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Daniel S. Little, Executive Director

December 10, 2021

Kathy Grah, Senior Transportation Planner
Caltrans District 2
1657 Riverside Drive
Redding, CA 96001

Re: Formal Amendment #1 to the FY 2021/22 Overall Work Program (OWP)_REVISED December 10

Kathy,

Please find the following enclosed documents for Formal Amendment #1 to SRTA's FY 2021/22 OWP:

- Worksheets (with changes highlighted);
- Revised Overall Work Program Agreement (OWPA); and
- Signed Resolution #21-14.

In summary, Formal Amendment #1 accomplishes the following:

- The OWPA is updated to include the following grant awards:
 - SR 273 Northern Section Multimodal Corridor Plan (\$500,000 in SPR funds); and
 - North State Intercity Bus to Rail Plan (\$291,819 in FTA 5304 funds).
- The OWP and OWPA were updated to accept District 2's SR 273 Southern Section Multimodal Corridor Plan grant. More specifically:
 - Work Element (WE) 707.09 is split into WE 707.09A (for SRTA's grant) and WE 707.09B (for District 2's grant).
 - \$475,000 in SPR funds was added to WE 707.09B. Note that this excludes \$25,000 (of the total \$500,000 grant). I was originally told District 2 would retain this line item amount for staff time; however, Aaron later informed me that the entire \$500,000 will be passed through. I will make this correction at the next amendment. There are no matching funds since District 2's grant does not require it.
- \$35,090 in LTF and \$9,910 in FHWA PL (total of \$45,000) was added to WE 701.01 (RTP) under the consultant line item for travel demand and air quality modeling for the 2022 RTP EIR and SCS submittal to ARB.
- Our new approved ICAP rate was linked to the OWP. The new ICAP rate reflects changes in SRTA staffing and billing rates, which in turn required some reallocations among revenue fund sources to realign with the OWPA. More specifically, the following WEs (and fund sources) were affected: 701.01 (FHWA PL and LTF), 706.02 (5303 and LTF), 707.10 (FTA 5304 and LTF).

In response to feedback provided by Caltrans Headquarters, the following revisions were made and highlighted the OWP and OWPA:

HQ Comment	SRTA Revision
SRTA does not include carryover (although they could since the board resolution approves it and it is identified correctly in the BRSS)	Carryover FHWA PL and FTA 5303 added to the OWPA, consistent with reconciliation letter.
SRTA can only include their portion of the SPR grant + their required local match. The D2 portion must be left off the OWPA.	Caltrans grant funds (\$475,000) removed from OWPA.
The SB 1 Formula amount is more than the amount they were awarded per the SB 1 Formula award letter (\$162,995)	FY 2021/22 SB 1 Formula revenue reduced to \$162,995.
The OWPA must identify the date the formal amendment was approved	'Approved Oct 21' added to OWPA.
(WE 701.15) The FY 21-22 SB 1 Formula amount must be reduced to \$162,995	FY 2021/22 SB 1 Formula revenue reduced to \$162,995
(WE 707.08) Per the invoice tracker, SRTA's remaining contractual match is \$15,327.02, however they have identified a PL match of \$17,459. It was agreed that SRTA will only match with FHWA PL at the minimum local match. However, due to overmatching, in previous FYs they are currently overmatching again. Please have SRTA reduce the PL match to the remaining contractual match. They must also submit a CAT form to identify that they will be doing a tapered match.	FHWA PL funding in 707.08 reduced by \$2,132 under the consultant line-item budget. A corresponding increase was added to 701.01 (RTP) in order to rebalance total available FHWA PL budget.
(WE 707.09A) The minimum required local match must be changed to \$125,000 as identified in the OWPA.	Local match increased to \$125,000.

In addition, the following revisions have been made in response to your November 19 email:

HQ Comment	SRTA Revision
In the OWPA, SRTA identified an incorrect local match amount for their SB 1 formula and competitive grant. The correct match amount is \$21,112.55. SRTA will need to correct this on the OWPA, BRSS, and work element budget table.	Matching funds for FY 21/22 SB Formula funds (WE 701.15) was corrected to \$21,112 in the OWP and is reflected in the Budget Revenue Summary Sheet (BRSS). The OWPA is also updated to include this figure; however, it is part of the total matching funds figure together with other SB1 fiscal year cycles (i.e., \$9,750 + \$21,366 + \$21,112).
SRTA will need to submit a CAT form for their adaption planning grant to request a tapered match.	A Change in Agreement Terms (CAT) form requesting tapered match for the Sustainable Communities planning grant (WE 707.08) is attached.
SRTA did not include their carryover for their grants (Adaption planning grant, SB 1 Formula, SHA).	Carryover funds for the Adaptation planning grant, SB1 Formula funds, and SHA have been added to the OWPA.

In response to your November 29 email, the following additional revisions have been made:

HQ Comment	SRTA Revision
SRTA does not have any available toll credits for their FTA 5303 carryover funds. In the original approved OWP, SRTA did not include an estimated 5303 carryover amount, therefore, they do not have toll credits to match their carryover. SRTA will need to move the \$15,320 to the "FTA 5303 (Local/In-kind Match)" line and match the carryover with local funds.	Toll Credit Match for 5303 Carryover was replaced with LTF in the OWP and OWPA.
The PTA adaptation amount does not match the reconciliation letter which has \$134,753.34. Please revise to the correct amount	PTA adaptation was corrected in the OWP to \$134,753, consistent with the OWP and reconciliation letter.

In response to your email dated December 9, the following additional changes were made:

HQ Comment	SRTA Revision
We remembered that the PL match to the Adaptation planning grant will need to be reflected differently. As you may remember, SRTA cannot use toll credits for the portion of PL that is acting as a match to the adaptation planning grant. As such, we are requesting that SRTA add a line item under the PTA line to reflect this match. They have done this in previous OWPA's (and I included an example) and they will need to do the same in this OWPA as well. The SB 1 Formula amount was slightly off and I put the correct amount in red.	A 'PTA Adaptation (PL Match)' line item was added to the OWPA. 21/22 SB1 Formula Funds changes to \$162,995.
Please make sure the BRSS is also corrected.	The Budget Revenue Summary Sheet (BRSS) and work element worksheets have been updated for consistency with the OWPA.
It looks like the OWPA is the 2020 version. Please have SRTA use the 2021 version which I have attached.	The OWPA is now the 2021 version.

Thank you for your review and assistance. Let me know if you have questions or need clarification.

Thank you,



Daniel Wayne, Senior Transportation Planner