



METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

TO: Transit Finance Working Group, Joint Local Streets and
Roads/ Programming and Delivery Working Group

DATE: January 18, 2018

FR: Adam Crenshaw

RE: 2019 TIP Development - Review of Non-Exempt Projects and Call for New Non-Exempt Projects to be
Added to the 2019 TIP

Due to MTC Thursday, March 1, 2018 – Do not enter these changes in FMS at this time

Background

The federally required Transportation Improvement Program or TIP is a comprehensive listing of all Bay Area surface transportation projects that are to receive federal funding, are subject to a federally required action, or are considered regionally significant for air quality conformity purposes over a four-year period. The current 2017 TIP covers federal FY 2016-17 through FY 2019-20. In alignment with the Federal Statewide TIP development efforts, MTC is in the process of developing the 2019 TIP. The 2019 TIP will cover the four-year period from FY 2018-19 through FY 2021-22. Like the 2017 TIP, the 2019 TIP must be consistent with the existing Regional Transportation Plan, *Plan Bay Area 2040*.

In developing the TIP, MTC conducts a regional air quality conformity analysis that estimates the emission of specific air quality pollutants from transportation sources and compares those estimates to regional emission budgets. As part of this air quality conformity analysis MTC models applicable projects that are not specifically exempted from regional air quality conformity analysis by 40 CFR 93.126 and 40 CFR 93.127 (non-exempt projects). The most common type of non-exempt projects are those that either expand or reduce the capacity of the transit, highway or local road systems.

Call for New and Revised Non-Exempt Projects and Non-Exempt Capital Phases

The 2019 TIP development period is an opportunity for project sponsors to add new regional air quality non-exempt projects to the 2019 TIP. Sponsors may also change the scope, schedule and costs of existing non-exempt projects as part of this process. These projects can be added or revised as long as the projects and changes meet the following criteria:

1. The total cost of the project in the TIP document (including those costs that are programmed outside the TIP period) must not exceed the cost of the project as indicated in *Plan Bay Area 2040*. Please note that some projects shown as a single project in *Plan Bay Area 2040* are included in the TIP as multiple projects. The total combined cost of these multiple TIP projects cannot exceed the cost of the single *Plan Bay Area 2040* project; and
2. The scope of the project in the TIP must be consistent with the scope of the projects as described in *Plan Bay Area 2040*.

Partner agencies, including Caltrans, CMAs, transit operators and project sponsors are requested to compare the projects in *Plan Bay Area 2040* and the non-exempt projects already listed in the 2017 TIP. A list of these projects are included in Attachments A and B, respectively, and they can also be viewed in the *Plan Bay Area 2040* database (<http://projects.planbayarea.org/explore>) and FMS (<fms.mtc.ca.gov>).

Please then inform MTC staff of the following:

1. New Non-Exempt Projects

For non-exempt projects that are in *Plan Bay Area 2040*, are not in the 2017 TIP, and need to be added to the 2019 TIP, please email Adam Crenshaw at acrenshaw@mtc.ca.gov by **March 1, 2018**, with the following information:

- County
- Project sponsor
- RTP ID of the project in *Plan Bay Area 2040*
- Primary sub-mode (from the list included in FMS)
- Project description
- Total project cost – In year of expenditure dollars
- Federal fiscal year in which funding for right-of-way activities is expected to be allocated/obligated, if applicable
- Federal fiscal year in which funding for construction activities is expected to be allocated/obligated
- Year of completion (when it will open to the public)

Attachment C is an excel template of the required information. Project sponsors are encouraged to include information for projects when they are unsure if it is a non-exempt project type so MTC staff can help in identifying the exemption status.

2. Existing Non-Exempt Projects

For existing non-exempt projects in the 2017 TIP, please focus your review on the following elements:

- Will the project be completed and open to the public by September 30, 2018? Projects that will be open to the public by this date should be archived from the TIP. Projects do not need to be active in the TIP to be closed out.
- Is the project properly described in the TIP? Review the project titles and project descriptions to ensure that the names, limits and scopes are accurate and clearly defined.
- Are all funded phases reflected in the project listing? If a project listing does not show an amount programmed for a non-exempt capital phase, but funding has been approved for this phase, please indicate this in your response. This includes phases that are locally funded.
- Will the project be completed as indicated in the Air Quality Conformity Analysis? The last columns on Attachments A and B include the Air Quality Conformity Analysis Year in which each RTP and non-exempt TIP project is currently modeled for air quality conformity. If the project will not be open to the public by the end of the calendar year listed, please let us know. If a project will be opened to the public in phases, please provide these years for each phase.

IMPORTANT:

Non-Exempt projects must be completed and operational (“open to the public”) by the end of the air quality conformity year in which it is modeled for the regional Transportation-Air Quality Conformity Analysis for *Plan Bay Area 2040* and the TIP. Since 2020 is the next analysis year and is in the middle of the 2019 TIP period (FY2018-19 through FY2021-22) any project with this analysis year must demonstrate full funding commitment within the first two years of the TIP period in order to meet this milestone. The use of the fund source “RTP-LRP” is not permitted for such projects. Non-Exempt projects with an analysis year of 2020 and not demonstrating full funding commitment will need to have their schedule revised to reflect a later opening date.

MTC Planning Department staff will also be reaching out to sponsors separately to confirm that the modelling details submitted for *Plan Bay Area 2040* are still accurate.

If changes are needed to existing non-exempt projects, please email Adam Crenshaw at acrenshaw@bayareametro.gov by **March 1, 2018** with the following:

- TIP ID
- A description of the necessary change including what is currently shown in the TIP

Note: All costs must be escalated to year of expenditure.

If you have any funding specific question(s) please contact the following MTC staff persons:

- FHWA Funds including: STP/CMAQ, FHWA Earmarks – Mallory Atkinson (415) 778-6793
- FTA Funds including: Section 5307/5337/5339/AB664 – Rob Jaques (415) 778-5378
- FTA Earmarks - Glen Tepke (415) 778-6781
- STIP, Prop 1B Highway programs, RM2 highway projects - Kenneth Kao (415) 778-6768
- Active Transportation Program – Karl Anderson (415) 778-6645
- TIP Development and Fund Management System (FMS) - Adam Crenshaw (415) 778-6794

CMAs are advised to coordinate the timely project review by counties and cities and other jurisdictions within their county.

Do not enter new non-exempt projects or revise the scope of existing non-exempt projects in FMS at this time, as changes submitted in FMS now may be deleted. MTC will begin full development of the project listings for the 2019 TIP in February, 2018, and project sponsors will be requested to enter the projects and changes in the Fund Management System (FMS) at that time.

Attachment D includes the tentative schedule for the development of the 2019 TIP. Separate memoranda and emails will provide further detail on other 2019 TIP Development activities.

We appreciate your help in developing the 2019 TIP. Time spent now getting the TIP entries correct will save time in the future by minimizing additional changes, preventing additional air quality conformity actions, and avoiding potential project delivery delays. Thank you for your prompt attention to this request.

Attachment A - Projects included in *Plan Bay Area 2040*

Attachment B - Non-Exempt Projects in the 2017 TIP as of December 14, 2017

Attachment C - Call for New Non-Exempt Projects – Project Info Template - **Due March 1, 2018**

Attachment D - Tentative Schedule for the 2019 TIP Update