

Memorandum

To: CHAIR AND COMMISSIONERS

CTC Meeting: May 25-26, 2005

Reference No.: 2.8f.(2)
Action Item

From: CINDY McKIM
Chief Financial Officer

Prepared by: Terry Abbott
Division Chief
Local Assistance

Ref: **REQUEST TO EXTEND THE PERIOD OF PROJECT REIMBURSEMENT PER
RESOLUTION G-99-25, FOR ONE PROPOSITION 116 NON-URBAN BICYCLE PROJECT
WAIVER-05-18**

ISSUE:

On September 28, 2000, the California Transportation Commission (Commission) allocated \$95,387 for one Proposition 116 Non-Urban Counties Program bicycle project, as shown on the attachment. The implementing agency awarded a third party contract within 12 months of the allocation and completed the project within 36 months of the contract award date. The local agency was unable to submit the final invoice for the project and complete the reimbursement process during the period that funds were available for the project. The project sponsor requests an extension. The attachment shows the details of the project and the delays that have resulted in the extension request.

RECOMMENDATION:

The Department of Transportation's recommendation is shown on the attachment.

BACKGROUND:

Resolution G-99-25, Guidelines for Allocating, Monitoring, and auditing of Local Assistance Projects, adopted by the Commission on August 18, 1999, stipulates the local agency has 180 days after contract acceptance to make the final payment to the contractor or vendor, and submit the final invoice to Caltrans for reimbursement.

Attachment

Time Extension/Waiver – Reimbursement Deadline
 Local Proposition 116 Bike Projects

Project Number	Applicant County	Extension Amount By Component (\$ in thousands)	Number of Months Requested
			Extended Deadline
PPNO Project Description		E&P PS&E R/W CON TOTAL	CT Recommendation
Reason for Project Delay:			
1	City of Morro Bay	\$0	27 months
	San Luis Obispo	\$0	
		\$2	7/9/2005
	PPNO: 05-1025 Morro Bay High School Bike Path	\$93 \$95	Support
<p>On September 28, 2000, the Commission allocated \$95,387 in Proposition 116 funds to the City of Morro Bay for the Morro Bay High School Bike Path Project. The City awarded a contract for the project on July 9, 2001. According to the Guidelines for Allocating, Monitoring, and auditing of Local Assistance Projects, the city had until April 14, 2003, 180 days after project acceptance to make the final payment to the contractor and submit the final invoice to Caltrans for reimbursement. Budget related staff reductions prevented the City from completing the reimbursement process within 180 days of contract acceptance. The City is requesting an extension, to July 2005, to submit the final invoice for the project and complete the reimbursement process.</p>			