

STAFF REPORT



MEETING DATE:	October 20, 2020
SUBJECT:	Accept Caltrans Sustainable Transportation Planning Grant for Shasta Trunk Lines: Regional Active Transportation Network for All
AGENDA ITEM:	5-10
STAFF CONTACT:	Keith Williams, Senior Transportation Planner

STAFF RECOMMENDATION:

It is recommended that the board of directors:

1. Accept the Caltrans Sustainable Transportation Planning Grant Program award of \$584,545 for Shasta Trunk Lines: Regional Active Transportation Network for All (Shasta Trunk Lines);
2. Authorize the executive director to execute the state grant contract agreement and make minor administrative amendments as appropriate; and
3. Direct staff to begin procurement of consultant services.

DISCUSSION:

In October 2019, SRTA applied for a Caltrans Sustainable Transportation Planning Grant to fund Shasta Trunk Lines. Similar to its predecessor Sustainable Shasta, Shasta Trunk Lines will help prepare priority bicycle and pedestrian infrastructure projects from the GoShasta Regional Active Transportation Plan (GoShasta) to compete for capital construction grants such as the state's Active Transportation Program. The Shasta Trunk Lines grant funds may be used for community outreach and conceptual design work.

On June 18, 2020, SRTA was notified of an award of \$584,545 by Caltrans. SRTA staff has fulfilled conditions of the award letter (attached). Caltrans requires the SRTA Board of Directors to accept the award. If the board accepts the award, Caltrans will issue a Notice to Proceed, and staff can begin procuring a consultant to assist with the project. A staff recommendation to award a consultant contract is expected this winter.

ALTERNATIVES:

The board of directors may request additional information or decline the award.

OTHER AGENCY INVOLVEMENT:

Development of bike and pedestrian projects will continue to involve the three cities, the county and Caltrans, as well as other interested agencies.

FISCAL IMPACT:

A local match of \$75,734 (11.47% of the total project cost of \$660,279), is required. In anticipation of the grant award, State Planning, Programming, and Monitoring funds are budgeted in the 2020/21 Overall Work Program under Work Element 703.06.

A handwritten signature in blue ink that reads "Dan Little".

Dan Little, AICP, Executive Director

Attachment: Award notification letter from Caltrans

DEPARTMENT OF TRANSPORTATION**DIVISION OF TRANSPORTATION PLANNING**

P.O. BOX 942874, MS-32
SACRAMENTO, CA 94274-0001
PHONE (916) 654-2596
FAX (916) 653-0001
TTY 711
www.dot.ca.gov



*Making Conservation
a California Way of Life.*

June 18, 2020

Mr. Daniel S. Little
Executive Director
Shasta Regional Transportation Agency
1255 East Street
Redding, CA 96001

Dear Mr. Little:

On behalf of the California Department of Transportation (Caltrans), Division of Transportation Planning, we are pleased to offer congratulations to the Shasta Regional Transportation Agency for the recent award of the following Sustainable Transportation Planning grant:

State Highway Account - Sustainable Communities	
Grant Fiscal Year	2020-21
Grant Title	Shasta Trunk Lines: Regional Active Transportation Network for All
Grantee	Shasta Regional Transportation Agency
Sub-Recipient(s)	City of Redding
Grant Award	\$584,545
In-Kind/Cash Local Match*	\$75,734
Total Project Cost	\$660,279
Grant Expiration	February 28, 2023 - time extensions are not allowed
Final Invoice Due	April 28, 2023

*Local Match amount must meet the minimum grant requirement. The final contractually agreed upon Local Match and Fund Source are located on the Grant Application Cover Sheet and Project Timeline. Any change to the Local Match amount or Local Match fund source will require an Amendment.

Mr. Daniel S. Little

June 18, 2020

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Next Steps

- The Caltrans District Grant Manager will schedule a Conditional Award Teleconference, with your agency soon.
 - A list of conditions and project revisions necessary to accept grant funding will be provided at this meeting as well as a follow-up email outlining the discussion.
- The required conditions must be submitted to the Caltrans District Grant Manager no later than October 1, 2020.
 - Failure to satisfy these conditions will result in the forfeiture of grant funds.
- The Caltrans District Grant Manager will review and approve all items required to fulfill the Conditions of Grant Acceptance outlined in the teleconference and follow-up email.
- Once the required conditions are met and agreements in place, the Caltrans District Manager will:
 - Send a Notice to Proceed letter (for MPO/RTPAs, this will happen after the OWP/OWPA formal amendment is processed). **Grant work cannot begin until the Notice to Proceed letter is received by your agency.**
 - Coordinate and schedule a grant kick-off meeting with your agency.

If you have questions concerning your Conditional Grant Award, please contact Aaron Casas, Caltrans District 2 Liaison via email at Aaron.Casas@dot.ca.gov.

Sincerely,

Electronically signed by Erin Thompson

ERIN THOMPSON

Chief, Office of Regional Planning

c: Keith Williams, Senior Transportation Planner, Shasta Regional Transportation Agency

Kathy Grah, Senior Transportation Planner, Caltrans District 2

Aaron Casas, Associate Transportation Planner, Caltrans District 2

Brenda Hernandez Caruso, Transportation Planner, Caltrans Headquarters