

California Department of Transportation

ADMINISTRATION

DIVISION OF PROCUREMENT AND
CONTRACTS1727 30TH STREET, MS 65

SACRAMENTO, CA 95816-7006

PHONE (916) 227-6000

FAX (916) 227-6155

TTY 711

<https://dot.ca.gov/programs/procurement-and-contracts/>**Contract Number: 74A1622**

December 11, 2024

Shasta Regional Transportation Agency
1255 East St STE 202
Redding, CA 96001

Dear Sean Tiedgen:

A fully executed copy of the above-referenced Master Fund Transfer Agreement for planning funds (MFTA) is enclosed for your files. The Overall Work Program (OWP) is the scope of work for this Agreement. Since the OWP was approved at the beginning of this Fiscal Year you are authorized to commence work under the new MFTA beginning January 1, 2025, the day after the end of the previous agreement. Prior to any reimbursements under this MFTA, your agency must submit an administrative change to the OWPA which displays the contract number of this Agreement. This change is considered correction of errata.

Caltrans Contract Manager is not authorized to approve payment for any work or services performed under this Agreement prior to January 1, 2025, nor is Caltrans Contract Manager authorized to change the terms of the contract without an approved contract amendment. Caltrans contract manager for this MFTA is Erin Thompson, (916) 261-3326.

All requests for reimbursement (RFR) are to be submitted to the Regional Planning Invoices mailbox electronically, according to the terms of this MFTA, using the form provided in the appendices of this MFTA or as otherwise provided by Caltrans Staff.

You are encouraged to pay your suppliers and subcontractors in a timely manner. You are also reminded that you must pay your suppliers and subcontractors prior to requesting any reimbursement from the State.

All questions regarding invoices, documentation supporting invoices, payments, and services are to be directed to the Regional Planning Invoices mailbox at Regional.Planning.Invoices@dot.ca.gov.

Sincerely,
Nathen McMullen
Contract Analyst

Enclosure

c: Erin Thompson, Caltrans Contract Manager
Brenda Caruso, Caltrans Regional Coordination Branch Chief

Shasta Regional Transportation Agency
December 11, 2024
Page 2

Camilo Juarez, Caltrans Regional Planning Liaison