



METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

TO: Transit Finance Working Group, Programming and Delivery
Working Group, and Local Streets and Roads Working Group

DATE: January 21, 2022

FR: Adam Crenshaw

RE: 2023 Transportation Improvement Program (TIP) Update Preliminary Project Reviews

Background

Current state statute requires Caltrans, in cooperation with the metropolitan planning organizations (MPOs), to prepare a TIP and submit it to USDOT every even numbered year. In the San Francisco Bay Area region, the preliminary efforts to develop an updated TIP begin in January of every even numbered year.

Because the San Francisco Bay Air Basin is classified as a non-attainment area for federal air quality standards, MTC is required to conduct a regional air quality conformity analysis and make a conformity finding as part of this update to the TIP. When preparing an air quality conformity analysis MTC models applicable projects that are not specifically exempted from regional air quality conformity analysis by 40 CFR 93.126 and 40 CFR 93.127 (non-exempt projects). The most common type of non-exempt projects are those that either expand or reduce the capacity of the transit, highway or local road systems.

To prepare for the development of the 2023 TIP, sponsors and CTAs should review their existing projects and submit the required information as outlined below.

TIP Project Review

Please review the In-Process project applications in FMS and the projects on the attachments as outlined below. Please note that a full review of all projects in FMS will begin in mid-February and only the reviews below are required at this time.

2023 TIP Update – Preliminary Project Reviews

January 21, 2022

Due February 1, 2022 – Submit Any Incomplete In-Process applications in FMS

Project sponsors and CTAs should review In-Process applications and submit any that you would like reflected in the next revisions to the 2021 TIP. After February 1, project sponsor and CTA users will be locked out of FMS for approximately two weeks. In-Process applications that are not submitted by the deadline will be deleted shortly after February 1. **Please note that this does not impact your existing projects.** We will only delete any unused In-Process versions of projects. You will still be able to create and submit revisions to the 2021 TIP once FMS reopens in mid-February.

Due February 15, 2022 – Review Non-Exempt Projects

The first step in this process will be to review your projects that must be included in the regional network model and analyzed for regional air quality conformity purposes (non-exempt projects). Please review the list of existing non-exempt and potentially non-exempt projects (included as Appendix A-1 of the attachments) to see if what is included in the TIP is consistent with the current scope and schedule for the project. Please also review the projects currently included in the most recent *Transportation Air Quality Conformity Analysis for Plan Bay Area 2050 and the Amended 2021 TIP* (Appendix A-2) to see if there are any additional non-exempt projects that need to be added to the 2023 TIP. Attachment A includes more information about this step of the process.

Due February 15, 2022 – Review of Projects to be Archived

Along with the step above, sponsors should review their projects that are included in the 2021 TIP document for informational purposes only (Attachment B). Please provide justification for retaining these projects in the 2023 TIP by February 15, 2022, otherwise these projects will be archived. Please note that archiving a project does not impact your ability to close out that project.

Attachments:

- A. Review of Non-Exempt Projects
- B. Review of Projects to be Archived

Attachment A: Review of Non-Exempt Projects

Due to MTC Tuesday, February 15, 2022

Background

The federally required Transportation Improvement Program or TIP is a comprehensive listing of all Bay Area surface transportation projects that are to receive federal funding, are subject to a federally required action, or are considered regionally significant for air quality conformity purposes over a four-year period. The current 2021 TIP covers federal FY 2020-21 through FY 2023-24. In alignment with Federal Statewide TIP development efforts, MTC has begun the process of developing the 2023 TIP, which will cover the four-year period from FY 2022-23 through FY 2025-26. Like the 2021 TIP, the 2023 TIP must be consistent with the existing Regional Transportation Plan, *Plan Bay Area 2050*.

When developing a new TIP or certain TIP amendments, MTC conducts a regional air quality conformity analysis, which models applicable projects that are not specifically exempted from such analyses by 40 CFR 93.126 and 40 CFR 93.127 (non-exempt projects). The most common type of non-exempt projects are those that either expand or reduce the capacity of the transit, highway or local road systems.

Call for Information on New and Revised Non-Exempt Projects

The 2023 TIP development period is an opportunity for project sponsors to add new non-exempt projects to the TIP or revise the scope, schedule and costs of existing non-exempt projects. Partner agencies, including Caltrans, CTAs, transit operators and project sponsors are requested to review the non-exempt projects already listed in the 2021 TIP (Appendix A-1) and those currently modeled for regional conformity in *Plan Bay Area 2050* (Appendix A-2). Please then inform MTC staff of the following:

Existing Non-Exempt Projects

For existing non-exempt projects in the 2023 TIP, please focus your review on the following elements:

- Is the project complete and open to the public? Projects that are open to the public should be archived from the TIP. Projects do not need to be active in the TIP to be closed out.
- Is the project properly described in the TIP? Review the project titles and project descriptions to ensure that the names, limits and scopes are accurate and clearly defined.

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- Are all funded phases properly reflected in the project listing? If a project listing does not show an amount programmed for right of way or construction, but funding has been approved for this phase, please indicate this in your response. This includes phases that are locally funded. Funding changes that do not add or remove a phase from the active years of the TIP do not need to be submitted at this time and can be submitted through FMS during the next phase of development for the 2023 TIP.
- Will the project be completed as indicated in the Air Quality Conformity Analysis? Appendices A-1 and A-2 include the analysis year in which each non-exempt TIP and RTP project is currently modeled for air quality conformity. If the project will not be open to the public by the end of the calendar year listed, please let us know. If a project will be opened to the public in phases, please provide these years for each phase.

If projects can be archived or if changes are needed to existing non-exempt projects, please send an email with the TIP ID of the project and a description of the necessary changes to Adam Crenshaw at acrenshaw@bayareametro.gov and John Saelee at jsaelee@bayareametro.gov by **February 15, 2022**.

New Non-Exempt Projects

For non-exempt projects that are in *Plan Bay Area 2050*, are not in the 2021 TIP, and may need a federal action, such as environmental approval or the obligation of federal funds, please enter the required information on the Excel template (Appendix A-3) and email it to Adam Crenshaw at acrenshaw@bayareametro.gov and John Saelee at jsaelee@bayareametro.gov by **February 15, 2022**.

The information required for each project is as follows:

- County
- Project sponsor
- RTP ID of the project in *Plan Bay Area 2050*
- Project description
- Total project cost in year of expenditure dollars
- Year in which environmental approval is expected
- Federal fiscal year in which funding for right-of-way activities is expected to be allocated/obligated, if applicable
- Federal fiscal year in which funding for construction activities is expected to be allocated/obligated
- Year of completion (when it will open to the public)

Attachment A - Review of Non-Exempt Projects

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Project sponsors are encouraged to include information for projects when they are unsure if it is a non-exempt project type so MTC staff can help in identifying the air quality status.

Questions

If you have any funding specific questions please contact the following MTC staff:

- FHWA Funding including STP/CMAQ, FHWA Earmarks
 - Mallory Atkinson (matkinson@bayareametro.gov, 415-778-6793)
 - Thomas Arndt (tarndt@bayareametro.gov, 415-820-7983)
- FTA Formula Funding including Section 5307/5337/5339
 - Margaret Doyle (mduoye@bayareametro.gov, 415-778-5378)
- Cap and Trade, TIRCP and RM2 Transit Funding
 - Anne Spevack (aspevack@bayareametro.gov, 415-778-6611)
- SB1 Highway Programs, RM2 Highway Funding, STIP and ATP
 - Karl Anderson (kanderson@bayareametro.gov, 415-778-6645)
- TIP and Fund Management System (FMS)
 - Adam Crenshaw (acrenshaw@bayareametro.gov, 415-778-6794)
 - John Saelee (jsaelee@bayareametro.gov, 415-778-6711)

Do not enter changes in FMS at this time as they may be deleted.

Appendices

- A-1 – Non-Exempt Projects in the 2021 TIP
- A-2 – List of Regionally Significant Projects in *Plan Bay Area 2050*
- A-3 – Call for Information on New Non-Exempt Projects – Project Info Template