

2023 Active Transportation Program (Cycle 6)



Central Workshop

February 23, 2022

9:30 am – 12:30 pm

Program Basics



- Program 4 years of funds
 - Fiscal years 2023-24, 2024-25, 2025-26 and 2026-27
- Draft Fund Estimate showed \$38,000 in additional federal funding per fiscal year from Infrastructure Investment and Jobs Act, bringing total funding to \$597,560.
 - \$138,000 fiscal years 2023-24 and 2024-25
 - \$160,780 fiscal years 2025-26 and 2026-27

Goals for Today



- Recap Scoring Rubrics Discussion
- Discuss Guidelines Changes
- Discuss Phase II Quick-Build Project Pilot Program
- Action Items

2023 ATP Central Workshops



Date	Time	Type	Focus
November 9, 2021	9:30 am – 12:30 pm	Kick-Off	Kick-off
November 17, 2021	1:00 pm – 4:00 pm	Central	Guidelines
December 1, 2021	1:00 pm – 4:00 pm	Central	PSR Equivalent
December 15, 2021	9:30 am – 12:30 pm	Central	Guidelines
January 11, 2022	1:00 pm – 4:00 pm	Central	Guidelines
January 19, 2022	9:30 am – 12:30 pm	Central	Guidelines
February 2, 2022	1:00 pm – 4:00 pm	Central	Application
February 8, 2022	1:00 pm – 4:00 pm	Central	Scoring Rubrics
February 23, 2022	9:30 am – 12:30 pm	Central	Quick-Build Pilot Program

2023 ATP Branch Workshops



Requested Locations

Monterey County

Siskiyou County

San Benito County

Nevada County

Santa Cruz County

Sonoma County

Santa Barbara County

Los Angeles County

To schedule a Branch Workshop, please contact Elika Changizi at Elika.Changizi@catc.ca.gov

Final 2023 ATP Schedule



Topic	Dates
Draft ATP Guidelines presented to Commission	January 26-27, 2022
Draft ATP Fund Estimate presented to Commission	January 26-27, 2022
Commission hearing and adoption of ATP Guidelines	March 16-17, 2022
Commission adopts ATP Fund Estimate	March 16-17, 2022
Call for projects	March 16-17, 2022
Scoring rubrics posted on Commission website	March 29, 2022
Large MPOs submit optional guidelines to Commission	May 13, 2022
Project applications deadline	June 15, 2022
Commission approves or rejects MPO Guidelines	June 29-30, 2022

Final 2023 ATP Schedule (cont.)



Topic	Dates
Staff recommendation for Statewide, Small Urban & Rural components and Quick-Build Pilot Program posted	October 21, 2022
Commission adopts Statewide, Small Urban & Rural components and Quick-Build Pilot Program	December 7-8, 2022
Projects not programmed distributed to large MPOs based on location	December 2022
Deadline for MPO draft project programming recommendations to the Commission	February 20, 2023
Deadline for MPO final project programming recommendations to the Commission	April 21, 2023
Recommendations for MPO Component posted	May 12, 2023
Commission adopts MPO selected projects	June 2023



Scoring Rubric Recap

Disadvantaged Communities



- Clarified that projects on Tribal Lands and projects submitted by Tribal Governments receive full severity points.

Need



- Added language about describing community characteristics and context.
- Added language about describing the need for users of all ages and varying abilities.
- Added language about describing the needs of disadvantaged communities (if applicable).
- Removed non-infrastructure enforcement language.
- Added non-infrastructure prompts.

Safety



- Added language about describing the safety need for users of all ages and varying abilities.
- Removed non-infrastructure enforcement language.
- Added non-infrastructure prompts.

Public Participation



- Added examples of community engagement during COVID-19 and instructions for evaluators on COVID-related challenges.
- Added instructions for new question on projects in planning documents in large application.
- Added non-infrastructure prompts.

Context Sensitivity & Innovation



- Added information on low-stress networks.
- Added non-infrastructure prompts, include non-infrastructure sustainability and evaluation.

Transformative Projects



- Added prompts related to local ordinances.
- Added language clarifying that applicants must address housing or explain why it is not an issue for the community.
- Added non-infrastructure prompts.

Scope and Plan Layout Consistency



- Added instructions on how to evaluate non-infrastructure work plans for combination projects.

Non-Infrastructure Evaluation and Sustainability



- Added examples of ways that NI projects can be sustained, including through parent and student leadership.



Guidelines Changes

Scope Changes



- The Commission will consider changes to the approved scope submitted in the project application to assist agencies in implementing their ATP projects and maximize the overall benefits of the ATP. An agency requesting a scope change must submit a request to Caltrans that includes the following:
 - An explanation of the proposed scope change.
 - The reason for the proposed scope change.
 - The impact the proposed scope change would have on the overall cost of the project.
 - An estimate of the impact the proposed scope change would have on the potential of the project to increase walking and bicycling as compared to the benefits identified in the project application (increase or decrease in benefit).
 - An estimate of the impact the proposed scope change would have on the potential of the project to increase the safety of pedestrians and bicyclists as compared to the benefits identified in the project application (increase or decrease in benefit).
 - **An estimate of the impact of the proposed scope change on benefits to disadvantaged communities, if applicable.**

Safe Routes to School Projects



For a project to qualify for a Safe Routes to School designation, the project must directly increase safety and convenience for public school students to walk and/or bike to school. Safe Routes to Schools infrastructure projects must be located within two miles of a public school or within the vicinity of a public school bus stop, and the school community, including students, parents, caregivers, teachers, and staff, must be the intended beneficiaries of the project. For Safe Routes to School non-infrastructure, the program must benefit school students, parents, caregivers, teachers, and/or staff and primarily be based at the school.



Phase II Quick-Build Pilot Program

Background



- 2021 ATP Quick-Build Project Pilot Program
 - Up to \$7 million available
 - 22 applications with \$15.2 million in ATP requests
 - 8 successful projects with \$4.4 million in ATP funding
 - Program showed that there is interest in these projects, however several delivery, application evaluation, and reporting issues were identified.
- CTC staff convened a small technical advisory committee to address these issues.
- Phase II pilot aims to refine ATP quick-builds before they are included as a regular project type.



Delivery Issues

Project Schedules & Delivery



- Issues:
 - Many project schedules looked like traditional ATP project schedules.
 - Many projects had not yet received environmental clearance or categorical exemption at the time of application.
- Recommendations:
 - Require projects to have environmental clearance or categorical exemption at time of application.
 - Only allow applicants to apply for construction funding only. Applicants may include the cost of design in construction.

Project Schedules – Potential Guidelines Language



- Funding Overview
 - ATP funding is available for construction phase only. If the project is expected to be delivered using the design-build method, the applicant may include the cost of design in the construction phase. Applicants must specify the delivery method that they wish to use in the application.
 - The project must have environmental clearance or categorical exemption at the time of application. A project that is in a plan that cleared CEQA qualifies.

Time Extensions



- Issues:
 - Some successful applicants requested time extensions, delaying projects that were supposed to address immediate safety needs.
 - The Phase I pilot program used the standard ATP Timely Use of Funds policy, which may not be suitable for quick-build projects.
- Recommendation:
 - Limit the length of time extensions, and require that they be requested in extraordinary circumstances only.

Time Extensions



- Time Extensions (NEW SECTION)
 - The Commission will only consider quick-build project time extensions in extraordinary circumstances. Implementing agencies may request to extend a delivery deadline as described in Section 31 of these Guidelines. Approved time extensions will be limited to three months per delivery deadline.

Scope Changes



- Issue:
 - The traditional ATP scope change process may not work well with quick-builds, since quick-build projects are supposed to change based on community testing and input.
- Recommendation:
 - Provide more flexibility to implementing agencies.

Scope Changes – Potential Guidelines Language



- Scope Change Policy
 - Quick-build projects are expected to be flexible and to change based on community testing and feedback. Successful applicants must submit new project layouts during each reporting period to reflect adjustments made based on community feedback. Quick-build projects that propose to make substantial changes to the scope of the project that differ significantly from the anticipated project scope must follow the Project Amendment process outlined in Section 28 of these guidelines. Significant changes include but are not limited to a change in project location or the removal of the project. Implementing agencies should inform Caltrans of any potentially significant changes.



Application & Evaluation Issues

Quick-Build Definition & Community Engagement



- Issues:
 - Many applications to the 2021 pilot program were not flexible or adjustable, and instead seemed like small infrastructure projects.
 - Many projects did not have comprehensive plans for continuous community engagement and lacked a process for testing project configurations and integrating community feedback.
- Recommendation:
 - Refine application and scoring criteria to emphasize the community input process and project flexibility.

Quick-Build Definition – Potential Guidelines Language



- Introduction:
 - Quick-build projects are interim capital improvement projects that further the goals of the ATP. These projects require minor construction activities and are typically built with durable, low to moderate cost materials, and last from one year to five years. These projects have moderate design flexibility to anticipate adjustments that may occur **based on community feedback**. The purpose of a quick-build project is to immediately implement safety needs, allowing a community to benefit quickly from improvements made, and/or allow the people of a community affected by the project to provide input and test the project improvements before they are permanently constructed.

Quick-Build Definition – Potential Guidelines Language



- Application Narrative Questions, Community Engagement
 - Describe the community based public participation process that culminated in the project. Include discussions of:
 - Who was engaged in the identification and development of this project? How were they engaged? Describe the type, extent, and duration of outreach and engagement conducted to relevant stakeholders.
 - How will the project serve as an engagement strategy? Address how the engagement will entice potential users to experience the project. How will stakeholders continue to be engaged throughout the duration of the project? **How will users provide input into design modifications and how will these suggestions be used to inform changes?**

Quick-Build Definition – Application Language



- Application Narrative Questions, Project Flexibility (NEW QUESTION)
 - Referencing the project layout plans, describe the anticipated scope of the quick-build project and potential ways in which the project can be adjusted to address community feedback.

Quick-Build Definition – Scoring Criteria Language



Scoring Topic	Subtopic
Community Engagement & Interagency Support	Evidence of community engagement in the identification and initial planning of the project.
	Evidence of planned continuous community engagement for the duration of the project, <u>including a process for testing project configurations and integrating community feedback.</u>
	Evidence of support from critical partners
Project Flexibility	<u>Design alternatives that show that the project scope is flexible and can be adjusted based on community testing and feedback.</u>

Project Layout Plans & Cost Estimates



- Issues:
 - Applicants were required to submit detailed cost estimates and layouts, which may not align with the flexible nature of quick-build projects.
- Recommendations:
 - Require applicants to submit more than one layout to show potential adjustments.
 - Give applicants more flexibility on cost estimates.

Project Layouts & Cost Estimate



- Project Layout Plan(s)
 - Project Map/Plans showing existing conditions and the initial project layout. **Applicants must provide at least one additional design alternative layout to show that the project is flexible and can be adjusted based on community feedback.**
- Project Cost Estimate (Attachment)
 - The cost estimate should include items in the anticipated project scope **and potential design alternatives. Items should not be double counted if included in more than one design alternative.**

Project Examples



- Issues:
 - The 2021 ATP Guidelines included links to quick-build project resources but did not include project examples.
- Recommendation:
 - Include example project elements in Guidelines.

Quick-Build Examples



- Quick-Build Project Examples (NEW SECTION)
 - Quick-build projects could include elements such as:
 - Protected intersections using painted curb extensions, temporary refuges, and pavement markings.
 - Planter, parking, or delineator protected bike lanes.
 - Temporary transit platforms.
 - Interim shared space using barricades.



Reporting

Reporting



- Issues:
 - The Phase I pilot reporting process did not detail a way to capture lessons learned and other project outcomes.
- Recommendations:
 - Refine the reporting process, specifically to include a Completion Report.

Reporting



- Reporting Requirements, Suggested Guidelines Language:
 - Quick-build projects must adhere to reporting requirements set forth in the ATP guidelines. Quick-build projects are not required to submit reports in CalSMART, however, quarterly reports are required and more frequent reports and updates ~~must be submitted~~ may be required if requested. Funded quick-build projects will be required to attach a new layout plan to each quarterly report. Implementing agencies will be required to submit a Completion Report that includes photographs of project layouts and a narrative on project outcomes and lessons learned.



Scoring and Point Distribution

Scoring Topic	Subtopic	Points
Need & Safety	Evidence that will benefit non-motorized users, <u>including students, older adults, and disadvantaged communities.</u>	20
	Evidence that the project will quickly address an urgent safety need.	20
Community Engagement & Interagency Support	Evidence of community engagement in the identification and initial planning of the project.	8
	Evidence of planned continuous community engagement for the duration of the project, <u>including a process for testing project configurations and integrating community feedback.</u>	10
	Evidence of support from critical partners	7
Project Flexibility	<u>Design alternatives that show that the project scope is flexible and can be adjusted based on community testing and feedback.</u>	10
Performance Metrics	Evidence of how the quick-build project's progress and performance will be measured.	7
Potential for Permanent Project	Evidence of how the quick-build project will provide the foundation for a potential permanent infrastructure project.	5
Funding Strategy	Evidence of a long-term funding strategy for a permanent project in place.	5
Maintenance Strategy	Evidence of a maintenance strategy in place.	3
Project Readiness	Project can be implemented quickly to address an immediate need	5
TOTAL		100





Action Items

Next Steps



- Guidelines Adoption at the March Commission Meeting
March 16-17, 2022
San Diego and Virtual

Staff Contact



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Thank You



More Information

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