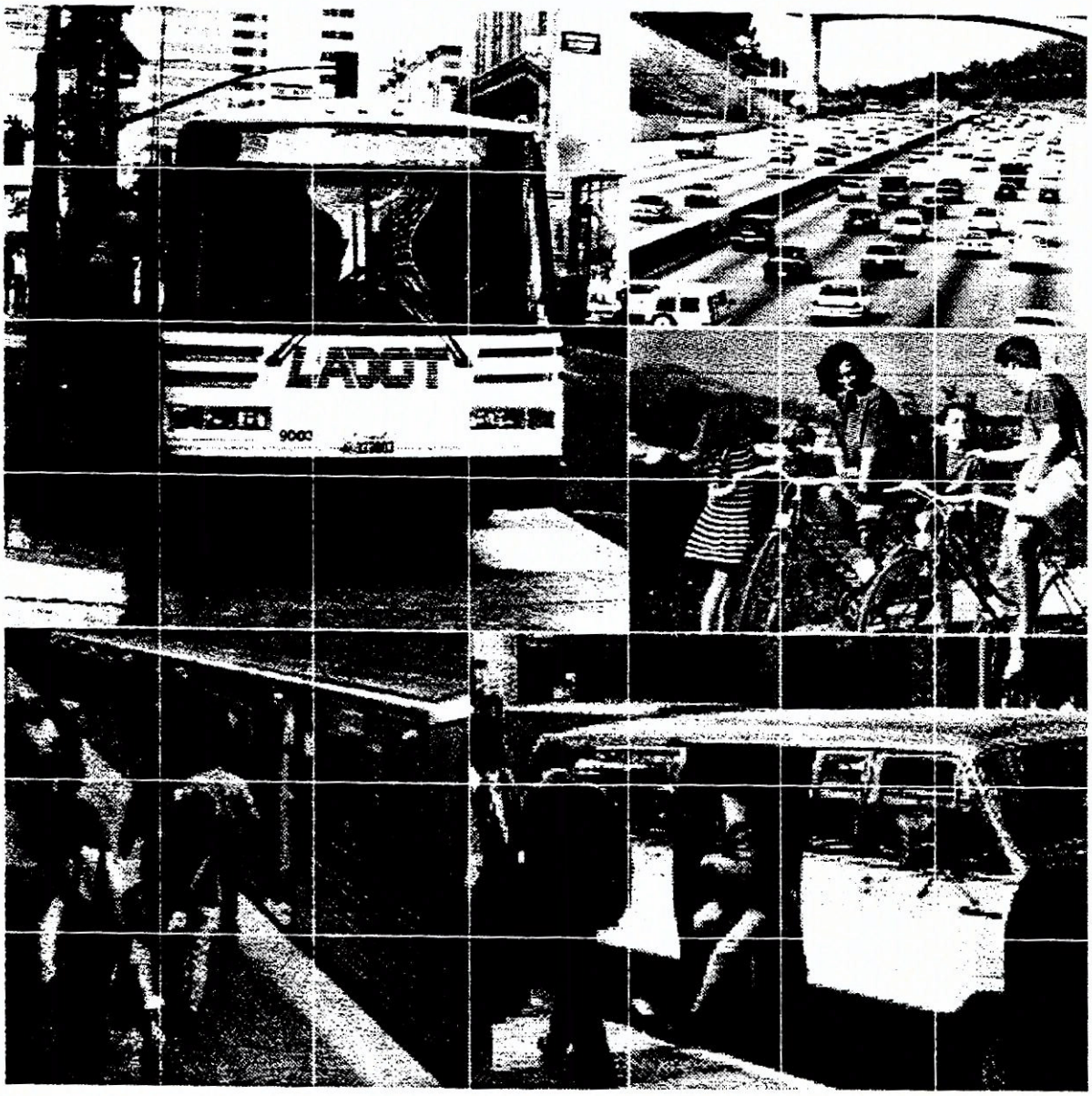
ATTACHMENT II

A guide that facilitates transportation project listing for inclusion in the Regional Transportation Improvement Program (RTIP)

RTIP Guidelines

FY 1998/99 to 2003/04

Revised for SB 45



SOUTHERN CALIFORNIA ASSOCIATION of GOVERNMENTS

December, 1997

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Mission Statement

Leadership Vision Progress

Leadership, vision and ***progress*** which promote economic growth, personal well-being, and livable communities for all Southern Californians.

The Association will accomplish this Mission by:

- ▲ Developing long-range regional plans and strategies that provide for efficient movement of people, goods and information; enhance economic growth and international trade; and improve the environment and quality of life.
- ▲ Providing quality information services and analysis for the region.
- ▲ Using an inclusive decision-making process that resolves conflicts and encourages trust.
- ▲ Creating an educational and work environment that cultivates creativity, initiative, and opportunity.

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Rev. 11/10/97

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I. INTRODUCTION

This Document was prepared to facilitate the work of the county transportation commissions (CTCs) and Caltrans in the Regional Transportation Improvement Program (RTIP) project listing and submittal to SCAG. The RTIP must cover a period of not less than 3 years, but may cover a longer period. The 1998-2004 RTIP implements the projects which are identified in the 1997 RTP to accomplish improvements in mobility and air quality. It must include a priority list of projects to be carried out in the first three years. At a minimum, the priority list must group the projects that are to be undertaken in each of the years 1998/99, 1999/00, and 2000/01. *(Note: the state1998 STIP has a 6-year timeframe, while the federal funding agencies have indicated 1998 RTIP may continue to have the usual 7-year timeframe. A consistent timeframe will be the subject of further discussion during the 2000 STIP/RTIP when SB45 requires the 4-year horizon.)*

The core of this process is the project listing, which should be done in a way that fulfills the legal, administrative, and technical aspects of this endeavor. It should minimize any duplication of efforts for the CTCs, Caltrans, SCAG, and/or any other agencies.

A. Overall Process

Development of a regional transportation improvement program (RTIP) by the metropolitan planning organization (MPO) is required under section 450.324(a) of the Metropolitan Planning Rules and Regulations. SCAG, as the designated MPO, develops the RTIP in cooperation with the State (Caltrans), county transportation commissions (CTCs) and public transit operators.

The RTIP and its conformity findings (in non-attainment and maintenance areas) must be updated at least every two years, adopted by SCAG, and then sent to the Governor and appropriate review agencies. The frequency and cycle for updating the RTIP must be compatible with the State Transportation Improvement Program (STIP) development and approval process.

The adoption and conformity determination of the FY 1998-2004 Regional Transportation Improvement Program (RTIP) is scheduled for July 3, 1998 Regional Council adoption. (See the RTIP Development Process flow chart and SCAG's schedule for the next RTIP cycle).

B. Purpose of RTIP Revisions

The Regional Transportation Improvement Program (RTIP) is the primary means of implementing the regional policies and objectives of the Regional Transportation Plan (RTP). The passage of Senate Bill 45 (SB 45) changes many of the rules which govern the development and monitoring of the RTIP. The complexities and difficulties presented in the recently released draft RTP amplify the importance of insuring that the RTIP serves as the means of implementing regional policies and the RTP.

The RTIP Guidelines is the fundamental tool for coordinating development of the RTIP with the County Transportation Commissions (CTC). Each RTIP cycle, staff prepares these guidelines to emphasize changes and areas of focused concerns to aid and facilitate preparation of the transportation improvement program (TIP). While SCAG's interest and concerns over Transportation Control Measures (TCMs) and intercounty connectivity issues have been previously communicated to the CTCs, the long range congestion difficulties described in the draft RTP causes staff to emphasize these and

other regional priorities in this revision to the RTIP Guidelines. Staff met with the County Transportation Commissions on October 21, 1997 to emphasize the project priorities proposed in the Draft RTP. The RTIP Guidelines have been revised to reflect these regional priorities.

SB 45 which was signed into law by the Governor on October 2, 1997, dramatically changes the State Transportation Improvement Program (STIP) development process and the way transportation funding in California is allocated and administered. It changes the existing Fund Estimate, it revises the STIP development and adoption schedule and changes the duration of STIP cycle (from a 7-year STIP to a 4-year STIP). Overall the Bill provides more programmable dollars and greater flexibility to program funds to regional and local priority projects.

C. Regional Project Funding Priorities

In addition to maintaining and optimizing the existing transportation system, the RTP goals for CommunityLink 21 are to reduce congestion to 1990 levels, ensure transportation investments are cost effective, protect environment, promote energy efficiency and enhance the quality of life, to serve all communities with safe, reliable service, compliment the subregional systems and promote innovative market-based strategies. It is therefore the RTIP's objective to ensure effective use and stewardship over the programming of transportation resources to maximize efforts to improve in these priority areas of the RTP.

By law the 1998 RTP must meet the 1990 Federal Clean Air Act Amendment (FCAAA) requirements. The 1998 RTIP must also demonstrate air quality conformance and satisfy the mandates of the federal Intermodal Surface Transportation Efficiency Act (ISTEA). It is in these federal mandates that all transportation projects must be consistent with the adopted RTP. As the entities statutorily authorized to program transportation funds, the County Transportation Commissions (CTCs) submit local programming priorities to SCAG for inclusion in the RTIP. While SCAG does not direct programming decisions, as the authorized public entity responsible for the preparation of the RTIP, SCAG must enforce all legally mandated requirements stated above. Transportation project lists submitted by the CTCs must therefore be included and consistent with RTP and air quality requirements prior to being included in the RTIP.

In accordance with the goals specified in the CommunityLink 21 plan, the following 1998 RTP project priorities need to be given full consideration in the programming of projects by the County Transportation Commissions.

1. For programming purposes, the RTP lists major regional projects *which are necessary* transportation facilities. *Projects to be programmed in the RTIP shall be consistent with the RTP and its milestones.*
2. In the South Coast Air Basin, Transportation Control Measure 1 (TCM1) projects are identified in the 1994 State Implementation Plan (SIP) as enforceable commitments. When TCM1 projects are identified in the first 2-years of the RTIP, they must be funded and implemented. Failure to implement a TCM1 projects can result in an air quality sanction for violation of conformity requirements.

D. Draft Policy Statements to be added to RTIP Guidelines

1. The RTIP is the primary means of implementing the RTP.
2. To ensure consistency with the RTP, *staff will compare RTIP projects with* the first 5-years of the RTP for timeliness and modeling consistency.
3. In accordance with Policy #1 of the Draft RTP, transportation investments *in the RTIP* shall be *consistent with the* performance *objectives of the plan.*
4. Projects which are TCM1 are mandatory for demonstration of air quality conformity.
5. TCM1 projects *are necessary to demonstrate air quality conformity.* Failure to implement these projects could invalidate air quality conformity of the RTP and the RTIP.
6. In accordance with ISTEA, all regionally significant capacity enhancing projects and transportation control measures must be adequately described in the County TIP to determine project consistency with the most recently adopted RTP. The projects must show consistency in terms of scope, timing, capacity, alignment and general description as provided in the adopted RTP.
7. Regionally significant projects are those listed in the RTP Metropolitan Transportation System (MTS) map.
8. The County Transportation Commissions, Caltrans District Offices and SCAG *need to confer* to review any regionally significant proposal for consistency with the adopted RTP prior to programming and forwarding Interregional Improvement Program projects to the California Transportation Commission and Caltrans Headquarters.

E. FY 1998-2005 FEDERAL RTIP SCHEDULE and RELATED PROGRAMS
(Based on SB 45 /1998 STIP Due Dates)

Date	Federal RTIP	1998 STIP	Administrative Amendment
October 29, 1997		Caltrans Releases 1998 Draft Fund Estimate	
October 31, 1997	***Deadline - Non-STIP State Highway projects to SCAG***		
November 3 - 28, 1997	SCAG staff working w/Caltrans & County Commissions, will analyze state project submittals. o Analyze county TIPs for financial constraint o Programmatic Analysis o Intercounty Analysis		
November 30, 1997			Deadline to input Administrative Amendment #006 into #006 into CMSD and submittal to SCAG. Submit only projects that impact the 97/98 and/or the 98/99 program years.
December 4, 1997	Regional Council to adopt RTIP Guidelines Amendment to incorporate SB45 impacts.		
December 1 - January 30	Modeling Analysis		
January 5, 1998		CTC Adopts the 1998 STIP Fund Estimate	
January 10, 1998	Financial Plan Due	1998 STIP PROJECTS DUE TO SCAG (Please note that county board actions must be transmitted to SCAG by February 24, 1998.)	

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FY 1998-2005 FEDERAL RTIP SCHEDULE and RELATED PROGRAMS
(Based on SB 45 /1998 STIP Due Dates)

Date	Federal RTIP	1998 STIP	Administrative Amendment
January 15, 1998			SCAG transmits amendment #006 to Caltrans and Federal Agencies (this assumes relatively small amendment)
January 20, 1998	1998 STIP Projects to Modeling for Analysis		
January 31, 1998	Modeling Analysis Due to RTIP Manager		
February 6, 1998		TCC adopts 1998 SCAG STIP Candidate List of Projects.	
February 2 - 21, 1998	Final Draft Write-Up of FTIP		
February 23 - March 14	SCAG Management Review Period of FTIP		
March 1, 1998		1998 STIP Candidate Projects due to CTC SCAG Transmits 1998 STIP Candidate List to the CTC	
March 6, 1998	TCC Approves SCAG RTP	Regional Council adopts 1998 SCAG STIP Candidate List of Projects.	
April 2, 1998	Regional Council Adopts 1998 RTP		
April - June, 1998	Public Hearings on FTIP throughout SCAG Region Analyze projects for consistency with 1998 RTP		

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FY 1998-2005 FEDERAL RTIP SCHEDULE and RELATED PROGRAMS
(Based on SB 45 /1998 STIP Due Dates)

Date	Federal RTIP	1998 STIP	Administrative Amendment
June 1, 1998		California Transportation Commission Adopts the 1998 STIP	
June 2, 1998	Start of 30 Day Review Period of RTIP		
June 2 - June 13	1998 STIP revisions to model/program if necessary		
July 2, 1998	Regional Council scheduled to adopt RTIP		
July 10, 1998	Report to FHWA, FTA, EPA		

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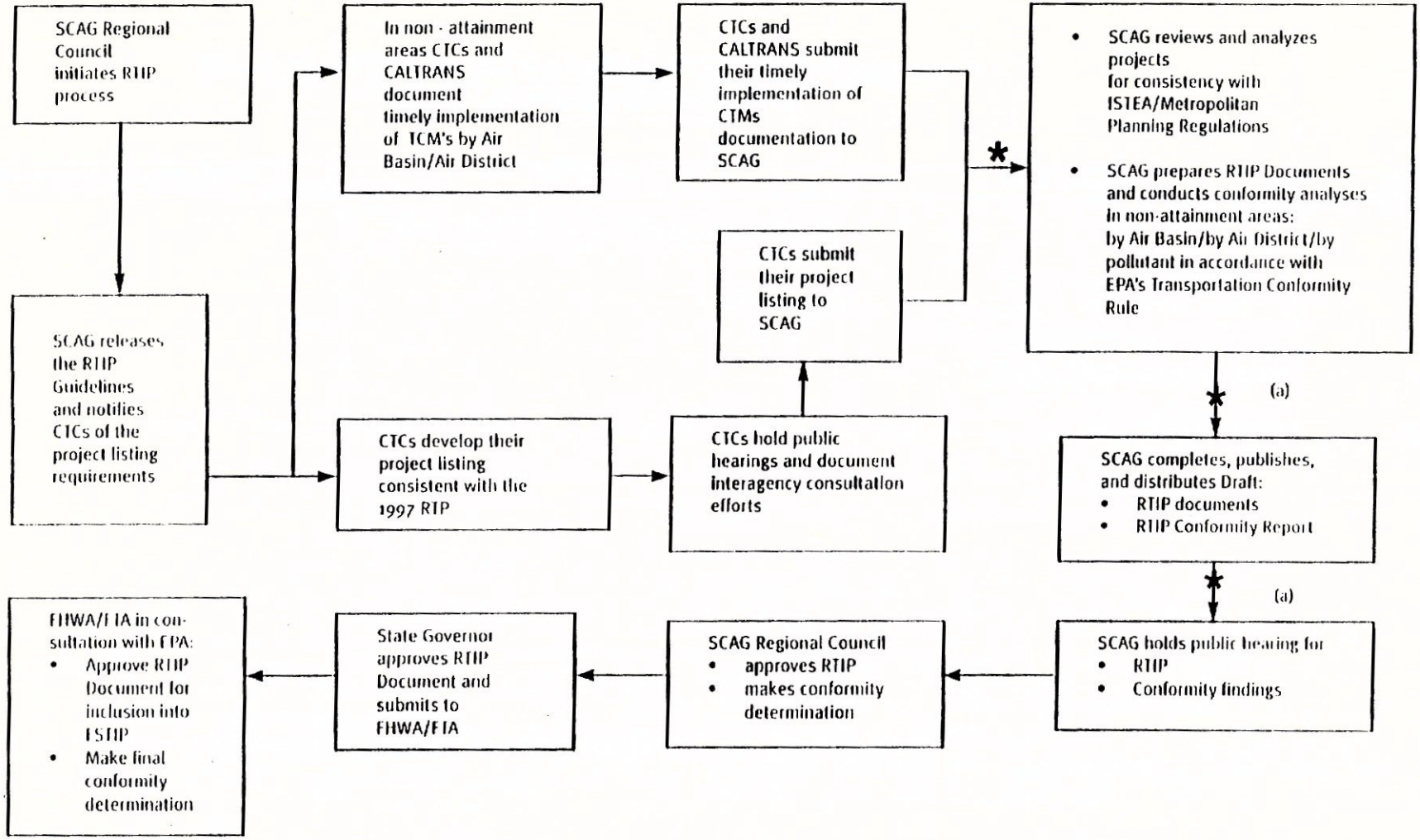
RTIP DEVELOPMENT PROCESS



* Consultation (interagency and public involvement)

(a) Forums, SCAG's Transportation Conformity Working Groups and Modeling Task Force

February 1997

FY 1998-2005 RTIP

COUNTY TRANSPORTATION IMPROVEMENT PROGRAM CHECK OFF LIST AND DUE DATES

[ ] COUNTY TRANSPORTATION IMPROVEMENT PROGRAMS - INPUT ***1998 STIP CANDIDATE LISTS*** INTO THE CALTRANS MPO STIP/TIP DATA BASE (CMSD) - ***JANUARY 10, 1998***

[ ] FINANCIAL PLAN AND RESOLUTIONS - DUE ***JANUARY 10, 1998***

[ ] COMPONENTS OF RTIP DOCUMENT - DUE JULY 15, 1997
APPENDIX - CONGESTION MITIGATION AND AIR QUALITY PROJECTS

Supplemental documentation containing the entire scope of the project as contained in the project sponsor's application.

[ ] PROJECT IMPLEMENTATION - STATUS OF PROJECTS IN THE FY 1996/2003 RTIP AMENDMENT DUE JULY 15, 1997

The disk previously provided to each county to update the status of projects is required to be submitted with the county TIPs.

[ ] CONSULTATION (INTERAGENCY AND PUBLIC INVOLVEMENT) - DUE ***JANUARY 10, 1998***

Public Hearings throughout SCAG region scheduled tentatively schedule for September through October.

County TIPs must include documentation in the form of a cover letter detailing the public participation and interagency consultation process. Also, CTCs and IVAG need to include copies of public notices, agendas and audio or written transcripts of public meetings held during the development and adoption phases of the transportation improvement program.

[ ] TIMELY IMPLEMENTATION OF TCMs - DUE JULY 15, 1997

Submit all information on the local implementation of transportation control measures in the applicable SIPs.

[ ] DEADLINE FOR REGIONALLY SIGNIFICANT PROJECTS INPUT INTO GIS SYSTEM AUGUST 15, 1997

II. RTIP DEVELOPMENT PROCESS

A. Project listing and SCAG's Formats

The project listing and related formats are listed in detail in Section III - Components of RTIP Document. **Complete and detailed information is needed to analyze and process the RTIP on schedule.**

B. Consistency with 1997 Regional Transportation Plan (RTP)

Consistency of the 1998-2004 RTIP with the 1997 RTP is required under section 450.324(f)(2) of the Metropolitan Planning Rules and Regulations. Only projects consistent with the regional transportation plan, project scope and design, can be listed in the RTIP.

C. RTIP Development in Non-attainment and Maintenance Areas

In non-attainment and maintenance areas, SCAG, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA) must make a conformity determination on the 1998-2004 RTIP by air basin, by non-attainment area, and by pollutant in accordance with the 1990 Clean Air Act Amendment (CAAA) and EPA's transportation conformity rule.

In non-attainment and maintenance areas, the RTIP must give funding priority to TCMs identified in the applicable State Implementation Plans (SIP).

D. SCAG's Programming Principles for STP and CMAQ Funds

SCAG has a current set of principles to guide the development of programming priority for Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) funds. These principles were reviewed through the AB 1246 process and adopted by SCAG's Regional Council. They should be used in the development of each CTC's STP and CMAQ programs.

1. Programming of STP and CMAQ funds shall be the primary responsibility of the respective County Transportation Commission, consistent with federal and state law, the Regional Transportation Plan (RTP), and in conformance with the applicable SIPs.

2. Implementation of transportation control measures (TCMs) in the applicable SIPs shall be a high priority for allocation of STP and CMAQ funds.

   Cities and Counties are eligible to utilize the STP and CMAQ funds for transportation demand management/ transportation control measures and will be so advised by the appropriate County Transportation Commission.

3. CTCs are responsible for documenting timely implementation of the TCMs for which they are project sponsors.

4. A local Surface Transportation Program (LSTP) shall be developed and administered within each County area consistent with state implementing legislation. LSTP projects will be prioritized in each County by the CTC consistent with the Intermodal and Surface Transportation Efficiency Act (ISTEA), which requires multimodal flexibility.

In non-attainment and maintenance areas, maintenance and rehabilitation projects which do not increase capacity are exempt from conformity analysis.

Following a transition period not to exceed three fiscal years, all LSTP programming decisions must be based on a discretionary process; formula apportionment will no longer be acceptable. Each county area will be apportioned an amount not less than 110% of the FY 1990-91 Federal Aid Urban System (FAU) apportionment for the LSTP program. There will be a 2-3 year period, as needed, to transition from the old FAU program to the new LSTP to allow projects currently in the adopted RTIP to continue without interruption.

5. County Transportation Improvement Programs shall be submitted to SCAG and are incorporated into SCAGs Regional TIP. The Regional TIP will be adopted by SCAG's Regional Council following the appropriate interagency consultation, public review and comments, and its presentation and review by the Regional Transportation Agencies' Coalition (RTAC) Committee. SCAG adoption will include the associated conformity findings. If SCAG is unable to resolve identified conflicts, SCAG will adopt the components of the program which are possible to adopt and refer back to the respective CTC those projects which present conformity conflicts for reconciliation. In the event the respective CTC is unable to reconcile the conflict in a timely fashion, recommendations will be made by the RTAC Committee.

Note: In non-attainment areas, any amendment to the RTIP, with exception of exempt projects, requires a full conformity analysis.

SCAG staff will have no recourse but to remove from consideration any project for which full and accurate information, as detailed in Section III.1.A.3.d (Project Description) and Section III.1.A.4. (Caltrans MPO STIP/TIP Database(CMSD) Screens), is missing or not submitted in a timely manner. Non-exempt projects thus deleted will be required to wait for the next RTIP adoption cycle.

E. 1998 STIP

The passage of SB 45 has changed the development and adoption schedule for the 1998 STIP. The California Transportation Commission (CTC) schedule calls for adoption of the 1998 Fund Estimate by *January 5, 1998* and SCAG's submittal of a regional candidate project list by *March 1, 1998*, with final adoption by the CTC on *June 1, 1998*.

F. Major Investment Study

Capacity increasing, federally funded, highway and transit projects which do not have final NEPA clearance (ROD or FONSI) now require a Major Investment Study (MIS). The MIS is done in conjunction with and often prior to the NEPA process.

The MIS should identify all reasonable alternative strategies for addressing transportation demands at the corridor or sub-regional level. The MIS should produce information on the costs, benefits, and impacts of these alternatives so an informed choice can be made. Working in cooperation with project sponsors and other stakeholders, SCAG, as the MPO, will play a significant role in determining the scope of the MIS.