

Memorandum

Tab 102

To: CHAIR AND COMMISSIONERS
CALIFORNIA TRANSPORTATION COMMISSION

CTC Meeting: June 25, 2015

Reference No.: 2.8b.(1)
Action Item

From: NORMA ORTEGA
Chief Financial Officer

Prepared by: Rihui Zhang, Chief
Division of Local Assistance

Subject: **REQUEST TO EXTEND THE PERIOD OF CONTRACT AWARD FOR ACTIVE
TRANSPORTATION PROGRAM (ATP) PROJECTS, PER RESOLUTION G-14-05
WAIVER 15-33**

RECOMMENDATION:

The California Department of Transportation recommends the California Transportation Commission (Commission) extend the period of contract award for the project listed on the attached document for the time period shown.

ISSUE:

The Commission allocated \$4,900,000 for the construction of four ATP projects identified on the attachment. The responsible agencies have been unable to award the contracts within six months of allocation. The attachment describes the details of the projects and the explanation for the delays. The respective agencies request extensions, and the planning agencies concur.

BACKGROUND:

Current ATP Guidelines, Resolution G-14-05, stipulate that the agency implementing a project request a time extension if the project will not be awarded within six months of the allocation. The Commission may approve waivers to the timely use of funds deadline one time only for up to 12 months.

Attachment

**Time Extension/Waiver – Project Contract Award Deadline
Active Transportation Program**

Project #	Applicant County PPNO Project Description Reason for Project Delay	Extension Amount <i>Construction Only</i>	Allocation Date Resolution Number Number of Months Requested Extended Deadline CT Recommendation
1	Napa County Napa County PPNO: 04-2300A Napa Vine Trail Phase 2	\$3,600,000	01/22/2015 FATP-1415-03 3 Months 10/31/2015 Support
<p>The Napa County (County) is requesting a three-month extension to the period of contract award for the construction (CON) phase of the Napa Vine Trail Phase 2 project. The City experienced an unexpected delay in finalizing the Plans, Specifications and Estimates package.</p> <p>The County received the CON allocation in January 2015. The County anticipated submitting the Request for Authorization in February 2015, but it was delayed until April 2015. The County received their approved Authorization to Proceed with construction on May 1, 2015. The County is currently working on advertising the project and anticipates awarding in July 2015. To allow for unforeseen bidding issues, the County is requesting a three-month extension from July 31, 2015 to October 31, 2015.</p>			
2	San Bernardino Association of Governments San Bernardino County PPNO: 08-1145 SANBAG Safe Routes to School Plan	\$400,000	12/10/2014 FATP 1415-02 6 Months 12/31/2015 Support
<p>The San Bernardino Association of Governments (SANBAG) is requesting a six-month extension to the period of contract award for the construction (CON) phase of the SANBAG Safe Routes to School Plan project. SANBAG experienced an unexpected delay due to multiple coordination issues.</p> <p>The Safe Routes to School Plan is comprised of two phases. Phase I (Initial Prioritization Analysis) involves stakeholder engagement and socioeconomic analysis around the school site. SANBAG Active Transportation Program funding will be applied to Phase II (Walk Audits). Phase I needs to be completed prior to commencing Phase II. The City was delayed in completing Phase I due to the stakeholder engagement portion taking four months longer than anticipated. SANBAG anticipates beginning the Request for Authorization process in August 2015. To allow for any unforeseen delays, SANBAG is requesting an additional four months. Therefore, SANBAG is requesting a six-month extension from June 30, 2015 to December 31, 2015.</p>			
3	City of Stockton San Joaquin County PPNO: 10-3097 Safe Routes to School Plan	\$350,000	01/22/2015 FATP-1415-03 6 Months 01/31/2016 Support
<p>The City of Stockton (City) is requesting a six-month extension to the period of contract award for the construction (CON) phase of the Safe Routes to School Plan project. The City experienced an unanticipated delay in awarding the contract.</p> <p>The City received the CON allocation in January 2015. The City could not advertise until the Authorization to Proceed with construction (E-76) was approved. The City received the E-76 in February 2015, then issued the Request for Proposal in April 2015. The City anticipates awarding the project by July 31, 2015. Although the City does not foresee any delays to award, the City is requesting a six-month extension from July 31, 2015 to January 31, 2016 to allow for any bidding and/or awarding issues.</p>			

Time Extension/Waiver – Project Contract Award Deadline
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Project #	Applicant County PPNO Project Description Reason for Project Delay	Extension Amount <i>Construction Only</i>	Allocation Date Resolution Number Number of Months Requested Extended Deadline CT Recommendation
4	City of Stockton San Joaquin County PPNO: 10-3098 Bicycle Master Plan Update	\$550,000	01/22/2015 FATP-1415-03 6 Months 01/31/2016 Support
<p>The City of Stockton (City) is requesting a six-month extension to the period of contract award for the construction (CON) phase of the Safe Routes to School Plan project. The City experienced an unanticipated delay in awarding the contract.</p> <p>The City received the CON allocation in January 2015. The City could not advertise until the Authorization to Proceed with construction (E-76) was approved. The City received the E-76 in February 2015, then issued the Request for Proposal in April 2015. The City anticipates awarding the project by July 31, 2015. Although the City does not foresee any delays to award, the City is requesting a six-month extension from July 31, 2015 to January 31, 2016 to allow for any bidding and/or awarding issues.</p>			