geographically balanced, consistent with the north/south split that applies to the STIP (40% north, 60% south), and to find that it “provides mobility improvements in highly traveled or highly congested corridors in all regions of California.”
 - c. Early delivery. The Bond Act requires the Commission, in adopting a program for the CMIA, to find that the program targets funding “to provide the mobility benefit in the earliest possible timeframe.” It also mandates that the inclusion of a project in the CMIA program be based on a demonstration that the project can commence construction or implementation no later than December 31, 2012.
3. Urban and Interregional Corridors. In selecting projects for funding under the CMIA program, the Commission intends also to balance improvements to mobility in highly congested urban corridors and improvements to mobility and connectivity in interregional state highway corridors. The Commission expects to evaluate urban corridor and interregional corridor improvements separately. The Commission expects that CMIA program improvements outside urbanized areas will be focused primarily, **but not exclusively**, on the focus routes identified by Caltrans in its Interregional Transportation Strategic Plan (ITSP), as presented to the Commission in 1998. **However, this statement of intent does not exclude the nomination and consideration of any project eligible for funding under the program.**
4. Evaluation of Project Benefits. *The Commission intends to give priority to those projects that provide the greatest benefit in relationship to project cost, as demonstrated by a*

project nomination and supporting documents. The Commission will consider measurable benefits using the California Life-Cycle Benefit/Cost Analysis Model (Cal-B/C) developed and in use by Caltrans. This model includes measures of annual travel time savings and annual safety benefits (reduced injury and fatality rates) in the corridor. The model, however, is but one measure of benefits, and the Commission will also consider other assessments of time savings, safety benefits, quantifiable air quality benefits, and other benefits identified in the project nominations. The Commission's evaluation of project cost effectiveness will be based on the full cost of construction and right-of-way, including engineering costs, without regard for the sources of funding that may be used to meet those costs.

5. *Local Funding Contribution. The Commission intends also to consider the contribution of local funding in the selection of projects for CMIA funding. The Commission's expectation of local funding may increase with the size of the project, the share of local traffic in the corridor, and the ability of the regional agency or a local implementing agency to contribute funding to the project.*
6. **Project eligibility.** Under the Bond Act, a CMIA project must be on the state highway system or on a major access route to the state highway system on the local road system. The Commission must also find that:
 - The project either (1) reduces travel time or delay, (2) improves connectivity of the state highway system between rural, suburban, and urban areas, or (3) improves the operation or safety of a highway or road segment.
 - The project improves access to jobs, housing, markets, and commerce.
 - The project can commence construction no later than December 31, 2012.

Under the Bond Act, the Commission may not program a project unless it is nominated by either or both Caltrans and a regional agency. Projects will be programmed according to the same project components used for the STIP—(1) environmental and permits, (2) plans, specifications, and estimates, (3) right-of-way, and (4) construction.

The Commission's general expectation is that each CMIA project will have a full funding commitment through construction, either from the CMIA alone or from a combination of CMIA and other state, local, or federal funds.

The Commission expects the CMIA program to include, though not necessarily be limited to:

- Traffic system management elements, including traffic detection equipment.
- Ramp metering and other operational improvements.
- New traffic lanes to add capacity.
- New or improved alignments for access control, including the conversion of conventional highways to expressway or expressways to freeways.

The Commission expects the inclusion of an interchange project in the CMIA program to be based on the contribution of the interchange to the improvement of traffic flow in a

highly congested urban corridor or to the provision of new access control in an interregional corridor.

7. *Corridor system management plan.* *The Commission expects Caltrans and regional agencies to preserve the mobility gains of urban corridor capacity improvements over time and to describe how they intend to do so in project nominations. For urban corridor capacity improvements, the Commission intends to give priority to projects where there is a corridor system management plan in place to preserve corridor mobility or where there is a documented regional and local commitment to the development and effective implementation of a corridor system management plan, which may include the installation of traffic detection equipment, the use of ramp metering, operational improvements, and other traffic management elements as appropriate. Development of a corridor system management plan may occur simultaneously with project implementation, as described in the project nomination.*

The capital cost of traffic detection equipment and other elements of a congestion management plan may be included in the cost of an improvement project to be funded from the CMIA. Where they are included in the project nomination, the Commission may require the installation of traffic detection equipment and the implementation of other elements of a congestion management plan as a part of the project approved for CMIA funding.

8. *Other funding sources.* *The Commission recognizes the important funding role that regional agencies play in implementing projects on the state system. The Commission may find it appropriate to develop full funding commitments to CMIA projects that take into consideration additional investments already made, or to be made, by agencies to enhance corridor mobility and connectivity.*

However, as a matter of general policy, the Commission does not intend to program CMIA funding to replace funding already programmed in the STIP, including funding from other sources identified in the STIP as providing the full funding commitment for a STIP project component. The Commission may make an exception if it finds that replacing funds already programmed would further the objectives of the CMIA program.

The Commission does not intend generally to program CMIA funding to cover cost increases for project components already programmed in the STIP. The Commission's general expectation is that STIP project cost increases will be covered from the STIP, including other sources already identified as providing the full funding commitment for the STIP project. However, the Commission may make an exception if it finds that there is no reasonable funding alternative and that covering the cost increase with CMIA funding would further the objectives of the CMIA program.

In selecting projects for CMIA funding, the Commission may also consider the availability and appropriateness of funding for the project from other Bond Act programs.

Project Nomination and Selection Process

9. Initial Program. The Commission will adopt an initial CMIA program of projects by March 1, 2007. The initial CMIA program will include only projects that are nominated by Caltrans or by a regional agency no later than January 16, 2007. Between March 1, 2007 and the adoption of the first program update (in conjunction with the 2008 STIP), the Commission may amend the initial CMIA program, but will do so only for projects that were nominated for the initial program by January 16, 2007. The consideration of programming for projects not nominated for the initial program will await the first full program update in 2008.
10. Program Updates. *The Commission intends to program CMIA funds as soon as possible, consistent with the objectives and statutory mandates of the program.* If a portion of the \$4.5 billion authorized for the program remains unprogrammed, the Commission will adopt an update to the CMIA program biennially in conjunction with the development and adoption of the biennial STIP. Each program update will be adopted no later than the date of adoption for the STIP and will include only projects that are nominated by Caltrans or by a regional agency no later than the date on which regional transportation improvement programs nominating projects for the STIP are due.
11. Project nominations. Project nominations and their supporting documentation will form the primary basis for the Commission's CMIA program project selection. Under the Bond Act, all projects nominated to the Commission for CMIA funds shall be included in a regional transportation plan. Each project nomination should include:
 - A cover letter with signature authorizing and approving the nomination.
 - A project fact sheet (see Appendix A) that describes the project scope, cost, funding plan, project delivery milestones, and major benefits.
 - A brief narrative (1-3 pages) that provides:
 - A description of the travel corridor and its function, and how the project would improve mobility, reliability, safety, and connectivity within the corridor.
 - A description of project benefits, including how the project would improve travel times or reduce the number of daily vehicle hours of delay, improve the connectivity of the state highway system between areas, or improve the safety of a highway or roadway segment. The description should also include air quality benefits and other benefits. To the extent possible, the narrative should quantify project benefits and cite documentation, including environmental documents, in support of any estimates of project benefits.
 - A description of how the project would improve access to jobs, housing, markets, and commerce.
 - A description of the risks inherent in the nomination's estimates of project cost, schedule, and benefit.

- A description of the *corridor management approach to preserving project mobility gains, which may include the* corridor system management plan or the commitment of regional and local agencies to develop and implement a plan.
- A project benefit/cost analysis input sheet (see Appendix B).
- Documentation of the basis for *the costs, benefits and schedules cited in the project nomination. As appropriate and available, the documentation should include the project study report, the environmental document, the corridor system management plan or documentation of the commitment to the development and implementation of a plan, the regional transportation plan, and any other studies and analyses that provide documentation regarding the quantitative and qualitative measures validating the project's consistency with CMIA program objectives.*

If the nomination includes CMIA funding to replace other funding for a STIP project component or funding to cover a STIP project cost increase, the narrative should also include a description of how the proposed CMIA funding would further the objectives of the CMIA program.

An agency may nominate a project by submitting an endorsement of a nomination submitted by another agency without submitting a duplicate nomination package and documentation.

An agency that submits or endorses project nominations for more than one project should also identify its project funding priorities and the basis for those priorities.

12. Project Cost Estimates. All cost estimates cited in the project fact sheet and in the benefit/cost analysis input sheet will be escalated to the year of proposed delivery. For projects on the state highway system, only cost estimates approved by the Director of Transportation or by a person authorized by the Director to approve cost estimates for programming will be used. For other projects, only cost estimates approved by the Chief Executive Officer or other authorized officer of the responsible local implementing agency will be used.
13. Submittal of Project Nominations. For the initial program, the Commission will consider only projects for which a nomination and supporting documentation are ***received in the Commission office by 5:00 p.m., January 16, 2007, in hard copy***. A nomination from a regional agency will include the signature of the Chief Executive Officer or other authorized officer of the agency. A nomination from Caltrans will include the signature of the Director of Transportation or a person authorized by the Director to submit the nomination. Where the project is to be implemented by an agency other than Caltrans or the regional agency, the nomination will also include the signature of the Chief Executive Officer or other authorized officer of the implementing agency. The Commission requests that each project nomination include five copies of the cover letter, the project fact sheet, the narrative description, and the benefit/cost analysis input sheet, together with two copies of all supporting documentation.

All nomination materials should be addressed or delivered to:

John Barna, Executive Director
California Transportation Commission
Mail Station 52, Room 2222
1120 N Street
Sacramento, CA 95814

14. Cost and Delivery Commitments and Expectations. Because estimated project costs and delivery dates are important elements of project evaluation and selection for the CMIA program, the Commission will actively monitor project development and will reevaluate projects as costs and delivery dates may change.

The standards for project programming and project readiness for allocation will be the same as for the STIP. Project components will be programmed for a particular dollar amount in a particular fiscal year, corresponding to the fiscal year when construction (or other component implementation) is to begin.

If the estimated cost for a project increases or if a project fails to meet a project delivery milestone, the Commission will expect Caltrans or the regional agency to report on its plan to bring the project within cost and schedule or to revise the project's funding plan and schedule. The Commission may amend the project's CMIA programming accordingly. If the Commission finds that, as a result of cost increases or schedule delays, the project is either no longer fundable or no longer competitive in terms of cost effectiveness, the Commission may delete the project from the CMIA program. The Commission's intent, however, is to work with Caltrans and regional and local implementing agencies to see that projects proceed to construction.

An implementing agency may identify a project cost increase or delay at any time and request an amendment of the project's programming. With each biennial program update, every project in the program will be reevaluated for cost and delivery schedule.

15. Quarterly CMIA Delivery Report. Commission staff, in cooperation with the Caltrans, regional agencies and local implementing agencies, will report to the Commission each quarter on the status of each project in the CMIA program. The report will identify progress against delivery milestones and any changes in project costs or schedules that may require amendment of the CMIA program.

Regional Programming Targets

16. Intent for Targets. The Bond Act calls for the Commission's guidelines to include "regional programming targets," though it does not specify how the targets are to be used or how they are to be determined. The Commission's intent is that target amounts be provided only as general guidance to Caltrans and regional agencies for carrying out their responsibilities in making project nominations. **The targets do not constitute an**

allocation, a guarantee, a minimum, or a limit on programming in any particular county or region of the state.

For this purpose and in consultation with regional agencies, the Commission has defined the following broad regions of the state for use in establishing regional programming targets:

- San Diego County;
- Southern California, to include the six counties of the Southern California Association of Governments (SCAG);
- Eastern Sierra, to include Inyo and Mono counties;
- Central Coast, to include the five counties of Caltrans District 5;
- San Joaquin Valley, include the thirteen counties of Caltrans Districts 6 and 10;
- San Francisco Bay Area, to include the nine counties of the Metropolitan Transportation Commission (MTC);
- Sacramento Valley, to include the ten counties of Caltrans District 3, excluding Glenn County; and
- North State, to include the remaining twelve counties, including Glenn County and Caltrans Districts 1 and 2.

Each regional agency is permitted to make its own project nominations and to identify its own priorities for the Commission. However, the Commission welcomes and encourages the development of joint priorities and proposals from the nominating agencies located within each of these broader regions *or between regions*. The Commission encourages the two regions that include counties in both the north and south (San Joaquin Valley and Central Coast) to develop their priorities and proposals without regard to the north/south split.

17. Regional Programming Targets. The Commission will provide regional programming targets for the CMIA program, intended as general guidance only. **The targets will be neither minimums nor maximums. They will not constrain what any agency may propose or what the Commission may approve for programming and allocation within any particular area of the state. The only geographic constraints on the Commission's programming are that, over the life of the CMIA program, the program must be consistent with the north/south split and it must provide mobility improvements in each of the target regions.**

The factors to be used to determine targets are population for urbanized areas over 200,000 and deficient mileage identified by Caltrans for state highway focus routes. **The use of these factors, however, does not prescribe or limit where projects may be proposed by any agency or where they may be selected by the Commission.**

Allocations and Amendments

18. Allocations from the CMIA. The Commission will consider the allocation of funds from the CMIA for a project or project component when it receives an allocation request and recommendation from Caltrans, in the same manner as for the STIP. The recommendation will include a determination of the availability of appropriated CMIA funds. The Commission will approve the allocation if the funds are available, the allocation is necessary to implement the project as included in the adopted CMIA program, and the project has the required environmental clearance.
19. CMIA Program Amendments. Caltrans and regional agencies may request CMIA program amendments and the Commission will approve amendments in the same manner as for STIP amendments, except that:
- CMIA program amendments will not add new projects that were not included in the **nominations** for the initial program or the current biennial update.
 - CMIA program amendments may amend projects at any time, including projects programmed for the current fiscal year.
 - CMIA program amendments need only appear on the agenda published 10 days in advance of the Commission meeting. They do not require the 30-day notice that applies to STIP amendments. **However, the Commission will not act on program amendments with less than a 30-day notice without agreement from all project funding partners.**
 - The Commission may initiate a CMIA program amendment to delete a project, or to revise its scope, cost, or schedule, after a review of the progress of project delivery.

Where the Commission finds that a project nomination is insufficiently developed or documented to support inclusion in the program, it may invite the nominating agency to resubmit the nomination for later amendment into the program.