

TEHAMA COUNTY TRANSPORTATION COMMISSION



Board Chambers
Tehama County Board of Supervisors Chambers
727 Oak Street, Red Bluff, CA 96080
<https://tehamacounty.legistar.com/Calendar.aspx>

AGENDA FOR MONDAY, MAY 18, 2026

8:30 AM

Chairman: Jim Bacquet Vice-Chairman: Patrick Hurton
Commissioners: Rob Burroughs, Matt Hansen, Tom Walker, Dave Demo

Tom Provine, Interim Executive Director
Jessica Riske-Gomez, Deputy Director

This meeting conforms to the Brown Act Open Meeting Requirements, in that actions and deliberations of the TCTC created to conduct the people's business are taken openly; and that the people remain fully informed about the conduct of its business. Any written materials related to an open session item on this agenda that are submitted to the Deputy County Clerk less than 72 hours prior to this meeting, and that are not exempt from disclosure under the Public Records Act, will promptly be made available for public inspection at Tehama County Transportation Commission, 1509 Schwab St., Red Bluff, CA 96080.

Standing Items

- 1. Call to Order / Pledge of Allegiance / Introductions**
- 2. Public Comment**

This time is set aside for citizens to address this Board on any item of interest to the public that is within the subject matter jurisdiction of this Board provided the matter is not on the agenda or pending before this Board. The Chair reserves the right to limit each speaker to three (3) minutes. Disclosure of the speaker's identity is purely voluntary during the public comment period.

- 3. Announcement of Agenda Corrections**

4. Announcements

- a. In accordance with AB23, it is hereby announced, the Transportation Commissioners and Transit Directors in attendance at today's meeting shall receive a stipend of \$100, per the adopted Bylaws.
- b. The next scheduled Tehama County Transportation Commission and Tehama County Transit Agency Board regular meetings are scheduled for 6/22/26, at 8:30 AM and 8:45 AM respectively.

Regular Items**5. Agency and Partner Announcements [26-0772](#)**

This time is set aside for announcements and updates from collaborators and partner agencies.

6. Monthly Staff Report - Deputy Director Riske Gomez [26-0773](#)

Monthly update on active projects and topics within Tehama County. This item is informational only, no Commission action is required.

7. Approval of Minutes - Associate Transportation Planner Houghtby [26-0763](#)

Waive the reading and approve the minutes from the April 27, 2026 Tehama County Transportation Commission regular meeting.

Attachments: [TCTC 4-27-26 Meeting Minutes](#)

8. Approval of Claims - Accountant Jensen [26-0759](#)

Approve Tehama County Transportation Commission claims for April 2026, in the amount of \$16,036.76.

Attachments: [TCTC Apr Claims](#)

10. FY 2026/27 Budget Presentation - Staff**[26-0778](#)****Requested Action(s)**

- a.) Informational presentation regarding the proposed Fiscal Year 2026/27 budgets for the Tehama County Transportation Commission (TCTC) and the Tehama County Transit Agency Board 9TCTAB).
- b.) Request to approve the Fiscal Year 2026/27 operating budgets for TRAX, ParaTRAX, and METS.
- c.) Request to approve the Fiscal Year 2026/27 operating budgets for TCTAB.
- d.) Request to approve the Fiscal Year 2026/27 operating budgets for TCTC.
- e.) Request to authorize the Executive Director, Deputy Director of Transportation, or designee to submit the approved budgets to the County and make any necessary administrative or technical adjustments consistent with the approved budget totals.
- f.) Request to approve the associated Position Allocation List adjustment for Budget Unit 527-3033.

Attachments: [527-3033 TCTC Annual Budget](#)
[527 PAL](#)
[527-3034 TCTAB Annual Budget](#)
[117-3037 TRAX Annual Budget](#)
[117-3038 METS Annual Budget](#)
[117-3039 PARATRAX Annual Budget](#)

11. 2026-27 Overall Work Program - Deputy Director Riske-Gomez**[26-0806](#)**

Adopt the 2026-2027 Overall Work Program (OWP) by resolution and authorize the Executive Director or designee to submit the adopted OWP and execute all required documents, including the Overall Work Program Agreement (OWPA), with the California Department of Transportation (Caltrans). TCTC staff are further authorized to incorporate any additional administrative language or technical changes requested by Caltrans staff during the review process to ensure approval and maintain eligibility for Rural Planning Assistance (RPA) funding.

Attachments: [OWP 26.27 Draft to TCTC](#)
[2 - 2012 TCTC MOU FINAL](#)
[Tehama MFTA](#)
[FY26 FTA certifications assurances SIGNED](#)
[FY 2026-27 OWPA Filled](#)
[standard-lobbying-activities-form-a11y](#)
[2026-27-fhwa-metro-plng-process-cert-rtpa](#)
[TCTC Resolution 04-2026 OWP](#)

12. Regional Surface Transportation Program 5% Admiration Allocation [26-0776](#)
- Deputy Director Riske-Gomez

Requested Action(s)

- a) Adopt Resolution No. 03-2026 establishing an annual Regional Surface Transportation Program (RSTP) Exchange Program administration allocation in an amount not to exceed five percent (5%) of the annual regional RSTP Exchange apportionment received by the Tehama County Transportation Commission.
- b) Authorize the Executive Director or Deputy Director of Transportation to take all actions necessary to implement the resolution, including preparing allocation schedules, processing fund distributions, coordinating with Caltrans, maintaining records, and making administrative or technical adjustments necessary to carry out the intent of the resolution.

Attachments: [03-2026 RSTP Administration Allocation](#)
[RSTP 2025-26 Recap 25K Min](#)
[LTF 2025 Recap 25K Min](#)

13. Administrative Amendment to Bowman Road Bicycle and Pedestrian Project Description - Staff [26-0810](#)

- a) Request to approve an administrative amendment to the 2025 Regional Transportation Plan and the Tehama County Active Transportation Plan to update the project description for the Bowman Road Bicycle and Pedestrian Path.
- b) Request to authorize staff to update the project description to include Hooker Creek Road and clarify that the project is intended to improve bicycle and pedestrian connectivity between the Bowman Road / Hooker Creek Road area, Evergreen Elementary School, Evergreen Middle School, and Interstate 5.

14.

[26-0777](#)**Adjust City of Tehama Minimum Allocation Baselines - Deputy Director Riske-Gomez****Requested Action(s)**

- a) Adopt Resolution No. 05-2026 establishing a minimum annual allocation baseline of \$50,000 for the City of Tehama for Regional Surface Transportation Program (RSTP) Exchange funds and Local Transportation Fund (LTF) allocations, subject to annual fund availability and applicable program requirements.
- b) Authorize the Executive Director or Deputy Director of Transportation to take all actions necessary to implement the revised allocation baselines, including preparing annual allocation schedules, making administrative or technical adjustments, coordinating with the City of Tehama, and maintaining records for accounting, reporting, and audit purposes.

Attachments: [05-2026 Tehama](#)**17. Closing Comments****18. Adjourn**

The County of Tehama does not discriminate on the basis of disability in admission to, access to, or operation of its buildings, facilities, programs, services, or activities. Questions, complaints, or requests for additional information regarding the Americans with Disabilities Act (ADA) may be forwarded to the County's ADA Coordinator: Tom Provine, County of Tehama, 727 Oak St., Red Bluff, CA 96080, Phone: (530) 527-4655. Individuals with disabilities who need auxiliary aids and/or services or other accommodations for effective communication in the County's programs and services are invited to make their needs and preferences known to the affected department or the ADA Coordinator. For aids or services needed for effective communication during Tehama County Transportation Commission meetings, please contact the ADA Coordinator prior to the day of the meeting. This notice is available in accessible alternate formats from the affected department or the ADA Coordinator.



Tehama County

Agenda Request Form

File #: 26-0772

Agenda Date: 5/18/2026

Agenda #: 5.

Agency and Partner Announcements

Requested Action(s)

This time is set aside for announcements and updates from collaborators and partner agencies.

Financial Impact:

None.

Background Information:

This time is set aside for announcements and updates from collaborators and partner agencies.



Tehama County

Agenda Request Form

File #: 26-0773

Agenda Date: 5/18/2026

Agenda #: 6.

Monthly Staff Report - Deputy Director Riske Gomez

Requested Action(s)

Monthly update on active projects and topics within Tehama County. This item is informational only, no Commission action is required.

Financial Impact:

None.

Background Information:

TCTC staff provides monthly updates to keep the Commission informed about ongoing projects, funding activities, and coordination with local, state, and federal partners. This report summarizes recent work, key developments, and any items that may require follow-up or direction.



Tehama County

Agenda Request Form

File #: 26-0763

Agenda Date: 5/18/2026

Agenda #: 7.

Approval of Minutes - Associate Transportation Planner Houghtby

Requested Action(s)

Waive the reading and approve the minutes from the April 27, 2026 Tehama County Transportation Commission regular meeting.

Financial Impact:

None.

Background Information:

See attached minutes.

Tehama County

*Tehama County Board of Supervisors Chambers
727 Oak Street, Red Bluff, CA 96080
<https://tehamacounty.legistar.com/Calendar.aspx>*



Meeting Minutes

Monday, April 27, 2026

8:30 AM

8:30 A.M.

Board Chambers

Transportation Commission

Chairman: Jim Bacquet Vice-Chairman: Patrick Hurton
Commissioners: Rob Burroughs, Matt Hansen, Tom Walker, Dave Demo

Tom Provine, Interim Executive Director
Jessica Riske-Gomez, Deputy Director

This meeting conforms to the Brown Act Open Meeting Requirements, in that actions and deliberations of the TCTC created to conduct the people’s business are taken openly; and that the people remain fully informed about the conduct of its business. Any written materials related to an open session item on this agenda that are submitted to the Deputy County Clerk less than 72 hours prior to this meeting, and that are not exempt from disclosure under the Public Records Act, will promptly be made available for public inspection at Tehama County Transportation Commission, 1509 Schwab St., Red Bluff, CA 96080.

Standing Items

1. Call to Order / Pledge of Allegiance / Introductions

The meeting of the Tehama County Transportation Commission was called to order at 8:30 AM.

Present: Chairperson Bacquet, Commissioner Hansen, Vice Chair Hurton, Commissioner Demo, Commissioner Burroughs, and Commissioner Walker

2. Public Comment

There were no public comments.

3. Announcement of Agenda Corrections

There were no agenda corrections.

4. Announcements

The announcements were read by Bacquet.

Regular Items

5. Agency and Partner Announcements

Red Bluff Public Works Director Scott Miller advised that there are going to be railroad crossing improvements beginning towards the end of May. As well, for the Rio St. sewer replacement the contactor is waiting on parts that are approximately 2 weeks out.

Interim Tehama County Public Works Director; Tom Provine shared that South Ave Construction started this morning and expects to be finished by the end of week.

Javed Iqbal with Caltrans advised that 2 projects were starting today, with repairs from the NB 99E Butte County line to Los Molinos road repair. There will be work both day and night with traffic controls.

Commissioner Demo stated he would still like to advocate for a north bound bypass lane and the Caltrans representative advised that he would connect with his staff to inquire about the feasibility of a bypass lane.

6. Monthly Staff Report - Deputy Director Riske Gomez

Staff report provided by Deputy Director Riske-Gomez. She advised that the Mets van is being delivered to PATH for use. A shelter instillation project with 7 additional shelters is approaching kickoff. Deputy Director Riske-Gomez also advised that staff attended Cal-Act along with TRAX General Manager Young and that staff are cooperating with Assessors office and Planning Department and Public Works in exploring opportunities with OpenGov software.

Rob Burroughs arrived at 8:44 AM

7. Approval of Minutes - Associate Transportation Planner Houghtby

Waive the reading and approve the minutes from the March 23, 2026 Tehama County Transportation Commission regular meeting.

RESULT: APPROVE
MOVER: Tom Walker
SECONDER: Dave Demo
AYES: Chairperson Bacquet, Commissioner Hansen, Vice Chair Hurton, Commissioner Demo, Commissioner Burroughs, and Commissioner Walker

8. Approval of Claims - Accountant Jensen

Approve Tehama County Transportation Commission claims for March 2026, in the amount of \$147,885.36.

RESULT: APPROVE
MOVER: Dave Demo
SECONDER: Tom Walker
AYES: Chairperson Bacquet, Commissioner Hansen, Vice Chair Hurton,

Commissioner Demo, Commissioner Burroughs, and Commissioner Walker

9. Amendment No. 2 to Agreement with Consor North America, Inc. - Deputy Director Riske-Gomez

Deputy Director Riske-Gomez presented a video to the commission detailing the traffic issues that are experienced everyday in the Evergreen Elementary area. An informational presentation was also provided.

RESULT: ADOPT

MOVER: Matt Hansen

SECONDER: Dave Demo

AYES: Chairperson Bacquet, Commissioner Hansen, Vice Chair Hurton, Commissioner Demo, Commissioner Burroughs, and Commissioner Walker

10. Items for Future Agenda

There were no items for future agenda.

11. Closing Comments

Commissioner Demo advised that Corning has started their downtown community center project.

12. Adjourn

With no further business, the meeting was adjourned at 9:10 AM.

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Tehama County

Agenda Request Form

File #: 26-0759

Agenda Date: 5/18/2026

Agenda #: 8.

Approval of Claims - Accountant Jensen

Requested Action(s)

Approve Tehama County Transportation Commission claims for April 2026, in the amount of \$16,036.76.

Financial Impact:

Click here to enter Financial Impact.

Background Information:

See attached claims summary for April 2026.

Tehama County Transportation Commission Claims

Meeting Date: 5/18/26

| Claimant | Invoice Description | Amount |
|---|----------------------------------|---------------------|
| CLAIMS PAID IN APRIL 2026 | | |
| Cal-Card | CALACT Flight | 10.00 |
| Nevada County Transportation | RCTF Dues 2026 | 2,000.00 |
| O'Connor & Company | TCTC Auditing Services | 3,386.25 |
| O'Connor & Company | TRAX Auditing Services | 7,623.75 |
| Riske-Gomez, Jessica | EE Advance - CALACT | 469.50 |
| Stipends: Walker, Hansen, Burroughs, Hurton, Demo, Bacquet | Meeting Stipends 03/23/26 | 600.00 |
| Time Warner Cable | Fiber Internet April '26 | 719.00 |
| UBEO | TCTC Lease Agreement 04/01-30/26 | 269.91 |
| Verizon Wireless | 12 iPad Pro 11 inch - Park Fire | 456.12 |
| Verizon Wireless | Communications 02/24-03/23/26 | 185.60 |
| Wave Technologies | Phone Service - Support May 2026 | 316.63 |
| GRAND TOTAL: | | \$ 16,036.76 |



Tehama County

Agenda Request Form

File #: 26-0778

Agenda Date: 5/18/2026

Agenda #: 10.

FY 2026/27 Budget Presentation - Staff

Requested Action(s)

- a.) Informational presentation regarding the proposed Fiscal Year 2026/27 budgets for the Tehama County Transportation Commission (TCTC) and the Tehama County Transit Agency Board (TCTAB).
- b.) Request to approve the Fiscal Year 2026/27 operating budgets for TRAX, ParaTRAX, and METS.
- c.) Request to approve the Fiscal Year 2026/27 operating budgets for TCTAB.
- d.) Request to approve the Fiscal Year 2026/27 operating budgets for TCTC.
- e.) Request to authorize the Executive Director, Deputy Director of Transportation, or designee to submit the approved budgets to the County and make any necessary administrative or technical adjustments consistent with the approved budget totals.
- f.) Request to approve the associated Position Allocation List adjustment for Budget Unit 527-3033.

Financial Impact:

The proposed Fiscal Year 2026/27 budget for **TCTC Budget Unit 527-3033** totals **\$1,284,500**. Revenue includes **\$701,500** in Aid from Other Government Agency and **\$583,000** in LTF Contribution. Expenditures include **\$760,839** in Personnel Cost, **\$408,661** in Services and Supplies, **\$95,000** in Fixed Assets, and **\$20,000** in Contingency.

The proposed Fiscal Year 2026/27 budget for **TCTAB Budget Unit 527-3034** totals **\$5,075,000**. Revenue includes **\$10,000** in interest, **\$3,240,000** in Aid from Other Government Agency, and **\$1,825,000** in LTF Contribution. Expenditures include **\$83,000** in Services and Supplies, **\$1,175,000** in Fixed Assets, **\$461,056** in Contingency, and **\$3,355,944** in Operating Transfer Out.

The combined proposed Fiscal Year 2026/27 budget for **TCTC and TCTAB** is **\$6,359,500**. The TRAX, ParaTRAX, and METS budgets are presented as supporting detail for the TCTAB Operating Transfer Out and should not be added again to the combined total. Those operating budgets total **\$3,355,944**, consisting of **\$2,590,977** for TRAX, **\$701,667** for ParaTRAX, and **\$63,300** for METS, which matches the TCTAB Operating Transfer Out.

The TCTC budget includes **\$760,839** in **Personnel Costs**, including **\$430,799** in **regular Salary and Wages**. This amount reflects budget authority for the approved staffing structure and associated benefit costs. One of the **Associate/Senior Transportation Planner** positions is currently unfilled

and may remain vacant until the TCTC restructuring process is completed. Depending on the outcome of the restructuring, the budgeted funds for the vacant position may later be shifted to Professional/Special Services to support consultant or contract work, or may be deprogrammed if the position is not filled and the funding is not needed during Fiscal Year 2026/27.

Background Information:

Staff is presenting the proposed Fiscal Year 2026/27 budgets for both the Tehama County Transportation Commission and the Tehama County Transit Agency Board together to provide a complete overview of transportation planning, administration, transit operations, capital needs, and program funding for the upcoming fiscal year.

The TCTC budget supports regional transportation planning, programming, administration, staffing, consultant services, transportation coordination, and related work performed by the Commission as the Regional Transportation Planning Agency. The proposed budget includes funding for Salary and Benefits, Professional/Special Services, communications, memberships, office expenses, travel and training, equipment, vehicles, and contingency.

The TCTAB budget supports transit administration, capital improvements, equipment, vehicle replacement, contingency, and operating transfers necessary to fund the individual transit programs. The TCTAB budget includes an Operating Transfer Out of \$3,355,944, which funds the separate operating budgets for TRAX, ParaTRAX, and METS.

The TRAX, ParaTRAX, and METS budgets are included for transparency and program detail. TRAX supports fixed-route transit operations, ParaTRAX supports paratransit operations, and METS supports medical transportation services. These program budgets identify the operational costs for each service, including contract operations, maintenance, professional services, transportation expense, utilities, and other program costs.

The associated Position Allocation List for Budget Unit 527-3033 maintains a total of 5.00 FTE. The PAL removes one Transportation Planner Aide allocation and adds one Associate/Senior Transportation Planner allocation as a placeholder for a future hire. Staff anticipates that one Associate/Senior Transportation Planner position may remain unfilled until the TCTC restructuring process is complete. If the position is not filled during the fiscal year, staff may return with a budget adjustment to shift available funding to Professional/Special Services or deprogram the funds, as appropriate.

Approval of this item will adopt the proposed Fiscal Year 2026/27 budgets for TCTC and TCTAB, receive the supporting TRAX, ParaTRAX, and METS operating budget detail, and authorize staff to proceed with the necessary budget submittals and administrative actions for implementation.

BUDGET SUMMARY 26-27

527-3033

5/4/2026

| | | TCTC 3033 REQUESTS | TOTAL REQUESTS |
|--|------------------------------------|-------------------------------|---------------------------|
| 410081 | Sales & Use Tax 1/4 Cent | \$ - | \$ - |
| Total Taxes | | \$ - | \$ - |
| 420130 | Road Privileges & Permits | \$ - | \$ - |
| Total License & Permits | | \$ - | \$ - |
| 440300 | Interest | \$ - | \$ - |
| Total Revenue from Money & Property | | \$ - | \$ - |
| 450410 | State Highway Users 2104 | \$ - | \$ - |
| 450411 | State Highway Users 2106 | \$ - | \$ - |
| 450412 | State Highway Users 2105 | \$ - | \$ - |
| 450413 | State Highway Users 2103 | \$ - | \$ - |
| 450415 | State Highway Users SB1 RMRA | \$ - | \$ - |
| 450417 | State Road Matching | \$ - | \$ - |
| 450418 | State Road Exchange | \$ - | \$ - |
| 450580 | State Disaster Relief | \$ - | \$ - |
| 450620 | State Other | \$ 669,500.00 | \$ 669,500.00 |
| 4506221 | State/Regional Assit Fund | \$ 32,000.00 | \$ 32,000.00 |
| 4506232 | 2% Prj. Plan., Program., & Monitor | | \$ - |
| 450670 | Federal Disaster Relief | \$ - | \$ - |
| 450680 | Federal Forest Reserve | \$ - | \$ - |
| 450720 | Federal Other | \$ - | \$ - |
| 450750 | Fed Cares Relief | \$ - | \$ - |
| 450751 | American Rescue Plan Act | \$ - | \$ - |
| Total Aid from Other Government Agency | | \$ 701,500.00 | \$ 701,500.00 |
| 460870 | Planning/Engineering Services | \$ - | \$ - |
| 460960 | Road & Street Services | \$ - | \$ - |
| 461060 | Other Fees | \$ - | \$ - |
| 461070 | Interfund Revenue | \$ - | \$ - |
| Total Charge for Current Service | | \$ - | \$ - |
| 471110 | Other Sales | \$ - | \$ - |
| 471120 | Miscellaneous Revenue | \$ - | \$ - |
| 471126 | Insurance Settlements | \$ - | \$ - |
| 471127 | Settlements | \$ - | \$ - |
| 471210 | Sale of Fixed Assets | \$ - | \$ - |
| 471220 | Operating Transfer-In | \$ - | \$ - |
| 4712201 | LTF Contribution | \$ 583,000.00 | \$ 583,000.00 |
| Total Other Revenue | | \$ 583,000.00 | \$ 583,000.00 |
| | | | |
| | | \$ 1,284,500.00 | \$ 1,284,500.00 |

BUDGET SUMMARY 26-27
527-3033

5/4/2026

| | | TCTC 3033 REQUESTS | TOTAL REQUESTS |
|--|----------------------------------|-------------------------------|---------------------------|
| 51010 | Salary and Wages | \$ 430,799.00 | \$ 430,799.00 |
| 51011 | Extra Help | \$ - | \$ - |
| 51012 | Overtime Comp | \$ 2,819.00 | \$ 2,819.00 |
| 51015 | Pay In Lieu/Misc. Payouts | \$ 25,740.00 | \$ 25,740.00 |
| 51020 | PERS Retirement | \$ 39,752.00 | \$ 39,752.00 |
| 51021 | OASDI | \$ 35,453.00 | \$ 35,453.00 |
| 51022 | Unfunded PERS Liability Misc | \$ 67,716.00 | \$ 67,716.00 |
| 51024 | ADP Misc. | \$ 18,421.00 | \$ 18,421.00 |
| 51030 | Group Insurance | \$ 132,352.00 | \$ 132,352.00 |
| 51031 | Unemployment Ins | \$ 919.00 | \$ 919.00 |
| 51040 | Worker's Comp | \$ 3,508.00 | \$ 3,508.00 |
| 51050 | Deferred Comp Match | \$ 3,360.00 | \$ 3,360.00 |
| Total Salary & Benefits | | \$ 760,839.00 | \$ 760,839.00 |
| 53110 | Clothing & Personnel Supplies | \$ - | \$ - |
| 53120 | Communications | \$ 20,000.00 | \$ 20,000.00 |
| 53140 | Household Expense | \$ 2,500.00 | \$ 2,500.00 |
| 53150 | Insurance | \$ 88.00 | \$ 88.00 |
| 53170 | Maintenance of Equipment | \$ 20,000.00 | \$ 20,000.00 |
| 53180 | Maintenance Struct-Imprv-Grounds | \$ - | \$ - |
| 53190 | Medical/Dental Lab Supply | \$ - | \$ - |
| 53200 | Memberships & Dues | \$ 7,500.00 | \$ 7,500.00 |
| 53210 | Miscellaneous Expense | \$ 7,200.00 | \$ 7,200.00 |
| 53220 | Office Expense | \$ 7,000.00 | \$ 7,000.00 |
| 53230 | Professional/Special Services | \$ 315,373.00 | \$ 315,373.00 |
| 53235 | A-87 Overhead | \$ - | \$ - |
| 53240 | Publication/Legal Notices | \$ 1,500.00 | \$ 1,500.00 |
| 53250 | Rent/Lease of Equipment | \$ - | \$ - |
| 53260 | Rent/Lease of Buildings | \$ - | \$ - |
| 53270 | Small Tools & Instruments | \$ - | \$ - |
| 53280 | Special Departmental Expense | \$ - | \$ - |
| 53290 | Employee Travel/Training | \$ 20,000.00 | \$ 20,000.00 |
| 53291 | Transportation Expense | \$ - | \$ - |
| 53300 | Utilities | \$ - | \$ - |
| 53800 | Internal Assets | \$ 7,500.00 | \$ 7,500.00 |
| Total Service & Supplies | | \$ 408,661.00 | \$ 408,661.00 |
| 55048 | Taxes-Assessments | \$ - | \$ - |
| 55470 | Rights of Way | \$ - | \$ - |
| Total Other Charges | | \$ - | \$ - |
| 57500 | Improvement & Structures | \$ - | \$ - |
| 57600 | Equipment | \$ - | \$ - |
| 57603 | Computers | \$ 15,000.00 | \$ 15,000.00 |
| 57605 | Vehicles | \$ 80,000.00 | \$ 80,000.00 |
| 57608 | Special Dept Equipment | \$ - | \$ - |
| Total Fixed Assets | | \$ 95,000.00 | \$ 95,000.00 |
| 59000 | Contingency | \$ 20,000.00 | \$ 20,000.00 |
| 599005 | I/F To Planning/Adm | \$ - | \$ - |
| Total Transfers & Reimbursement | | \$ 20,000.00 | \$ 20,000.00 |
| | | | |
| | | \$ 1,284,500.00 | \$ 1,284,500.00 |

**COUNTY OF TEHAMA
POSITION ALLOCATION LIST
BUDGET WORKSHEET #1**

| | | | |
|---------------------------|---------------------|------------------------|-------------------------------|
| Department: | Budget Unit: | Date Effective: | Worksheet prepared by: |
| Transportation Commission | 527-3033 | 7/1/2026 | T. Jensen |

For every requested change to allocations or request for new classifications listed below, please provide detail on Worksheet #2.

| REQUEST TO CHANGE ALLOCATIONS (List Classifications to be changed here.) | TOTAL CURRENT ALLOCATIONS IN THE PAL | PAL FTE CHANGE + OR - | ADJUSTED PAL ALLOCATIONS |
|--|--------------------------------------|-----------------------|--------------------------|
| Deputy Director Transportation | 1.00 | | 1.00 |
| Associate/Senior Transportation Planner | 1.00 | | 1.00 |
| Associate/Senior Transportation Planner | 1.00 | | 1.00 |
| Transportation Planner Aide | | -1.00 | -1.00 |
| Accountant I/II | 1.00 | | 1.00 |
| Associate/Senior Transportation Planner | | 1.00 | 1.00 |
| | | | 0.00 |
| | | | 0.00 |
| | | | 0.00 |
| | | | 0.00 |
| | | | 0.00 |
| | | | 0.00 |
| | | | 0.00 |
| | 4.00 | 0.00 | 4.00 |

| REQUEST FOR NEW CLASSIFICATIONS (Name of classification) | FTE REQUESTED |
|--|---------------|
| | |
| | |
| | |
| | |
| | |
| | 0.00 |

| LIMITED TERM (Sunset) POSITIONS | CURRENT SUNSET DATE | SUNSET AS SCHEDULED | SUNSET EXTENSION DATE |
|--|---------------------|---------------------|-----------------------|
| | | | |
| | | | |
| | | | |
| | | | |

DEPARTMENT HEAD: _____
 CHIEF ADMINISTRATOR: _____
 PERSONNEL: _____

**COUNTY OF TEHAMA
POSITION ALLOCATION LIST
BUDGET WORKSHEET #2**

| | | | |
|--------------------------|---------------------|------------------------|-------------------------------|
| Department: | Budget Unit: | Date Effective: | Worksheet prepared by: |
| Transportation Commision | 527-3033 | 7/1/2026 | T. Jensen |

| POSITION TITLE | Requesting FTE + or - | Existing PAL Number or affected employee last name (Leave Blank if new allocation) | COMMENTS OR EXPLANATION |
|--|--------------------------|---|---|
| Deputy Director Transportation | 0.00 | P0981 | |
| Associate/Senior Transportation | 0.00 | P0396 | |
| Associate/Senior Transportation | 0.00 | P0395 | |
| Transportation Planner Aide | -1.00 | P0397 | No longer need position due to internal prom. |
| Accountant I/II | 0.00 | P0388 | |
| Associate/Senior Transportation Planner | 1.00 | | Placeholder for future hiree |
| 0 | 0.00 | | |
| 0 | 0.00 | | |
| 0 | 0.00 | | |
| 0 | 0.00 | | |
| 0 | 0.00 | | |
| 0 | 0.00 | | |

| REQUEST FOR NEW CLASSIFICATIONS (Name of classification) | FTE REQUESTED |
|--|------------------|
| 0 | 0.00 |
| 0 | 0.00 |
| 0 | 0.00 |
| 0 | 0.00 |

BUDGET SUMMARY 26-27

527-3034

5/4/2026

| | | TCTAB 3034 REQUESTS | TOTAL REQUESTS |
|--|------------------------------------|--------------------------------|---------------------------|
| 410081 | Sales & Use Tax 1/4 Cent | \$ - | \$ - |
| Total Taxes | | \$ - | \$ - |
| 420130 | Road Privileges & Permits | \$ - | \$ - |
| Total License & Permits | | \$ - | \$ - |
| 440300 | Interest | \$ 10,000.00 | \$ 10,000.00 |
| Total Revenue from Money & Property | | \$ 10,000.00 | \$ 10,000.00 |
| 450410 | State Highway Users 2104 | \$ - | \$ - |
| 450411 | State Highway Users 2106 | \$ - | \$ - |
| 450412 | State Highway Users 2105 | \$ - | \$ - |
| 450413 | State Highway Users 2103 | \$ - | \$ - |
| 450415 | State Highway Users SB1 RMRA | \$ 60,000.00 | \$ 60,000.00 |
| 450417 | State Road Matching | \$ - | \$ - |
| 450418 | State Road Exchange | \$ - | \$ - |
| 450580 | State Disaster Relief | \$ - | \$ - |
| 450620 | State Other | \$ 1,070,000.00 | \$ 1,070,000.00 |
| 4506221 | State/Regional Assit Fund | \$ 910,000.00 | \$ 910,000.00 |
| 4506232 | 2% Prj. Plan., Program., & Monitor | \$ - | \$ - |
| 450670 | Federal Disaster Relief | \$ - | \$ - |
| 450680 | Federal Forest Reserve | \$ - | \$ - |
| 450720 | Federal Other | \$ 1,200,000.00 | \$ 1,200,000.00 |
| 450750 | Fed Cares Relief | \$ - | \$ - |
| 450751 | American Rescue Plan Act | \$ - | \$ - |
| Total Aid from Other Government Agency | | \$ 3,240,000.00 | \$ 3,240,000.00 |
| 460870 | Planning/Engineering Services | \$ - | \$ - |
| 460960 | Road & Street Services | \$ - | \$ - |
| 461060 | Other Fees | \$ - | \$ - |
| 461070 | Interfund Revenue | \$ - | \$ - |
| Total Charge for Current Service | | \$ - | \$ - |
| 471110 | Other Sales | \$ - | \$ - |
| 471120 | Miscellaneous Revenue | \$ - | \$ - |
| 471126 | Insurance Settlements | \$ - | \$ - |
| 471127 | Settlements | \$ - | \$ - |
| 471210 | Sale of Fixed Assets | \$ - | \$ - |
| 471220 | Operating Transfer-In | \$ - | \$ - |
| 4712201 | LTF Contribution | \$ 1,825,000.00 | \$ 1,825,000.00 |
| Total Other Revenue | | \$ 1,825,000.00 | \$ 1,825,000.00 |
| | | | |
| | | \$ 5,075,000.00 | \$ 5,075,000.00 |

BUDGET SUMMARY 26-27

527-3034

5/4/2026

| | | TCTC REQUESTS | TOTAL REQUESTS |
|--|----------------------------------|--------------------------|---------------------------|
| 51010 | Salary and Wages | \$ - | \$ - |
| 51011 | Extra Help | \$ - | \$ - |
| 51012 | Overtime Comp | \$ - | \$ - |
| 51015 | Pay In Lieu/Misc. Payouts | \$ - | \$ - |
| 51020 | PERS Retirement | \$ - | \$ - |
| 51021 | OASDI | \$ - | \$ - |
| 51022 | Unfunded PERS Liability Misc | \$ - | \$ - |
| 51024 | ADP Misc. | \$ - | \$ - |
| 51030 | Group Insurance | \$ - | \$ - |
| 51031 | Unemployment Ins | \$ - | \$ - |
| 51040 | Worker's Comp | \$ - | \$ - |
| 51050 | Deferred Comp Match | \$ - | \$ - |
| Total Salary & Benefits | | \$ - | \$ - |
| 53110 | Clothing & Personnel Supplies | \$ - | \$ - |
| 53120 | Communications | \$ - | \$ - |
| 53140 | Household Expense | \$ - | \$ - |
| 53150 | Insurance | \$ - | \$ - |
| 53170 | Maintenance of Equipment | \$ - | \$ - |
| 53180 | Maintenance Struct-Imprv-Grounds | \$ - | \$ - |
| 53190 | Medical/Dental Lab Supply | \$ - | \$ - |
| 53200 | Memberships & Dues | \$ - | \$ - |
| 53210 | Miscellaneous Expense | \$ - | \$ - |
| 53220 | Office Expense | \$ 1,000.00 | \$ 1,000.00 |
| 53230 | Professional/Special Services | \$ 52,000.00 | \$ 52,000.00 |
| 53235 | A-87 Overhead | \$ - | \$ - |
| 53240 | Publication/Legal Notices | \$ - | \$ - |
| 53250 | Rent/Lease of Equipment | \$ - | \$ - |
| 53260 | Rent/Lease of Buildings | \$ - | \$ - |
| 53270 | Small Tools & Instruments | \$ - | \$ - |
| 53280 | Special Departmental Expense | \$ - | \$ - |
| 53290 | Employee Travel/Training | \$ - | \$ - |
| 53291 | Transportation Expense | \$ - | \$ - |
| 53300 | Utilities | \$ - | \$ - |
| 53800 | Internal Assets | \$ 30,000.00 | \$ 30,000.00 |
| Total Service & Supplies | | \$ 83,000.00 | \$ 83,000.00 |
| 55048 | Taxes-Assessments | \$ - | \$ - |
| 55470 | Rights of Way | \$ - | \$ - |
| Total Other Charges | | \$ - | \$ - |
| 57500 | Improvement & Structures | \$ 500,000.00 | \$ 500,000.00 |
| 57600 | Equipment | \$ 25,000.00 | \$ 25,000.00 |
| 57603 | Computers | \$ - | \$ - |
| 57605 | Vehicles | \$ 650,000.00 | \$ 650,000.00 |
| 57608 | Special Dept Equipment | \$ - | \$ - |
| Total Fixed Assets | | \$ 1,175,000.00 | \$ 1,175,000.00 |
| 59000 | Contingency | \$ 461,056.00 | \$ 461,056.00 |
| 59700 | Operating Transfer Out | \$ 3,355,944.00 | \$ 3,355,944.00 |
| Total Transfers & Reimbursement | | \$ 3,817,000.00 | \$ 3,817,000.00 |
| | | \$ 5,075,000.00 | \$ 5,075,000.00 |

**BUDGET SUMMARY 25-26
117-3037 TRAX**

5/4/2026

| | | TRAX 117-3037 REQUESTS | TOTAL REQUESTS |
|--|------------------------------------|-----------------------------------|---------------------------|
| 410081 | Sales & Use Tax 1/4 Cent | \$ - | \$ - |
| Total Taxes | | \$ - | \$ - |
| 420130 | Road Privileges & Permits | \$ - | \$ - |
| Total License & Permits | | \$ - | \$ - |
| 440300 | Interest | \$ 14,868.00 | \$ 14,868.00 |
| Total Revenue from Money & Property | | \$ 14,868.00 | \$ 14,868.00 |
| 450410 | State Highway Users 2104 | \$ - | \$ - |
| 450411 | State Highway Users 2106 | \$ - | \$ - |
| 450412 | State Highway Users 2105 | \$ - | \$ - |
| 450413 | State Highway Users 2103 | \$ - | \$ - |
| 450415 | State Highway Users SB1 RMRA | \$ - | \$ - |
| 450417 | State Road Matching | \$ - | \$ - |
| 450418 | State Road Exchange | \$ - | \$ - |
| 450580 | State Disaster Relief | \$ - | \$ - |
| 450620 | State Other | \$ - | \$ - |
| 4506209 | State Transit Assistance | \$ - | \$ - |
| 4506221 | State/Regional Assit Fund | \$ - | \$ - |
| 4506232 | 2% Prj. Plan., Program., & Monitor | \$ - | \$ - |
| 450670 | Federal Disaster Relief | \$ - | \$ - |
| 450680 | Federal Forest Reserve | \$ - | \$ - |
| 450720 | Federal Other | \$ - | \$ - |
| 450750 | Fed Cares Relief | \$ - | \$ - |
| 450751 | American Rescue Plan Act | \$ - | \$ - |
| Total Aid from Other Government Agency | | \$ - | \$ - |
| 460870 | Planning/Engineering Services | \$ - | \$ - |
| 460960 | Road & Street Services | \$ - | \$ - |
| 461060 | Other Fees | \$ - | \$ - |
| 461070 | Interfund Revenue | \$ - | \$ - |
| Total Charge for Current Service | | \$ - | \$ - |
| 471110 | Other Sales | \$ - | \$ - |
| 471120 | Miscellaneous Revenue | \$ - | \$ - |
| 471126 | Insurance Settlements | \$ - | \$ - |
| 471127 | Settlements | \$ - | \$ - |
| 471210 | Sale of Fixed Assets | \$ - | \$ - |
| 471220 | Operating Transfer-In | \$ 2,576,109.00 | \$ 2,576,109.00 |
| 4712201 | LTF Contribution | \$ - | \$ - |
| Total Other Revenue | | \$ 2,576,109.00 | \$ 2,576,109.00 |
| | | | |
| | | \$ 2,590,977.00 | \$ 2,590,977.00 |

**BUDGET SUMMARY 26-27
117-3037 TRAX**

5/4/2026

| | | TRAX 117-3037 REQUESTS | TOTAL REQUESTS |
|--|-----------------------------------|-----------------------------------|---------------------------|
| 51010 | Salary and Wages | \$ - | \$ - |
| 51011 | Extra Help | \$ - | \$ - |
| 51012 | Overtime Comp | \$ - | \$ - |
| 51015 | Pay In Lieu/Misc. Payouts | \$ - | \$ - |
| 51020 | PERS Retirement | \$ - | \$ - |
| 51021 | OASDI | \$ - | \$ - |
| 51022 | Unfunded PERS Liability Misc | \$ - | \$ - |
| 51024 | ADP Misc. | \$ - | \$ - |
| 51030 | Group Insurance | \$ - | \$ - |
| 51031 | Unemployment Ins | \$ - | \$ - |
| 51040 | Worker's Comp | \$ - | \$ - |
| 51050 | Deferred Comp Match | \$ - | \$ - |
| Total Salary & Benefits | | \$ - | \$ - |
| 53110 | Clothing & Personnel Supplies | \$ - | \$ - |
| 53120 | Communications | \$ - | \$ - |
| 53140 | Household Expense | \$ - | \$ - |
| 53150 | Insurance | \$ - | \$ - |
| 53170 | Maintenance of Equipment | \$ 30,000.00 | \$ 30,000.00 |
| 53180 | Maintenance Struct-Imprv-Grounds | \$ 30,000.00 | \$ 30,000.00 |
| 53190 | Medical/Dental Lab Supply | \$ - | \$ - |
| 53200 | Memberships & Dues | \$ - | \$ - |
| 53210 | Miscellaneous Expense | \$ - | \$ - |
| 53220 | Office Expense | \$ - | \$ - |
| 53230 | Professional/Special Services | \$ 300,000.00 | \$ 300,000.00 |
| 53235 | A-87 Overhead | \$ 9,977.00 | \$ 9,977.00 |
| 532360 | Prof./Special Contract Operations | \$ 1,926,000.00 | \$ 1,926,000.00 |
| 53240 | Publication/Legal Notices | \$ - | \$ - |
| 53250 | Rent/Lease of Equipment | \$ - | \$ - |
| 53260 | Rent/Lease of Buildings | \$ - | \$ - |
| 53270 | Small Tools & Instruments | \$ - | \$ - |
| 53280 | Special Departmental Expense | \$ 25,000.00 | \$ 25,000.00 |
| 532821 | Promo Spec. Dept. - TRAX | \$ - | \$ - |
| 53290 | Employee Travel/Training | \$ - | \$ - |
| 53291 | Transportation Expense | \$ 250,000.00 | \$ 250,000.00 |
| 53300 | Utilities | \$ 20,000.00 | \$ 20,000.00 |
| 53800 | Internal Assets | \$ - | \$ - |
| Total Service & Supplies | | \$ 2,590,977.00 | \$ 2,590,977.00 |
| 55048 | Taxes-Assessments | \$ - | \$ - |
| 55470 | Rights of Way | \$ - | \$ - |
| Total Other Charges | | \$ - | \$ - |
| 57500 | Improvement & Structures | \$ - | \$ - |
| 57600 | Equipment | \$ - | \$ - |
| 57602 | Office Furniture | \$ - | \$ - |
| 57603 | Computers | \$ - | \$ - |
| 57605 | Vehicles | \$ - | \$ - |
| 57608 | Special Dept Equipment | \$ - | \$ - |
| Total Fixed Assets | | \$ - | \$ - |
| 59000 | Contingency | | \$ - |
| 599005 | I/F To Planning/Adm | \$ - | \$ - |
| Total Transfers & Reimbursement | | \$ - | \$ - |
| | | | |
| | | \$ 2,590,977.00 | \$ 2,590,977.00 |

**BUDGET SUMMARY 25-26
117-3038 METS**

5/4/2026

| | | METS 117-3038 REQUESTS | TOTAL REQUESTS |
|--|------------------------------------|-----------------------------------|---------------------------|
| 410081 | Sales & Use Tax 1/4 Cent | \$ - | \$ - |
| Total Taxes | | \$ - | \$ - |
| 420130 | Road Privileges & Permits | \$ - | \$ - |
| Total License & Permits | | \$ - | \$ - |
| 440300 | Interest | \$ 500.00 | \$ 500.00 |
| Total Revenue from Money & Property | | \$ 500.00 | \$ 500.00 |
| 450410 | State Highway Users 2104 | \$ - | \$ - |
| 450411 | State Highway Users 2106 | \$ - | \$ - |
| 450412 | State Highway Users 2105 | \$ - | \$ - |
| 450413 | State Highway Users 2103 | \$ - | \$ - |
| 450415 | State Highway Users SB1 RMRA | \$ - | \$ - |
| 450417 | State Road Matching | \$ - | \$ - |
| 450418 | State Road Exchange | \$ - | \$ - |
| 450580 | State Disaster Relief | \$ - | \$ - |
| 450620 | State Other | \$ - | \$ - |
| 4506209 | State Transit Assistance | \$ - | \$ - |
| 4506221 | State/Regional Assit Fund | \$ - | \$ - |
| 4506232 | 2% Prj. Plan., Program., & Monitor | \$ - | \$ - |
| 450670 | Federal Disaster Relief | \$ - | \$ - |
| 450680 | Federal Forest Reserve | \$ - | \$ - |
| 450720 | Federal Other | | \$ - |
| 450750 | Fed Cares Relief | \$ - | \$ - |
| 450751 | American Rescue Plan Act | \$ - | \$ - |
| Total Aid from Other Government Agency | | \$ - | \$ - |
| 460870 | Planning/Engineering Services | \$ - | \$ - |
| 460960 | Road & Street Services | \$ - | \$ - |
| 461060 | Other Fees | \$ - | \$ - |
| 461070 | Interfund Revenue | \$ - | \$ - |
| Total Charge for Current Service | | \$ - | \$ - |
| 471110 | Other Sales | \$ - | \$ - |
| 471120 | Miscellaneous Revenue | \$ - | \$ - |
| 471126 | Insurance Settlements | \$ - | \$ - |
| 471127 | Settlements | \$ - | \$ - |
| 471210 | Sale of Fixed Assets | \$ - | \$ - |
| 471220 | Operating Transfer-In | \$ 62,800.00 | \$ 62,800.00 |
| 4712201 | LTF Contribution | \$ - | \$ - |
| Total Other Revenue | | \$ 62,800.00 | \$ 62,800.00 |
| | | | |
| | | \$ 63,300.00 | \$ 63,300.00 |

**BUDGET SUMMARY 26-27
117-3038 METS**

5/4/2026

| | | METS 117-3038 REQUESTS | TOTAL REQUESTS |
|--|-----------------------------------|-----------------------------------|---------------------------|
| 51010 | Salary and Wages | \$ - | \$ - |
| 51011 | Extra Help | \$ - | \$ - |
| 51012 | Overtime Comp | \$ - | \$ - |
| 51015 | Pay In Lieu/Misc. Payouts | \$ - | \$ - |
| 51020 | PERS Retirement | \$ - | \$ - |
| 51021 | OASDI | \$ - | \$ - |
| 51022 | Unfunded PERS Liability Misc | \$ - | \$ - |
| 51024 | ADP Misc. | \$ - | \$ - |
| 51030 | Group Insurance | \$ - | \$ - |
| 51031 | Unemployment Ins | \$ - | \$ - |
| 51040 | Worker's Comp | \$ - | \$ - |
| 51050 | Deferred Comp Match | \$ - | \$ - |
| Total Salary & Benefits | | \$ - | \$ - |
| 53110 | Clothing & Personnel Supplies | \$ - | \$ - |
| 53120 | Communications | \$ 1,800.00 | \$ 1,800.00 |
| 53140 | Household Expense | \$ - | \$ - |
| 53150 | Insurance | \$ - | \$ - |
| 53170 | Maintenance of Equipment | \$ - | \$ - |
| 53180 | Maintenance Struct-Imprv-Grounds | \$ - | \$ - |
| 53190 | Medical/Dental Lab Supply | \$ - | \$ - |
| 53200 | Memberships & Dues | \$ - | \$ - |
| 53210 | Miscellaneous Expense | \$ - | \$ - |
| 53220 | Office Expense | \$ - | \$ - |
| 53230 | Professional/Special Services | \$ 500.00 | \$ 500.00 |
| 53235 | A-87 Overhead | \$ - | \$ - |
| 532360 | Prof./Special Contract Operations | \$ 10,000.00 | \$ 10,000.00 |
| 53240 | Publication/Legal Notices | \$ - | \$ - |
| 53250 | Rent/Lease of Equipment | \$ - | \$ - |
| 53260 | Rent/Lease of Buildings | \$ - | \$ - |
| 53270 | Small Tools & Instruments | \$ - | \$ - |
| 53280 | Special Departmental Expense | \$ 1,000.00 | \$ 1,000.00 |
| 532821 | Promo Spec. Dept. - TRAX | \$ - | \$ - |
| 53290 | Employee Travel/Training | \$ - | \$ - |
| 53291 | Transportation Expense | \$ 50,000.00 | \$ 50,000.00 |
| 53300 | Utilities | \$ - | \$ - |
| 53800 | Internal Assets | \$ - | \$ - |
| Total Service & Supplies | | \$ 63,300.00 | \$ 63,300.00 |
| 55048 | Taxes-Assessments | \$ - | \$ - |
| 55470 | Rights of Way | \$ - | \$ - |
| Total Other Charges | | \$ - | \$ - |
| 57500 | Improvement & Structures | \$ - | \$ - |
| 57600 | Equipment | \$ - | \$ - |
| 57602 | Office Furniture | \$ - | \$ - |
| 57603 | Computers | \$ - | \$ - |
| 57605 | Vehicles | \$ - | \$ - |
| 57608 | Special Dept Equipment | \$ - | \$ - |
| Total Fixed Assets | | \$ - | \$ - |
| 59000 | Contingency | | \$ - |
| 599005 | I/F To Planning/Adm | \$ - | \$ - |
| Total Transfers & Reimbursement | | \$ - | \$ - |
| | | \$ 63,300.00 | \$ 63,300.00 |

**BUDGET SUMMARY 25-26
117-3039 PARATRAX**

5/4/2026

| | | PARATRAX 117-3039 REQUESTS | TOTAL REQUESTS |
|--|------------------------------------|---------------------------------------|---------------------------|
| 410081 | Sales & Use Tax 1/4 Cent | \$ - | \$ - |
| Total Taxes | | \$ - | \$ - |
| 420130 | Road Privileges & Permits | \$ - | \$ - |
| Total License & Permits | | \$ - | \$ - |
| 440300 | Interest | \$ 2,500.00 | \$ 2,500.00 |
| Total Revenue from Money & Property | | \$ 2,500.00 | \$ 2,500.00 |
| 450410 | State Highway Users 2104 | \$ - | \$ - |
| 450411 | State Highway Users 2106 | \$ - | \$ - |
| 450412 | State Highway Users 2105 | \$ - | \$ - |
| 450413 | State Highway Users 2103 | \$ - | \$ - |
| 450415 | State Highway Users SB1 RMRA | \$ - | \$ - |
| 450417 | State Road Matching | \$ - | \$ - |
| 450418 | State Road Exchange | \$ - | \$ - |
| 450580 | State Disaster Relief | \$ - | \$ - |
| 450620 | State Other | \$ - | \$ - |
| 4506209 | State Transit Assistance | \$ - | \$ - |
| 4506221 | State/Regional Assit Fund | \$ - | \$ - |
| 4506232 | 2% Prj. Plan., Program., & Monitor | \$ - | \$ - |
| 450670 | Federal Disaster Relief | \$ - | \$ - |
| 450680 | Federal Forest Reserve | \$ - | \$ - |
| 450720 | Federal Other | \$ - | \$ - |
| 450750 | Fed Cares Relief | \$ - | \$ - |
| 450751 | American Rescue Plan Act | \$ - | \$ - |
| Total Aid from Other Government Agency | | \$ - | \$ - |
| 460870 | Planning/Engineering Services | \$ - | \$ - |
| 460960 | Road & Street Services | \$ - | \$ - |
| 461060 | Other Fees | \$ - | \$ - |
| 461070 | Interfund Revenue | \$ - | \$ - |
| Total Charge for Current Service | | \$ - | \$ - |
| 471110 | Other Sales | \$ - | \$ - |
| 471120 | Miscellaneous Revenue | \$ - | \$ - |
| 471126 | Insurance Settlements | \$ - | \$ - |
| 471127 | Settlements | \$ - | \$ - |
| 471210 | Sale of Fixed Assets | \$ - | \$ - |
| 471220 | Operating Transfer-In | \$ 699,167.00 | \$ 699,167.00 |
| 4712201 | LTF Contribution | \$ - | \$ - |
| Total Other Revenue | | \$ 699,167.00 | \$ 699,167.00 |
| | | | |
| | | \$ 701,667.00 | \$ 701,667.00 |

**BUDGET SUMMARY 26-27
117-3039 PARATRAX**

5/4/2026

| | | PARATRAX 117-3039 REQUESTS | TOTAL REQUESTS |
|--|-----------------------------------|---------------------------------------|---------------------------|
| 51010 | Salary and Wages | \$ - | \$ - |
| 51011 | Extra Help | \$ - | \$ - |
| 51012 | Overtime Comp | \$ - | \$ - |
| 51015 | Pay In Lieu/Misc. Payouts | \$ - | \$ - |
| 51020 | PERS Retirement | \$ - | \$ - |
| 51021 | OASDI | \$ - | \$ - |
| 51022 | Unfunded PERS Liability Misc | \$ - | \$ - |
| 51024 | ADP Misc. | \$ - | \$ - |
| 51030 | Group Insurance | \$ - | \$ - |
| 51031 | Unemployment Ins | \$ - | \$ - |
| 51040 | Worker's Comp | \$ - | \$ - |
| 51050 | Deferred Comp Match | \$ - | \$ - |
| Total Salary & Benefits | | \$ - | \$ - |
| 53110 | Clothing & Personnel Supplies | \$ - | \$ - |
| 53120 | Communications | \$ - | \$ - |
| 53140 | Household Expense | \$ - | \$ - |
| 53150 | Insurance | \$ - | \$ - |
| 53170 | Maintenance of Equipment | \$ 20,000.00 | \$ 20,000.00 |
| 53180 | Maintenance Struct-Imprv-Grounds | \$ 20,000.00 | \$ 20,000.00 |
| 53190 | Medical/Dental Lab Supply | \$ - | \$ - |
| 53200 | Memberships & Dues | \$ - | \$ - |
| 53210 | Miscellaneous Expense | \$ - | \$ - |
| 53220 | Office Expense | \$ - | \$ - |
| 53230 | Professional/Special Services | \$ 130,000.00 | \$ 130,000.00 |
| 53235 | A-87 Overhead | \$ 1,667.00 | \$ 1,667.00 |
| 532360 | Prof./Special Contract Operations | \$ 450,000.00 | \$ 450,000.00 |
| 53240 | Publication/Legal Notices | \$ - | \$ - |
| 53250 | Rent/Lease of Equipment | \$ - | \$ - |
| 53260 | Rent/Lease of Buildings | \$ - | \$ - |
| 53270 | Small Tools & Instruments | \$ - | \$ - |
| 53280 | Special Departmental Expense | \$ - | \$ - |
| 532821 | Promo Spec. Dept. - TRAX | \$ - | \$ - |
| 53290 | Employee Travel/Training | \$ - | \$ - |
| 53291 | Transportation Expense | \$ 80,000.00 | \$ 80,000.00 |
| 53300 | Utilities | \$ - | \$ - |
| 53800 | Internal Assets | \$ - | \$ - |
| Total Service & Supplies | | \$ 701,667.00 | \$ 701,667.00 |
| 55048 | Taxes-Assessments | \$ - | \$ - |
| 55470 | Rights of Way | \$ - | \$ - |
| Total Other Charges | | \$ - | \$ - |
| 57500 | Improvement & Structures | \$ - | \$ - |
| 57600 | Equipment | \$ - | \$ - |
| 57602 | Office Furniture | \$ - | \$ - |
| 57603 | Computers | \$ - | \$ - |
| 57605 | Vehicles | \$ - | \$ - |
| 57608 | Special Dept Equipment | \$ - | \$ - |
| Total Fixed Assets | | \$ - | \$ - |
| 59000 | Contingency | \$ - | \$ - |
| 599005 | I/F To Planning/Adm | \$ - | \$ - |
| Total Transfers & Reimbursement | | \$ - | \$ - |
| | | | |
| | | \$ 701,667.00 | \$ 701,667.00 |



Tehama County

Agenda Request Form

File #: 26-0806

Agenda Date: 5/18/2026

Agenda #: 11.

2026-27 Overall Work Program - Deputy Director Riske-Gomez

Requested Action(s)

Adopt the 2026-2027 Overall Work Program (OWP) by resolution and authorize the Executive Director or designee to submit the adopted OWP and execute all required documents, including the Overall Work Program Agreement (OWPA), with the California Department of Transportation (Caltrans). TCTC staff are further authorized to incorporate any additional administrative language or technical changes requested by Caltrans staff during the review process to ensure approval and maintain eligibility for Rural Planning Assistance (RPA) funding.

Financial Impact:

The Tehama County Transportation Commission (TCTC) will receive \$404,500 in Rural Planning Assistance (RPA) funds from the California Department of Transportation (Caltrans) for Fiscal Year 2026-2027. These funds support the annual Overall Work Program (OWP), which outlines TCTC's transportation planning activities from July 1, 2026 through June 30, 2027 and serves as the basis for the agency's planning budget.

RPA funding is administered through a Master Fund Transfer Agreement (MFTA), Overall Work Program Agreement (OWPA), and a Memorandum of Understanding (MOU) between Caltrans and TCTC, the designated Regional Transportation Planning Agency. Approval of this item authorizes staff to implement the OWP and carry out all related administrative and planning tasks in accordance with state and federal requirements. No local match is required, and there is no impact to the General Fund.

Background Information:

The California Department of Transportation (Caltrans), as a condition of Rural Planning Assistance (RPA) funding, requires each Regional Transportation Planning Agency to develop an annual Overall Work Program (OWP) as a planning and budgeting tool for the coming fiscal year. TCTC's RPA funds for 2026-2027 are \$404,500.

The OWP is supported by a Master Fund Agreement and Memorandum of Understanding Comprehensive Transportation Planning for RTPAs that receive Rural Planning Assistance Funding.

The Master Fund Transfer Agreement (MFTA), is by and between the signatory public entity identified as the RTPA, established under Government Code Section 29532. 1 or 29535 and Title 49 CFR, Part 1 8, and the State of California, acting by and through its Department of Transportation (Caltrans). The State prepared the MFTA, which hereby, together with the annual OWP, and annual Overall Work Program Agreement, sets forth the entire terms and conditions under which these funds are to be expended by RTPA for the fiscal year period of that OWP and annual OWPA.

The Memorandum of Understanding (MOU) was entered into by the State of California acting through its Department of Transportation, herein referred to as Caltrans, and the Tehama County Transportation Commission referred to as Regional Transportation Planning Agency (RTPA), established as the RTPA for Tehama County pursuant to the establishment of the Transportation Development Act, otherwise known as the Mills-Alquist-Deddeh Act (SB 325) and establishes a general transportation planning and programming process codifying the responsibilities of RTPA and Caltrans.

The RTPA is recognized as the agency responsible for comprehensive regional transportation planning, pursuant to State law, for the county and incorporated cities included in the RTPA planning area. This responsibility includes, on a regional basis: providing a forum for regional transportation issues, developing and adopting goals and objectives, performing intermodal corridor and sub-area studies, providing policy guidance, courses and training, along with allocating State and Federal transportation funds in accordance with applicable regulations and laws, assuring prioritization of proposed transportation improvements to be funded with State and Federal funds as required by applicable regulations, complying with the California Environmental Quality Act (CEQA), and coordinating the Regional Transportation Plan (RTP) with other plans and programs as appropriate.

The parties addressed in the MOU expressed their joint intent to mutually carry out the described transportation planning process for this RTPA planning area in a manner which will assure full compliance with the laws referenced in this MOU, the RTP Guidelines, the Caltrans Regional Planning Handbook, and the planning constraints of the United States Department of Transportation, where applicable.

Annually the RTPA will prepare, adopt, and submit to Caltrans an annual Overall Work Program (OWP) in accordance with the Caltrans Regional Planning Handbook. The purpose of the OWP is to serve as a work plan to guide and manage the work of RTPA, identify transportation planning activities and products occurring in the region and to act as the basis for RTPA budget for Rural Planning Assistance and, if applicable, other State and Federal planning funds.

The Overall Work Program Agreement (OWPA) will serve as the general agreement by which State and Federal planning funds will be transferred to RTPA. The draft OWP and any amendments thereto will be subject to review and approval by the funding agencies. The OWP will also include all regional transportation planning and research activities conducted in the region, regardless of funding source.

The attached OWP summarizes the transportation planning activities for TCTC from July 1, 2026 to June 30, 2027. It is the annual scope of work with activities organized by Work Elements as required by Caltrans. The 2026-27 OWP identifies all funding utilized by TCTC for transportation planning. The attached resolution summarizes the intent of the OWP and authorizes staff to perform all related tasks and administrative actions necessary to use the funds.

Tehama County Transportation Commission

*Regional Transportation
Planning Agency
for
Tehama County
and the
Cities of Corning,
Red Bluff and Tehama*

1509 Schwab St.
Red Bluff, CA 96080
(530) 602-8282

Overall Work Program

FY 2026-27

Adopted May 18, 2026

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Tehama County Transportation Commissioners and Transit Agency Board of Directors

Patrick Hurton – City of Red Bluff

Tom Walker – Tehama County

Jim Bacquet – City of Tehama

Rob Burroughs – Tehama County

Dave Demo – City of Corning

Matt Hansen – Tehama County

Regional Transportation Planning Agency Technical Advisory Committee (RTPA TAC) Members

Carolyn Steffan – City of Tehama

Robin Kampmann – City of Corning

Scott Miller – City of Red Bluff

Vacant – Tehama County

Tamy Quigley - Caltrans Planning Manager

Lynn Siedshlag– Paskenta Band of Nomlaki Indians, Tribal Member at Large

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Associate Transportation Planner

choughtby@tehamartpa.org

2026-2027 Overall Work Program Funding Summary

| Work Element | RPA Funds | | FY 25/26 Carryover | Total |
|--|------------|------------|--------------------------|------------|
| | TCTC | Consultant | | |
| 600: TCTC/TCTAB Packets and Meetings | \$ 20,000 | \$ - | 0 | \$ 20,000 |
| 601: State and Federal Programming | \$ 30,000 | \$ - | 0 | \$ 30,000 |
| 602: Overall Work Program | \$ 9,000 | \$ - | 0 | \$ 9,000 |
| 603: GIS and ITS | \$ 100,000 | \$ 75,000 | 0 | \$ 175,000 |
| 604: Multi-Modal and Sustainability Planning | \$ 95,000 | \$ - | 0 | \$ 95,000 |
| 605: Transit Planning | \$ 15,000 | \$ - | 0 | \$ 15,000 |
| 606: Public Outreach and Education | \$ 5,000 | \$ - | 0 | \$ 5,000 |
| 607: Air Quality Planning | \$ 10,000 | \$ - | 0 | \$ 10,000 |
| 608: RTPA Coordination/Handbook | \$ 20,500 | \$ - | 0 | \$ 20,500 |
| 702: Regional Transportation Plan | \$ 10,000 | \$ - | 0 | \$ 10,000 |
| 708: Pavement Management | \$ 15,000 | \$ - | 0 | \$ 15,000 |
| Subtotal: | \$ 329,500 | \$ 75,000 | 0 | \$ 404,500 |
| Total: | | | | \$ 404,500 |

Estimated Carryover

Estimated carryover amounts (\$0.00) from FY 2025/26 are included in the Final Overall Work Program (OWP) to ensure accurate financial planning and to encourage timely use of older funds. These carryover values are not included in the OWP Agreement (OWPA) per Caltrans guidance. Programming and monitoring of carryover balances supports efficient fund utilization and reduces the risk of lapsing funds.

Tehama County At A Glance

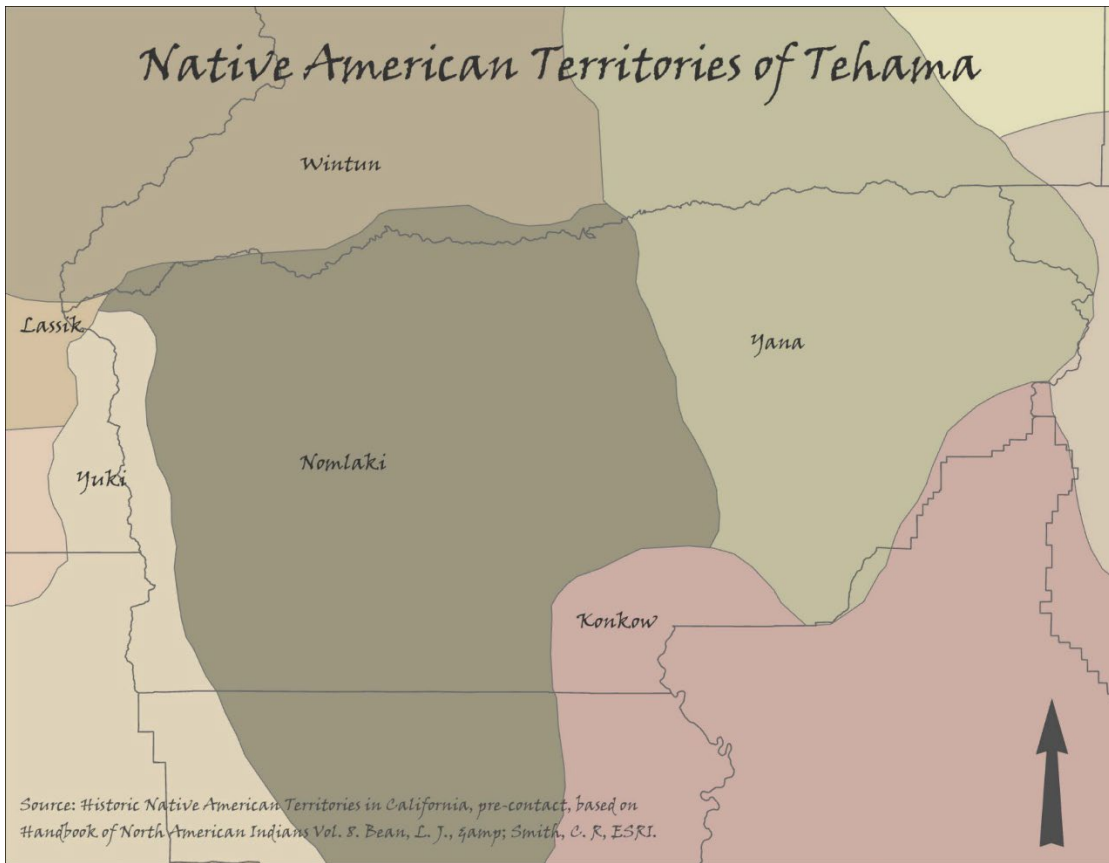
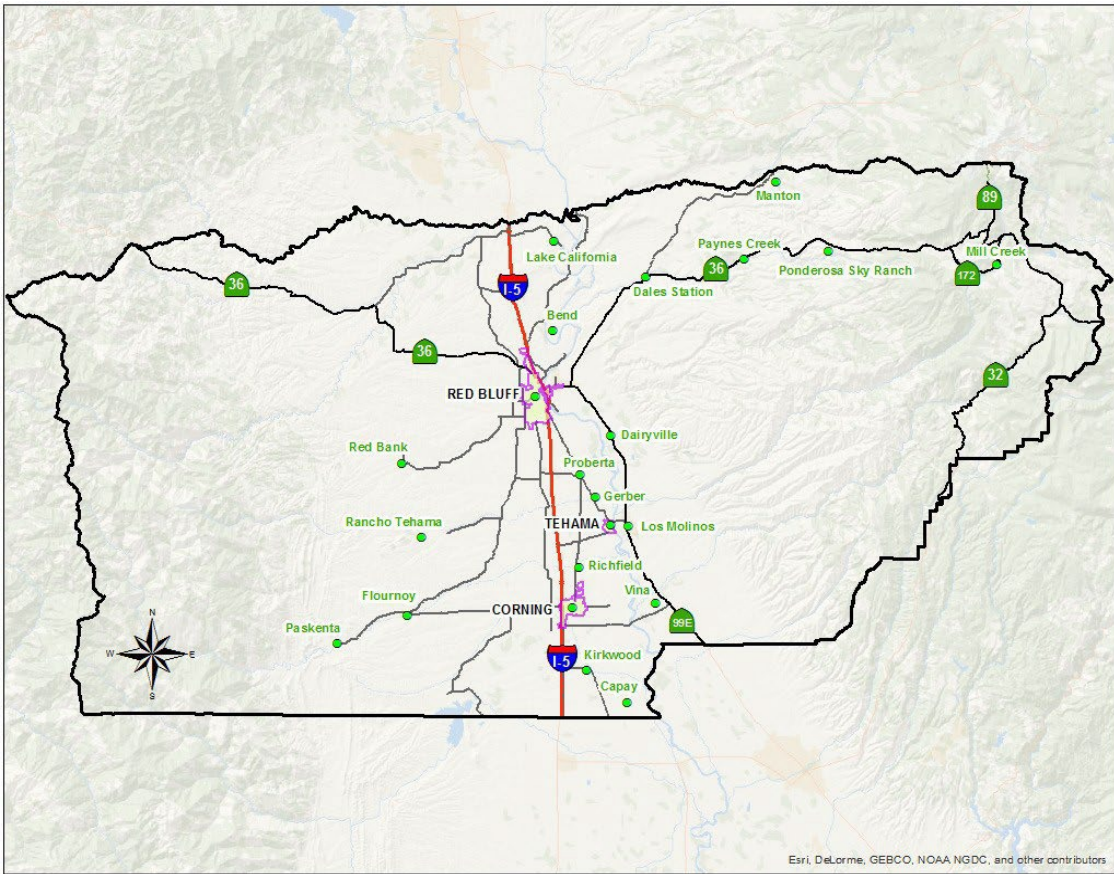
Tehama County is located in Northern California's Sacramento Valley, about 130 miles north of Sacramento. It covers 2,962 square miles and is bordered by Shasta, Plumas, Butte, Glenn, Mendocino, and Trinity counties. The Sacramento River and Interstate 5 (I-5) run through the county, providing key transportation routes. A Union Pacific rail mainline traverses Tehama County, serving as a vital freight corridor. In addition to interstate freight, the rail line is used by Amtrak's long-distance Coast Starlight route, with passenger stops in adjacent counties at Redding and Chico.

Tehama County includes the ancestral homelands and areas of cultural importance associated with the Wintun, Yana, Nomlaki, Yuki, Lassik, and Konkow peoples. TCTC recognizes the importance of Tribal consultation and coordination in regional transportation planning and works to include Tribal governments and Tribal representatives in planning processes that may affect transportation access, safety, mobility, cultural resources, public lands, and regional connectivity.

The county has three incorporated cities, Red Bluff (the county seat), Corning, and Tehama, situated near the Sacramento River. It is home to national forests, parks, and wildlife refuges, offering outdoor recreation opportunities that support local tourism.

Tehama County has a population of around 64,665 as of 2025. It maintains 1,088.8 miles of roads with a Pavement Condition Index of 53, meaning fair condition. Major highways include I-5, State Route 36, and State Route 99. The county also has 309 bridges, two small airports, and public transportation services like Tehama Rural Area eXpress (TRAX) buses, ParaTRAX for seniors and disabled residents, the Medical Non-Emergency Transportation Service (METS) volunteer driver program, Amtrak Thruway Bus, and Greyhound.

The local economy is driven by agriculture, government, healthcare, retail, and manufacturing. The county is known for producing walnuts, almonds, olives, prunes, and cattle. Its location along I-5 and State Route 99 makes it ideal for logistics and distribution. Tourism also plays a role, with attractions like Lassen Volcanic National Park and the Sacramento River drawing visitors for fishing, hiking, and other outdoor activities.



Population

| | |
|-------------------------------|---------------|
| City of Corning | 8,244 |
| City of Red Bluff | 14,710 |
| City of Tehama | 435 |
| Unincorporated Area of County | 42,440 |
| Total Population | 65,829 |

2020 American Community Survey DEC Redistricting Data

Housing

| Tehama County | | State |
|---------------------------------------|-----------|--------------|
| Housing Units in Tehama County | 27,341 | 14,392,140 |
| Owner-Occupied | 73.6% | 54.90% |
| Median Value of Owner-Occupied | \$203,400 | \$475,900 |
| Average Household Size Owner-Occupied | 2.52 | 3 |
| Mean Travel Time to Work (minutes) | 23.4 | 29.3 |

2019 American Community Survey 15-year Estimates

Economics

| Tehama County | | State |
|------------------------------------|----------|--------------|
| Unemployment | 8.6% | 6.1% |
| Persons Below Poverty Level | 22.10% | 13.40% |
| Median Household Income | \$44,514 | \$75,235 |
| % With High School Degree | 84.50% | 83.30% |
| % With Bachelor's Degree or Higher | 15.70% | 33.90% |

2020 American Community Survey 15-year Estimates

Community Characteristics

In addition to population totals, TCTC considers community characteristics that may affect transportation access, project planning, outreach, and delivery. Tehama County includes the ancestral homelands and areas of cultural importance associated with the Wintun, Yana, Nomlaki, Yuki, Lassik, and Konkow peoples. TCTC coordinates with Tribal governments and Tribal representatives, including the Paskenta Band of Nomlaki Indians and other regional Tribal partners, during regional transportation planning efforts.

Tehama County's population also includes older adults, youth, persons with disabilities, low-income households, limited-English-proficient residents, and residents without reliable access to a personal vehicle. These characteristics are important when evaluating transit needs, active transportation access, emergency evacuation, public outreach, language access, and transportation investments in underserved communities. TCTC uses demographic information, public input, Tribal consultation, Title VI considerations, and regional planning data to help identify transportation needs and improve equitable access to jobs, services, education, healthcare, and community destinations.

Organizational Structure

Tehama County Transportation Commission (TCTC)

Jim Bacquet, Chairman – City of Tehama
Patrick Hurton, Vice Chairman – City of Red Bluff
Matt Hansen, Commissioner – Tehama County
Tom Walker, Commissioner – Tehama County
Rob Burroughs, Commissioner – Tehama County
Dave Demo, Commissioner – City of Corning

Tehama County Transit Agency Board (TCTAB)

Jim Bacquet, Chairman – City of Tehama
Patrick Hurton, Vice Chairman – City of Red Bluff
Matt Hansen, Director – Tehama County
Rob Burroughs, Director – Tehama County
Dave Demo, Director - City of Corning
Tom Walker, Director – Tehama County

Social Services Transportation Advisory Council (SSTAC)

Sharon Young, Chairman
Desiree Oglesby, Vice Chairman
Greg Jones, Councilmember
Steven Zane, Councilmember
Terry Rapley, Councilmember
Vacant Position, Councilmember
Vacant Position, Councilmember
Vacant Position, Councilmember
Vacant Position, Councilmember

Tehama County Regional Transportation Planning Agency Technical Advisory Committee (RTPA TAC)

Scott Miller, Chairman, City of Red Bluff
Tamy Quigley, Caltrans Planning Manager
Vacant – Member, Tehama County
Robin Kampmann, Member – City of Corning
Carolyn Steffan, Member – City of Tehama

TCTC/TCTAB Staff

Vacant – Executive Director
Jessica Riske-Gomez, Deputy Director
Tiffany Jensen, Accountant II
Ashley Fox, Senior Transportation Planner
Cole Houghtby, Associate Transportation Planner

Caltrans Regional Planning Liaison

Kathy Grah, Senior Transportation Planner, Office of
Community & Regional Planning
Kelly Babcock, Regional Planning

Tehama County Transportation Commission

Organization

The Tehama County Transportation Commission (TCTC) serves as the Regional Transportation Planning Agency (RTPA) for Tehama County and its three incorporated cities: Corning, Red Bluff, and Tehama. The Commission is composed of six members, including three County Supervisors and one city council member from each incorporated city.

Established in 1971, TCTC formalized its role in regional transportation planning with a Memorandum of Understanding (MOU) with Caltrans in June 1973. In March 2003, TCTC adopted bylaws, a mission statement, and a vision statement, while also establishing the Tehama County Transit Agency Board (TCTAB) to oversee transit services.

The TCTC makes transportation planning decisions through a collaborative process that includes input from the Technical Advisory Committee (TAC), RTPA staff, and community stakeholders. Staff recommendations are reviewed during publicly noticed Commission meetings where the public is invited to participate, ensuring transparency and local input in all decision-making processes.

Mission & Vision

- Mission: To enhance mobility and access for residents, businesses, and goods movement throughout Tehama County.
- Vision: To develop and maintain a reliable, efficient, flexible, and safe transportation network that meets the county's evolving needs.

Agency Coordination

TCTC emphasizes coordination among local, regional, State, Federal, Tribal, transit, and community partners to ensure that the Overall Work Program (OWP) reflects regional transportation priorities, supports State and Federal planning requirements, and aligns annual work activities with the Regional Transportation Plan (RTP).

State Coordination / Caltrans Coordination

TCTC coordinates closely with Caltrans District 2 and Caltrans Headquarters throughout development and implementation of the OWP. This coordination includes ongoing communication with District 2 Regional Planning staff regarding OWP guidance, eligible work activities, work element development, funding, invoicing, amendments, and compliance with State and Federal transportation planning requirements.

TCTC also participates in biweekly Local Assistance meetings, quarterly all-project coordination meetings, and monthly SR 99W/South County Corridor coordination meetings to discuss project delivery, programming, funding opportunities, and regional corridor priorities. Caltrans staff regularly attend TCTC and TCTAB meetings and participate on the RTPA Technical Advisory Committee (RTPA TAC), providing input on State highway coordination, regional planning priorities, programming actions, and OWP-related activities.

Public Transportation Operator Coordination

TCTC coordinates with the public transportation operator for TRAX, ParaTRAX, and METS, as well as the Tehama County Transit Agency Board (TCTAB) and Social Services Transportation Advisory Council (SSTAC), to identify transit planning needs and incorporate them into the OWP. Coordination includes review of transit performance, unmet transit needs, service coordination, Title VI and accessibility requirements, Transit Asset Management (TAM), zero-emission vehicle transition planning, transit facility planning, and mobility needs for seniors, persons with disabilities, low-income residents, and other transit-dependent populations. This coordination ensures that transit-related work elements support both regulatory requirements and the practical mobility needs of Tehama County residents.

Federal Land Management Agency Coordination

TCTC consults and coordinates with Federal Land Management Agencies (FLMAs), including the U.S. Forest Service, Bureau of Land Management, National Park Service, U.S. Fish and Wildlife Service, and other applicable Federal partners when transportation planning activities may involve or affect federally managed lands. FLMA coordination may include issues related to public land access, recreation routes, forest routes, emergency evacuation, goods movement, system resiliency, environmental resources, and connectivity between local, State, Tribal, and Federal transportation systems. This coordination occurs through the RTP process, RTPA TAC discussions, project-specific coordination, interagency correspondence, corridor planning efforts, and consultation related to emergency access and regional connectivity.

Local Agency, and Stakeholder Coordination

TCTC coordinates with Tribal governments, local jurisdictions, public works departments, community partners, and the public through the RTPA TAC, TCTC and TCTAB meetings, public outreach efforts, and project-specific coordination. The RTPA TAC provides a forum for local agencies, Caltrans, Tribal representatives, and regional partners to discuss transportation planning priorities, project programming, corridor needs, funding opportunities, and policy issues. TCTC also engages stakeholders and the public through community meetings, public hearings, outreach materials, website postings, and direct communication to ensure that regional planning activities reflect local needs, Tribal interests, public input, and the transportation priorities of Tehama County communities.

Tribal Coordination and Collaboration

TCTC coordinates with Tribal governments and Tribal representatives through the RTPA TAC, RTP development, AB 52 consultation, regional transportation planning, emergency access and evacuation planning, and project-specific coordination where Tribal access, safety, mobility, cultural resources, or regional connectivity may be affected. Current collaboration areas include coordination with the Paskenta Band of Nomlaki Indians and other regional Tribal partners on RTP priorities, South County Corridor / SR 99W planning, Tribal access, emergency access and resiliency planning, and transit/human services transportation needs involving Tribal health and transportation service providers.

Role & Structure of the RTPA TAC

The RTPA TAC serves as a collaborative partnership between:

- Local Tribes, including the Paskenta Band of Nomlaki Indians
- Tehama County
- The cities of Corning, Red Bluff, and Tehama
- Caltrans District 2
- City and County Public Works Directors
- City Managers
- RTPA staff
- Caltrans representatives
- U.S. Forest Service and Bureau of Land Management
- And other FLMA's

The committee meets quarterly, beginning in January, on the first Wednesday of the month.

Key Functions

- Recommending the programming and delivery of regional transportation projects
- Reviewing transportation planning studies and providing recommendations to TCTC
- Engaging in outreach efforts to traditionally underrepresented and underserved populations, including seniors, low-income individuals, persons with disabilities, and minority communities

The RTPA TAC plays a crucial role in ensuring that transportation planning reflects equitable, inclusive, and strategic decision-making for all communities in Tehama County.

Public Outreach

TCTC prioritizes community engagement as a key element in its planning and decision-making processes. Public participation is encouraged through various channels, including input during regular Commission meetings, involvement in transportation planning efforts, and participation in public outreach opportunities.

Community Outreach Efforts

To ensure broad and diverse community involvement, TCTC utilizes multiple outreach methods, including:

- Community meetings to gather local input
- Social media campaigns for broader digital engagement
- Radio and newspaper advertisements to reach a wider audience
- Stakeholder emails to keep key partners informed
- Flyer distributions in public spaces and community hubs

By implementing a variety of outreach strategies, TCTC aims to engage residents from all backgrounds, ensuring that transportation planning reflects the needs of the entire community. TCTC will periodically evaluate the effectiveness of its outreach methods by reviewing participation levels, public comments received, stakeholder feedback, and representation from underserved communities, and will adjust outreach strategies as needed to better engage Tehama County residents.

Major Transportation Planning Efforts

Consistent with 23 CFR 450.318 and applicable State OWP guidance, the FY 2026/27 Overall Work Program identifies the major transportation planning efforts to be carried out by TCTC during the fiscal year. These efforts are guided by the 2025 Regional Transportation Plan, ongoing coordination with Caltrans, local agencies, Tribal governments, Federal partners, the public transportation operator, and community stakeholders, and the need to maintain a safe, efficient, resilient, and financially constrained regional transportation system.

The OWP supports planning activities across roadway, bridge, transit, bicycle, pedestrian, aviation, goods movement, emergency access, resilience, air quality, asset management, and public participation needs in Tehama County.

Major transportation planning efforts include:

- **Regional Transportation Plan implementation and maintenance**, including monitoring RTP priorities, maintaining consistency with State and Federal planning requirements, and preparing RTP amendments or updates as needed.

- **State and Federal programming**, including RTIP, STIP, FTIP, SHOPP, HSIP, CMAQ, and discretionary funding coordination, project readiness review, fiscal constraint analysis, and programming actions.
- **South County Corridor / SR 99W planning and coordination**, including corridor planning, funding strategy development, multimodal analysis, construction readiness, and coordination with Caltrans and local partners.
- **Woodson Bridge stabilization and resilience planning**, including funding strategy, regional coordination, flood risk considerations, riverbank stabilization planning, and project development support.
- **Emergency access, evacuation, and system resilience planning**, including secondary access, evacuation routing, flood resilience, transportation system redundancy, hazard response, and vulnerable infrastructure assessment.
- **GIS, ITS, safety data, and transportation system analysis**, including maintenance of transportation-related GIS datasets, crash screening, corridor mapping, infrastructure vulnerability analysis, asset data integration, and data products that support planning and programming decisions.
- **Multimodal, complete streets, and active transportation planning**, including bicycle and pedestrian connectivity, complete streets coordination, multimodal corridor analysis, and implementation support for RTP and Active Transportation Plan priorities.
- **Transit planning and public transportation coordination**, including TRAX, ParaTRAX, and METS planning, transit performance monitoring, Unmet Transit Needs, Coordinated Public Transit–Human Services planning, Transit Asset Management, Title VI/accessibility requirements, transit facility planning, and mobility needs for seniors, persons with disabilities, and transit-dependent residents.
- **Zero-emission vehicle and transit fleet transition planning**, including ZEV infrastructure planning, utility coordination, transit fleet transition, charging capacity, facility readiness, and clean transportation strategies.
- **Air quality, CMAQ, VMT, and greenhouse gas planning**, including Clean Air Act coordination, emissions analysis, CMAQ eligibility review, VMT screening, SB 743 implementation, and integration of GHG reduction strategies into transportation planning.
- **Public outreach, Title VI, Environmental Justice, and community engagement**, including public hearings, community meetings, website postings, public notices, stakeholder coordination, language-accessible outreach, Tribal consultation, and engagement with underserved populations.
- **RTPA coordination, Tribal consultation, Federal Land Management Agency coordination, and regional partnership activities**, including coordination with Caltrans, cities, the County, Tribal governments, Federal Land Management Agencies, adjacent

RTPAs, and other regional partners on long-range planning, programming, access, resilience, and policy issues.

- **Pavement management and transportation asset management**, including pavement condition review, preservation scenario analysis, lifecycle cost planning, roadway and bridge asset data, GIS integration, and identification of projects for RTP and programming consideration.
- **Goods movement and interregional corridor planning**, including coordination related to I-5, SR 99, SR 36, SR 32, and SR 89, freight mobility, agricultural access, tourism, regional connectivity, and economic development.
- **Caltrans informational and interagency planning activities**, including coordination on RTP review, RTIP and programming documents, OWP progress and invoices, ITS architecture, Tribal outreach, multimodal planning, intergovernmental review, and State highway planning activities.

These planning efforts demonstrate that the OWP serves as TCTC's annual work plan for implementing regional transportation priorities, coordinating major planning activities, and linking near-term work tasks to the long-range goals, policies, and projects identified in the Regional Transportation Plan.

Overview of the 2026-2027 Overall Work Program

Tehama County Overall Work Program (OWP) Summary

The OWP is Tehama County's key management tool for regional transportation planning, outlining activities, schedules, and funding. It includes:

- State-mandated programs required for all RTPAs.
- Discretionary programs addressing Tehama County's unique transportation needs.
- Administrative support for both mandated and discretionary programs.

The OWP guides transportation planning efforts, defining objectives, tasks, staffing, and budget needs while aligning with local, state, and federal regulations. It supports the RTP, which includes priority projects eligible for funding through programs like the Regional Transportation Improvement Program (RTIP), Highway Bridge Program (HBP), and Highway Safety Improvement Program (HSIP).

Funding & Oversight

The 2026-27 OWP follows guidance from the Caltrans Regional Planning Handbook and is managed by Caltrans District 2 with oversight from Caltrans Headquarters. Tehama County's Rural Planning Assistance (RPA) fund allocation for 2026-27 is \$404,500, part of the statewide \$9 million apportionment.

Role of TCTC

As the RTPA, TCTC coordinates with cities, tribal governments, local agencies, the public, and Caltrans. TCTC participates in state and regional planning efforts such as:

- California Transportation Plan & Interregional Transportation Strategic Plan
- North State Super Region (NSSR) & Rural Counties Task Force (RCTF)
- California Transportation Commission (CTC) & RTPA Group

Purpose & Impact

The OWP functions like a business plan, focusing on research, data collection, and planning, not project design or construction. It ensures better connectivity, access, and efficiency, reducing redundancies and improving transportation mobility, goods movement, and safety across Tehama County. The OWP is a living document, adaptable to evolving needs and funding opportunities.

Planning Priorities & Issues Facing the Region

TCTC's major planning priorities are guided by the 2025 Regional Transportation Plan and focus on maintaining a safe, efficient, resilient, and financially sustainable multimodal transportation system for the movement of people and goods throughout Tehama County and to surrounding regions. The region's primary transportation issues include preservation of existing roadways and bridges, limited funding for maintenance and major capital improvements, safety on State highways and local roads, limited multimodal options in rural communities, transit access for seniors, persons with disabilities, and residents without reliable vehicle access, and the need to maintain regional connections to Shasta, Glenn, Butte, Trinity, Plumas, and Mendocino Counties.

TCTC's priorities include improving and maintaining interregional corridors such as I-5, SR 99, SR 36, SR 32, and SR 89; supporting goods movement, agriculture, tourism, and economic development; expanding practical transportation choices through transit, bicycle, pedestrian, and complete streets planning; improving emergency access and evacuation reliability; advancing climate resilience, air quality, and greenhouse gas reduction strategies; and aligning limited State, Federal, and local funding with the region's highest-priority transportation needs. These priorities reflect the larger regional goal of preserving existing infrastructure while strategically advancing safety, accessibility, mobility, environmental stewardship, and public participation in transportation decision-making.

TCTC Planning Factors 2026-2027

| Planning Factor: | 600 | 601 | 602 | 603 | 604 | 605 | 606 | 607 | 608 | 702 | 708 |
|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Support the economic vitality of the metropolitan area by enabling global competitiveness, productivity and efficiency | | | | | | | | | | | |
| Increase the safety of the transportation system for motorized and non-motorized users | | | | | | | | | | | |
| Increase the security of the transportation system for motorized and non-motorized users | | | | | | | | | | | |
| Increase accessibility and mobility of people and freight | | | | | | | | | | | |
| Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvement and State and local planned growth and economic development patterns | | | | | | | | | | | |
| Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight | | | | | | | | | | | |
| Promote efficient system management and operation | | | | | | | | | | | |
| Emphasize the preservation of the existing transportation system | | | | | | | | | | | |
| Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation | | | | | | | | | | | |
| Enhance travel and tourism | | | | | | | | | | | |

Work Element 600: TCTC/TCTAB Packets & Meetings

| | RPA Funds | |
|------------------|-----------|------------|
| | TCTC | Consultant |
| | \$20,000 | |
| Subtotal: | \$20,000 | |
| Total: | \$20,000 | |

Purpose

This work element supports implementation of Federal and State transportation planning requirements and ensures transparency, public access, and Brown Act compliance in the regional transportation planning process.

Reimburses staff time associated with preparation, coordination, and facilitation of TCTC and TCTAB public meetings. Activities include development of agendas, staff reports, resolutions, funding programming materials, compliance certifications, and supporting documentation necessary for Commission decision-making related to regional transportation planning and transit operations.

Previous Accomplishments

- Conducted monthly TCTC and TCTAB public meetings in compliance with Brown Act requirements.
- Prepared and presented agenda items related to State and Federal programming actions, grant pursuits, and regional corridor initiatives. Presented and secured adoption of the final RTP.
- Presented and secured adoption of the OWP.
- Provided updates on Woodson Bridge feasibility, South County Corridor planning, transit capital planning, and safety data initiatives.
- Conducted OWP and RTIP informational presentations to decision-makers and the public.
- Supported policy discussions regarding regional resilience, corridor stabilization, and transportation system preservation strategies.

| Task/Activity | | | |
|---------------|--|-------------------|--------------|
| Task/Activity | | Responsible Party | Schedule |
| 1 | Hold trainings and technical workshops for staff members/ stakeholders. | TCTC | Monthly |
| 2 | Participate in Caltrans training and coordination meetings. | TCTC | As scheduled |
| 3 | TCTC participates in the following technical advisory committees: | TCTC | As scheduled |
| 3.1 | Tehama County Transportation Commission Technical Advisory Committee (TAC). | TCTC | Monthly |
| 3.2 | Regional Transportation Planning Agency Forum (RTPA Group) - Monthly. | TCTC | Monthly |
| 3.3 | Rural Counties Task Force (RCTF). | TCTC | Bi-Monthly |
| 3.4 | North State Super Region (NSSR). | TCTC | Bi-Monthly |
| Product | | | |
| Task/Activity | | Responsible Party | Schedule |
| 1 | Completed Commission/Board packet agendas and items. | TCTC | Monthly |
| 2 | Minutes and website postings. | TCTC | Monthly |
| 3 | Resolutions authorizing planning tasks. | TCTC | As needed |
| 4 | Travel to meetings as necessary to perform planning duties. | TCTC | As scheduled |

Work Element 601: State and Federal Programming

| | RPA Funds | |
|------------------|-----------|------------|
| | TCTC | Consultant |
| | \$30,000 | |
| Subtotal: | \$30,000 | |
| Total: | | \$30,000 |

Purpose

Reimburses staff time associated with State and Federal transportation programming activities, including development, prioritization, and recommendation of projects for inclusion in the RTIP, FTIP, STIP, and other discretionary funding programs.

TCTC staff evaluate project readiness, funding eligibility, fiscal constraint requirements, and phasing strategies to ensure alignment with the adopted RTP and applicable State and Federal funding guidelines. Activities include financial analysis, funding scenario development, cost escalation review, grant alignment strategy, and interagency coordination to advance regionally significant transportation investments.

Projects must be included in the RTP and programmed appropriately to be eligible for State or Federal funding. This work element ensures compliance with programming requirements and supports implementation readiness of regional transportation priorities.

Previous Accomplishments

- Advanced multi-year funding strategy development for regionally significant corridor and bridge stabilization priorities, including identification of appropriate State and Federal funding pathways.
- Conducted STIP and RTIP cycle readiness planning, including project phase sequencing, eligibility screening, and fiscal constraint evaluation.
- Evaluated cost estimates and phase breakdowns to align projects with STIP, HSIP, and discretionary funding program requirements.
- Initiated funding stack modeling to position high-priority projects for competitive grant and formula programs.
- Coordinated with Caltrans District 2 and local partners to assess implementation readiness, documentation requirements, and programming timelines.
- Conducted programming analysis to ensure consistency between RTP priorities and near-term funding opportunities.
- Supported safety-driven programming considerations through evaluation of crash data and HSIP eligibility alignment.

| Task/Activity | | | |
|---------------|---|-------------------|--------------|
| Task/Activity | | Responsible Party | Schedule |
| 1 | Facilitate RTPA TAC meetings to coordinate programming activities and provide agencies guidance on RTP, RTIP, and funding opportunities. | TCTC | Quarterly |
| 2 | Coordinate with Caltrans District 2 and stakeholders on South County Corridor (SR 99W) funding strategies, programming actions, and construction readiness. | TCTC | Ongoing |
| 3 | Attend City Council and Board of Supervisors meetings as necessary to support transportation programming actions and funding coordination. | TCTC | As Needed |
| 4 | Review and comment on local transportation plans and projects for consistency with RTP and programming requirements. | TCTC | Ongoing |
| 5 | Conduct technical workshops and stakeholder coordination meetings related to major programming actions and grant development efforts. | TCTC | As Needed |
| 6 | Participate in Caltrans Local Assistance coordination meetings, STIP workshops, and SHOPP trainings to support state and federal programming compliance. | TCTC | As Scheduled |
| 7 | Advance funding pursuit and programming coordination for the Woodson Bridge stabilization project. | TCTC | As Needed |
| 8 | Meet with local agencies to identify upcoming projects, funding strategies, and matching fund opportunities for STIP and other state/federal programs | TCTC | Ongoing |
| Product | | | |
| Task/Activity | | Responsible Party | Schedule |
| 1 | Programming documents submitted to the California Transportation Commission (CTC), including RTIP and STIP actions. | TCTC | As Required |
| 2 | Funding strategy documentation, project monitoring records, and programming summaries.. | TCTC | Ongoing |
| 3 | RTIP process documentation, meeting records, and supporting materials. | TCTC | As Required |

Specific FY 26/27 Focus Areas

- South County Corridor (99W) funding scenario development and construction readiness
- Woodson Bridge stabilization programming strategy
- RTIP/FTIP amendments and coordination
- Funding coordination with Caltrans District 2 and local partners
- Evaluation of grant competitiveness and program eligibility for Lake California Drive and other regional priority projects

Work Element 602: Overall Work Program

| | RPA Funds | |
|------------------|-----------|------------|
| | TCTC | Consultant |
| | \$9,000 | |
| Subtotal: | \$9,000 | |
| Total: | \$9,000 | |

Purpose

Reimburses staff time associated with development, monitoring, amendment, and administration of the OWP. The OWP is the primary management and compliance document ensuring that TCTC fulfills mandated State and Federal transportation planning responsibilities as the RTPA.

Activities include preparation of annual OWP documents, coordination with Caltrans District 2 and Headquarters, monitoring of work element expenditures, preparation of invoices and progress reports, and processing of OWP amendments as necessary. This work element also supports compliance with RPA requirements.

In addition, this work element includes organizational planning activities necessary to maintain administrative integrity, grant compliance, and fiscal oversight responsibilities of the RTPA.

Local funds will be used to fund required audits.

Previous Accomplishments

- Prepared and completed the FY 2026/27 OWP, including coordination with Caltrans Distr 2 and Headquarters.
- Conducted interagency coordination with local partners to ensure OWP activities aligned w regional transportation priorities.
- Monitored work element expenditures and prepared required invoices, quarterly progress reports, and documentation submittals.
- Processed and submitted OWP amendments to account for fund carryover and work element adjustments.
- Coordinated with Caltrans regarding CPG and RPA compliance requirements.
- Conducted administrative review to ensure financial tracking and grant reporting requirements were met.

| Task/Activity | | | |
|----------------------|---|--------------------------|-----------------------|
| Task/Activity | | Responsible Party | Schedule |
| 1 | Management of Work Elements, including amendments. | TCTC | Monthly |
| 2 | Prepare OWP invoices and quarterly reports. | TCTC | Quarterly |
| 3 | Mid-year review in coordination with Caltrans District 2. | TCTC | February 2027 |
| 4 | Prepare the draft 2027/28 OWP. | TCTC | February – March 2027 |
| 5 | Submit annual audits and State Controller Reports. | TCTC | May 2027 |
| 6 | Finalize and submit 2027/28 OWP and OWPA. | TCTC | June 2027 |
| Product | | | |
| Task/Activity | | Responsible Party | Schedule |
| 1 | 2026/27 OWP quarterly invoices, reports, and related documents. | TCTC | Quarterly |
| 2 | Annual audits. | TCTC | Annually |
| 3 | Correspondence with Caltrans District 2 staff. | TCTC | Quarterly |
| 4 | Policy/project updates to RTPA TAC/TCTC/TCTAB. | TCTC | Monthly/Quarterly |
| 5 | Final adopted 2026/27 OWP/OWPA. | TCTC | May 2027 |

Work Element 603: GIS and ITS

| | RPA Funds | |
|------------------|-----------|------------|
| | TCTC | Consultant |
| | \$100,000 | \$75,000 |
| Subtotal: | \$100,000 | \$75,000 |
| Total: | \$175,000 | |

Purpose

This work element supports the strategic application of Geographic Information Systems (GIS) and Intelligent Transportation Systems (ITS) to advance transportation planning, safety analysis, system preservation, and resilience planning in Tehama County.

Activities include integration and analysis of transportation, safety, environmental, and infrastructure datasets to inform crash screening, corridor evaluation, infrastructure vulnerability assessment, and long-range planning. GIS tools support RTP development and State and Federal programming decisions.

Data management systems improve interagency coordination and ensure compatibility with State and Federal data standards. These technologies strengthen system performance evaluation, funding prioritization, and evidence-based decision-making within the regional planning process.

Previous Accomplishments

- Maintained and expanded the regional transportation GIS database, including topographic, environmental, infrastructure, and archival datasets.
- Integrated crash data from multiple sources to support safety analysis and identification of high-risk locations.
- Developed and refined transportation system mapping layers, including roads, bridges, trails, and multimodal infrastructure, for regional planning use.
- Conducted spatial analysis to support corridor evaluation, system preservation, and infrastructure vulnerability screening.
- Supported interdepartmental coordination by providing GIS analysis and mapping support to Public Works, Planning, Emergency Services, and other County departments.
- Provided data visualization and mapping tools to support decision-making for transportation planning and funding prioritization.
- Initiated enhanced crash analysis and system performance screening to support safety-driven funding and HSIP considerations.
- Conducted preliminary spatial vulnerability assessments related to watershed impacts and infrastructure exposure.

| Task/Activity | | | |
|---------------|---|---------------------|---------------------|
| Task/Activity | | Responsible Party | Schedule |
| 1 | Maintain base maps, including parcels, road centerlines, bikeways, trails, bridges, transit routes, transit stops and other infrastructure within the public right-of-way. | TCTC | June 2026 |
| 2 | Attend GIS related trainings as needed to keep up with emerging technologies. | TCTC/ Consultant | Ongoing |
| 3 | Develop or acquire new datasets that enhance transportation and transit planning technology, such as aerial photography, demographic databases and address data. | TCTC/ Consultant | Ongoing |
| 4 | Review and process annual ESRI (environmental system research institute) software maintenance agreements and adjust to departmental needs. | TCTC | Annually |
| 5 | Enhance road and parcel layers to include address ranges. | TCTC | Quarterly |
| 6 | Coordinate and consult with Chico State. | TCTC | Bi-monthly |
| 7 | Obtain needed hardware and software to perform GIS related planning. | TCTC | Annually |
| 8 | Coordinate with Caltrans D2 and regional stakeholders on regional project interface for better collaboration. | TCTC | Quarterly |
| 9 | Explore applications for GIS in rural areas for transportation and transit. | TCTC | Ongoing |
| 10 | Attend the Far Northern Regional GIS Council (FNRGC) and annual ESRI conference. | TCTC | Annually |
| Product | | | |
| Task/Activity | | Responsible Party | Schedule |
| 1 | Updated transportation-related GIS datasets including roadway centerlines, pavement inventory layers, bridge locations, safety data layers, and resiliency-related infrastructure data. | TCTC | Schedule Ongoing |
| 2 | GIS-based crash screening maps and corridor analysis products to support safety planning and funding prioritization. | TCTC | As Needed |
| 3 | Integrated asset management GIS layers incorporating pavement management and LiDAR-derived elevation data for transportation planning purposes. | TCTC | Annually |
| 4 | Interactive online transportation map services supporting RTP implementation, programming decisions, and public transparency. | TCTC | Quarterly |
| 5 | Spatial analysis products supporting grant applications, project development, and State/Federal programming actions. | TCTC | As needed |
| 6 | Transportation-focused data visualization and mapping products for Board, TAC, and public meetings. | TCTC | Monthly |
| 7 | Digital archiving and geospatial backup of transportation planning datasets and mapping products. | TCTC | Quarterly |

Work Element 604: Multimodal and Sustainability Planning

| | RPA Funds | |
|------------------|-----------|------------|
| | TCTC | Consultant |
| | \$95,000 | |
| Subtotal: | \$95,000 | |
| Total: | \$95,000 | |

Purpose

This initiative advances sustainable and multimodal transportation planning by integrating active transportation, complete streets, and alternative fuel infrastructure to reduce greenhouse gas (GHG) emissions and enhance mobility in Tehama County. Efforts focus on expanding bicycle and pedestrian networks, supporting micromobility, and improving multimodal connectivity to align with state and local sustainability goals.

By promoting mode shift strategies, public awareness, and resilient infrastructure, these initiatives help reduce single-occupancy vehicle reliance, decrease emissions, and improve air quality. TCTC ensures aviation planning aligns with the RTP and incorporates Complete Streets principles and Health in All Policies where feasible, fostering an equitable, safe, and climate-conscious transportation network.

This work element supports development of resilient, equitable, and climate-conscious transportation strategies consistent with the RTP, and will help inform future updates to the RTP through coordination with Caltrans District 2 and integration of findings into regional transportation priorities, project development, and future programming decisions.

Transportation electrification and multimodal resilience activities under this work element will be conducted at a planning level and may include identification of potential charging locations, coordination with utility providers regarding grid capacity, review of facility readiness, and consideration of connections to regional charging networks. Multimodal planning may also consider the continuity and vulnerability of bicycle, pedestrian, transit, and other multimodal facilities during hazard events, including whether alternative routes or connections are available. Findings from these efforts may be used to support future RTP updates, project prioritization, grant applications, and programming decisions, including consideration of greenhouse gas reduction, VMT reduction, accessibility, safety, and climate resilience benefits where data is available.

Previous Accomplishments

- Continued implementation support for the 2019 Active Transportation Plan (ATP).
- Coordinated with local agencies to identify bicycle, pedestrian, and multimodal improvement priorities.
- Solicited and reviewed ATP project opportunities.
- Supported delivery of RTP-aligned sustainability projects.
- Advanced planning for alternative fuel and Zero Emission Vehicle (ZEV) infrastructure.
- Coordinated with partners on grant applications supporting transit and housing integration.
- Conducted outreach to inform decision-makers and the public on multimodal planning needs.
- Completed and adopted the 2024 RTIP.

| Task/Activity | | | |
|---------------|--|-------------------|---------------|
| Task/Activity | | Responsible Party | Schedule |
| 1 | Promote integration of active transportation and complete streets into projects in conjunction with the Tehama County Active Transportation Plan with consideration given to bike lanes, ADA compliance, sidewalk connectivity, and multimodal planning. | TCTC | Monthly |
| 2 | Coordinate multimodal planning, with land use planning and developments through interagency collaboration and public outreach. | TCTC | Monthly |
| 3 | Coordinate with Caltrans District 2 to include complete streets elements and improve multimodal transportation on state highways within Tehama County. | TCTC | Ongoing |
| 4 | Integrate biking, walking, transit, and carpool needs into proposed developments. | TCTC | Ongoing |
| 5 | Educate citizens on transportation issues impacting their community and develop solutions. | TCTC | Monthly |
| Product | | | |
| Task/Activity | | Responsible Party | Schedule |
| 1 | ATP and Complete Streets project review comments and coordination documentation. | TCTC | Oct-Dec. 2026 |
| 2 | Multimodal planning input incorporated into RTP amendments and updates. | TCTC | Annually |
| 3 | Documentation of interagency coordination related to multimodal integration on state highways and local corridors. | TCTC | Quarterly |
| 4 | Public outreach materials and summaries related to multimodal planning initiatives. | TCTC | As Needed |

Specific FY 26/27 Focus Areas

- Initiate multimodal corridor analysis for the South County Corridor Study.
- Integrate climate resilience and infrastructure adaptation strategies into corridor assessments, including evaluation of climate vulnerability for bicycle, pedestrian, and other multimodal facilities.
- Assess continuity and functionality of multimodal connections during hazard events to identify gaps, barriers, and priority improvements that support safe and reliable access.
- Conduct transportation network redundancy screening to evaluate system reliability across all modes, including the availability of alternative routes and connections when corridors are disrupted.
- Advance ZEV fleet transition and charging infrastructure planning.
- Evaluate facility readiness and capital phasing strategies for fleet conversion.
- Coordinate with utility providers regarding charging capacity planning.

Work Element 605: Transit Planning

| | RPA Funds | |
|------------------|-----------|------------|
| | TCTC | Consultant |
| | \$15,000 | |
| Subtotal: | \$15,000 | |
| Total: | \$15,000 | |

Purpose

Work Element 605 supports transit system planning, facility planning, asset management, and capital strategy development to improve mobility, system performance, and long-term sustainability in Tehama County.

Activities include service planning analysis, multimodal facility integration, capital phasing strategy, fleet lifecycle modeling, and compliance with Federal Transit Administration (FTA) requirements. Transit planning efforts are guided by the Coordinated Public Transit–Human Services Transportation Plan and informed by input from the Social Services Transportation Advisory Council (SSTAC) in accordance with TDA requirements.

This work element also supports implementation of the FTA Transit Asset Management (TAM) Final Rule, including maintenance of asset inventories, performance targets, and State of Good Repair planning over the required four-year TAM cycle.

Transit planning activities align with greenhouse gas reduction goals, system efficiency improvements, and equitable mobility objectives.

Previous Accomplishments

- Prepared transit planning reports and evaluated service improvement opportunities.
- Updated the Transit Asset Management (TAM) system and asset inventory.
- Collected and analyzed annual asset condition and performance data.
- Completed the Transit Facility Plan to guide long-term facility improvements.
- Initiated ZEV fleet transition analysis.
- Began procurement planning for a pilot electric vehicle.
- Installed solar infrastructure and conduit to support future fleet electrification.

| Task/Activity | | | |
|----------------------|---|--------------------------|-----------------|
| Task/Activity | | Responsible Party | Schedule |
| 1 | Prepare transit performance reports and evaluate service improvements. | TCTC | Ongoing |
| 2 | Coordinate transit planning with local CIPs and integrate into RTP updates. | TCTC | As needed |
| 3 | Incorporate transit needs into land use and development review. | TCTC | Ongoing |
| 4 | Maintain the Coordinated Public Transit – Human Services Plan. | TCTC | Ongoing |
| 5 | Maintain NTD asset inventory reporting. | TCTC | Ongoing |
| 6 | Develop and monitor Transit Asset Management (TAM) targets and maintain the TAM Plan. | TCTC | Ongoing |
| 7 | Conduct planning-level assessment of transit facility improvements. | TCTC | As needed |
| Product | | | |
| Task/Activity | | Responsible Party | Schedule |
| 1 | Transit performance and service reports. | TCTC | Monthly |
| 2 | Updated Coordinated Plan documentation. | TCTC | Ongoing |
| 3 | NTD asset inventory submissions. | TCTC | Ongoing |
| 4 | TAM performance targets and plan updates. | TCTC | Annually |
| 5 | Transit facility planning documentation. | TCTC | June 2027 |
| 6 | Title VI Updates. | TCTC | Ongoing 2026 |
| 7 | Completed ZEV Transit Facility transition plan. | TCTC | June 2027 |

Work Element 606: Public Outreach and Education

| | RPA Funds | |
|------------------|-----------|------------|
| | TCTC | Consultant |
| | \$5,000 | |
| Subtotal: | \$5,000 | |
| Total: | \$5,000 | |

Purpose

This work element supports the public participation processes required for regional transportation planning in accordance with State and Federal regulations. Activities ensure compliance with Title VI, Environmental Justice requirements, TDA public hearing processes, and applicable public involvement standards under 23 CFR 450.

TCTC's public engagement strategy integrates traditional and digital outreach methods to ensure broad and inclusive participation in transportation planning and programming activities. Public input is gathered through community workshops, public hearings, virtual and hybrid meetings, surveys, online comment forms, and stakeholder coordination. Public notices, digital communication platforms, language-accessible materials, and accommodations for persons with disabilities are used to expand participation and improve accessibility for all residents, including limited-English-proficient and non-English-speaking community members.

Public notices, digital communication platforms, language-accessible materials, and accommodations for persons with disabilities are used to expand participation and improve accessibility for all residents, including limited-English-proficient (LEP) and non-English-speaking community members. TCTC conducts targeted outreach to seniors, youth, persons with disabilities, low-income residents, Spanish-speaking residents, and other underserved communities, and consults with Tribal Governments consistent with applicable consultation requirements.

Outreach activities support transportation programming actions, corridor and resilience planning initiatives, transit planning efforts, and maintenance of the adopted RTP. Public participation informs identification of transportation gaps, evaluation of investment priorities, and consistency between adopted plans and near-term funding decisions.

The Unmet Transit Needs process, conducted in accordance with TDA requirements, provides a structured mechanism for identifying multimodal service gaps and informing future planning and programming actions.

Previous Accomplishments

- Conducted the annual Unmet Transit Needs process, including public notice, hearing, SSTAC review, and Commission findings pursuant to TDA.
- Facilitated public outreach activities associated with development and adoption of the 2024 RTP.
- Conducted stakeholder engagement supporting the Coordinated Public Transit–Human Services Transportation Plan.
- Initiated stakeholder coordination related to South County corridor planning and Community Revitalization Planning (CRP) funding analysis.
- Presented funding program updates, programming adjustments, and policy impacts to TCTC and the public.
- Coordinated outreach related to Congestion Mitigation and Air quality Improvement (CMAQ) call-for-project activities and emissions-focused project eligibility.
- Participated in regional coordination efforts related to transit electrification and ZEV planning initiatives.
- Maintained accessible public participation processes consistent with Title VI and Environmental Justice requirements.

| Task/Activity | | | |
|---------------|--|-------------------|--------------|
| Task/Activity | | Responsible Party | Schedule |
| 1 | Develop presentations for public meetings. | TCTC | Bi-monthly |
| 2 | outlined in the Transit Title VI Program including the elderly, disabled, | TCTC | Quarterly |
| 3 | Post planning documents and information to the TCTC website. | TCTC | As Developed |
| 4 | Prepare press releases and public notices. | TCTC | As Needed |
| 5 | Conduct annual Unmet Transit Needs hearing process, including outreach with under-represented and underserved populations. | TCTC | As Needed |
| Task/Activity | | | |
| Task/Activity | | Responsible Party | Schedule |
| 1 | Emails and attend community meetings/events. | TCTC | Quarterly |
| 2 | Presentations and outreach materials. | TCTC | Quarterly |
| 3 | Postings to website. | TCTC | Monthly |
| 4 | Materials to enhance public outreach. | TCTC | Quarterly |
| 5 | Recommendations from SSTAC and Unmet Needs findings. | TCTC | Quarterly |

FY 26/27 Outreach Activities

- Conduct statutory Unmet Transit Needs hearings in accordance with TDA requirements.
- Facilitate stakeholder engagement for South County Corridor planning activities.
- Conduct public coordination related to flood resilience and system vulnerability assessments.
- Provide targeted engagement for ZEV planning initiatives.
- Publish and present State and Federal programming actions for public review.
- Maintain accessible public information channels consistent with Title VI and Environmental Justice requirements.

Work Element 607: Air Quality Planning

| | RPA Funds | |
|------------------|-----------|------------|
| | TCTC | Consultant |
| | \$10,000 | |
| Subtotal: | \$10,000 | |
| Total: | \$10,000 | |

Purpose

This work element supports TCTC’s responsibilities under the Clean Air Act to ensure that transportation plans, programs, and projects conform to applicable federal air quality standards. Tehama County, located within the Northern Sacramento Valley Air Basin, is designated nonattainment for the 2008 8-Hour Ozone standard. The Tuscan Buttes area is identified as a rural nonattainment zone for ozone pollution.

TCTC participates in interagency consultation and regional coordination with the Tehama County Air Pollution Control District, Caltrans District 2, the California Air Resources Board (CARB), Federal Highway Administration (FHWA) and FTA, and other partners to ensure that the RTP, RTIP, and related programming actions remain consistent with State Implementation Plan (SIP) requirements and federal conformity regulations.

Air quality planning activities include evaluation of emissions impacts, corridor-level Vehicle Miles Traveled (VMT) screening, CMAQ eligibility and emissions benefit analysis, and integration of greenhouse gas reduction strategies into transportation decision-making. TCTC coordinates implementation of CMAQ-funded projects and supports emissions reporting, data collection, and performance monitoring requirements.

Planning efforts are informed by applicable State climate and fleet regulations, including CARB’s Sustainable Freight Action Plan, Advanced Clean Fleets regulation, and Clean Miles Standard, as relevant to transportation system planning and programming. TCTC also supports regional ZEV and alternative fuel infrastructure planning in coordination with the Upstate Plug-In Electric Vehicle Readiness Project and local agency partners.

Through regulatory compliance, emissions benefit evaluation, and integration of clean transportation strategies, this work element ensures that transportation investments support federal ozone standards, state climate targets, and long-term regional mobility objectives.

Previous Accomplishments

- Participated in CTC workshops related to RTP guideline updates, including integration of air quality and emissions reduction considerations.
- Engaged with the RCTF to review RTP and programming

guidance affecting nonattainment regions.

- Coordinated with the Tehama County Air Pollution Control District and Caltrans District 2 regarding air quality considerations in transportation planning and programming actions.
- Evaluated and programmed CMAQ funds for eligible projects consistent with emissions benefit documentation requirements.
- Provided technical assistance to local agencies regarding CMAQ eligibility, emissions reporting, and project documentation.
- Applied VMT screening tools in support of corridor-level planning and Community Revitalization Planning (CRP) funding analysis.
- Integrated emissions and VMT considerations into corridor and capital planning strategy development.
- Participated in regional coordination efforts related to ZEV transition planning and fleet electrification strategy.

| Task/Activity | | | |
|---------------|--|-------------------|-----------|
| Task/Activity | | Responsible Party | Schedule |
| 1 | Participate in federal and state transportation-related air quality planning activities. | TCTC | Monthly |
| 2 | Collaborate with local agencies for the collaborative use of CMAQ funds on current projects. | TCTC | Quarterly |
| 3 | Collaborate and educate regional stakeholders on eligible CMAQ projects. | TCTC | Quarterly |
| 4 | Coordinate with the Tehama County Air Pollution Control District regarding development projects and fleet emissions. | TCTC | Monthly |
| Product | | | |
| Task/Activity | | Responsible Party | Schedule |
| 1 | Emissions analysis, data and reports, and traffic counts. | TCTC | Annually |
| 2 | Submit programming documents to Caltrans as required. | TCTC | Annually |

Work Element 608:

Regional Transportation Planning Agency Coordination/Handbook

| | RPA Funds | |
|------------------|-----------|------------|
| | TCTC | Consultant |
| | \$20,500 | |
| Subtotal: | \$20,500 | |
| Total: | | \$20,500 |

Purpose

This work element supports ongoing coordination and administration of the regional transportation planning process in compliance with State and Federal planning requirements. Activities include interagency coordination with Caltrans District 2, FHWA, FTA, Federal Land Management Agencies, regional Tribes, local jurisdictions, and other transportation stakeholders to ensure consistency with the RTP, RTIP, STIP, and applicable SB 1 and federal planning requirements.

This coordination fulfills statutory consultation obligations, including government-to-government Tribal consultation and coordination with Federal Land Management Agencies, as well as collaboration with State highway, air quality, and land use partners. Activities support performance-based planning, programming alignment, and integration of district system planning priorities.

This work element also funds continued development, refinement, and implementation of the RTPA Handbook to formalize policies, procedures, compliance protocols, and programming processes necessary to administer the regional transportation planning program.

All tasks within this work element maintain a direct nexus to the regional transportation planning process and support eligible transportation planning activities under State and Federal funding programs.

Previous Accomplishments

- Coordinated regional planning activities with cities, the County, Caltrans District 2, regional Tribes including the Paskenta Band of Nomlaki Indians, adjacent counties, and the North State Super Region.
- Coordinated with Caltrans District 2 on State highway projects including I-5, SR 32, SR 36, SR 89, SR 99, SR 172, and applicable SHOPP projects.
- Completed required updates to regional planning documents, including the RTP, RTIP, ATP programming actions, Title VI Plan, and Coordinated Public Transit–Human Services Plan.
- Coordinated with the Air Pollution Control District regarding project-level and regional

planning consistency.

- Participated in statewide coordination forums and Rural Counties Task Force discussions related to planning guidance and policy updates.
- Advanced development of the RTPA Handbook framework and evaluated alternative format options for implementation.
- Coordinated with local educational partners regarding safe routes and student transportation planning opportunities.

| Task/Activity | | | |
|---------------|---|-------------------|-------------------|
| Task/Activity | | Responsible Party | Schedule |
| 1 | Coordinate with Local and State agencies, Tribes, Caltrans District 2, community leaders, and the public regarding transportation projects and related land use planning. | TCTC | Ongoing |
| 2 | RTPA TAC meetings and recommendations to TCTC and TCTAB. | TCTC | Monthly/Quarterly |
| 3 | Coordinate with Caltrans District 2 to conduct long-range planning regarding the effects of local traffic on state highways. | TCTC | Quarterly |
| 4 | Develop and/or modify tools for better assessment of transportation impacts on local communities. | TCTC | Ongoing |
| 5 | Identify transportation facilities, projects and services required to meet regional and interregional mobility and access needs. | TCTC | Biannually |
| Product | | | |
| Task/Activity | | Responsible Party | Schedule |
| 1 | Formal comments on projects and policies of regional or state significance. | TCTC | Quarterly |
| 2 | RTPA TAC recommendations to TCTC. | TCTC | Bi-monthly |
| 3 | Meeting summaries and documentation related to long-range planning coordination. | TCTC | Quarterly |
| 4 | Interagency correspondence supporting regional transportation coordination. | TCTC | As Needed |
| 5 | Updates to the RTPA Handbook. | TCTC | Ongoing |

Work Element 702: Regional Transportation Plan

| | RPA Funds | |
|------------------|-----------|------------|
| | TCTC | Consultant |
| | \$10,000 | |
| Subtotal: | \$10,000 | |
| Total: | \$10,000 | |

Purpose

The FHWA outlines policies and procedures for developing the RTP under 23 CFR Part 450, requiring considerations such as current and projected transportation demand, infrastructure identification, performance measures, financial planning, capital investments, and multimodal strategies. These elements ensure that regional planning aligns with federal, state, and local transportation objectives while supporting mobility, sustainability, and economic development.

RTPAs must coordinate with agencies overseeing growth management, economic development, tourism, environmental protection, disaster risk reduction, airport operations, and freight logistics to ensure an integrated planning approach. The 2024 RTP update includes stakeholder engagement, incorporating input from local agencies, tribal governments, and the public to address transportation needs effectively.

As a 20-year strategic plan updated every four years, the RTP guides the eligibility of projects for state and federal funding across all transportation modes in Tehama County. This work element provides funding to maintain RTP compliance with CTC guidelines, ensuring that transportation investments align with state and federal mandates while supporting the county's evolving mobility needs.

TCTC is actively working toward SB 743 compliance, which shifts transportation impact analysis from Level of Service to VMT. This transition requires coordination with Caltrans, local jurisdictions, and community stakeholders to establish thresholds of significance, select appropriate modeling tools, and identify feasible mitigation strategies. Public and agency engagement will be facilitated through technical working groups, workshops, and one-on-one consultations to ensure the final methodology is regionally appropriate and legally defensible.

Previous Accomplishments

- Completed and adopted the 2024 Regional Transportation Plan (December 5, 2024), ensuring continued compliance with State and Federal planning requirements.
- Completed and adopted the Emergency Access and Routing Study in coordination with Caltrans, CalFire, Tribal partners, and local jurisdictions to strengthen system resiliency and evacuation planning.

- Initiated SB 743 implementation efforts, including coordination on regional VMT methodology development and threshold considerations.
- Advanced the South County Corridor planning framework, repositioning corridor improvements to support interregional freight mobility, Tribal access, and economic development objectives.
- Coordinated with State and Federal partners regarding flood risk, riverbank stabilization, and watershed-related regional transportation vulnerabilities, including Woodson Bridge stabilization strategy development and USACE technical assistance coordination.
- Managed post-disaster hazard mitigation planning efforts affecting transportation infrastructure, including environmental compliance coordination under emergency authorities.
- Participated in statewide RTP guideline discussions through CTC and RCTF engagement.
- Advanced regional ZEV infrastructure coordination through the Far Northern Transit Working Group.

| Task/Activity | | | |
|---------------|---|-------------------|---------------|
| Task/Activity | | Responsible Party | Schedule |
| 1 | Coordinate with local agencies and unincorporated communities. | TCTC | Bi-monthly |
| 2 | Coordinate with the Paskenta Band of Nomlaki Indians and other regional tribes. | TCTC | Bi-monthly |
| 3 | Monitor RTP Guidelines for changes related to FAST Act. | TCTC | Monthly |
| 4 | Monitor RTP projects for delivery. | TCTC | Monthly |
| 5 | Post RTP amendments on TCTC website. | TCTC | As Needed |
| 6*** | Develop VMT compliance measures to meet the requirements set forth in SB 743. | TCTC | December 2026 |
| Product | | | |
| Task/Activity | | Responsible Party | Schedule |
| 1 | RTP implementation and planning progress summaries. | TCTC | Bi-monthly |
| 2 | Documentation of proposed projects and policy updates for future RTP integration. | TCTC | Quarterly |
| 3 | SB 743 / VMT methodology documentation and coordination records. | TCTC | June 2027 |

***Clarification - Task Activity #6 builds on the foundational performance metrics and policy framework developed in T/A #3. While T/A #3 focuses on defining the vision, goals, and initial performance measures, T/A #6 transitions into implementing those measures, including tracking outcomes, assessing progress toward goals, and refining strategies based on new data and community input.

Work Element 708: Pavement Management

| | RPA Funds | |
|------------------|-----------|------------|
| | TCTC | Consultant |
| | \$15,000 | |
| Subtotal: | \$15,000 | |
| Total: | | \$15,000 |

Purpose

This work element supports transportation asset management and system preservation planning for the regional roadway network. Activities include pavement condition assessment, bridge and roadway inventory coordination, lifecycle cost analysis, and integration of transportation asset data into regional Geographic Information Systems (GIS) to support long-range transportation planning.

Tehama County maintains approximately 826 miles of paved roadway, and 263 miles of unpaved roadway within the local transportation network. This work element supports systematic evaluation of pavement and related transportation assets to inform RTP project selection, financial forecasting, and performance-based planning.

During this fiscal year, staff will advance integration of pavement management data into a GIS-supported asset management framework to improve data accessibility, reduce duplicate systems, and strengthen linkage between condition assessments and capital programming decisions. Integration efforts are limited to transportation-related assets and planning functions.

This work element also supports coordination with County departments on updated geospatial base mapping and elevation data acquisition (LiDAR) where such data directly supports transportation asset inventory accuracy, drainage analysis affecting roadway performance, and resiliency planning for transportation infrastructure.

All activities under this work element maintain a direct nexus to regional transportation planning and system preservation.

Previous Accomplishments

- Coordinated with County Public Works regarding pavement condition data collection and incorporation of updated condition data into the Pavement Management System.
- Reviewed and evaluated pavement repair and rehabilitation scenario analyses to support prioritization of preservation projects and alignment with long-range capital programming.
- Coordinated transportation asset inventory consistency for roadway and bridge data used in planning and reporting activities.
- Initiated planning-level integration of pavement management data into a GIS-supported framework to improve asset tracking, performance monitoring, and linkage to RTP project selection.
- Supported development of a County Request for Proposals (RFP) for updated LiDAR and geospatial data acquisition to improve transportation asset inventory accuracy and roadway-related mapping used for planning analysis.
- Coordinated cross-department discussions to evaluate integration of transportation-related assets into an enterprise asset management framework to strengthen lifecycle cost tracking and preservation planning.

| Task/Activity | | | |
|---------------|--|-------------------|-----------|
| Task/Activity | | Responsible Party | Schedule |
| 1 | Coordinate with Public Works to incorporate updated pavement condition data into the pavement management database. | TCTC | Annually |
| 2 | Review and analyze pavement ratings based on functional classification, traffic volume, and system importance. | TCTC | Annually |
| 3 | Develop and evaluate maintenance, resurfacing, and rehabilitation scenarios. | TCTC | Annually |
| 4 | Identify preservation and rehabilitation projects within projected funding constraints. | TCTC | Annually |
| 5 | Recommend projects for inclusion in the Regional Transportation Plan and programming documents. | TCTC | Annually |
| 6 | Integrate pavement and transportation asset data into GIS platforms to support planning analysis. | TCTC. | Annually |
| Product | | | |
| Task/Activity | | Responsible Party | Schedule |
| 1 | Updated pavement management database (transportation-related fields). | TCTC | June 2027 |
| 2 | Pavement condition summary and prioritization report. | TCTC | Annually |
| 3 | Rehabilitation and preservation scenario analyses. | TCTC | Annually |
| 4 | Recommended roadway rehabilitation project list for RTP consideration. | TCTC | Annually |
| 5 | Updated transportation asset GIS layers, including roadway and bridge location data. | TCTC | Annually |

Focus Tasks

- Integrate pavement and transportation asset data into GIS platforms to improve inventory accuracy and planning analysis.
- Review pavement condition data and develop repair and rehabilitation scenarios to support preservation planning and RTP project prioritization.
- Refine lifecycle cost evaluation methods and link asset condition data to long-range financial planning and performance monitoring.
- Coordinate incorporation of updated LiDAR and elevation data to improve roadway mapping, drainage analysis, and resiliency planning.
- Evaluate planning-level integration of transportation assets within an enterprise asset management framework to improve data accessibility and reduce duplication.

**Work Element 1100: Caltrans Informational Element
Caltrans' Overall Work Program Element
Fiscal Year 2026-27**

| Activity Description | Product | Funding Source | Due Date |
|---|--|-------------------------|------------|
| Coordinate with Tehama County RTPA staff for review of the Regional Transportation Plan (RTP) | Tehama County RTP | State and Federal Funds | Annually |
| Assist RTPA staff with programming documents for the RTIP & future amendments | Tehama County RTP | State and Federal Funds | Quarterly |
| Monitor OWP work progress, process OWP invoices for payment, including grant progress | Payment of Invoices, Various Transit grants | State and Federal Funds | Monthly |
| System Management | State Rail and Freight Mobility Plan CTIPS database ITMS database | State and Federal Funds | Monthly |
| Tehama County Intelligent Transportation System (ITS) Architecture | Tehama County ITS Architecture Plan updates and amendments | State and Federal Funds | Annually |
| Assist Tehama County RTPA Staff in outreach and participation by Native American Tribal Governments | Participation by Tribes in the Transportation Planning Process | State and Federal Funds | Bi-monthly |
| Multi-modal Planning Coordination | Aeronautics Bicycle Plan Transit Planning Pedestrian ADA Accessibility | State and Federal Funds | Quarterly |
| Coordination with staff on miscellaneous transportation related issues | Public Participation Greenhouse Gas/ Air Quality Intergovernmental Review | State and Federal Funds | Ongoing |

Acronyms and Abbreviations

| Acronym | Full Term |
|----------|---|
| ADA | Americans with Disabilities Act |
| ATP | Active Transportation Plan |
| CalSTA | California State Transportation Agency |
| Caltrans | California Department of Transportation |
| CIP | Capital Improvement Plan |
| CMAQ | Congestion Mitigation and Air Quality Improvement Program |
| CTC | California Transportation Commission |
| CTIPS | California Transportation Improvement Program System |
| EPA | Environmental Protection Agency |
| EV | Electric Vehicle |
| FHWA | Federal Highway Administration |
| FNRGC | Far Northern Regional GIS Council |
| FTA | Federal Transit Administration |
| GIS | Geographic Information Systems |
| GHG | Greenhouse Gas |
| HBP | Highway Bridge Program |
| HSIP | Highway Safety Improvement Program |
| ITS | Intelligent Transportation Systems |
| METS | Medical Non-Emergency Transportation Service |
| MOU | Memorandum of Understanding |
| NTD | National Transit Database |
| NSSR | North State Super Region |
| OWPA | Overall Work Program Agreement |
| OWP | Overall Work Program |
| PMS | Pavement Management System |
| RCTF | Rural Counties Task Force |
| RPA | Rural Planning Assistance |
| RTP | Regional Transportation Plan |
| RTPA | Regional Transportation Planning Agency |
| RTIP | Regional Transportation Improvement Program |
| SSTAC | Social Services Transportation Advisory Council |
| STIP | State Transportation Improvement Program |
| TAC | Technical Advisory Committee |
| TAM | Transit Asset Management |
| TCTAB | Tehama County Transit Agency Board |
| TCTC | Tehama County Transportation Commission |
| TIP | Transportation Improvement Program |
| TRAX | Tehama Rural Area Express |
| ZEV | Zero Emission Vehicle |

FIGURE 2 CTP 2050 RECOMMENDATIONS
RECOMMENDATIONS:



Relationship of OWP Work Elements to the California Transportation Plan (CTP) 2050 Recommendations

The following table summarizes how TCTC’s FY 2026/27 Overall Work Program work elements help implement the California Transportation Plan (CTP) 2050 Recommendations. TCTC’s planning program is integrated across regional planning, programming, transit, multimodal mobility, resilience, air quality, and asset management, several recommendations are advanced through multiple work elements. Work Elements 600 (TCTC/TCTAB Packets & Meetings) and 602 (Overall Work Program) are cross-cutting administrative and compliance functions that support implementation of all recommendations through public decision-making, coordination, and program management.

| California Transportation Plan (CTP) 2050 Recommendation | Related OWP Work Elements | How Work Elements Help Accomplish the Recommendation |
|--|--|---|
| 1. Expand access to safe and convenient active transportation options | 604, 606, 702, 608 | Supports bicycle, pedestrian, complete streets, public outreach, and RTP coordination. |
| 2. Improve transit, rail, and shared mobility options | 605, 604, 606, 702 | Supports transit planning, multimodal connections, unmet needs outreach, and RTP integration. |
| 3. Expand access to jobs, goods, services, and education | 601, 604, 605, 702 | Advances regional programming, transit access, multimodal mobility, and long-range connectivity. |
| 4. Advance transportation equity | 606, 605, 604, 608, 702 | Supports Title VI, Environmental Justice, tribal coordination, and outreach to underserved populations. |
| 5. Enhance transportation system resiliency | 603, 601, 606, 702, 708 | Supports GIS analysis, vulnerability planning, preservation, resilience outreach, and funding strategies. |
| 6. Enhance transportation safety and security | 603, 601, 606, 702, 708 | Supports crash analysis, safety programming, emergency access planning, and system preservation. |
| 7. Improve goods movement systems and infrastructure | 601, 603, 702 | Supports freight corridor planning, programming, GIS analysis, and RTP project development. |

| California Transportation Plan (CTP) 2050 Recommendation | Related OWP Work Elements | How Work Elements Help Accomplish the Recommendation |
|---|--|---|
| 8. Advance ZEV technology and supportive infrastructure | 604, 605, 607, 702 | Supports ZEV infrastructure, transit fleet transition, clean transportation, and climate planning. |
| 9. Manage the adoption of connected and autonomous vehicles | 603, 608, 702 | Supports ITS, emerging technology coordination, and long-range policy planning. |
| 10. Price roadways to improve the efficiency of auto travel | 702, 608 | Provides a planning and coordination framework for future demand management discussions, if applicable. |
| 11. Encourage efficient land use | 604, 607, 608, 702 | Supports transportation-land use coordination, VMT analysis, complete streets, and RTP consistency. |
| 12. Expand protection of natural resources and ecosystems | 603, 604, 607, 702 | Supports environmental analysis, air quality planning, sustainability, and resilience strategies. |
| 13. Strategically invest in state of good repair improvements | 601, 603, 605, 702, 708 | Supports pavement, transit asset management, preservation planning, and funding alignment. |
| 14. Seek sustainable, long-term transportation funding mechanisms | 601, 602, 608, 702 | Supports funding strategy, OWP administration, RTP financial planning, and interagency coordination. |

Statewide Plan and Caltrans Coordination

TCTC coordinates with Caltrans District 2 and Caltrans Headquarters to ensure regional planning activities are informed by applicable statewide transportation plans and State Highway System priorities. This includes coordination related to the California Transportation Plan 2050, CAPTI, the Interregional Transportation Strategic Plan, the Complete Streets Action Plan, and the California Freight Mobility Plan, as applicable to Tehama County's rural regional planning responsibilities.

During FY 2026/27, TCTC will continue coordinating with Caltrans through biweekly Local Assistance meetings, quarterly all-project coordination meetings, monthly SR 99W/South County Corridor meetings, RTPA TAC participation, TCTC/TCTAB meetings, and project-specific discussions. TCTC will also use available Caltrans data and planning resources, such as Traffic Census data, GIS layers, safety information, equity data, and vulnerability/risk information, to support RTP implementation, corridor planning, project programming, resiliency planning, and funding decisions.

Planned activities include:

- Coordinate with Caltrans on State Highway System planning issues affecting Tehama County.
- Consider applicable statewide plan goals in regional planning and programming decisions.
- Use Caltrans data and GIS resources to support regional planning analysis.
- Participate in Caltrans-led outreach, workshops, and coordination meetings.
- Coordinate on safety, complete streets, freight, climate resiliency, and multimodal planning where applicable.

Memorandum of Understanding

Comprehensive Transportation Planning for RTPAs that receive Rural Planning Assistance Funding

This Memorandum of Understanding (MOU), effective _____, 2012, is entered into by the State of California acting through its Department of Transportation, herein referred to as Caltrans, and **Tehama County Transportation Commission**, herein referred to as TCTC, established as the Regional Transportation Planning Agency (RTPA) for the County of Tehama and the incorporated cities of Corning, Red Bluff and Tehama, pursuant to Section 29532 of the California Government Code, and establishes a general transportation planning and programming process codifying the responsibilities of TCTC and Caltrans.

Chapter 1: Recitals

1.1 Basis for Organization

TCTC is a local transportation commission created pursuant to Title 3, Division 3, Chapter 2 of the State of California Government Code, Section 29535.

1.2 Ability to Contract and Receive Grants

TCTC is empowered to make and enter into contracts in its own name and to accept grants, gifts, donations, and other monies to carry out its statutory purposes and functions

1.3 Planning Area Boundaries

For purposes of meeting the requirements of Government Code 65080 et seq., the boundaries of the RTPA include the county of Tehama. Tehama County is also a member of the North State Super Region (NSSR). The 16 county alliance came together to identify common transportation, growth, and land use issues, and formulate unified strategies that can be advocated to implementing agencies and the public.

Chapter 2: Planning

2.1 Provision for the Planning and Programming Process

TCTC is recognized as the agency responsible for comprehensive regional transportation planning, pursuant to State law, for the county and incorporated cities included in the RTPA planning area. This responsibility includes, on a regional basis: providing a forum for regional transportation issues, developing and adopting goals and objectives, performing intermodal corridor and sub-area studies, providing policy guidance, allocating State and Federal transportation funds in accordance with applicable regulations and laws, assuring prioritization of proposed transportation improvements to be funded with State and Federal funds as required by applicable regulations, complying with the California Environmental Quality Act (CEQA), and coordinating the Regional Transportation Plan (RTP) with other plans and programs as appropriate. The parties above hereby express their joint intent to mutually carry out the above described

transportation planning process for this RTPA planning area in a manner which will assure full compliance with the laws referenced in this MOU, the RTP Guidelines, the Caltrans Regional Planning Handbook, and the planning constraints of the United States Department of Transportation, where applicable.

2.2 State Requirement for a Transportation Plan

In accordance with the schedule and rules specified in California Government Code Sections 65080 et seq. and the California Transportation Commission (CTC) Regional Transportation Plan (RTP) Guidelines, TCTC shall prepare, adopt, and submit a RTP.

2.3 Overall Work Program

TCTC will prepare, adopt, and submit to Caltrans an annual Overall Work Program (OWP) in accordance with the Caltrans Regional Planning Handbook. The purpose of the OWP is to serve as a work plan to guide and manage the work of TCTC, identify transportation planning activities and products occurring in the region and to act as the basis for the TCTC budget for Rural Planning Assistance and, if applicable, other State and Federal planning funds. The Overall Work Program Agreement (OWPA) will serve as the general agreement by which State and Federal planning funds will be transferred to TCTC. The draft OWP and any amendments thereto will be subject to review and approval by the funding agencies. The OWP will also include all regional transportation planning and research activities conducted in the region, regardless of funding source.

2.4 Statewide Transportation Planning

In accordance with CA Government Code 65070 et al and 23 Code of Federal Regulations 450 Subpart B, Caltrans is responsible for the development of the multi-modal California Transportation Plan (CTP), which must explain how Caltrans plans to address statewide mobility needs over at least a twenty year period. Caltrans will provide for a coordinated process to prepare the CTP that includes the mutual sharing of plans, data, and data analysis tools and results. TCTC will engage in CTP development to help guide the direction of the State's long-range transportation planning process and help identify the best use of funds intended for interregional travel needs.

Chapter 3: Programming

3.1 Regional Transportation Improvement Plan (RTIP)

TCTC shall prepare, adopt and submit a five-year Regional Transportation Improvement Program to the CTC on or before December 15 of each odd-numbered year, updated every two years, pursuant to Sections 65080 and 65080.5 of the California Government Code and in accordance with the State Transportation Improvement Program (STIP) guidelines prepared by the CTC.

3.2 Federal Statewide Transportation Improvement Program (FSTIP) Development

Caltrans shall develop the FSTIP in accordance with the requirements of 23 CFR 450.200 et al for all areas of the State. The FSTIP shall cover a period of no less than four years and be updated at least every four years, or more frequently if Caltrans elects a more frequent update cycle.

3.3 Caltrans Role in Providing a Five-Year Funding Estimate

In compliance with CA Government Code Section 14524, Caltrans will, by July 15 of odd-numbered years, submit an estimate of all federal and state funds reasonably expected to be available during the following five fiscal years. The estimate shall specify the amount that may be programmed in each county for regional improvement programs and shall identify any statutory restriction on the use of particular funds.

3.4 Review of State Highway Operations and Protection Program (SHOPP)

Under California Government Code 14526.5, Caltrans is required to prepare a SHOPP, for the expenditure of transportation funds for major capitol improvements relative to maintenance, safety, and rehabilitation of state highways and bridges that do not add a new traffic lane to the system. The program covers a four-year horizon, starting with projects beginning July 1 of the year following the year in which the SHOPP is submitted. The SHOPP must be submitted to the CTC no later than January 31 of even numbered years, and is adopted separately from the State Transportation Improvement Program (STIP). Prior to submitting the program, Caltrans shall make a draft of its proposed SHOPP available to TCTC for review and comment and shall include the comments in its submittal to the commission.

Chapter 4: Partnership/Coordination

4.1 State Role and Responsibilities

Caltrans has a continuing duty of planning transportation systems of statewide significance, identifying potential transportation issues and concerns of overriding State interest, and recognizing conflicts in regional transportation improvement programs. In carrying out its duties, Caltrans will work in partnership with TCTC relative to activities within its transportation planning area and include TCTC in its dealings with cities, counties, public transit operators, rail operators, and airports. TCTC and Caltrans will mutually carry out the transportation planning process for this transportation planning area in a manner that will assure full compliance with the laws referenced herein and assure cooperation between all participants.

4.2 Public Participation

The RTPA planning process will be conducted in an open manner so members of the public, civic groups, interest groups, non-federally recognized Native American tribes, businesses and industries, and other agencies can fully participate. Public participation procedures shall be documented, periodically revised, and their effectiveness regularly

evaluated. TCTC should take appropriate actions to ensure public participation through such formal means as:

(a) Posting of public hearing agendas, (b) appointment of eligible citizen members, where appropriate and allowed, to serve as committee members, (c) innovative outreach efforts targeting particularly the traditionally underserved public (i.e. minorities, senior citizens, and low income citizens), and (d) creation of standing advisory committees. Those committees not composed entirely of citizen members shall post public hearing agendas in accordance with the Brown Act (California Government Code section 54950), when applicable, and all committees shall operate according to their adopted bylaws.

4.3 Cooperation and Coordination

As necessary, the planning process employed by TCTC will provide for the cooperation of, and coordination with, public transit and paratransit operators, public airport operators, local public works and planning departments, air pollution control districts, passenger and freight rail operators, seaports, neighboring RTPAs, State and Federal agencies, as appropriate, and Caltrans. TCTC will coordinate with Caltrans' District, TCTC's Air Pollution Control District, and other affected agencies within the same air basin to develop consistency in travel demand modeling, transportation air emission modeling, and other interregional issues related to the development of plans.

4.4 Consultation with Native American Tribal Governments

In accordance with State and Federal policies, TCTC will consult with all federally recognized Native American tribal governments within or contiguous to TCTC boundaries in the development of State and Federal transportation plans, programs, and projects, and related studies and environmental assessments.

4.5 Air Quality

TCTC will participate in interagency consultation under the Federal Clean Air Act (42 USC 7506(c)) and U.S. EPA's Transportation Conformity regulations (40 CFR 93) when required by the Caltrans' District for consideration of a regionally significant project in an isolated rural nonattainment or maintenance area (40 CFR 93.109(n)).

4.6 Caltrans and RTPA roles in Coordination of System Planning

Caltrans utilizes Transportation System and Freight Planning documents as a source for nominating capital and operational projects for inclusion and funding in the RTPA produced RTP and RTIP. In conducting its Transportation System and Freight Planning Program, Caltrans will coordinate its studies with those being conducted by TCTC, and in the development and priority of System and Freight Planning products, TCTC will provide substantive response and input, where appropriate.

4.7 Public Transportation Provider’s Role in OWP

TCTC will provide publicly owned transportation service providers with timely notice of plans, programs and studies and the full opportunity to participate in and comment on OWP development and implementation.

4.8 Public Transportation Provider’s Role in RTP and TIP

TCTC will give public transportation service providers the opportunity to propose priority order for projects to be listed in a fiscally constrained TIP and to actively participate in the development of the RTP.

Chapter 5: Environmental Protection and Streamlining Coordination

5.1 Environmental Protection and Streamlining

TCTC will be an equal partner with the Caltrans to promote environmental stewardship in planning and programming projects for California’s transportation systems. TCTC and Caltrans will work to streamline the environmental review process to expedite the development of transportation projects. TCTC and Caltrans agree to comply with all applicable environmental laws, regulations, and policies and cooperatively address any informational needs associated with such statutes. TCTC will consult with Federal and State resource agencies to seek their input, coordinate environmental protection issues with its constituents and any other entities for which it has assumed planning and programming responsibilities, and resolve any disputes using the processes defined in the most current federal regulations. Caltrans will assist TCTC in developing its plans and programs by making available existing resources to TCTC, participating in appropriate planning activities and, wherever possible, improving the available environmental data.

Chapter 6: Certification Process

6.1 Certification Process

For purposes of certification, TCTC will establish a process that includes the following:

- (a) Fully executed copies of the State Transportation Planning Process Certification and, if receiving federal planning funding, FHWA and FTA Certifications and Assurances and debarment and suspension as part of the final adopted and approved OWP.
- (b) TCTC will provide Caltrans with documentation (e.g. quarterly reports, public notices, finished work element products, etc.) to support TCTCs planning process.

Chapter 7: General Provisions

7.1 Review

This MOU has been reviewed and endorsed by both parties to assure its continued effectiveness. Any proposed amendments shall be submitted in writing for the consideration of both parties.

7.2 Amendment

This MOU constitutes an expression of desire and means of accomplishing the general requirements for a comprehensive transportation planning process for TCTC. It may be modified, altered, revised, or expanded as deemed appropriate to that end by written agreement of both parties.

7.3 Rescission of Prior Agreements

This MOU supersedes any existing MOU designed to serve as a statement of the transportation planning relationship between Caltrans and TCTC.


7.4 Monitoring

TCTC and Caltrans jointly agree to meet periodically to address and review issues of consistency with this MOU. Meetings will be held as often as is agreed. Other issues and activities of mutual interest or concern may also be addressed. During the term of this MOU, TCTC and Caltrans agree to notify the other of events that have a significant impact upon the MOU.

7.5 Termination

Either party may terminate this understanding upon written notice provided at least ninety days prior to the effective date of termination and specifying that effective date.

IN WITNESS WHEREOF the parties hereto have caused this Memorandum of Understanding to be executed by their respective officers duly authorized.


Executive Director, TCTC
Gary Antone, P.E., P.L.S.

4/24/12
DATE


Chief, Caltrans
Division of Transportation Planning

9/7/12
DATE

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION
DIVISION OF TRANSPORTATION PLANNING

MASTER FUND TRANSFER AGREEMENT

Recipient: Tehama County Transportation Commission

a Regional Transportation Planning Agency (RTPA)

Effective Date of this Agreement: January 1, 2015

Termination Date of this Agreement: December 31, 2024

FUND SOURCES COVERED BY THIS AGREEMENT MAY INCLUDE ALL OR SOME OF THE FOLLOWING FUND SOURCES AS IDENTIFIED IN EACH ANNUAL OVERALL WORK PROGRAM AGREEMENT

- ◆ State Rural Planning Assistance (RPA)
- ◆ Federal Highway Administration (FHWA) State Planning and Research--Partnership Planning
- ◆ Federal Transit Administration (FTA) State Planning and Research--Section 5304
- ◆ Any other Federal or State Funds administered by and through the California Department of Transportation, Office of Regional Planning

This Master Fund Transfer Agreement (MFTA), effective as of the date set forth above, is by and between the signatory public entity identified above, hereinafter referred to as RTPA, established under Government Code Section 29532.1 or 29535 and Title 49 CFR, Part 18, and the State of California, acting by and through its Department of Transportation, hereinafter referred to as STATE. This MFTA supersedes all previous Master Fund Transfer Agreements issued to RTPA by STATE for all these types of funds.

RECITALS

- A. These funds may include, without limitation, State RPA, the discretionary grant components of the federal Consolidated Planning Grant, and any other federal or State funds administered by and through the Department of Transportation, Office of Regional Planning.

Consolidated Planning Grant consists of four federal funding types and sources: (i) FHWA Metropolitan Planning (PL); (ii) FTA Metropolitan Planning (Section 5303), both of which are annually allocated to MPOs; (iii) FHWA State Planning and Research-Partnership Planning and (iv) FTA State Planning and Research (Section 5304), the last two of which are discretionary grants awarded through a grant application solicitation process.

- B. Pursuant to Public Utilities Code sections 99311 and 99311.1, STATE is required to pass through Federal and State funds made available for transportation planning to entities qualified to act as recipients of these funds in accordance with the intent of law and policy.
- C. STATE is also required to encumber Federal and State funds made available for planning purposes to entities qualified to act as recipients of these Federal and State funds in accordance with the intent of law and policy.
- D. STATE agrees to notify RTPA annually in writing of the anticipated level of State and Federal Planning funding that may be available to RTPA for each subsequent year's approved Overall Work Program, hereinafter referred to as the OWP.
- E. STATE has prepared this MFTA, which hereby, together with the annual OWP, and annual Overall Work Program Agreement, hereinafter referred to as the annual OWPA, found in APPENDIX A, sets forth the entire terms and conditions under which these funds are to be expended by RTPA for the fiscal year period of that OWP and annual OWPA.

ARTICLE 1 - PROGRAM ADMINISTRATION

Section 1. Overall Work Program and Overall Work Program Agreement

- A. RTPA agrees to develop and submit an annual draft OWP, in compliance with 23 CFR 420, 23 CFR 450, and FTA Circular 8100.1C, by each March 1 for approval by STATE. This submittal shall describe RTPA's next Fiscal Year transportation planning program (Fiscal Year refers to the State Fiscal Year of July 1 to June 30).
- B. Each annual OWPA will expressly adopt and incorporate the terms and conditions of this MFTA by reference.
- C. RTPA shall be responsible for the complete performance of the work contained in each OWP. All work shall be accomplished in accordance with applicable provisions of State and Federal law.
- D. RTPA will include a signed Transportation Planning Process Certification, conforming to the format and contents as provided in APPENDIX F in each annual OWP. If RTPA is awarded FHWA or FTA planning funds, RTPA will also provide a signed "Metropolitan Transportation Planning Process Certification" form and/or a signed annual FTA "Certifications and Assurances for FTA Assistance" form, respectively, and a signed Debarment and Suspension form, provided in APPENDIX G.
- E. The annual OWPA is the approved OWP encumbrance document. Disbursement of funds by STATE will occur only after the execution of this MFTA; approval of the annual OWP by STATE; and execution of the annual OWPA. Funds will not be encumbered or reimbursed by STATE to RTPA until the annual OWPA has been executed and the State Budget for that fiscal year has been passed.

**Tehama County Transportation
Commission**

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- F. No funds of any nature are allocated or encumbered in this MFTA unless included in an adopted and approved OWP by means of an approved and fully executed annual OWPA. Costs incurred prior to OWP approval are not eligible for reimbursement.
- G. RTPA agrees to satisfactorily complete all work element tasks, projects, and products as described in each approved annual OWP financed with State or Federal funds and encumbered by STATE via the annual OWPA.
- H. RTPA will identify in the OWP all work that is to be completed through a third-party contract and funded, in whole or in part, under the terms and conditions of this Agreement.
- I. STATE agrees to pass through available funds and to reimburse allowable costs incurred in executing the tasks, projects, and products incorporated in the annually approved OWP funded from State and Federal sources and encumbered by STATE.
- J. Only work performed during the term of, and consistent with, the work elements in the OWP may be reimbursed. Reimbursements are based upon the fiscal year, July 1 to June 30. All work performed subsequent to the end of each fiscal year (June 30) is subject to the approved OWP and annual OWPA for that corresponding fiscal year and reimbursed from the corresponding fiscal year budgeted funds.
- K. RTPA may incur costs against its approved annual OWP and may submit requests for reimbursement with the understanding that STATE is unable to approve any payments for reimbursement until such time as the funds are included in that Fiscal Year's Annual State Budget which is passed by the Legislature and is signed by the Governor.
- L. RTPA shall use non-federal funds to finance the local share of eligible costs to ensure compliance with all applicable matching requirements for federal funds described in this MFTA and actually encumbered against the annual OWPA. Credit for local match will be allowed only for work performed during the approved term of each annual OWPA. Third-party "in-kind" contributions are allowed as local match according to the provisions of 23 CFR 420.119 and 49 CFR 18.24.
- M. RTPA further agrees to ensure that amendments to a previously approved OWP and annual OWPA are adopted by the RTPA Board and approved by STATE, prior to initiating any work identified in those amendments. Changes requiring amendments generally include adding, deleting, or revising a work element; adding funds to, deleting funds from a work element; or revising a scope of work. If a work element or project will not be completed as approved, RTPA will report this in its Quarterly Progress Report and amend the OWP/annual OWPA accordingly. OWP and annual OWPA amendments must be submitted to STATE and be fully executed no later than May 1 each year. Through administrative amendment, RTPA will notify STATE of administrative OWP changes which do not affect overall funding, scope of work, or project schedule, although such changes shall not require STATE approval.
- N. RTPA acknowledges and agrees that RTPA is the sole control and manager of the work proposed in the OWP and is solely responsible for complying with the funding and use restrictions established by State and Federal law and this MFTA.

- O. RTPA shall be free to copyright the material developed under work items identified in the OWP, provided that STATE and FHWA/FTA, as applicable, reserve a royalty-free, nonexclusive and irrevocable license to reproduce, publish or otherwise use, and authorize others to use, that work for government purposes.

Section 2. Quarterly Progress Reports

- A. RTPA agrees to submit to STATE, no later than thirty (30) calendar days after the close of each quarter, Quarterly Progress Reports that include all work elements for transportation planning tasks, projects, and products, funded wholly or in part by any of the fund sources listed in the “Recitals” section of this MFTA. Quarterly Progress Reports submitted to STATE will identify all projects by work element number and title and shall contain, at a minimum, a budget table and/or short narrative describing the following:
 - 1. Comparison of actual performance with work element-level goals and deliverables;
 - 2. Progress in adhering to schedules;
 - 3. Status of expenditures in a format compatible with the work Program, including a comparison of budgeted (approved) amounts and actual costs incurred;
 - 4. Other pertinent supporting information, such as major products, challenges, etc.
- B. STATE reserves the right to deem incomplete any Quarterly Progress Report that does not sufficiently document the above-required information and may withhold payment of Requests for Reimbursement submitted pending the submission of required documentation.

ARTICLE II - ALLOWABLE COSTS AND REIMBURSEMENT

Section 1. Requests For Reimbursement

- A. Requests for Reimbursement must conform to either subpart 1 or subpart 2 hereinbelow for the entire State fiscal year:
 - 1. RTPA shall prepare and electronically submit to STATE, not more frequently than once a month, but at least quarterly, one signed Request for Reimbursement of actual allowable costs incurred and paid (expended) by RTPA consistent with work elements described in the OWP (conforming to the format provided in APPENDIX B and/or APPENDIX C) and the information required in part B of this section,. The amount billed per each work element is not to exceed the total amount authorized for that work element in the OWP. Each Request for Reimbursement must demonstrate the expenditure of at least the minimum required rate of local funds, if applicable. Reimbursements under this MFTA will be allowed if based upon actual costs expended and supported by RTPA’s accounting system. RTPA must not only have incurred the allowable project cost on or after the effective date of the annual OWPA and on or before its termination date, but must also have paid those expenses.
 - 2. RTPA shall prepare and electronically submit to STATE, not more frequently than once a month, but at least quarterly, one signed Request for Reimbursement of actual allowable costs incurred by RTPA consistent with work elements described in the OWP (conforming to the

format provided in APPENDIX B and/or APPENDIX C) and including the information required in part B of this section. The amount billed per each work element is not to exceed the total amount authorized for that work element in the OWP. Each Request for Reimbursement must demonstrate the expenditure of at least the minimum required rate of local funds, if applicable. Reimbursements under this MFTA will be allowed if based upon actual costs incurred and supported by RTPA's accounting system. Allowable incurred costs that are eligible for reimbursement by STATE are only those that are treated by RTPA's accounting system in accordance with Generally Accepted Accounting Principles as accrued due to such costs having been billed to RTPA and recognized by RTPA as valid, undisputed, due and payable.

By submitting accrued but unpaid costs for reimbursement, RTPA agrees that within ten (10) working days of receipt of STATE's reimbursement, the full amount of all cost items submitted as reimbursable accrued costs shall be paid to each billing entity. Any reimbursed accrued cost not paid within this ten (10) working day grace period shall accrue interest payable to STATE at the then present interest rate established by the State Treasurer's Pooled Money Investment Account. Interest accrued must be timely remitted to STATE. Reimbursed accrued costs not paid to the billing entities by RTPA within forty-five (45) days of RTPA's receipt of STATE's reimbursement will thereafter be deemed unallowable. All unallowable costs must be immediately remitted to STATE.

If RTPA is found, through audit or other means, not to have paid a billing entity its invoiced sums then owed within the ten (10) working day grace period, RTPA must immediately revert to the reimbursement process described in subpart 1 above.

- B. In order to receive reimbursements, RTPA agrees to furnish with each billing, at a minimum, the information provided for in APPENDIX B2 and/or C2, and information from its accounting system which denotes that reimbursable costs, as well as those used for local match, were either expended or incurred, as applicable.
- C. STATE agrees to make reimbursements to RTPA, in conformance with state and federal regulations, as promptly as STATE fiscal procedures will permit upon the receipt of a signed and electronically submitted Request for Reimbursement (conforming to the format provided in APPENDIX B and/or APPENDIX C) that includes all required information, as applicable, (provided in example APPENDIX B2 and C2) of actual allowable costs incurred for the period of time covered by that Request for Reimbursement. Incomplete or inaccurate requests for reimbursement shall be returned to RTPA unapproved for correction as soon as errors are discovered.
- D. No State and/or Federal funds administered under this MFTA will be dispersed on the advance basis defined in 49 CFR Part 18.21.

Section 2. Travel and Per Diem Reimbursement

- A. Payments to RTPA for travel and subsistence (per diem) expenses of RTPA staff and its contractors and subcontractors claimed for reimbursement using funds administered through this agreement or as

local match credit shall not exceed rates authorized to be paid non-state employees under current State Department of Human Resources (CalHR) rules unless written verification is supplied that government hotel rates are not commercially available to RTPA, or its contractors, its subcontractors, and/or its subrecipients, at the time and location required as specified in the California Department of Transportation's Travel Guide Exception Process.

Section 3. Final Request for Reimbursement and OWP Closeout Documentation

- A. RTPA shall electronically submit an OWP/annual OWPA closeout documentation package to STATE no later than August 31st of each fiscal year. The closeout package shall conform to the format provided in APPENDIX D.
- B. The closeout package must be attached to a transmittal letter, typed on RTPA's letterhead. If these documents are not received by August 31st of each fiscal year, STATE may withhold future apportionments and/or allocations to RTPA. STATE's election not to withhold future apportionments and/or allocations immediately after the end of one fiscal year shall not limit STATE's ability to initiate subsequent withholdings.
- C. Upon receipt of the required closeout documentation, STATE will issue a reconciliation letter to RTPA stating the amount of funds available to be carried over to the subsequent year's OWP. RTPA may carry over an amount no greater than 25% of the prior year's RPA allocation. RTPA may amend some or all of these funds into the OWPA only upon signature of the reconciliation letter by the RTPA executive director or his or her appointee and submittal of the signed letter to STATE. Any RPA funds that are identified in the reconciliation letter, but not programmed before the end of the fiscal year in which the letter is issued, will be forfeited.

Section 4. Funding Contingencies

- A. All obligations of STATE under the terms of the MFTA and each annual OWPA are subject to the availability of Federal and State funds, appropriation of resources by the Legislature, and the annual passage of the State Budget Act. The authorization and obligation of these funds by outside entities may be terminated, limited or otherwise adversely affected by factors which may include, but are not limited to, changes in State or Federal law regarding the encumbrance and reimbursement of the funds provided by each annual OWPA and this MFTA.

ARTICLE III - AUDITS AND REPORTS

Section 1. Cost Principles

- A. RTPA agrees to comply with Title 2, CFR, part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, as applicable.

- B. RTPA agrees, and will require that its contractors, subcontractors, and subrecipients be obligated to agree, that (a) the Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual project cost items (subrecipients shall refer to, 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards); and (b) all parties shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving Project funds as a contractor, subcontractor, or sub-grantee under this FTA shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

- C. RTPA agrees and shall require that all of its agreements with contractors, subcontractors, and subrecipients contain provisions requiring adherence to this section in its entirety.

Section 2. Indirect Cost Agreement and Cost Allocation Plan (ICAP)

- A. Prior to RTPA seeking reimbursement of indirect costs, RTPA must prepare and submit annually to STATE for review and acceptance an indirect cost rate proposal and a central service costs allocation plan (if any) in accordance with 2 CFR, Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards or applicable cost principles and Local Program Procedures Manual (Chapter 5).

- B. Prior to RTPA seeking reimbursement of subrecipient indirect costs, and when subrecipient cognizant federal agency, as defined in APPENDIX A to 2 CFR part 200, is USDOT and/or STATE, RTPA agrees and will require subrecipient to comply with section 2A.

- C. Prior to RTPA seeking reimbursement of subrecipient indirect costs, and when Subrecipient ICAP is approved by a cognizant federal agency other than USDOT, RTPA agrees and will require subrecipient to submit to STATE a copy of the cognizant agency approval, the approved proposal, plan, subsidiary worksheets, and other relevant data on an annual basis as evidence of the approval.

- D. If a submitted ICAP does not meet the requirements of 2 CFR Part 200, and is determined to be insufficient, STATE will advise RTPA of additional documentation or changes needed to meet Federal and State requirements. RTPA agrees to provide requested documentation or required changes, and if RTPA is non-compliant the submissions may be returned to RTPA if requested documentation is not provided or required changes are not made.

- E. Material audit adjustments will require reimbursement to STATE or adjustment of subsequent years' ICAP if proposals are later found to have included costs that are unallowable as specified by law or regulation, or the terms and conditions of this MFTA.

- F. RTPA agrees and shall require that all of its agreements with subrecipients contain provisions requiring adherence to this section in its entirety.

Section 3. Record Retention/Audits

- A. RTPA shall maintain, and shall require its subrecipients, contractors and its subcontractors to maintain all source documents, books and records connected with their performance of OWP work initiated under this MFTA and each applicable annual OWPA for a minimum of three (3) years from the date of final payment to RTPA or, if an audit is initiated within that timeframe, until audit resolution is achieved for each annual OWPA, whichever is later, and shall make all such supporting information available for inspection and audit by representatives of STATE, the Bureau of State Audits, or the Federal Government upon request. Copies will be made and furnished by RTPA upon request at no cost to STATE. Scanned original documents in electronic form are suitable to meet this requirement.
- B. RTPA shall establish and maintain, and shall require that its subrecipients, contractors and subcontractors shall establish and maintain, an accounting system conforming to Generally Accepted Accounting Principles (GAAP) to support Requests for Reimbursement which segregate and accumulate the costs of work elements by line item (i.e. direct labor, other direct costs, subrecipients/subcontractor, etc.) and enable the determination of expenditures at interim points of completion, and provide support for reimbursement payment vouchers or invoices.
- C. For the purpose of determining compliance with Title 2, California Government Code, Chapter 6.5, Article 2, Section 8546.7, in connection with the performance of RTPA contracts and/or agreements with third parties, RTPA, RTPA's sub-recipients, contractors, and subcontractors, shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts and/or agreements, including, but not limited to, the costs of administering those various contracts and/or agreements. All of the above referenced parties shall make such contracts and/or agreements available at their respective offices at all reasonable times during the entire period of each annual OWPA and for three (3) years from the date of final payment to RTPA or, if an audit is initiated within that timeframe, until audit resolution is achieved for each annual OWPA, whichever is later. STATE, the California State Auditor, or any duly authorized representative of STATE or the United States Department of Transportation, shall each have access to any books, records, and documents that are pertinent to the fulfillment of the contracts and/or agreements for audits, examinations, excerpts, and transactions, and RTPA shall furnish copies thereof if requested.
- D. Where applicable, RTPA agrees to comply with audit requirements for third party contractors, subcontractor and subrecipients in accordance with STATE Local Assistance Procedure Manual, Ch. 10 or any successor thereto.
- E. RTPA agrees to include all costs associated with this MFTA, OWP and annual OWPA, and any amendments thereto; to be examined in the annual audit and in the schedule of activities to be examined under RTPA's single audit prepared in compliance with Office of Management and Budget Circular A-133. RTPA is responsible for assuring that the Single Auditor has reviewed the requirements of this MFTA, the OWP and the annual OWPA. Copies of said audits shall be submitted to STATE.

- F. When conducting an audit of the costs and match credits claimed under the provisions of each annual OWPA and this MFTA, STATE will rely to the maximum extent possible on any prior audit of RTPA pursuant to the provisions of State and Federal law. In the absence of such an audit, work of other auditors will be relied upon to the extent that work is acceptable to STATE when planning and conducting additional audits.
- G. RTPA agrees to furnish documentation to STATE supporting this requirement that all of its agreements with contractors, subcontractors, and subrecipients do contain applicable provisions requiring adherence to this section in its entirety.
- H. Neither the pendency of a dispute nor its consideration by STATE will excuse RTPA from full and timely performance in accordance with the terms of this MFTA, the OWP, and the annual OWPA.

ARTICLE IV - MISCELLANEOUS PROVISIONS

Section 1. Federal Certifications and Assurances

- A. If RTPA receives RPA funds or RPA and CPG funds, RTPA shall comply, as applicable, with the FHWA "Transportation Planning Process Certification" requirements in accordance with 23 CFR 450.334 and Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (Public Law 109-59; SAFETEA-LU) and its successors thereto. This certification is provided annually by FHWA and FTA. It may include but is not limited to:
 - I. 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
 - II. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
 - III. Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by California under 23 U.S.C. 324 and 29 U.S.C. 794;
 - IV. Section 1101(b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
 - V. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
 - VI. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
 - VII. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;

- VIII. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- IX. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- X. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

B. If awarded FTA planning funds, RTPA shall comply with and provide the signed "Certifications and Assurances for FTA Assistance", including "Certifications and Assurances Required of Each Applicant" and the "Lobbying Certification" in compliance with 49 U.S.C. Chapter 53, published annually in the *Federal Register* and found online at http://www.fta.dot.gov/grants/12825_93.html.

The 2013 FTA Certifications includes the following areas under "Assurances Required of Each Applicant:"

- 1. Authority of Applicant and its Representatives
- 2. Standard Assurances
- 3. Intergovernmental Review Assurance
- 4. Suspension and Debarment Certification
- 5. U.S. OMB Assurances in SF-424B and SF-424D

- C. Copies of these annual Federal Certifications and Assurances shall be included by RTPA in each final OWP.
- D. RTPA shall comply, and shall require its contractors, subcontractors, and subrecipients to comply, with these Certifications.
- E. RTPA agrees to furnish documentation to STATE to support this requirement that all of its agreements with contractors, subrecipients and subcontractors, do contain provisions requiring adherence to this section in its entirety.

Section 2. Disadvantaged Business Enterprise (DBE) Requirements

- A. As mandated by 49 CFR Part 26, RTPA shall require that its contractors, subcontractors, and subrecipients do not discriminate on the basis of race, color, national origin, or sex in the award,

administration and performance of any FHWA/FTA fund-assisted contract or in the administration of RTPA's DBE program.

- B. RTPA's DBE program, as required by 49 CFR Part 26 and as approved by STATE, is incorporated by reference in this MFTA. Implementation of this program is a legal obligation and failure of RTPA to carry out its terms shall be treated as a violation of this MFTA. Upon notification to the recipient of its failure to carry out its approved program, the US DOT may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801 et seq.
- C. As required by 49 CFR part 26, the contract language in APPENDIX E relating to DBE requirements must be incorporated into all contracts funded in whole or in part with federal funds authorized in this agreement.

Section 3. Non-Discrimination Clause

- A. In the performance of work undertaken pursuant to this MFTA, RTPA shall not, and shall affirmatively require that its contractors shall not, unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer), age (over 40), marital status, denial of family and medical care leave, and denial of pregnancy disability leave.
- B. RTPA shall ensure, and shall require that its contractors and all subcontractors and/or subrecipients shall ensure, that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. RTPA shall comply, and ensure that its contractors and subcontractors and/or subrecipients shall comply, with the provisions of the Fair Employment and Housing Act (Government Code, Section 12900 et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code, Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this MFTA by reference and made a part hereof as if set forth in full.
- C. Each of RTPA's contractors, subcontractors, and/or subrecipients shall give written notice of their obligations under this clause to labor organizations with which they have collective bargaining or other labor agreements. RTPA shall include the non-discrimination and compliance provisions hereof in all contracts and subcontracts to perform work under this MFTA.
- D. RTPA shall comply with the nondiscrimination program requirements of Title VI of the Civil Rights Act of 1964. Accordingly, 49 CFR Part 21, and 23 CFR Part 200 are made applicable to this MFTA by this reference. Wherever the term "Contractor" appears therein, it shall mean RTPA.
- E. RTPA shall permit, and shall require that its contractors, subcontractors, and subrecipients will permit, access to all records of employment, employment advertisements, application forms, and other

pertinent data and records by the State Fair Employment Practices and Housing Commission or any other agency of the State of California designated by STATE to investigate compliance with this Section 3.

Section 4. Federal Lobbying Activities Certification

- A. RTPA certifies, to the best of its knowledge and belief, that no State or Federal funds have been paid or will be paid by, or on behalf of, RTPA to any person for influencing or attempting to influence an officer or employee of any State or Federal agency, a Member of the State Legislature or United States Congress, an officer or employee of the Legislature or Congress, or any employee of a Member of the Legislature or Congress in connection with the awarding of any State or Federal contract, the making of any State or Federal grant, the making of any State or Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any State or Federal contract, grant, loan, or cooperative agreement.
- B. If any funds other than State or Federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a State or Federal contract, grant, loan, or cooperative agreement, RTPA shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with those form instructions.
- C. This certification is a material representation of fact upon which reliance was placed when this MFTA and each annual OWPA was entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, U. S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
- D. RTPA also agrees by signing this MFTA that RTPA shall require that the language of this certification be included in all contracts and subcontracts funded wholly or in part by any fund sources listed on Page 1 of this MFTA and which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

ARTICLE V - GENERAL PROVISIONS

Section 1. Contract Award

- A. RTPA, contractor, subcontractor and subrecipient contracts containing Federal and State planning funds are required to be bid and awarded in accordance with Title 49, CFR, Part 18 and consistent with Local Assistance Procedure Manual, Ch. 10 or successors thereto as applicable.

Section 2. Contract Amendment

- A. No amendments to the terms of this MFTA, any OWP or any annual OWPA shall be valid unless made in writing and signed by the individuals legally authorized to contractually bind the parties

hereto. Each party agrees that it has had or will have the opportunity to seek review by and approval from its legal counsel of the original documents and any proposed alteration or variation. No oral understanding or agreement not incorporated herein shall be binding on any of the parties thereto. For the purposes of this MFTA, the Chief of the Office of Regional Planning, Division of Transportation Planning, shall be the Contract Administrator for STATE.

Section 3. Adjudication of Disputes by Way of Administrative Proceedings

- A. STATE hereby sets up an Administrative Procedure for adjudication of disputes that may arise when administering the program as defined by the terms and conditions of this Agreement.

RTPA agrees to exhaust the administrative remedy prior to resorting to legal remedies. In case of disputes with STATE, RTPA shall submit to the Chief of the Division of Transportation Planning, CALTRANS (DC PLANNING) or designee a written demand for a decision regarding the disposition of any dispute, arising under this Agreement. The DC PLANNING shall make a written decision regarding the dispute and will provide it to the RTPA. The RTPA shall have an opportunity to challenge the DC PLANNING's determination but must make that challenge in writing, within ten (10) working days to the STATE's Contract Officer or his/her designee. If the challenge is not made by RTPA within the ten (10) day period, the DC PLANNING'S decision shall become the final decision of the STATE. If such a challenge is made, The DC PLANNING and RTPA shall submit written, factual information and data in support of their respective positions to STATE's Contract Officer within a timeframe established by the RTPA at the time of challenge. The decision of the STATE's Contract Officer or his/her designee shall be final, conclusive and binding regarding the dispute, unless RTPA commences an action in court of competent jurisdiction to contest the decision in accordance with Division 3.6 of the California Government Code.

Section 4. Intercept Clause

- A. Costs for which RTPA receives reimbursement payment or credit that are determined by a subsequent audit or other review by either STATE or Federal authorities to be unallowable under 2 CFR, part 200; 48 CFR, Chapter 1, Part 31; or 49 CFR, Part 18, are to be repaid to STATE by RTPA within thirty (30) days of RTPA receiving notice of audit findings. Should RTPA fail to reimburse moneys due STATE within thirty (30) of discovery or demand, or within such other period as may be agreed in writing between the Parties hereto, STATE is authorized to intercept and withhold future payments due RTPA from STATE or any third-party source, including, but not limited to, the State Treasurer, the State Controller or any other fund source.

Section 5. Parties of Agreement

- A. This MFTA, the OWP, the annual OWPA and any related agreements are solely between the named parties thereto and no express or implied benefit to entities or individuals not a party thereto is intended or to be inferred. There are no third-party beneficiaries to or of this MFTA or any OWP, or annual OWPA or any other agreement pertaining hereto.

Section 6. Hold Harmless and Indemnification Clause

- A. Neither STATE nor any officer or employee thereof is responsible for any injury, damage or liability occurring or arising by reason of anything done or omitted to be done by RTPA under or in connection with any work, authority or jurisdiction delegated to RTPA under this MFTA and/or each annual OWPA. It is understood and agreed that, pursuant to Government Code section 895.4, RTPA shall fully defend, indemnify and save harmless STATE and its officers and employees from all claims, suits or actions of every name, kind and description occurring by reason of anything done or omitted to be done by RTPA under or in connection with any work, authority or jurisdiction delegated to RTPA under this MFTA and each annual OWPA.

- B. Neither RTPA nor any officer or employee thereof is responsible for any injury, damage or liability occurring or arising by reason of anything done or omitted to be done by STATE under or in connection with any work, authority or jurisdiction delegated to STATE under this MFTA. It is understood and agreed that, pursuant to Government Code section 895.4, STATE shall fully defend, indemnify and save harmless RTPA, its officers and employees from all claims, suits, or actions of every name, kind and description occurring by reason of anything done or omitted to be done by STATE under or in connection with any work, authority or jurisdiction delegated to STATE under this MFTA.

Section 7. Default

- A. In the event that RTPA (a) fails to comply with applicable Federal and State laws and regulations; (b) fails to timely proceed with OWP, in accordance with the MFTA or OWPA; or (c) otherwise materially violates the terms and conditions of this MFTA and/or OWPA, STATE reserves the right to terminate all funding for that OWP, or a portion thereof. Any such termination shall be accomplished by delivery to RTPA of a Notice of Termination, which notice shall become effective not less than thirty (30) days after receipt, specifying the reason for the termination, the extent to which funding of work under this MFTA is terminated and the date upon which such termination becomes effective. During the period before the termination date becomes effective, RTPA and STATE shall meet to try to resolve any dispute. No such termination shall become effective if, (a) during the process described in Article V, Section 3, the termination is stayed, (b) within the thirty (30) day period after receipt of the Notice of Termination, RTPA either cures the default, or (c) if that default is not reasonably susceptible to cure within said thirty (30) day period, STATE approves a RTPA plan and RTPA thereafter diligently completes the cure in a manner and timeline acceptable to STATE.

- B. If STATE terminates funding for OWP pursuant to the above paragraph A, STATE shall pay RTPA the sum due RTPA under the OWPA for eligible work performed prior to termination.

Section 8. Termination

- A. This MFTA shall remain in full force and effect until the termination date stated on Page 1 of this MFTA, unless superseded or terminated in conformance with Section 7 of this Article. All indemnification, document retention, audit, claims, and legal challenge, articles will remain in effect until terminated or modified in writing by mutual agreement or expiry by statute of limitations.

STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION

By: Carla D. Birse
Contract Officer

Date: 11/24/14

Tehama County Transportation Commission

By: [Signature]
Executive Director

Date: 9-29-14

By: [Signature]
Attorney

Date: 9/22/14

APPENDICES

- A RTPA Overall Work Program Agreement
- B CPG Request for Reimbursement
- B2 CPG Request for Reimbursement by Fund Source
- C RPA Request for Reimbursement
- C2 RPA Request for Reimbursement Support
- D Closeout Documentation
- E DBE Contract Language (required)
- E2 DBE Semi-Annual Report
- F State Planning Process Certification
- G Federal Certifications and Assurances
- H Board Resolution

Tehama County Transportation Commission

Contract No. **74A0805**

Appendix A

Page 1 of 1

MFTA CONTRACT NUMBER _____

AGENCY DUNS NUMBER _____

Appendix A
OVERALL WORK PROGRAM AGREEMENT (OWPA) FOR
AGENCY NAME

1. The undersigned signatory **Regional Transportation Planning Agency (RTPA)** hereby commits to complete, this fiscal year (FY) (beginning July 1, 2014 and ending June 30, 2015), the annual Overall Work Program (OWP), a copy of which was approved on date and is attached as part of this OWPA.

2. All of the obligations, duties, terms and conditions set forth in the Master Fund Transfer Agreements (MFTA), numbered number and executed with effective dates of date to date between **agency name (RTPA)** and the Department of Transportation (STATE), are incorporated herein by this reference as part of this OWPA for this FY.

3. This OWPA Agreement obligates and encumbers only these following funding sources: State Highway Account – Rural Planning Assistance (RPA) funds, Federal Highway Administration (FHWA) State Planning and Research (SP&R) – Partnership Planning Element (FHWA – SP&R Partnership Planning), FHWA SP&R – Regional Blueprint Planning Element (FHWA – SP&R Blueprint Planning) and Federal Transit Administration (FTA) Section 5304 Transit Planning Grants. RTPA agrees to comply with FHWA and FTA matching requirements for “Consolidated Planning Grant” funds obligated and encumbered against this OWPA Agreement: FHWA – SP&R Part. Planning, federal/local – 80/20; and/or FTA Section 5304, federal/local – 88.53/11.47, Rural Blueprint federal/local – 80/20). All local match funds are to be provided from non-federal sources.

4. Subject to the availability of funds this FY OWPA funds encumbered by STATE include, but may not exceed, the following:

| Funding Source | Minimum Match % Required | Funding | Local Match, if applicable |
|--------------------------------|--------------------------|---------------|----------------------------|
| RPA – State Highway Account | 0% | \$0.00 | Not Applicable |
| FTA Section 5304 | 11.47% | \$0.00 | \$0.00 |
| FHWA SP&R Partnership Planning | 20% | \$0.00 | \$0.00 |
| FHWA SP&R Regional Blueprint | 20% | \$0.00 | \$0.00 |
| Total Programmed Amount | | \$0.00 | \$0.00 |

6. Should RTPA expend funds in excess of those available and programmed in this FY OWPA, those costs shall be borne solely by RTPA.

| | |
|--------------------------------------|--------------------------------|
| _____ | _____ |
| Department of Transportation (STATE) | Name of Agency (RTPA) |
| _____ | _____ |
| Authorized Signature | Authorized Signature |
| _____ | _____ |
| Printed Name of Person Signing | Printed Name of Person Signing |
| _____ | _____ |
| Title | Title |
| _____ | _____ |
| Date | Date |

(For Use by Caltrans Accounting Only)

The total amount of all Federal funds encumbered
Fund Title: _____

The total amount of all State funds encumbered
Fund Title: _____

Item _____ Chapter Statute Fiscal Year _____

Project ID# _____ Encumbrance Document Number _____

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and expenditure purpose stated above.

Signature of Department of Transportation Accounting Officer

Date

NAME OF MPO
ADDRESS OF MPO
CONSOLIDATED PLANNING GRANT (CPG)
Federal Highway Administration (FHWA) and Federal Transit Administration (FTA)

REQUEST FOR REIMBURSEMENT
NUMBER _____, Fiscal Year 2014-15

The **FILL IN AGENCY NAME**, a Metropolitan Planning Organization, requests reimbursement in the amount of \$ _____ for the period beginning _____ through and inclusive of _____. I certify that I am a duly authorized representative of **FILL IN AGENCY NAME** and the request for reimbursement is consistent with the terms of the Master Fund Transfer Agreement, numbered _____ and expiring _____, entered into between **FILL IN AGENCY NAME** and the State of California, Department of Transportation. The reimbursement request is for work completed in accordance with the **2014-15** approved Overall Work Program. **By signing this Request for Reimbursement Form, FILL IN AGENCY NAME certifies that all state and federal matching requirements have been met and that no federal funds were used for local match and/or In-Kind Service.**

2014-15 OWPA Authorized: _____
Total Invoices Year-to-Date
(Including this Invoice): _____
Current Invoice Amount: \$ -
Remaining Balance: \$ -

Current Reimbursement Breakdown. This portion must be completed by local agency to receive reimbursement.

| Funding Source | Required Match % | Federal Portion | Toll Credit (In lieu of local match) | Local Match | or | In-Kind Service | Total Expenditures |
|---|------------------|-----------------|---|-------------|-------|-----------------|--------------------|
| FHWA PL Funds (Toll Credit Match of Current FY Allocation) | 11.47% | _____ | \$ - | _____ | _____ | _____ | \$ - |
| FHWA PL (Cash/In-kind Match) | 11.47% | _____ | _____ | _____ | _____ | _____ | \$ - |
| FTA Sec. 5303 Funds (Toll Credit Match of Current FY Allocation) | 11.47% | _____ | \$ - | _____ | _____ | _____ | \$ - |
| FTA Sec. 5303 (Cash/In-kind Match) | 11.47% | _____ | _____ | _____ | _____ | _____ | \$ - |
| FTA Sec. 5304 Funds | 11.47% | _____ | _____ | _____ | _____ | _____ | \$ - |
| FHWA SPR PP Funds | 20% | _____ | _____ | _____ | _____ | _____ | \$ - |
| Regional Blueprint Planning | 20% | _____ | _____ | _____ | _____ | _____ | \$ - |

| | | |
|--|-----------|------|
| Name & Title (please print) | Signature | Date |
| Department of Transportation Use Only | | |

I certify that I am duly authorized by the Department of Transportation to approve payment to **FILL IN AGENCY NAME** in the amount of \$ _____. **FILL IN AGENCY NAME** has an approved Overall Work Program and the request for reimbursement is consistent with the Master Fund Transfer Agreement between the State of California, Department of Transportation and **FILL IN AGENCY NAME**. This authorization to pay acknowledges receipt of services billed.

| | | | |
|--|---------------------|-------------------|-------------|
| Vendor# <small>Accounting Use Only</small> | Name (please print) | Signature | Date |
| TC____Source Dist 74 Source Unit 3789 | Project ID # | FA 6 | ObjCode 049 |
| Amount \$ FY | RPI____N | Contract # | RC# |
| TC____Source Dist 74 Source Unit 3789 | Project ID # | FA 6 | ObjCode 049 |
| Amount \$ FY | RPI____N | Contract # | RC# |

Appendix C

RTPA

Address

City, State

RURAL PLANNING ASSISTANCE (State Highway Account Only)

REQUEST FOR REIMBURSEMENT Fiscal Year 2014-15

| |
|------------------------------------|
| Agency Invoice No. _____ |
| Internal Revenue Service No. _____ |

The _____ fill in agency name _____, a Regional Transportation Planning Agency, requests reimbursement in the amount of _____. For the period beginning date _____ and through and inclusive of _____ date _____.

I certify that I am a duly authorized representative of _____ fill in agency name _____, and the request for reimbursement is consistent with the terms of the Master Fund Transfer Agreement dated _____ fill in date _____ entered into between _____ fill in agency name _____ and the STATE. The reimbursement request is for work completed in accordance with the 2014-15 approved Overall Work Program. I certify that all STATE matching requirements have been met.

| | |
|-----------------------------|----------|
| 2014-15 RPA OWPA Authorized | \$ _____ |
| Invoices Year to Date | \$ _____ |
| Current Invoice | \$ _____ |
| Balance | \$ _____ |

| | | |
|---------------------|-----------|-------|
| _____ | _____ | _____ |
| Name (Please print) | Signature | Date |

(Department of Transportation Use Only)

I certify that I am duly authorized by the Department of Transportation to approve payment to _____ fill in agency name _____ in the amount of _____. _____ Fill in agency name _____ has an approved Overall Work Program and the request for reimbursement is consistent with the Master Fund Transfer Agreement between the STATE and _____ fill in agency name _____. This authorization to pay acknowledges receipt of services billed.

| | | |
|---------------------|-----------|-------|
| _____ | _____ | _____ |
| Name (Please print) | Signature | Date |
| Phone Number _____ | | |

| | Allocation (FY) | Contract ID | Project ID | Amount |
|------------------------|-----------------|-------------|------------|--------|
| 1 | | | | \$ |
| 2 | | | | \$ |
| Current Invoice | | | | \$0 |

Date Dist received Invoice

Invoice Dispute Notification Sent

Date Invoice Sent to HQ Accounting

Appendix D

RTPA
Address
City, State

Certification of Expenditure by Fund Source
Fiscal Year 2013-14

I certify that I am a duly authorized representative of the Regional Transportation Planning Agencies (RTPAs) and the following statement of fund expenditures is consistent with the terms of the Master Fund Transfer Agreement, numbered _____, expiring _____, and entered into between the RTPA and the State.

I have attached a copy of the Statement of Expenditures by fund source and work element. Matching funds are identified. The expenditures shown are for work completed in accordance with the Fiscal Year (FY) 2013-14 approved Overall Work Program. I certify that all state and federal matching requirements have been met.

| Funding Source | FY12/13 Reconciled Balance | FY13/14 Allocations and Awards | Expenditures (Federal Fund Amount Only for Grants) | Year-end Balance |
|--|----------------------------|--------------------------------|--|------------------|
| Rural Planning Assistance (RPA) Funds | \$0.00 | | | |
| RPA Funds | | \$0.00 | \$0.00 | \$0.00 |
| Total FY13-14 Rural Planning Assistance Expenditures: | | | \$0.00 | |
| FTA Sec. 5304 Funds | | | | |
| FTA Sec. 5304 Funds WE 101 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| FTA Sec. 5304 Funds WE 102 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| FTA Sec. 5304 Funds WE 103 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| FTA Sec. 5304 Funds WE 104 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Total | | | \$0.00 | |
| FHWA SPR Partnership Planning Funds | | | | |
| FHWA SPR PP Funds WE 201 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| FHWA SPR PP Funds WE 202 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| FHWA SPR PP Funds WE 203 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| FHWA SPR PP Funds WE 204 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Total | | | \$0.00 | |
| FHWA SPR Special Study Funds | | | | |
| FHWA SPR SS Funds WE 301 | \$0.00 | | \$0.00 | \$0.00 |
| Total | | | \$0.00 | |
| Regional Blueprint Planning | | | | |
| FY10/11 Grant | \$0.00 | | \$0.00 | \$0.00 |
| FY11/12 Grant | \$0.00 | | \$0.00 | \$0.00 |
| Total | | | \$0.00 | |
| Total FY13-14 Consolidated Planning Grant Expenditures: | | | \$0.00 | |

I understand that this represents a final statement of expenditure for FY2013-14 and no future requests for reimbursement will be processed by the State for payment.

Name (Please Print)

Signature

Title (Please Print)

Date

APPENDIX E

CPG Subrecipient Responsibilities for DBE include:

- Participation in the race neutral DBE Program when contracting/awarding to subrecipients or planning consultants involving any fraction of federal CPG funds.
- Participation in the race neutral DBE Program even if subrecipients have not contracted out work to sub-recipients or consultants. They must also complete, sign and turn in the FTA DBE Uniform Report form, showing zero dollars. This information will provide necessary data for the federally mandated Caltrans DBE disparity study.
- Completion of the FTA DBE Uniform Report form (*See Appendix X*) twice a year: April 1st and October 1st. The DBE Uniform Report shows the federal dollar amount provided through contract/s as well as DBE participation in these contracts. This information will provide necessary data for the federally mandated Caltrans DBE disparity study and reporting to the FTA. The completed forms are sent to the appropriate HQ ORIP Liaison.
- Development and implementation of a DBE Program following the Caltrans DBE Program Plan, pursuant to the Master Fund Transfer Agreement, Article IV, Section 2. This Plan formally acknowledges the statutory and/or regulatory requirements with its race-neutral measures, and their commitment to comply with all the prescribed responsibilities explained herein.
- Development and maintenance of a Bidder's List, consisting of information about all DBE and non-DBE firms that bid or quote on CPG-assisted contracts. The Bidder's List includes the name, address, DBE/non-DBE status, age and annual gross receipts of firms.
- Inclusion of the following clause is required, verbatim, in each CPG-assisted contract:
 - The contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of United States Department of Transportation-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as recipient deems appropriate.
- Inclusion of contractual language specifying prompt payment clauses are required in the foregoing provisions. These prompt payment clauses benefit all subcontractors equally.

APPENDIX E

- **Prompt Progress Payment to Subcontractors**—A prime contractor or subcontractor shall pay to any subcontractor not later than 10-days of receipt of each progress payment, in accordance with the provision in Section 7108.5 of the California Business and Professions Code concerning prompt payment to subcontractors. The 10-day rule is applicable unless a longer period is agreed to in writing. Any delay or postponement of payment over 30-days may take place only for good cause and with the agency's prior written approval. Any violation of Section 7108.5 shall subject the violating contractor or subcontractor to the penalties, sanctions, and other remedies of that Section. This requirement shall not be construed to limit or impair any contractual, administrative, or judicial remedies, otherwise available to the contractor or subcontractor in the event of a dispute involving late payment or nonpayment by the contractor, deficient subcontractor performance, and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.
- **Prompt Payment of Withheld Funds to Subcontractors**—The MPO, RTPA or local government entity shall include either (1), (2), or (3) of the following provisions in their CPG-assisted contracts to ensure prompt and full payment of retainage (withheld funds) to subcontractors in compliance with 49 CFR 26.29.
 - 1) No retainage will be held by the agency from progress payments due to the prime contractor. Prime contractors and subcontractors are prohibited from holding retainage from subcontractors. Any delay or postponement of payment may take place only for good cause and with the agency's prior written approval. Any violation of these provisions shall subject the violating contractor or subcontractor to the penalties, sanctions, and other remedies specified in Section 7108.5 of the California Business and Professions Code. This requirement shall not be construed to limit or impair any contractual, administrative, or judicial remedies, otherwise available to the contractor or subcontractor in the event of a dispute involving late payment or nonpayment by the contractor, deficient subcontractor performance, and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.
 - 2) No retainage will be held by the agency from progress payments due the prime contractor. Any retainage kept by the prime contractor or by a subcontractor must be paid in full to the earning subcontractor in 30-days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment may take place only for good cause and with the agency's prior written approval. Any violation of these provisions shall subject the violating contractor or subcontractor to the penalties, sanctions, and remedies specified in Section 7108.5 of the California Business and Professions Code. This

APPENDIX E

requirement shall not be construed to limit or impair any contractual, administrative, or judicial remedies, otherwise available to the contractor or subcontractor in the event of a dispute involving late payment or nonpayment by the contractor, deficient subcontractor performance, and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

- 3) The agency shall hold retainage from the prime contractor and shall make prompt and regular incremental acceptances of portions, as determined by the agency of the contract work and pay retainage to the prime contractor based on these acceptances. The prime contractor or subcontractor shall return all monies withheld in retention from all subcontractors within 30-days after receiving payment for work satisfactorily completed and accepted including incremental acceptances of portions of the contract work by the agency. Any delay or postponement of payment may take place only for good cause and with the agency's prior written approval. Any violation of these provisions shall subject the violating prime contractor to the penalties, sanctions, and other remedies specified in Section 7108.5 of the California Business and Professions Code. This requirement shall not be construed to limit or impair any contractual, administrative, or judicial remedies, otherwise available to the contractor or subcontractor in the event of: a dispute involving late payment or nonpayment by the contractor; deficient subcontractor performance; and/or noncompliance by a subcontractor. This clause applies to both DBE and non-DBE subcontractors.

APPENDIX E2

| UNIFORM REPORT OF DBE COMMITMENTS/AWARDS AND PAYMENTS | | | | | | | | | |
|---|---|-------------------|---|------------------------------|---|---------------------------------------|---|---|---|
| **Please refer to the Instructions sheet for directions on filling out this form** | | | | | | | | | |
| 1. Submitted to (check only one): <input type="checkbox"/> FHWA <input type="checkbox"/> FAA <input checked="" type="checkbox"/> FTA | | | | | | | | | |
| 2. AIP Numbers (FAA Recipients Only): | | | | | | | | | |
| 3. Federal fiscal year in which reporting period falls: <u>FY 2012</u> | | | | | 4. Date This Report Submitted: | | | | |
| 5. Reporting Period <input checked="" type="checkbox"/> Report due June 1 (for period Oct. 1-Mar. 31) <input type="checkbox"/> Report due Dec. 1 (for period Oct. 1-Sept. 30) <input type="checkbox"/> FAA annual report due Dec. 1 | | | | | | | | | |
| 6. Name and address of Recipient: | | | | | | | | | |
| 7. Annual DBE Goal(s): Race Conscious Goal _____ % Race Neutral Goal _____ % OVERALL Goal _____ % | | | | | | | | | |
| 7.5 Percentage of Total Dollars Committed/Awarded to DBEs: _____ % (divide total dollars to DBEs in 9.5(C) by the total dollars in 8(A)) | | | | | | | | | |
| COMMITMENTS/AWARDS MADE DURING THIS REPORTING PERIOD <small>(total contracts and subcontracts committed during this reporting period)</small> | A | B | C | D | E | F | G | H | I |
| | Total Dollars | Total Number | Total to DBEs (dollars) [E+G] | Total to DBEs (number) [F+H] | Total to DBEs /Race Conscious (dollars) | Total to DBEs/Race Conscious (number) | Total to DBEs/Race Neutral (dollars) | Total to DBEs/Race Neutral (number) | Percentage of total dollars to DBEs [C/A] |
| | 8. Prime contracts awarded this period | | | | | | | | |
| | 9. Subcontracts committed/awarded this period | | | | 0 | 0 | | | |
| | 9.5 Totals | | | | 0 | 0 | | | |
| DBE COMMITMENTS/AWARDS THIS REPORTING PERIOD-BREAKDOWN BY ETHNICITY & GENDER | A | B | C | D | E | F | G | H | |
| | Black American | Hispanic American | Native American | Subcont. Asian American | Asian-Pacific American | Non-Minority Women | Other (i.e. not of any other group listed here) | TOTALS (for this reporting period only) [A+B+C+D+E+F+G] | |
| | 10. Total Number of Contracts (Prime and Sub) | | | | | | | | |
| | 11. Total Dollar Value | | | | | | | | |
| 11.5 Name(s) of Participating DBE Firms and Coinciding Dollar Amounts | | | | | | | | | |
| ACTUAL PAYMENTS ON CONTRACTS COMPLETED THIS REPORTING PERIOD | A | | B | | C | | D | DD | E |
| | Number of Prime Contracts Completed | | Total Dollar Value of Prime Contracts Completed | | DBE Participation Needed to Meet Goal (Dollars) | | Total DBE Participation (Dollars) | Name(s) of Participating DBE Firms/ Coinciding Dollar Amounts | Percentage of Total DBE Participation [D/E] |
| | 12. Race Conscious | | 0 | | 0 | | 0 | 0 | 0 |
| | 13. Race Neutral | | | | | | | | |
| 14. Totals | | | | | | | | | |
| 15. Submitted by (Print Name of Authorized Representative) | | | | | 16. Signature of Authorized Representative | | | | |
| 17. Phone Number: | | | | | 18. Fax Number: | | | | |

Notes: All dollars represent Federal dollars.

Appendix F

FY 2014/2015 State Transportation Planning Process Certification

In accordance with 23 CFR 450.334 and 450.220, Caltrans and _____, Regional Transportation Planning Agency for _____ hereby certify that the transportation planning process is addressing the major issues in the regional planning area and is being conducted in accordance with all applicable requirements of:

- I. 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
- II. Sections 174 and 176 (c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506 (c) and (d)) (**Note – only for Regional Transportation Planning Agencies with non-attainment and/or maintenance areas within the metropolitan planning area boundary**);
- III. Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by California under 23 U.S.C. 324 and 29 U.S.C. 794;
- IV. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38.
- V. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- VI. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- VII. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- VIII. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- IX. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

RTPA Authorizing Signature

Caltrans District Approval Signature

Title

Title

Date

Date

Appendix G

FY 2014/2015 FHWA RTPA Metropolitan Transportation Planning Process Certification

In accordance with 23 CFR 450.334 and 450.220, Caltrans and _____, Regional Transportation Planning Agency for the _____ urbanized area(s) hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- I. 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
- II. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
- III. Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by California under 23 U.S.C. 324 and 29 U.S.C. 794;
- IV. Section 1003(b) of the Intermodal Surface Transportation Efficiency Act of 1991 (Pub. L. 102-240) regarding the involvement of disadvantaged business enterprises in the FHWA and the FTA funded planning projects (sec. 105(f), Pub. L. 97-424, 96 Stat. 2100; 49 CFR part 23);
- V. Section 1101(b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- VI. The provision of the Americans With Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat 327, as amended) and the U.S. DOT implementing regulations (49 CFR 27, 37 and 38);
- VII. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- VIII. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- IX. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- X. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- XI. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- XII. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

 RTPA Authorizing Signature

 Caltrans District Approval Signature

 Title

 Title

 Date

 Date

Appendix G

FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

**FEDERAL FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES FOR
 FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS**
 (Signature page alternative to providing Certifications and Assurances in TEAM-Web)

Name of Applicant: _____

The Applicant agrees to comply with applicable provisions of Groups 01 – 24. _____

OR

The Applicant agrees to comply with applicable provisions of the Groups it has selected:

| <u>Group</u> | <u>Description</u> | |
|--------------|--|-------|
| 01. | Required Certifications and Assurances for Each Applicant. | _____ |
| 02. | Lobbying. | _____ |
| 03. | Procurement and Procurement Systems. | _____ |
| 04. | Private Section Protections. | _____ |
| 05. | Rolling Stock Reviews and Bus Testing. | _____ |
| 06. | Demand Responsive Service. | _____ |
| 07. | Intelligent Transportation Systems. | _____ |
| 08. | Interest and Financing Costs and Acquisition of Capital Assets by Lease. | _____ |
| 09. | Transit Asset Management Plan and Public Transportation Agency Safety Plan. | _____ |
| 10. | Alcohol and Controlled Substances Testing. | _____ |
| 11. | Fixed Guideway Capital Investment Grants Program (New Starts, Small Starts, and Core Capacity) and Capital Investment Program in Effect before MAP-21. | _____ |
| 12. | State of Good Repair Program. | _____ |
| 13. | Fixed Guideway Modernization Grant Program. | _____ |
| 14. | Bus and Bus Facilities Formula Grants Program and Bus and Bus Related Equipment and Facilities Grant Program (Discretionary). | _____ |
| 15. | Urbanized Area Formula Grants Programs, Passenger Ferry Grants Program, and Job Access and Reverse Commute (JARC) Program. | _____ |
| 16. | Seniors/Elderly/Individuals with Disabilities Programs and New Freedom Program. | _____ |
| 17. | Rural/Other Than Urbanized Areas/Appalachian Development/Over-the-Road Bus Accessibility Programs. | _____ |
| 18. | Public Transportation on Indian Reservations Programs (also known as the Tribal Transit Programs). | _____ |
| 19. | Low or No Emission/Clean Fuels Grant Programs. | _____ |
| 20. | Paul S. Sarbanes Transit in Parks Program. | _____ |
| 21. | State Safety Oversight Program. | _____ |
| 22. | Public Transportation Emergency Relief Program. | _____ |
| 23. | Expedited Project Delivery Pilot Program. | _____ |
| 24. | Infrastructure Finance Programs. | _____ |

Appendix G

FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2014 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE
(Required of all Applicants for FTA funding and all FTA Grantees with an active Capital or Formula Project)

AFFIRMATION OF APPLICANT

Name of the Applicant: _____

Name and Relationship of the Authorized Representative: _____

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all Federal statutes and regulations, and follow applicable Federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in Federal Fiscal Year 2014, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Project for which it seeks now, or may later seek FTA funding during Federal Fiscal Year 2014.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. 1001 apply to any certification, assurance, or submission made in connection with a Federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature _____ Date: _____

Name _____
Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): _____

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has authority under State, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA Project or Projects.

Signature _____ Date: _____

Name _____
Attorney for Applicant

Each Applicant for FTA funding and each FTA Grantee with an active Capital or Formula Project must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its signature in lieu of the Attorney's signature, provided the Applicant has on file this Affirmation, signed by the attorney and dated this Federal fiscal year.

Appendix G

**Fiscal Year 2014/2015 California Department of Transportation
Debarment and Suspension Certification**

As required by U.S. DOT regulations on governmentwide Debarment and Suspension

(Nonprocurement), 49 CFR 29.100:

- 1) The Applicant certifies, to the best of its knowledge and belief, that it and its contractors, subcontractors and subrecipients:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not, within the three (3) year period preceding this certification, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) transaction or contract under a public transaction, violation of Federal or state antitrust statutes, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, state, or local) with commission of any of the offenses listed in subparagraph (1)(b) of this certification; and
 - d) Have not, within the three (3) year period preceding this certification, had one or more public transactions (Federal, state, and local) terminated for cause or default.
- 2) The Applicant also certifies that, if Applicant later becomes aware of any information contradicting the statements of paragraph (1) above, it will promptly provide that information to the State.
- 3) If the Applicant is unable to certify to all statements in paragraphs (1) and (2) of this certification, through those means available to Applicant, including the General Services Administration's *Excluded Parties List System (EPLS)*, Applicant shall indicate so in its applications, or in the transmittal letter or message accompanying its annual certifications and assurances, and will provide a written explanation to the State.

Appendix G

**DEPARTMENT OF TRANSPORTATION
DEBARMENT AND SUSPENSION CERTIFICATION
FISCAL YEAR 2014/2015
SIGNATURE PAGE**

In signing this document, I declare under penalties of perjury that the foregoing certifications and assurances, and any other statements made by me on behalf of the Applicant are true and correct.

Signature _____ Date _____

Printed Name _____

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has the authority under state and local law to make and comply with the certifications and assurances as indicated on the foregoing pages. I further affirm that, in my opinion, these certifications and assurances have been legally made and constitute legal and binding obligations of the Applicant.

I further affirm to the Applicant that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these certifications and assurances or of the performance of the described project.

AFFIRMATION OF APPLICANT'S ATTORNEY

For _____ (Name of Applicant)

Signature _____ Date _____

Printed Name _____

of Applicant's Attorney

**TEHAMA COUNTY TRANSPORTATION COMMISSION
RESOLUTION No. 02-2014:
DESIGNATED AUTHORITY**

WHEREAS, the Tehama County Transportation Commission (TCTC) is the Regional Transportation Planning Agency (RTPA) for the County of Tehama and incorporated Cities; and

WHEREAS, it is often required of various funding sources to have a resolution identifying TCTC's designated authority; and

WHEREAS, various agencies such as the California Department of Transportation (Caltrans), Federal Transit Administration (FTA), Federal Highway Administration (FHWA), Office of Homeland Security (OHS), and others require said resolution to be submitted; and

WHEREAS, it is the intent of TCTC to identify the Executive Director and Deputy Director as the designated signature authority for various transportation funds, including but not limited to:

- Local Transportation funds (LTF)
- FTA Section 5310, 5311, 5311(f)
- Congestion Mitigation & Air Quality (CMAQ) funds
- State Transit Assistance (STA) funds
- Transit Fares
- Regional Surface Transportation Program (RSTP)
- Rural Planning Assistance (RPA) funds for Overall Work Program (OWP)
- Blueprint Planning Grants
- Toll Credits
- Planning Programming and Monitoring (PPM) funds
- Regional Improvement Program (RIP) funds
- Active Transportation Program (ATP) funds
- Transportation Alternatives Program (TAP) funds
- Prop 1B Bond Programs (PTMISEA, CTAF)
- American Recovery and Reinvestment Act (ARRA - economic stimulus)
- TIGER discretionary funds
- Federal Lands Access Program (FLAP)

WHEREAS, TCTC directs Staff to perform or administer all related work, including but not limited to: allocation requests, certificate of assurances, exchange agreements, fund transfer agreements, final expenditure reports, grant proposals and all related work, scoring of grant applications, fixed asset procurement, invoices, reports, agency coordination, planning work, amendments, budget updates, correspondence, and California Transportation Commission (CTC) agenda items for State Transportation Improvement Program (STIP) projects.

NOW, THEREFORE, BE IT RESOLVED that TCTC does hereby identify the Executive Director and Deputy Director as the designated signature authority.

BE IT FURTHER RESOLVED that TCTC does hereby authorize the Executive Director and Deputy Director to execute all of the above mentioned documents related to transportation funding.

The foregoing Resolution was offered by Commissioner Williams, and seconded by Commissioner Schmid, at a regular meeting in Red Bluff, California, on April 29, 2014 and adopted by the following vote:

AYES: Commissioners'; Chamblin; Strack; Williams; Schmid

NOES: None

ABSENT OR NOT VOTING: Commissioners' Garton and Christison

ATTEST: Gary Antone, P.E., P.L.S.
Executive Director

ADOPTED: April 29, 2014

BY:


Linda Madea
Recording Secretary

Not every provision of every certification will apply to every applicant or award. If a provision of a certification does not apply to the applicant or its award, FTA will not enforce that provision.

Text in italic is guidance to the public. It does not have the force and effect of law, and is not meant to bind the public in any way. It is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

CATEGORY 1. CERTIFICATIONS AND ASSURANCES REQUIRED OF EVERY APPLICANT.

All applicants must make the certifications in this category.

1.1. Standard Assurances.

The certifications in this subcategory appear as part of the applicant's registration or annual registration renewal in the System for Award Management (SAM.gov) and on the Office of Management and Budget's standard form 424B "Assurances—Non-Construction Programs". This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
- (b) Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- (c) Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- (d) Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- (e) Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728–4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 CFR 900, Subpart F).

- (f) Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to:
- (1) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin, as effectuated by U.S. DOT regulation 49 CFR Part 21;
 - (2) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681–1683, and 1685–1686), which prohibits discrimination on the basis of sex, as effectuated by U.S. DOT regulation 49 CFR Part 25;
 - (3) Section 5332 of the Federal Transit Law (49 U.S.C. § 5332), which prohibits any person being excluded from participating in, denied a benefit of, or discriminated against under, a project, program, or activity receiving financial assistance from FTA because of race, color, religion, national origin, sex, disability, or age.
 - (4) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps, as effectuated by U.S. DOT regulation 49 CFR Part 27;
 - (5) The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101–6107), which prohibits discrimination on the basis of age;
 - (6) The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse;
 - (7) The comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91–616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
 - (8) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records;
 - (9) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing;
 - (10) Any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and,
 - (11) the requirements of any other nondiscrimination statute(s) which may apply to the application.
- (g) Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (“Uniform Act”) (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases. The requirements of the Uniform Act are effectuated by U.S. DOT regulation 49 CFR Part 24.

- (h) Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§ 1501–1508 and 7324–7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
- (i) Will comply, as applicable, with the provisions of the Davis–Bacon Act (40 U.S.C. §§ 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327–333), regarding labor standards for federally assisted construction subagreements.
- (j) Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- (k) Will comply with environmental standards which may be prescribed pursuant to the following:
 - (1) Institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514;
 - (2) Notification of violating facilities pursuant to EO 11738;
 - (3) Protection of wetlands pursuant to EO 11990;
 - (4) Evaluation of flood hazards in floodplains in accordance with EO 11988;
 - (5) Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.);
 - (6) Conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§ 7401 et seq.);
 - (7) Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and
 - (8) Protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93–205).
- (l) Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- (m) Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§ 469a-1 et seq.).
- (n) Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
- (o) Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§ 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded

- animals held for research, teaching, or other activities supported by this award of assistance.
- (p) Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
 - (q) Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and 2 CFR Part 200, Subpart F, “Audit Requirements”, as adopted and implemented by U.S. DOT at 2 CFR Part 1201.
 - (r) Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing the program under which it is applying for assistance.
 - (s) Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. § 7104) which prohibits grant award recipients or a subrecipient from:
 - (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect;
 - (2) Procuring a commercial sex act during the period of time that the award is in effect; or
 - (3) Using forced labor in the performance of the award or subawards under the award.

1.2. Standard Assurances: Additional Assurances for Construction Projects.

This certification appears on the Office of Management and Budget’s standard form 424D “Assurances—Construction Programs” and applies specifically to federally assisted projects for construction. This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency; will record the Federal awarding agency directives; and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
- (b) Will comply with the requirements of the assistance awarding agency with regard to the drafting, review, and approval of construction plans and specifications.
- (c) Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work confirms with the approved plans and specifications, and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

1.3. Procurement.

The Uniform Administrative Requirements, 2 CFR § 200.325, allow a recipient to self-certify that its procurement system complies with Federal requirements, in lieu of submitting to certain pre-procurement reviews.

The applicant certifies that its procurement system complies with:

- (a) U.S. DOT regulations, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 200, particularly 2 CFR §§ 200.317–200.327 “Procurement Standards;
- (b) Federal laws, regulations, and requirements applicable to FTA procurements; and
- (c) The latest edition of FTA Circular 4220.1 and other applicable Federal guidance.

1.4. Suspension and Debarment.

Pursuant to Executive Order 12549, as implemented at 2 CFR Parts 180 and 1200, prior to entering into a covered transaction with an applicant, FTA must determine whether the applicant is excluded from participating in covered non-procurement transactions. For this purpose, FTA is authorized to collect a certification from each applicant regarding the applicant’s exclusion status. 2 CFR § 180.300. Additionally, each applicant must disclose any information required by 2 CFR § 180.335 about the applicant and the applicant’s principals prior to entering into an award agreement with FTA. This certification serves both purposes.

The applicant certifies, to the best of its knowledge and belief, that the applicant and each of its principals:

- (a) Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily or involuntarily excluded from covered transactions by any Federal department or agency;
- (b) Has not, within the preceding three years, been convicted of or had a civil judgment rendered against him or her for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction; violation of Federal or State antitrust statutes, including those proscribing price fixing between competitors, allocation of customers between competitors, and bid rigging; commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; or commission of any other offense indicating a lack of business integrity or business honesty;

- (c) Is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any offense described in paragraph (b) of this certification;
- (d) Has not, within the preceding three years, had one or more public transactions (Federal, State, or local) terminated for cause or default.

1.5. Coronavirus Response and Relief Supplemental Appropriations Act, 2021, and CARES Act Funding.

The applicant certifies:

- (a) To the maximum extent possible, funds made available under title IV of division M of the Consolidated Appropriations Act, 2021 (Public Law 116–260), and in title XII of division B of the CARES Act (Public Law 116–136; 134 Stat. 599) shall be directed to payroll and operations of public transit (including payroll and expenses of private providers of public transportation); or
- (b) The applicant certifies that the applicant has not furloughed any employees.

1.6. American Rescue Plan Act Funding.

The applicant certifies:

- (a) Funds made available by Section 3401(a)(2)(A) of the American Rescue Plan Act of 2021 (Public Law 117-2) shall be directed to payroll and operations of public transportation (including payroll and expenses of private providers of public transportation); or
- (b) The applicant certifies that the applicant has not furloughed any employees.

CATEGORY 2. PUBLIC TRANSPORTATION AGENCY SAFETY PLANS

This certification is required of each applicant under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), each rail operator that is subject to FTA's state safety oversight programs, and each State that is required to draft and certify a Public Transportation Agency Safety Plan on behalf of a Small Public Transportation Provider (as that term is defined at 49 CFR § 673.5) pursuant to 49 CFR § 673.11(d).

This certification is required by 49 U.S.C. § 5307(c)(1)(L), 49 U.S.C. § 5329(d)(1), and 49 CFR § 673.13. This certification is a condition of receipt of Urbanized Area Formula Grants Program (49 U.S.C. § 5307) funding.

This certification does not apply to any applicant that only receives financial assistance from FTA under the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C.

§ 5310), the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or combination of these two programs, unless it operates a rail fixed guideway public transportation system.

If the applicant is an operator, the applicant certifies that it has established a Public Transportation Agency Safety Plan meeting the requirements of 49 U.S.C. § 5329(d)(1) and 49 CFR Part 673; including, specifically, that the board of directors (or equivalent entity) of the applicant has approved, or, in the case of an applicant that will apply for assistance under 49 U.S.C. § 5307 that is serving an urbanized area with a population of 200,000 or more, the safety committee of the entity established under 49 U.S.C. § 5329(d)(5), followed by the board of directors (or equivalent entity) of the applicant has approved, the Public Transportation Agency Safety Plan or any updates thereto; and, for each recipient serving an urbanized area with a population of fewer than 200,000, that the Public Transportation Agency Safety Plan has been developed in cooperation with frontline employee representatives.

If the applicant is a State that drafts and certifies a Public Transportation Agency Safety Plan on behalf of a public transportation operator, the applicant certifies that:

- (a) It has drafted and certified a Public Transportation Agency Safety Plan meeting the requirements of 49 U.S.C. § 5329(d)(1) and 49 CFR Part 673 for each Small Public Transportation Provider (as that term is defined at 49 CFR § 673.5) in the State, unless the Small Public Transportation Provider provided notification to the State that it was opting out of the State-drafted plan and drafting its own Public Transportation Agency Safety Plan; and
- (b) Each Small Public Transportation Provider within the State that opts to use a State-drafted Public Transportation Agency Safety Plan has a plan that has been approved by the provider's Accountable Executive (as that term is defined at 49 CFR § 673.5), Board of Directors or Equivalent Authority (as that term is defined at 49 CFR § 673.5), and, if the Small Public Transportation Provider serves an urbanized area with a population of 200,000 or more, the safety committee of the Small Public Transportation Provider established under 49 U.S.C. § 5329(d)(5).

CATEGORY 3. TAX LIABILITY AND FELONY CONVICTIONS.

If the applicant is a business association (regardless of for-profit, not for-profit, or tax exempt status), it must make this certification. Federal appropriations acts since at least 2014 have prohibited FTA from using funds to enter into an agreement with any corporation that has unpaid Federal tax liabilities or recent felony convictions without first considering the corporation for debarment. E.g., Consolidated Appropriations Act, 2023, Pub. L. 117-328, div. E, tit. VII, §§ 744–745. U.S. DOT Order 4200.6 defines a "corporation" as "any private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association", and applies the restriction to all tiers of subawards. As prescribed by U.S. DOT

Order 4200.6, FTA requires each business association applicant to certify as to its tax and felony status.

If the applicant is a private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association, the applicant certifies that:

- (a) It has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and
- (b) It has not been convicted of a felony criminal violation under any Federal law within the preceding 24 months.

CATEGORY 4. LOBBYING.

If the applicant will apply for a grant or cooperative agreement exceeding \$100,000, or a loan, line of credit, loan guarantee, or loan insurance exceeding \$150,000, it must make the following certification and, if applicable, make a disclosure regarding the applicant's lobbying activities. This certification is required by 49 CFR § 20.110 and app. A to that part.

This certification does not apply to an applicant that is an Indian Tribe, Indian organization, or an Indian tribal organization exempt from the requirements of 49 CFR Part 20.

4.1. Certification for Contracts, Grants, Loans, and Cooperative Agreements.

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-L.L.L., "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and

contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

4.2. Statement for Loan Guarantees and Loan Insurance.

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

CATEGORY 5. PRIVATE SECTOR PROTECTIONS.

If the applicant will apply for funds that it will use to acquire or operate public transportation facilities or equipment, the applicant must make the following certification regarding protections for the private sector.

5.1. Charter Service Agreement.

To enforce the provisions of 49 U.S.C. § 5323(d), FTA's charter service regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following Charter Service Agreement. 49 CFR § 604.4.

The applicant agrees that it, and each of its subrecipients, and third party contractors at any level who use FTA-funded vehicles, may provide charter service using equipment or facilities acquired with Federal assistance authorized under the Federal Transit Laws only in compliance with the regulations set out in 49 CFR Part 604, the terms and conditions of which are incorporated herein by reference.

5.2. School Bus Agreement.

To enforce the provisions of 49 U.S.C. § 5323(f), FTA's school bus regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following agreement regarding the provision of school bus services. 49 CFR § 605.15.

- (a) If the applicant is not authorized by the FTA Administrator under 49 CFR § 605.11 to engage in school bus operations, the applicant agrees and certifies as follows:
 - (1) The applicant and any operator of project equipment agrees that it will not engage in school bus operations in competition with private school bus operators.
 - (2) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Mass Transit Regulations, or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).
- (b) If the applicant is authorized or obtains authorization from the FTA Administrator to engage in school bus operations under 49 CFR § 605.11, the applicant agrees as follows:
 - (1) The applicant agrees that neither it nor any operator of project equipment will engage in school bus operations in competition with private school bus operators except as provided herein.
 - (2) The applicant, or any operator of project equipment, agrees to promptly notify the FTA Administrator of any changes in its operations which might jeopardize the continuation of an exemption under § 605.11.
 - (3) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Transit Administration regulations or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).
 - (4) The applicant agrees that the project facilities and equipment shall be used for the provision of mass transportation services within its urban area and that any other use of project facilities and equipment will be incidental to and shall not interfere with the use of such facilities and equipment in mass transportation service to the public.

CATEGORY 6. TRANSIT ASSET MANAGEMENT PLAN.

If the applicant owns, operates, or manages capital assets used to provide public transportation, the following certification is required by 49 U.S.C. § 5326(a).

The applicant certifies that it is in compliance with 49 CFR Part 625.

CATEGORY 7. ROLLING STOCK BUY AMERICA REVIEWS AND BUS TESTING.**7.1. Rolling Stock Buy America Reviews.**

If the applicant will apply for an award to acquire rolling stock for use in revenue service, it must make this certification. This certification is required by 49 CFR § 663.7.

The applicant certifies that it will conduct or cause to be conducted the pre-award and post-delivery audits prescribed by 49 CFR Part 663 and will maintain on file the certifications required by Subparts B, C, and D of 49 CFR Part 663.

7.2. Bus Testing.

If the applicant will apply for funds for the purchase or lease of any new bus model, or any bus model with a major change in configuration or components, the applicant must make this certification. This certification is required by 49 CFR § 665.7.

The applicant certifies that the bus was tested at the Bus Testing Facility and that the bus received a passing test score as required by 49 CFR Part 665. The applicant has received or will receive the appropriate full Bus Testing Report and any applicable partial testing reports before final acceptance of the first vehicle.

CATEGORY 8. URBANIZED AREA FORMULA GRANTS PROGRAM.

If the applicant will apply for an award under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), or any other program or award that is subject to the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310); “flex funds” from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)); projects that will receive an award authorized by the Transportation Infrastructure Finance and Innovation Act (“TIFIA”) (23 U.S.C. §§ 601–609) or State Infrastructure Bank Program (23 U.S.C. § 610) (see 49 U.S.C. § 5323(o)); formula awards or competitive awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(a) and (b)); or low or no emission awards to any area under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(c)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5307(c)(1).

The applicant certifies that it:

- (a) Has or will have the legal, financial, and technical capacity to carry out the program of projects (developed pursuant 49 U.S.C. § 5307(b)), including safety and security aspects of the program;
- (b) Has or will have satisfactory continuing control over the use of equipment and facilities;

- (c) Will maintain equipment and facilities in accordance with the applicant’s transit asset management plan;
- (d) Will ensure that, during non-peak hours for transportation using or involving a facility or equipment of a project financed under this section, a fare that is not more than 50 percent of the peak hour fare will be charged for any—
 - (1) Senior;
 - (2) Individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design; and
 - (3) Individual presenting a Medicare card issued to that individual under title II or XVIII of the Social Security Act (42 U.S.C. §§ 401 et seq., and 1395 et seq.);
- (e) In carrying out a procurement under 49 U.S.C. § 5307, will comply with 49 U.S.C. §§ 5323 (general provisions) and 5325 (contract requirements);
- (f) Has complied with 49 U.S.C. § 5307(b) (program of projects requirements);
- (g) Has available and will provide the required amounts as provided by 49 U.S.C. § 5307(d) (cost sharing);
- (h) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning);
- (i) Has a locally developed process to solicit and consider public comment before raising a fare or carrying out a major reduction of transportation;
- (j) Either—
 - (1) Will expend for each fiscal year for public transportation security projects, including increased lighting in or adjacent to a public transportation system (including bus stops, subway stations, parking lots, and garages), increased camera surveillance of an area in or adjacent to that system, providing an emergency telephone line to contact law enforcement or security personnel in an area in or adjacent to that system, and any other project intended to increase the security and safety of an existing or planned public transportation system, at least 1 percent of the amount the recipient receives for each fiscal year under 49 U.S.C. § 5336; or
 - (2) Has decided that the expenditure for security projects is not necessary;
- (k) In the case of an applicant for an urbanized area with a population of not fewer than 200,000 individuals, as determined by the Bureau of the Census, will submit an annual report listing projects carried out in the preceding fiscal year under 49 U.S.C. § 5307 for associated transit improvements as defined in 49 U.S.C. § 5302; and
- (l) Will comply with 49 U.S.C. § 5329(d) (public transportation agency safety plan).

CATEGORY 9. FORMULA GRANTS FOR RURAL AREAS.

If the applicant will apply for funds made available to it under the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), it must make this certification. Paragraph (a) of this certification helps FTA make the determinations required by 49 U.S.C. § 5310(b)(2)(C). Paragraph (b) of this certification is required by 49 U.S.C. § 5311(f)(2). Paragraph (c) of this certification, which applies to funds apportioned for the Appalachian Development Public Transportation Assistance Program, is necessary to enforce the conditions of 49 U.S.C. § 5311(c)(2)(D).

- (a) The applicant certifies that its State program for public transportation service projects, including agreements with private providers for public transportation service—
 - (1) Provides a fair distribution of amounts in the State, including Indian reservations; and
 - (2) Provides the maximum feasible coordination of public transportation service assisted under 49 U.S.C. § 5311 with transportation service assisted by other Federal sources; and
- (b) If the applicant will in any fiscal year expend less than 15% of the total amount made available to it under 49 U.S.C. § 5311 to carry out a program to develop and support intercity bus transportation, the applicant certifies that it has consulted with affected intercity bus service providers, and the intercity bus service needs of the State are being met adequately.
- (c) If the applicant will use for a highway project amounts that cannot be used for operating expenses authorized under 49 U.S.C. § 5311(c)(2) (Appalachian Development Public Transportation Assistance Program), the applicant certifies that—
 - (1) It has approved the use in writing only after providing appropriate notice and an opportunity for comment and appeal to affected public transportation providers; and
 - (2) It has determined that otherwise eligible local transit needs are being addressed.

CATEGORY 10. FIXED GUIDEWAY CAPITAL INVESTMENT GRANTS AND THE EXPEDITED PROJECT DELIVERY FOR CAPITAL INVESTMENT GRANTS PILOT PROGRAM.

If the applicant will apply for an award under any subsection of the Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), including an award made pursuant to the FAST Act's Expedited Project Delivery for Capital Investment Grants Pilot Program (Pub. L. 114-94, div. A, title III, § 3005(b)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5309(c)(2) and Pub. L. 114-94, div. A, title III, § 3005(b)(3)(B).

The applicant certifies that it:

- (a) Has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award,
- (b) Has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.
- (c) Will maintain equipment and facilities acquired or improved under its Award in accordance with its transit asset management plan; and
- (d) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning).

CATEGORY 11. GRANTS FOR BUSES AND BUS FACILITIES AND LOW OR NO EMISSION VEHICLE DEPLOYMENT GRANT PROGRAMS.

If the applicant is in an urbanized area and will apply for an award under subsection (a) (formula grants), subsection (b) (buses and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 8 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5339(a)(3), (b)(6), and (c)(3), respectively.

If the applicant is in a rural area and will apply for an award under subsection (a) (formula grants), subsection (b) (bus and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 9 for Formula Grants for Rural Areas (49 U.S.C. § 5311). This certification is required by 49 U.S.C. § 5339(a)(3), (b)(6), and (c)(3), respectively.

Making this certification will incorporate by reference the applicable certifications in Category 8 or Category 9.

If the applicant will receive a competitive award under subsection (b) (buses and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339) related to zero emissions vehicles or related infrastructure, it must make the following certification. This certification is required by 49 U.S.C. § 5339(d).

The applicant will use 5 percent of grants related to zero emissions vehicles (as defined in subsection (c)(1)) or related infrastructure under subsection (b) or (c) to fund workforce development training as described in section 49 U.S.C. § 5314(b)(2) (including registered apprenticeships and other labor-management training programs) under the recipient’s plan to address the impact of the transition to zero emission vehicles on the applicant’s current workforce; or the applicant certifies a smaller percentage is necessary to carry out that plan.

CATEGORY 12. ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAMS.

If the applicant will apply for an award under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 U.S.C. § 5310), it must make the certification in Category 8 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5310(e)(1). Making this certification will incorporate by reference the certification in Category 8, except that FTA has determined that (d), (f), (i), (j), and (k) of Category 8 do not apply to awards made under 49 U.S.C. § 5310 and will not be enforced.

In addition to the certification in Category 8, the applicant must make the following certification that is specific to the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program. This certification is required by 49 U.S.C. § 5310(e)(2).

The applicant certifies that:

- (a) The projects selected by the applicant are included in a locally developed, coordinated public transit-human services transportation plan;
- (b) The plan described in clause (a) was developed and approved through a process that included participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers, and other members of the public;
- (c) To the maximum extent feasible, the services funded under 49 U.S.C. § 5310 will be coordinated with transportation services assisted by other Federal departments and agencies, including any transportation activities carried out by a recipient of a grant from the Department of Health and Human Services; and
- (d) If the applicant will allocate funds received under 49 U.S.C. § 5310 to subrecipients, it will do so on a fair and equitable basis.

CATEGORY 13. STATE OF GOOD REPAIR GRANTS.

If the applicant will apply for an award under FTA's State of Good Repair Grants Program (49 U.S.C. § 5337), it must make the following certification. Because FTA generally does not review the transit asset management plans of public transportation providers, the asset management certification is necessary to enforce the provisions of 49 U.S.C. § 5337(a)(4). The certification with regard to acquiring restricted rail rolling stock is required by 49 U.S.C. § 5323(u)(4). Note that this certification is not limited to the use of Federal funds.

The applicant certifies that the projects it will carry out using assistance authorized by the State of Good Repair Grants Program, 49 U.S.C. § 5337, are aligned with the applicant's most recent transit asset management plan and are identified in the investment and prioritization section of such plan, consistent with the requirements of 49 CFR Part 625.

If the applicant operates a rail fixed guideway service, the applicant certifies that, in the fiscal year for which an award is available to the applicant under the State of Good Repair Grants Program, 49 U.S.C. § 5337, the applicant will not award any contract or subcontract for the procurement of rail rolling stock for use in public transportation with a rail rolling stock manufacturer described in 49 U.S.C. § 5323(u)(1).

CATEGORY 14. INFRASTRUCTURE FINANCE PROGRAMS.

If the applicant will apply for an award for a project that will include assistance under the Transportation Infrastructure Finance and Innovation Act ("TIFIA") Program (23 U.S.C. §§ 601–609) or the State Infrastructure Banks ("SIB") Program (23 U.S.C. § 610), it must make the certifications in Category 8 for the Urbanized Area Formula Grants Program, Category 10 for the Fixed Guideway Capital Investment Grants program, and Category 13 for the State of Good Repair Grants program. These certifications are required by 49 U.S.C. § 5323(o).

Making this certification will incorporate the certifications in Categories 8, 10, and 13 by reference.

CATEGORY 15. ALCOHOL AND CONTROLLED SUBSTANCES TESTING.

If the applicant will apply for an award under FTA's Urbanized Area Formula Grants Program (49 U.S.C. § 5307), Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339) programs, the applicant must make the following certification. The applicant must make this certification on its own behalf and on behalf of its subrecipients and contractors. This certification is required by 49 CFR § 655.83.

The applicant certifies that it, its subrecipients, and its contractors are compliant with FTA's regulation for the Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations, 49 CFR Part 655.

CATEGORY 16. RAIL SAFETY TRAINING AND OVERSIGHT.

If the applicant is a State with at least one rail fixed guideway system, or is a State Safety Oversight Agency, or operates a rail fixed guideway system, it must make the following certification. The elements of this certification are required by 49 CFR §§ 672.31 and 674.39.

The applicant certifies that the rail fixed guideway public transportation system and the State Safety Oversight Agency for the State are:

- (a) Compliant with the requirements of 49 CFR Part 672, "Public Transportation Safety Certification Training Program"; and
- (b) Compliant with the requirements of 49 CFR Part 674, "State Safety Oversight".

CATEGORY 17. DEMAND RESPONSIVE SERVICE.

If the applicant operates demand responsive service and will apply for an award to purchase a non-rail vehicle that is not accessible within the meaning of 49 CFR Part 37, it must make the following certification. This certification is required by 49 CFR § 37.77.

The applicant certifies that the service it provides to individuals with disabilities is equivalent to that provided to other persons. A demand responsive system, when viewed in its entirety, is deemed to provide equivalent service if the service available to individuals with disabilities, including individuals who use wheelchairs, is provided in the most integrated setting appropriate to the needs of the individual and is equivalent to the service provided other individuals with respect to the following service characteristics:

- (a) Response time;
- (b) Fares;
- (c) Geographic area of service;
- (d) Hours and days of service;
- (e) Restrictions or priorities based on trip purpose;
- (f) Availability of information and reservation capability; and
- (g) Any constraints on capacity or service availability.

CATEGORY 18. INTEREST AND FINANCING COSTS.

If the applicant will pay for interest or other financing costs of a project using assistance awarded under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), the Fixed Guideway Capital Investment Grants Program (49 U.S.C. § 5309), or any program that must comply with the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310), "flex funds" from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)), or awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the following certification. This certification is required by 49 U.S.C. §§ 5307(e)(3) and 5309(k)(2)(D).

The applicant certifies that:

- (a) Its application includes the cost of interest earned and payable on bonds issued by the applicant only to the extent proceeds of the bonds were or will be expended in carrying out the project identified in its application; and
- (b) The applicant has shown or will show reasonable diligence in seeking the most favorable financing terms available to the project at the time of borrowing.

CATEGORY 19. CYBERSECURITY CERTIFICATION FOR RAIL ROLLING STOCK AND OPERATIONS.

If the applicant operates a rail fixed guideway public transportation system, it must make this certification. This certification is required by 49 U.S.C. § 5323(v). For information about standards or practices that may apply to a rail fixed guideway public transportation system, visit <https://www.nist.gov/cyberframework> and <https://www.cisa.gov/>.

The applicant certifies that it has established a process to develop, maintain, and execute a written plan for identifying and reducing cybersecurity risks that complies with the requirements of 49 U.S.C. § 5323(v)(2).

CATEGORY 20. PUBLIC TRANSPORTATION ON INDIAN RESERVATIONS FORMULA AND DISCRETIONARY PROGRAM (TRIBAL TRANSIT PROGRAMS).

Before FTA may provide Federal assistance for an Award financed under either the Public Transportation on Indian Reservations Formula or Discretionary Program authorized under 49 U.S.C. § 5311(c)(1), as amended by the FAST Act, (Tribal Transit Programs), the applicant must select the Certifications in Category 21, except as FTA determines otherwise in writing. Tribal Transit Program applicants may certify to this Category and Category 1 (Certifications and Assurances Required of Every Applicant) and need not make any other certification, to meet Tribal Transit Program certification requirements. If an applicant will apply for any program in addition to the Tribal Transit Program, additional certifications may be required.

FTA has established terms and conditions for Tribal Transit Program grants financed with Federal assistance appropriated or made available under 49 U.S.C. § 5311(c)(1). The applicant certifies that:

- (a) It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
- (b) It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
- (c) It will maintain its equipment and facilities acquired or improved under its Award, in accordance with its transit asset management plan and consistent with FTA regulations, “Transit Asset Management,” 49 CFR Part 625. Its Award will achieve maximum feasible coordination with transportation service financed by other federal sources.
- (d) With respect to its procurement system:
 - (1) It will have a procurement system that complies with U.S. DOT regulations, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, “Uniform Administrative Requirements, Cost

- Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 200, for Awards made on or after December 26, 2014,
- (2) It will have a procurement system that complies with U.S. DOT regulations, “Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments,” 49 CFR Part 18, specifically former 49 CFR § 18.36, for Awards made before December 26, 2014, or
 - (3) It will inform FTA promptly if its procurement system does not comply with either of those U.S. DOT regulations.
- (e) It will comply with the Certifications, Assurances, and Agreements in:
- (1) Category 05.1 and 05.2 (Charter Service Agreement and School Bus Agreement),
 - (2) Category 06 (Transit Asset Management Plan),
 - (3) Category 07.1 and 07.2 (Rolling Stock Buy America Reviews and Bus Testing),
 - (4) Category 09 (Formula Grants for Rural Areas),
 - (5) Category 15 (Alcohol and Controlled Substances Testing), and
 - (6) Category 17 (Demand Responsive Service).

CATEGORY 21. EMERGENCY RELIEF PROGRAM.

An applicant to the Public Transportation Emergency Relief Program, 49 U.S.C. § 5324, must make the following certification. The certification is required by 49 U.S.C. § 5324(f) and must be made before the applicant can receive a grant under the Emergency Relief program.

The applicant certifies that the applicant has insurance required under State law for all structures related to the emergency relief program grant application.

FEDERAL FISCAL YEAR 2024 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE PROGRAMS

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: Tom Provine, Interim Executive Director

The Applicant certifies to the applicable provisions of all categories: *(check here)*

Or,

The Applicant certifies to the applicable provisions of the categories it has selected:

| Category | Certification |
|--|----------------------|
| 01 Certifications and Assurances Required of Every Applicant | _____ |
| 02 Public Transportation Agency Safety Plans | _____ |
| 03 Tax Liability and Felony Convictions | _____ |
| 04 Lobbying | _____ |
| 05 Private Sector Protections | _____ |
| 06 Transit Asset Management Plan | _____ |
| 07 Rolling Stock Buy America Reviews and Bus Testing | _____ |
| 08 Urbanized Area Formula Grants Program | _____ |
| 09 Formula Grants for Rural Areas | _____ |
| 10 Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program | _____ |
| 11 Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs | _____ |

Certifications and Assurances

Fiscal Year 2026

- 12 Enhanced Mobility of Seniors and Individuals with Disabilities Programs
- 13 State of Good Repair Grants
- 14 Infrastructure Finance Programs
- 15 Alcohol and Controlled Substances Testing
- 16 Rail Safety Training and Oversight
- 17 Demand Responsive Service
- 18 Interest and Financing Costs
- 19 Cybersecurity Certification for Rail Rolling Stock and Operations
- 20 Tribal Transit Programs
- 21 Emergency Relief Program

CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE

AFFIRMATION OF APPLICANT

Name of the Applicant: Tehama County Transportation Commission

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in the federal fiscal year, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

The Certifications and Assurances the Applicant selects apply to each Award for which it now seeks, or may later seek federal assistance to be awarded by FTA during the federal fiscal year.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

Certifications and Assurances

Fiscal Year 2026

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature Jessica Riske-Gomez Date: 03/04/2026

Name Jessica Riske-Gomez, Deputy Director Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): Tehama County Transit Agency

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature Brittany Ziegler Date: 04/22/26

Name Brittany Ziegler Attorney for Applicant

Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.

**OVERALL WORK PROGRAM AGREEMENT (OWPA)
Tehama County Transportation Commission**

FY: 2026/27

OWP Board Approval Date: 05/18/2026

Amendment #: _____

- The undersigned signatory hereby commits to complete this Fiscal Year (FY) the Annual Overall Work Program (OWP), which has been approved by the Department of Transportation (Caltrans), Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) and is attached as part of this OWPA.
- All of the obligations, duties, terms and conditions set forth in the Master Fund Transfer Agreements (MFTA) that was executed January 1, 2025 through December 31, 2034 with Caltrans are incorporated by reference as part of this OWPA for this FY.
- Match amounts, sources, and eligibility for Regional Transportation Planning Funds listed below, must be in compliance with Federal, State, or contractually agreed upon requirements.
- Subject to the availability of funds this FY OWPA funds encumbered by Caltrans include, but may not exceed, the following:

| CFDA # | Funding Source | MIN Required Match % | CURRENT FY Allocated Programmed Amount | CARRYOVER Programmed Amount | Toll Credit Match | Local/In-Kind Match | TOTAL Estimated Expenditures |
|--------|--------------------------------|----------------------|--|-----------------------------|-------------------|---------------------|------------------------------|
| 20.205 | FHWA PL (Toll Credit) | 11.47% | | | | | \$0.00 |
| 20.205 | FHWA PL (Local/In-kind Match) | 11.47% | | | | | \$0.00 |
| 20.205 | FHWA PL (CS LM Waiver) | 0.00% | | | | | \$0.00 |
| 20.505 | FTA 5303 (Toll Credit Match) | 11.47% | | | | | \$0.00 |
| 20.505 | FTA 5303 (Local/In-kind Match) | 11.47% | | | | | \$0.00 |
| 20.505 | FTA 5304 | 11.47% | | | | | \$0.00 |
| 20.205 | FHWA SPR | 20.00% | | | | | \$0.00 |
| | RPA | 0.00% | \$404,500.00 | \$0.00 | | | \$404,500.00 |
| | RPA Grants | 0.00% | | | | | \$0.00 |
| | SHA Grants | 11.47% | | | | | \$0.00 |
| | SB1 Formula | 11.47% | | | | | \$0.00 |
| | SB1 Competitive | 11.47% | | | | | \$0.00 |
| | SHA-Climate Adaptation | 11.47% | | | | | \$0.00 |
| | Total Programmed Amount | | | \$0.00 | \$0.00 | \$0.00 | \$404,500.00 |

| Agency Certification of Programmed Funds | District Approval of Programmed Funds |
|---|--|
| The Agency certifies that programmed amounts are representative of eligible and | The District has reviewed and approves the OWPA as submitted. Programmed |
| <i>Jessica Riske-Gomez</i> | |
| 03/04/2026 | |
| Authorized Signature | Authorized Signature |
| Jessica Riske-Gomez | |
| Date | Date |
| Printed Name and Title | Printed Name and Title |

| (HQ Department of Transportation Use Only) | | | | | |
|--|-------------|------------------------|--------------------|------------|-----------|
| The total amount of FEDERAL funds encumbered by this document are: \$ _____ | | | | | |
| Fund Title: _____ | Item: _____ | Chapter Statute: _____ | Fiscal Year: _____ | | |
| The total amount of STATE funds encumbered by this document are: \$ _____ | | | | | |
| Fund Title: _____ | Item: _____ | Chapter Statute: _____ | Fiscal Year: _____ | | |
| Encumbrance Details: | | | | | |
| Fed/State | CT | Acct Line # | Project ID | Phase/Fund | Amount \$ |
| | | | | | |


I hereby certify upon my own personal knowledge that budgeted funds are available for the period and expenditure purpose stated above.

Signature of Department of Transportation Resources/Accounting Officer

Date

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

| | | |
|--|--|---|
| <p>1. Type of Federal Action: a. contract <input checked="" type="checkbox"/> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance</p> | <p>2. Status of Federal Action: <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award</p> | <p>3. Report Type: a. initial filing <input type="checkbox"/> a <input type="checkbox"/> b. material change</p> <p>For material change only: Year _____ quarter _____ Date of last report _____</p> |
| <p>4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if Known:</p> <p>Tehama County Transportation Commission 1509 Schwab Street Red Bluff, CA 96080</p> <p>Congressional District, if known: 1</p> | <p>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</p> <p>Congressional District, if known:</p> | |
| <p>6. Federal Department/Agency:</p> | <p>7. Federal Program Name/Description:</p> <p>CFDA Number, if applicable: _____</p> | |
| <p>8. Federal Action Number, if known:</p> | <p>9. Award Amount, if known: \$404,000</p> | |
| <p>10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i></p> <p>Tehama County Transportation Commission 1509 Schwab Street Red Bluff, CA 96080</p> | <p>b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> Jessica Riske-Gomez, Deputy Director Tehama County Transportation Commission 1509 Schwab Street Red Bluff, CA 96080</p> | |
| <p>11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</p> | <p>Signature: </p> <p>Print Name: Jessica Riske-Gomez</p> <p>Title: Deputy Director</p> <p>Telephone No.: (530)604-8282 Date: 03/04/26</p> | |
| <p>Federal Use Only</p> | <p>Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)</p> | |

FY 2026/2027 FHWA RTPA Metropolitan Transportation Planning Process Self-Certification

In accordance with 23 CFR part 450, the California Department of Transportation and Tehama County Transportation Commission, Regional Transportation Planning Agency, hereby certify that the transportation planning process is being carried out in accordance with all applicable requirements including:

- 1) 23 U.S.C. 134, 49 U.S.C. 5303, and subpart C of 23 CFR part 450;
- 2) In nonattainment and maintenance areas, sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93;
- 3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- 4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- 5) Section 1101(b) of the FAST Act (Pub. L. 114-94) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- 6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- 7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- 8) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- 9) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- 10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

Jessica Riske-Gomez
RTPA Authorizing Signature

Deputy Director

Title

03/04/2026

Date

Caltrans District Approval Signature

Title

Date

**TEHAMA COUNTY TRANSPORTATION COMMISSION
RESOLUTION No. 04-2026:
OVERALL WORK PROGRAM 2026-2027**

WHEREAS, the State of California, Department of Transportation, as a condition to the allocation of Rural Planning Assistance (RPA) funds, requires that each Regional Transportation Planning Agency (RTPA) to annually develop a comprehensive Overall Work Program (OWP) as a planning, programming, and budgeting tool for the coming fiscal year; **and**

WHEREAS, the Tehama County Transportation Commission (TCTC) is the Regional Transportation Planning Agency (RTPA) for the County of Tehama and incorporated cities of Corning, Red Bluff, and Tehama; **and**

WHEREAS, TCTC developed the fiscal year 2026/27 OWP with well-defined work elements that have been reviewed by the state funding agency; **and**

WHEREAS, the OWP has been found to conform to all state planning requirements and to reflect the priorities, scope of work, and level of effort required for regional transportation planning; **and**

WHEREAS, the OWP has been prepared in accordance with Caltrans OWP Guidance and RPA funds are used for planning activities.

NOW, THEREFORE, BE IT RESOLVED that the TCTC does hereby adopt the 2026-2027 OWP and certify that the planning process is consistent with the State of California, Department of Transportation requirements.

BE IT FURTHER RESOLVED that the TCTC does hereby authorized the Executive Director and Deputy Director-Transportation to make minor edits as requested by Caltrans and to execute the OWP and OWPA agreement, amendments, invoices, as well as coordinate and execute all necessary documents for the annual OWP, to ensure the expenditure of all Rural Planning Assistance (RPA) Funds and other funds included in the OWP. These funding sources include, without limitations, State RPA funds, Local Transportation Funds and any other federal, state or local funds.

The foregoing Resolution was offered by Commissioner _____ and seconded by Commissioner _____ on _____, 20____, and adopted by the following vote:

Ayes:
Noes:
Absent or Not Voting:

STATE OF CALIFORNIA)
) ss
COUNTY OF TEHAMA)

I, SEAN HOUGHTBY, County Clerk and ex-officio Clerk of the Board of Supervisors of the County of Tehama, State of California, hereby certify the above and foregoing to be full, true, and correct copy of an order adopted by said Tehama County Transportation Commission on this __ day of ____ 20__.

BY:



Tehama County

Agenda Request Form

File #: 26-0776

Agenda Date: 5/18/2026

Agenda #: 12.

Regional Surface Transportation Program 5% Admiration Allocation - Deputy Director Riske-Gomez

Requested Action(s)

- a) Adopt Resolution No. 03-2026 establishing an annual Regional Surface Transportation Program (RSTP) Exchange Program administration allocation in an amount not to exceed five percent (5%) of the annual regional RSTP Exchange apportionment received by the Tehama County Transportation Commission.
- b) Authorize the Executive Director or Deputy Director of Transportation to take all actions necessary to implement the resolution, including preparing allocation schedules, processing fund distributions, coordinating with Caltrans, maintaining records, and making administrative or technical adjustments necessary to carry out the intent of the resolution.

Financial Impact:

Approval of this item will authorize TCTC to allocate up to five percent (5%) of the annual regional RSTP Exchange apportionment for necessary and reasonable costs associated with administering the RSTP Exchange Program.

The remaining balance of the annual RSTP Exchange apportionment will continue to be distributed pursuant to the Commission's adopted regional allocation formula or other allocation method approved by the Commission.

The administration allocation will be separately tracked and documented for accounting, reporting, and audit purposes. It shall not be treated as an unrestricted fee or general overhead charge.

Background Information:

The Tehama County Transportation Commission serves as the Regional Transportation Planning Agency for Tehama County and the incorporated cities of Corning, Red Bluff, and Tehama. TCTC receives and administers RSTP Exchange funds on behalf of the region.

California Streets and Highways Code section 182.6 authorizes eligible regional transportation planning agencies to exchange annual RSTP apportionments for nonfederal State Highway Account funds, and further provides that regional surface transportation program funds are apportioned for projects implemented by cities, counties, and other transportation agencies through a process involving local government representatives. Caltrans' Local Assistance Program Guidelines further describe the Optional Federal Exchange process, including RTPA exchange funds, annual agreements, invoicing, allocation reporting, and financial controls.

Administration of the RSTP Exchange Program requires recurring staff time and coordination, including reviewing and executing exchange agreements, preparing and submitting invoices, coordinating with Caltrans, tracking payments, coordinating with accounting staff, calculating allocations, distributing funds, preparing reports, maintaining records, and supporting audits.

Resolution No. 03-2026 establishes an annual administration allocation limited to necessary and reasonable costs associated with TCTC's administration of the RSTP Exchange Program. Eligible administrative activities include agreement processing, invoicing, accounting coordination, fund tracking, allocation calculations, fund distribution, Caltrans correspondence, reporting, record retention, and audit support.

Approval of this item will allow TCTC to recover reasonable administrative costs necessary to secure, process, allocate, distribute, report, and audit regional transportation funds. The allocation will be capped at five percent (5%) of the annual regional RSTP Exchange apportionment received by TCTC and will be separately tracked and documented for accounting and audit purposes.

Resolution No. 03-2026 will take effect immediately upon adoption and will apply to RSTP Exchange funds received in Fiscal Year 2026 and each fiscal year thereafter, unless amended or rescinded by the Commission.

TEHAMA COUNTY TRANSPORTATION COMMISSION

RESOLUTION NO. 03-2026

**A RESOLUTION OF THE TEHAMA COUNTY TRANSPORTATION
COMMISSION ADOPTING AN RSTP EXCHANGE PROGRAM
ADMINISTRATION ALLOCATION**

WHEREAS, the Tehama County Transportation Commission (“TCTC”) is the Regional Transportation Planning Agency (“RTPA”) for Tehama County and the incorporated cities of Corning, Red Bluff, and Tehama; **and**

WHEREAS, TCTC receives and administers Regional Surface Transportation Program (“RSTP”) Exchange funds on behalf of the region; **and**

WHEREAS, California Streets and Highways Code section 182.6 authorizes eligible regional transportation planning agencies to exchange their annual RSTP apportionment on a dollar-for-dollar basis for nonfederal State Highway Account funds, which are to be apportioned in accordance with subdivision (d) of that section; **and**

WHEREAS, RSTP Exchange funds require annual administrative work by TCTC, including but not limited to reviewing and executing exchange agreements, preparing and submitting invoices, coordinating with Caltrans, tracking payments, coordinating with accounting staff, calculating allocations, distributing funds, preparing reports, maintaining records, and supporting audits; **and**

WHEREAS, Article XIX of the California Constitution authorizes certain transportation revenues to be used for public street and highway purposes, including administrative costs necessarily incurred for those purposes; **and**

WHEREAS, the Commission finds that administration of the RSTP Exchange Program is necessary to secure, process, allocate, distribute, report, and audit regional transportation funds, and desires to establish an annual RSTP Exchange Program Administration Allocation limited to necessary and reasonable program administration costs, separately tracked and documented for accounting, reporting, and audit purposes; **and**

NOW, THEREFORE, BE IT RESOLVED that the Tehama County Transportation Commission hereby adopts an annual RSTP Exchange Program Administration Allocation in an amount not to exceed five percent of the annual regional RSTP Exchange apportionment received by TCTC.

BE IT FURTHER RESOLVED that the administration allocation shall be used only for necessary and reasonable costs associated with TCTC’s administration of the RSTP

Exchange Program, including but not limited to agreement processing, invoicing, accounting coordination, fund tracking, allocation calculations, fund distribution, Caltrans correspondence, reporting, record retention, and audit support.

BE IT FURTHER RESOLVED that the administration allocation shall not be treated as an unrestricted fee or general overhead charge, and shall be separately tracked and documented for accounting, reporting, and audit purposes.

BE IT FURTHER RESOLVED that after the administration allocation is identified, the remaining balance of the annual regional RSTP Exchange apportionment shall be distributed pursuant to the Commission’s adopted regional allocation formula or other allocation method approved by the Commission.

BE IT FURTHER RESOLVED that the Executive Director or Deputy Director of Transportation is authorized to take all actions necessary to implement this resolution, including preparing allocation schedules, processing fund distributions, coordinating with Caltrans, maintaining records, and making administrative or technical adjustments necessary to carry out the intent of this resolution.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon adoption and shall apply to RSTP Exchange funds received in Fiscal Year _____ and each fiscal year thereafter, unless amended or rescinded by the Commission.

The foregoing Resolution was offered by Commissioner _____ and seconded by Commissioner _____ on May 18, 2026 and adopted by the following vote:

AYES:

NOES:

ABSENT OR NOT VOTING:

STATE OF CALIFORNIA)

)ss

COUNTY OF TEHAMA)

I, SEAN HOUGHTBY, County Clerk and ex-officio Clerk of the Board of Supervisors of the County of Tehama, State of California, hereby certify the above and foregoing to be full, true, and correct copy of an order adopted by said Tehama County Transportation Commission on this 18th day of May 2026.

SEAN HOUGHTBY, County Clerk and Ex-Officio Clerk of the Board of Supervisors of the County of Tehama, State of California

By: _____
Deputy

2025-2026 Fiscal Year RSTP Disbursements

| | | | CITIES & COUNTY | | |
|-------------|---------------|-----------------|-----------------|-------------------|---|
| | | | \$ | 1,073,026.00 | RSTP Funds Available for Disbursement in 2024/2025 |
| | | | \$ | 466,075.00 | Minimum to County (per Caltrans Standard Agreement) |
| | | | \$ | 25,000.00 | Minimum to City of Tehama |
| | | 0.00% | \$ | - | TCTC/TCTAB Administrative Expense |
| | | | \$ | 581,951.00 | Remainder to Red Bluff & Corning |
| City | | Pop. | | | |
| | | % | | | |
| Corning | 7,590 | 35.000% | \$ | 203,682.85 | |
| Red Bluff | 14,250 | 65.000% | \$ | 378,268.15 | |
| | <u>21,840</u> | <u>100.000%</u> | \$ | <u>581,951.00</u> | |

2025-2026 Fiscal Year LTF Disbursements

| | | | LTF |
|---------------|----------|-----------|--|
| | | | <u>2024-2025 FY LTF Disbursements</u> |
| | | | \$ 3,051,762.37 LTF Funds Available for Disbursement from 2024/25 Revenues |
| <hr/> | | | |
| | | | \$ 3,051,762.37 Total Transit Operations Funding |
| | | | \$25,000.00 Minimum to City of Tehama |
| | | 3.000% | \$ 91,552.87 TCTC/TCTAB Administrative Expense |
| | | | \$ 1,971,760.82 TRAX/ParaTRAX Contract Expense (Actuals) |
| | | | <hr/> |
| | | | \$ 963,448.68 |
| County/City | 1/1/2020 | Pop. % | |
| Tehama | 64,387 | | |
| Corning | 7,590 | 12.333% | \$ 118,822.13 |
| Red Bluff | 14,250 | 22.333% | \$ 215,166.99 |
| County | 42,136 | 65.334% | \$ 629,459.56 |
| | | <hr/> | <hr/> |
| | | 100.000% | \$ 963,448.68 |



Tehama County

Agenda Request Form

File #: 26-0810

Agenda Date: 5/18/2026

Agenda #: 13.

Administrative Amendment to Bowman Road Bicycle and Pedestrian Project Description - Staff

Requested Action(s)

- a) Request to approve an administrative amendment to the 2025 Regional Transportation Plan and the Tehama County Active Transportation Plan to update the project description for the Bowman Road Bicycle and Pedestrian Path.

- b) Request to authorize staff to update the project description to include Hooker Creek Road and clarify that the project is intended to improve bicycle and pedestrian connectivity between the Bowman Road / Hooker Creek Road area, Evergreen Elementary School, Evergreen Middle School, and Interstate 5.

Financial Impact:

There is no direct fiscal impact associated with this administrative amendment. Approval of this item updates and clarifies the project description only and does not award funding, approve construction, amend a construction contract, or obligate TCTC to future project costs.

Background Information:

The Tehama County Transportation Commission adopted the **2025 Regional Transportation Plan** as the long-range planning document used to identify transportation needs, guide regional transportation investments, and support future funding opportunities. The RTP includes roadway, bridge, transit, bicycle and pedestrian, aviation, and other transportation projects over the planning horizon.

The RTP also identifies the **Tehama County Active Transportation Plan - Pedestrian/Bicycle Plan** as one of the transportation planning documents reviewed for consistency during development of the 2025 RTP. The RTP states that the Active Transportation Plan guides investments in bicycle and pedestrian infrastructure, policies, and programs to encourage walking and bicycling, and includes recommended projects such as bikeways, pedestrian improvements, safe routes to schools, crossings, sidewalks, and signage.

The current RTP bicycle and pedestrian project list includes the **Bowman Road Bikeway**, generally described as “**Bowman Road Bikeway (Evergreen School to I-5).**” Staff is requesting an administrative amendment to both the RTP and the Active Transportation Plan to clarify the project description so it better reflects the intended project limits and connectivity purpose.

The proposed amendment will update the project description to include **Hooker Creek Road** and clarify that the project is intended to improve bicycle and pedestrian access to **Evergreen Elementary School** and **Evergreen Middle School**, while maintaining the connection toward

Interstate 5. This clarification strengthens the project’s active transportation, school-access, and community connectivity purpose.

The RTP identifies a need to enhance bicycle and pedestrian facilities for residents, including wider shoulders, bicycle lanes, sidewalks, and crosswalks to improve safety and connectivity between community destinations. The proposed description update is consistent with that policy direction and supports future planning, funding, and implementation of the project.

Approval of this item will allow staff to administratively update the project description in the 2025 Regional Transportation Plan and the Tehama County Active Transportation Plan / Pedestrian-Bicycle Plan.

Final Project Language - Bowman Road / Hooker Creek Road Bicycle and Pedestrian Path:

Improve bicycle and pedestrian access along Bowman Road and Hooker Creek Road to create a safer connection for students, families, and residents traveling between Evergreen Elementary School, Evergreen Middle School, and Interstate 5. Improvements may include a multi-use path, bike lanes, widened shoulders, sidewalks, crossings, signage, and striping.



Tehama County

Agenda Request Form

File #: 26-0777

Agenda Date: 5/18/2026

Agenda #: 14.

Adjust City of Tehama Minimum Allocation Baselines - Deputy Director Riske-Gomez

Requested Action(s)

- a) Adopt Resolution No. 05-2026 establishing a minimum annual allocation baseline of \$50,000 for the City of Tehama for Regional Surface Transportation Program (RSTP) Exchange funds and Local Transportation Fund (LTF) allocations, subject to annual fund availability and applicable program requirements.
- b) Authorize the Executive Director or Deputy Director of Transportation to take all actions necessary to implement the revised allocation baselines, including preparing annual allocation schedules, making administrative or technical adjustments, coordinating with the City of Tehama, and maintaining records for accounting, reporting, and audit purposes.

Financial Impact:

Approval of this item will increase the City of Tehama’s minimum allocation baseline from \$25,000 to \$50,000 for applicable Regional Surface Transportation Program Exchange and Local Transportation Fund allocations.

Background Information:

The Tehama County Transportation Commission serves as the Regional Transportation Planning Agency for Tehama County and the incorporated cities of Corning, Red Bluff, and Tehama. As part of its annual funding responsibilities, TCTC allocates regional transportation funds, including RSTP Exchange funds and Local Transportation Funds, to eligible local agencies within the region.

In 2020, the Commission established a minimum allocation baseline of \$25,000 for the City of Tehama. The baseline was intended to provide the City with a meaningful and administratively practical level of annual transportation funding, recognizing that formula-based allocations for smaller jurisdictions may otherwise result in amounts too small to effectively deliver transportation improvements.

Since that time, transportation costs have increased substantially due to inflation, construction cost escalation, and increased administrative and project delivery expenses. In addition, available transportation revenues, including revenues related to fuel taxes, have increased since the original baseline was established. As a result, the existing \$25,000 baseline no longer provides the same

practical funding value or local project delivery capacity that it provided when adopted.

For Fiscal Year 2024-25, the City of Tehama's RSTP distribution was held at the existing \$25,000 minimum baseline, while the regionwide RSTP amount was \$720,999. Adjusting the minimum baseline to \$50,000 will better reflect current funding conditions and preserve the original intent of providing a meaningful minimum annual allocation to the City of Tehama.

The proposed action establishes a revised minimum annual allocation baseline of \$50,000 for the City of Tehama for both RSTP Exchange and LTF allocations, subject to annual fund availability and applicable program requirements. The revised baseline will provide greater predictability for the City of Tehama and support its ability to plan, maintain, and deliver local transportation improvements.

Approval of this item will authorize staff to apply the revised baseline when preparing future annual allocation schedules. The allocation methodology may continue to be reviewed by the Commission and may be amended in the future if revenue conditions, program requirements, or regional priorities change.

RESOLUTION NO. 05-2026

A RESOLUTION OF THE TEHAMA COUNTY TRANSPORTATION COMMISSION ESTABLISHING THE MINIMUM ALLOCATION BASELINE FOR THE CITY OF TEHAMA

WHEREAS, the Tehama County Transportation Commission (“TCTC”) is the Regional Transportation Planning Agency (“RTPA”) for Tehama County and the incorporated cities of Corning, Red Bluff, and Tehama; **and**

WHEREAS, TCTC receives and administers Regional Surface Transportation Program (“RSTP”) Exchange funds and the Local Transportation Funds (“LTF”) on behalf of the region; **and WHEREAS**, TCTC is responsible for programming, administering, and allocating certain regional transportation funds, including Regional Surface Transportation Program (“RSTP”) Exchange funds and Local Transportation Fund (“LTF”) revenues, in accordance with applicable state and federal requirements and Commission-approved policies; **and**

WHEREAS, TCTC previously established a minimum annual allocation baseline of Twenty-Five Thousand Dollars (\$25,000) for the City of Tehama to ensure that formula-based allocations provide a meaningful and administratively practical level of funding for transportation improvements; **and**

WHEREAS, since establishment of the Twenty-Five Thousand Dollar (\$25,000) baseline in 2020, transportation project costs, construction costs, materials costs, labor costs, and administrative delivery costs have increased substantially due to inflation and market conditions; **and**

WHEREAS, transportation revenues, including revenues related to fuel taxes and other transportation funding sources, have also increased since the baseline was originally established; **and**

WHEREAS, the existing Twenty-Five Thousand Dollar (\$25,000) baseline no longer provides the same practical funding value or local project delivery capacity that it provided when adopted; **and**

WHEREAS, the City of Tehama remains the smallest incorporated jurisdiction within Tehama County and may receive annual formula-based allocations that are too small to efficiently plan, deliver, or accumulate funding for meaningful transportation improvements without a minimum allocation baseline; **and**

WHEREAS, increasing the minimum annual allocation baseline from Twenty-Five Thousand Dollars (\$25,000) to Fifty Thousand Dollars (\$50,000) will better reflect current funding conditions, inflationary impacts, and the Commission’s intent to provide a meaningful minimum level of annual transportation funding to the City of Tehama; **and**

WHEREAS, the revised baseline will apply to applicable RSTP Exchange and LTF allocations, subject to annual fund availability, eligible use requirements, and any applicable state or federal requirements; **and**

WHEREAS, the revised baseline shall not create a new revenue source or independent funding obligation, but shall serve as a Commission-approved minimum allocation policy to be applied when preparing annual allocation schedules; **and**

WHEREAS, the Commission desires to update the City of Tehama minimum allocation baseline to Fifty Thousand Dollars (\$50,000).

THEREFORE BE IT RESOLVED that this resolution shall take effect immediately upon adoption and shall apply to RSTP Exchange funds received in Fiscal Year 2026 and each fiscal year thereafter, unless amended or rescinded by the Commission.

The foregoing Resolution was offered by Commissioner _____ and seconded by Commissioner _____ on May 18, 2026 and adopted by the following vote:

AYES:

NOES:

ABSENT OR NOT VOTING:

STATE OF CALIFORNIA)

)ss

COUNTY OF TEHAMA)

I, SEAN HOUGHTBY, County Clerk and ex-officio Clerk of the Board of Supervisors of the County of Tehama, State of California, hereby certify the above and foregoing to be full, true, and correct copy of an order adopted by said Tehama County Transportation Commission on this 18th day of May 2026.

SEAN HOUGHTBY, County Clerk and Ex-Officio Clerk of the Board of Supervisors of the County of Tehama, State of California

By: _____
Deputy