

## **MEMORANDUM**

**To:** CHAIR AND COMMISSIONERS  
CALIFORNIA TRANSPORTATION COMMISSION

**CTC Meeting:** June 25-26, 2026

**From:** STEVEN KECK, Chief Financial Officer

**Reference Number:** 2.8d.(11), Action Item

**Prepared By:** James R. Anderson, Chief  
Division of Financial Programming

**Subject:** **REQUEST TO EXTEND THE PERIOD OF PROJECT DEVELOPMENT EXPENDITURE FOR A LOCALLY-ADMINISTERED STATE TRANSPORTATION IMPROVEMENT PROGRAM PROJECT, ON THE STATE HIGHWAY SYSTEM, PER STIP GUIDELINES WAIVER 26-153**

### **ISSUE:**

Should the California Transportation Commission (Commission) extend the period of project development expenditure for the locally-administered State Transportation Improvement Program (STIP) State Route 20 & Margurite Street Intersection Improvement Project (PPNO 3204), in Colusa County, for the time period as identified in the attachment?

### **RECOMMENDATION:**

The California Department of Transportation recommends that the Commission extend the period of project development expenditure for the locally-administered STIP State Route 20 & Margurite Street Intersection Improvement Project (PPNO 3204), in Colusa County, for the time period as identified in the attachment.

### **BACKGROUND:**

In June 2024, the Commission allocated \$337,000 for the Plans, Specifications, and Estimate (PS&E) phase of the locally-administered STIP State Route 20 & Margurite Street Intersection Improvement Project (PPNO 3204). In accordance with STIP Guidelines (Guidelines), the deadline to complete the PS&E phase for projects allocated in June 2024 is June 30, 2026. The project will not be able to meet the deadline, and the City of Williams is requesting an expenditure time extension for the PS&E phase. The attachment shows the details of the project and the delays that have resulted in the time extension request.

Pursuant to the Guidelines, funds allocated for project development costs for the PS&E phase must be fully expended by the end of the second fiscal year following the year of allocation. The Commission may approve a waiver to the timely use of funds deadline, one-time only, for up to 20 months.

Attachment

**Time Extension/Waiver – Project Development Expenditure  
State Transportation Improvement Program**

Project Number: 1  
Applicant: City of Williams  
County: Colusa  
District: 03  
PPNO: 3204  
EA: 2J990  
Route: 20  
Allocation Amount: \$337,000  
Remaining Balance: \$181,581  
Phase: Plans, Specifications, and Estimate  
Allocation Date: 06/28/2024  
Allocation Resolution: FP-23-113  
Number of Months Requested: 12 Months  
Extended Deadline: 06/30/2027  
Department Recommendation: Support

**State Route 20 & Margurite Street Intersection Improvement Project**

The City of Williams (City) requests a 12-month time extension for the period of project development expenditure for the Plans, Specifications, and Estimate (PS&E) phase of the State Route 20 & Margurite Street Intersection Improvement Project. The City has experienced unexpected delays in completing the PS&E phase.

The project is located on State Route 20, in the City of Williams at the Margurite Street intersection. The project will construct a traffic signal and associated intersection control improvements.

Since the PS&E phase was allocated in June 2024, the City encountered unexpected revenue shortfalls in both sales tax and Transient Occupancy Tax, triggering immediate City-wide fiscal stabilization measures. These actions included mandatory furloughs, a hiring freeze, and a temporary suspension of consultant contract payment; all of which were unanticipated at the time of allocation and outside the control of the project team. Subsequent organizational restructuring and the appointment of an interim City Manager to stabilize operations resulted in temporary delays in contract execution and project oversight. These disruptions directly delayed consultant progress and restricted the City's capacity to support technical review and PS&E development. As a result, the consultant was able to begin PS&E activities in August 2025.

In addition, coordination with Pacific Gas & Electric company for trenching and power service modifications required additional time due to identification of utility conflicts and verification of field conditions. Severe weather and recurring flooding further restricted access for field reviews needed to finalize relocation designs. Further, coordination with the Glenn-Colusa Irrigation District for a temporary construction permit required extended review cycles. While no permanent Right of Way acquisition is required for this project, the temporary permits are

handled through right of way services and are needed to complete PS&E and have contributed to schedule impacts.

Although the design schedule has been directly impacted by these delays, 60 percent of the PS&E activities have been completed to-date and the City is actively working towards Ready-to-List by May 2027. After completing PS&E, the City is planning to award the Construction (CON) contract in September 2027 and completing the CON phase in November 2028.

Therefore, the City is requesting a 12-month time extension for the period of project development expenditure to allow enough time to finalize the PS&E phase from June 30, 2026 to June 30, 2027.