



December 3, 2018

To: Regional Planning and Highways Committee

From: Darrell E. Johnson, Chief Executive Officer 

Subject: Comprehensive Transportation Funding Programs Semi-Annual Review – September 2018

Overview

The Orange County Transportation Authority recently completed the September 2018 semi-annual review of projects funded through the Comprehensive Transportation Funding Program. This process reviews the status of Measure M2 grant-funded projects and provides an opportunity for local agencies to update project information and request project modifications. Recommended project adjustments are presented for Board of Directors' review and approval.

Recommendations

- A. Approve adjustments to the Comprehensive Transportation Funding Programs projects and Local Fair Share funds.
- B. Authorize the Chief Executive Officer, or his designee, to negotiate and execute a cooperative agreement between the Orange County Transportation Authority and the City of San Clemente in support of the Americans with Disabilities Act complementary services component of the City of San Clemente's Rideshare Services-Beta Test Program, in an amount not to exceed \$900,000.
- C. Cancel the programming of \$1,649,700 in 2018 Measure M2 Project V funds for the City of San Clemente's Rideshare Services-Beta Test Program.

Background

The Comprehensive Transportation Funding Program (CTFP) is the mechanism which the Orange County Transportation Authority (OCTA) uses to administer funding for street, road, signal, transit, and water quality projects. The CTFP contains a variety of funding programs and sources, including Measure M2 (M2)

revenues, State-Local Partnership Program funds, and Local Partnership Program (LPP) funds. The CTFP provides local agencies with a comprehensive set of guidelines for administration and delivery of various transportation funding grants.

As needed, OCTA meets with representatives from local agencies to review the status of projects and proposed project changes. This process is known as the semi-annual review process. The goals of the semi-annual review process are to review project status, determine the continued viability of projects, address local agency concerns, confirm availability of local match funds, and ensure timely closeout of all projects funded through the CTFP.

Discussion

The September 2018 semi-annual review proposed adjustments include four timely use of funds extensions for CTFP projects, one-timely use of funds extension for the Local Fair Share Program, four project scope changes, six project transfers, and two cancellations. Adjustments are itemized in Attachment A and described in Attachment B.

Local agencies identified several reasons for semi-annual review proposed project adjustments, which included the following:

- Extensions (stakeholder/agency coordination issues, right-of-way issues, utility conflicts, and design issues),
- Scope changes (technology upgrades/enhanced project benefits, project service expansion, location modifications, and financial constraints),
- Transfers (project savings), and
- Cancellations (low ridership).

The reasons identified above are consistent with expectations for a September semi-annual review cycle, which generally sees more project phasing and scope adjustments, whereas the March semi-annual review cycle is typically influenced by the timing constraints of encumbrance and fund expenditure deadlines. Additional information regarding semi-annual review trends over the last seven years is provided in Attachment C.

Also provided for reference is an M2 CTFP summary table, which documents changes that have occurred since the last March 2018 semi-annual review update. These changes reflect the addition of approximately \$ 55.3 million in new funding allocations, which are primarily M2 funds, but also includes approximately \$6.7 million in LPP funds. Since M2 inception, OCTA has awarded a total of \$490 million in competitive funds, including \$36.5 million through state and federal partnership programs.

This semi-annual review captures a \$19.5 million increase in started projects, a \$3.9 million increase in delivered projects (pending and completed), a \$727,260 increase in project cancellations, and captures over \$2.63 million in program savings.

M2 CTFP Summary Table				
Project Status	March 2018 Semi-Annual Review		September 2018 Semi-Annual Review	
	Project Phases	Allocation	Project Phases	Allocations ¹ (after adjustments)
Planned ²	63	\$ 53.3	95	\$ 84.5
Started ³	144	\$ 190.3	131	\$ 209.8
Pending ⁴	67	\$ 30.1	71	\$ 29.8
Completed ⁵	292	\$ 138.1	309	\$ 142.3
Cancelled ⁶	29	\$ 19.7	39	\$ 20.4
Total	595	\$ 431.5	645	\$ 486.8

1. Allocations in millions, pending Board of Directors (Board) approval of the September 2018 semi-annual review.
2. Planned - indicates that funds have not been obligated and/or are pending contract award.
3. Started - indicates that the project is underway, and funds are obligated.
4. Pending - indicates that the project work is completed, and the final report submittal/approval is pending.
5. Completed - indicates that the project work is complete, final report approved, and final payment has been made.
6. Cancelled - indicates that the project work will not be completed, and project savings will be returned to the program.

Based upon review of the September 2018 semi-annual review proposed project adjustments and trends, staff has determined that these changes are consistent with prior semi-annual review requests and are also appropriate from a CTFP administration perspective. These changes have also been reviewed and approved by the Technical Advisory Committee. Therefore, Board approval of the semi-annual review adjustments is recommended. Upon Board approval of these adjustments, staff will monitor the implementation of these proposed changes through future semi-annual reviews, which are conducted and reported to the Board two times a year.

Other Actions

Staff is requesting authorization for OCTA's Chief Executive Officer (CEO), or his designee, to negotiate and execute a cooperative agreement between OCTA and the City of San Clemente (City). The intent of the proposed cooperative agreement would be to specify that the Americans with Disabilities Act (ADA) complementary services component of the City's Rideshare Services-Beta Test Program be reimbursed with separate Project V funds (which are not part of the City's existing 2016 Project V allocation).

During the initial two years of the program, such an agreement was not necessary as the City was still in a “Beta-Test” phase. However, if the Board approves the City’s request to extend the program, as included in Recommendation A, a formal payment process (specified through a separate cooperative agreement) will be required for the complementary ADA component of the City’s service. The City is projecting the cost to provide this service in a manner similar to former routes 191 and 193 services, to be approximately \$900,000 over the next five years. As such, the cooperative agreement will specify a not-to-exceed amount of up to \$900,000. This action is consistent with the Board-approved CTFP Guidelines and will allow for payment of ADA complementary services consistent with other Project V services. Board approval of Recommendation B is requested.

Finally, Board approval is requested to cancel the programming recommendation for the City’s 2018 Project V grant application. Based upon data received to date and the City’s semi-annual review requests, there appears to be sufficient remaining capacity within the City’s existing 2016 Project V grant to support this program over the next several years. As a result, programming of additional 2018 funds is not warranted at this time, and staff is requesting that the Board cancel the 2018 programming recommendation. With approval of this recommendation, the deprogrammed funds would be returned to the Project V program to support a future call for projects.

Staff will continue working closely with the City to both administer the program and to ensure that Project V funds are appropriately structured in order to support the unique needs of this program. Staff will also continue providing twice yearly Project V ridership updates to the Board.

Summary

OCTA has recently reviewed the status of 373 active project phases funded through the M2 CTFP. Staff recommends the approval of semi-annual review project adjustments requested by local agencies. Staff is also seeking authorization for the CEO to negotiate and execute an agreement with the City, which would formalize payment for ADA complementary services to the City’s Rideshare Services-Beta Test Program, consistent with other Project V services. Deprogramming of the City’s 2018 Project V application is also requested.

Attachments

- A. Comprehensive Transportation Funding Programs, September 2018
Semi-Annual Review Adjustment Requests
- B. Comprehensive Transportation Funding Programs, September 2018
Semi-Annual Review Adjustment Request Descriptions
- C. Comprehensive Transportation Funding Programs, September 2018
Semi-Annual Review Adjustment Trend Analysis

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