

Emergency Relief (ER) Time Extension Request Workshop

Time Extension Request Form and Process

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ER & Other Programs Manager
Office of Federal Programs
Division of Local Assistance
July 2021

Overview

- ► ER Time Extensions A Brief Overview
- ► Timeline and Deadlines
- 2021 Time Extension Request Form
- Resources





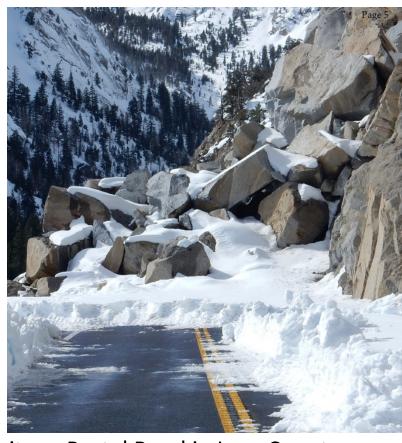


Photos: 2004 FFY CA Wildfires near Miramar (SD County) & Simi Fire (Ventura County)



ER Time Extensions – Before 2017





Photos: CA17-2 Jan-Feb 2017 Storms Disaster; Whitney Portal Road in Inyo County



ER Time Extensions – 2017 to 2019





Photos: CA18-3 Thomas Fire Debris Flow on North Jamison Lane in Coast Village



ER Time Extensions – Today (2020)

2021 ER Time Ext. Req. Timeline

- July 2nd Solicitation for Requests
- July 8th & 12th ER Time Ext. Req. Workshops
- July 23rd − Recommended last day for RFAs (for best chance of E76 this FFY)
- Aug. 20th Local Agency Req. Due (DLAE)
- Aug. 27th DLAE Reviewed Req. Due (HQ)
- Sept. 30th E76 CON Deadline
- O Dec. est. FHWA Response Letter

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Schedule and Deadlines

ocal Assistance Program Guidelines EXHIBIT 11-TE		\neg			
ILAI Received Date: Request for Time Extension of E76 CON Deadline (Local ER Projects)	EXHIBIT 11-TE			_	
Disaster Event No.: CA	-	EXHIBIT 11-TE			\neg
Fed Project No.: EO DAF No(s).:			EXHIBIT 11-TE	I EXHIBIT 11-TE	
*	iding milestones reached. All gaps in the timeline must be time extension.	wer each question in this sec cy and prohibited advancement to E76 CON, for EO	· · · · · · · · · · · · · · · · · · ·		EXHIBIT 11-TE
PM (End): Local Agency:	ENVIRONMENTAL MILESTONES Milestone or Activity Est. 1 (MM/DD/YYYY)	rs (FFYs) after the FFY of the Disaster begin date.	in the Time Eutonoise Justification continu		
w. Sciennes	nical Report ⁵		in the Time Extension Justification section		
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	elocation ⁵ Owner Notified/Contacted Ity Relocated		eived by the DLAE, and <mark>have</mark> pre, September 30 th , 2021.		h additional page(s), as needed.
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mergency Opening; PR: Permanent Restoration	complete sub-section if project includes this type of				
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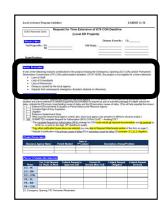
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Local Assistance Program Guidelines

EXHIBIT 11-TE

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PROJECT INFO. Fed Project No.:	Disaster Event No.: EO DAF No(s).:	
Route/Roadway: PM (Beg):		







INITIAL SCREENING

If one of the following reasons contributed to the project missing the Emergency Opening (EO CON) and/or Permanent Restoration Construction (PR CON) authorization deadline, STOP HERE; the project is not eligible for a time extension.

- Lack of Staff
- Lack of Consultants
- · Lack of Resources
- Delay(s) caused by the local agency



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Select the below reason(s), beyond the control of the local agency. EO CON and/or PR CON could not be authorized by the deadline and a time extension is needed (supporting documentation is required as part of submittal package) If multiple reasons for delay, indicate the [P] primary (main/leading) cause of delay and the [S] secondary causes of delay. (This will help expedite the review.)

[___]³ Extensive Environmental Evaluation or Permit Delay by the Resource Agency

DLAE on, or prior to, the Sept. 30th deadline to qualify.

- [___]³ Complex Right of Way Acquisition
- □ []³ Litigation
- □ [___]³ Extensive Geotechnical Study
- [___]³ Other (must be beyond local agency control; also, show local agency was proactive in efforts to advance project.)
 N/A SUBMITTED complete Request for Authorization (RFA) CON to DLAE¹ Awaiting E76.²
 - ¹ The complete Request for Authorization (RFA) package for CON must include all required documentation and be received by
 - ² If no other justification boxes above are selected you may skip to Required Attachments section of this form on page 3.
 - ³ Indicate if justification is the primary cause of delay [P] or secondary cause for delay [S] (example: ☑ [P] Litigation).





PERMIT PROBLEM(S)

Resource Agency Name	Permit Needed	Date of 1st Contact	Description of Issue/Problem





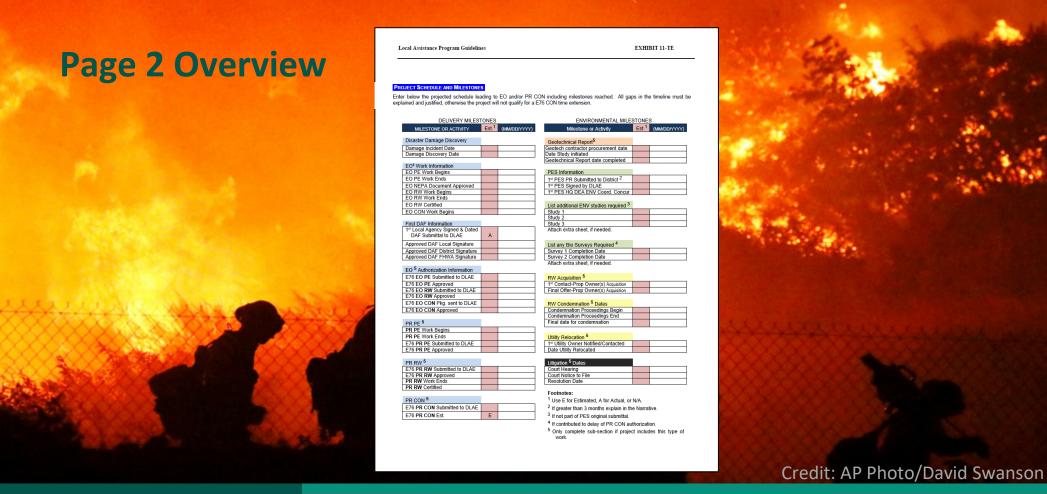
PROJECT FUNDING INFORMATION

Phase	Est. Total Amount for Phase of Work	Federal Amount in Approved DAF	Current AC Amount (Non-Fed)	Federal Amount Obligated	Federal Amount Invoiced
EO – PE					
EO – RW					
EO – CON					
PR – PE					
PR – RW					
PR – CON					

EO: Emergency Opening; PR: Permanent Restoration



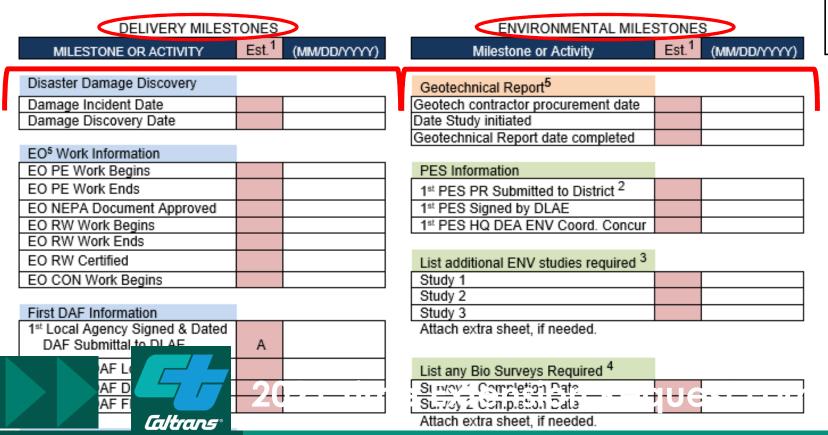






PROJECT SCHEDULE AND MILESTONES

Enter below the projected schedule leading to EO and/or PR CON including milestones reached. All gaps in the timeline must be explained and justified, otherwise the project will not qualify for a E76 CON time extension.



(MM/DD/YYYY) MILESTONE OR ACTIVITY EO 5 Authorization Information E76 EO PE Submitted to DLAE E76 EO PE Approved E76 EO RW Submitted to DLAE E76 EO RW Approved E76 EO CON Pkg. sent to DLAE E76 EO CON Approved PR PE 5 PR PE Work Begins PR PE Work Ends E76 PR PE Submitted to DLAE E76 PR PE Approved PR RW 5 E76 PR RW Submitted to DLAE E76 PR RW Approved PR RW Work Ends PR RW Certified PR CON 5 E76 PR CON Submitted to DLAE E76 PR CON Est. Ε

DELIVERY MILESTONES

ENVIRONMENTAL MILESTONES

	Milestone or Activity	Est. ¹	(MM/DD/YYYY)
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F	RW Acquisition ⁵		
1	st Contact-Prop Owner(s) Acquisition		
F	inal Offer-Prop Owner(s) Acquisition		
F	RW Condemnation ⁵ Dates		
(Condemnation Proceedings Begin		
	Condemnation Proceedings End		
F	inal date for condemnation		
ι	Itility Relocation ⁵		
1	st Utility Owner Notified/Contacted		
	Date Utility Relocated		

Litigation ⁵ Dates	
Court Hearing	
Court Notice to File	
Resolution Date	

Footnotes:

- Use E for Estimated, A for Actual, or N/A.
- ² If greater than 3 months explain in the Narrative.
- 3 If not part of PES original submittal.
- ⁴ If contributed to delay of PR CON authorization.
- Only complete sub-section if project includes this type of work.

DELIVERY MUES!			BAROMENTIL MUS	
MLESTONE OR ACTIVITY	Dat.	(MMCGYYYY)	Missione or Activity	Est. (MASO
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First DAT Information			Study 3	
14 Local Agency Signed & Dated DAF Submittal to DLAZ	A		Attach extrashect if needed.	
Approved DAF Local Signature			List are Bio Surveys Required ⁴	
Approved DAF Dishid Signature			Survey 1 Completion Date	
January of DAF BHAA Symptom			Survey 2 Demolston Date	
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PRPES			Final date for condemnation	
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PR PE Work Ends			Utility Relocation 5	
ETS PRIPE Submitted to DUAE			14 Utility Owner Notfled/Contacted	
E35 PR PE Approved			Cate Utility Relocated	
PR RW ⁵			Lifeption ⁶ Dates	
ETS PR RW Submitted to CLAE	_		Conf. House	
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	_	_	* If contributed to delay of PR COW a	

Dans 2 Organia	Local Assistance Program Guidelines EXHIBIT	r 11-TE	
Page 3 Overview	NABRATIVE EXPLANATION (Add additional pages to this submittal, as needed, to adequately answer each question in this section.) 1. Explain how each delay was beyond the control of the local agency and prohibited advancement to E76 C and/or PR, beyond the deadline, which is two Federal Fiscal Years (FFYs) after the FFY of the Disaster between the two Federal Fiscal Years (FFYs) after the FFY of the Disaster between the two Federal Fiscal Years (FFYs) after the FFY of the Disaster between the two Federal Fiscal Years (FFYs) after the FFY of the Disaster between the two Federal Fiscal Years (FFYs) after the FFY of the Disaster between the two Federal Fiscal Years (FFYs) after the FFY of the Disaster between the two Federal Fiscal Years (FFYs) after the FFY of the Disaster between the two Federal Fiscal Years (FFYs) after the FFY of the Disaster between the two Federal Fiscal Years (FFYs) after the FFY of the Disaster between the two Federal Fiscal Years (FFYs) after the FFY of the Disaster between the two Federal Fiscal Years (FFYs) after the FFY of the Disaster between the two Federal Fiscal Years (FFYs) after the FFY of the Disaster between the two Federal Fiscal Years (FFYs) after the FFY of the Disaster between the two Federal Fiscal Years (FFYs) after the FFY of the Disaster between the two Federal Fiscal Years (FFYs) after the FFY of the Disaster between the two Federal Fiscal Years (FFYs) after the FFY of the Disaster between two FFYs (FFYs) after the FFY of the Disaster between two FFYs (FFYs) after the FFY of the Disaster between two FFYs (FFYs) after the FFYs (FFYs) after	CON, for EO segin date.	
	2. If the first Preliminary Environmental Study (PES) for PR work (as well as PR under EO procedures work work, if applicable) took to neer than three months from the Disaster begin date to submit to the District, cit it took to submit the PES to the District. Explain the reason for the delay.	ander EO tile how long	
	3. If the delay was caused by <u>Extensive Environmental Evaluation</u> , and a study took longer than anticipated, additional work, identify the study and explain what aspect of the project triggered the need for the additio • Provide the estimated or actual completion due for the study. • Do this for each study that contributed to the delay, add additional pages if necessary. • As part of this submittal request, provide a copy of each completed study you mention.	l, or required anal work.	
		Credit: AP Photo/David S	Swansc

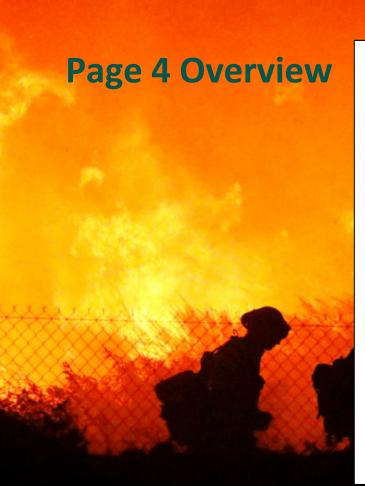


NARRATIVE EXPLANATION

(Add additional pages to this submittal, as needed, to adequately answer each question in this section.)

- Explain how each delay was beyond the control of the local agency and prohibited advancement to E76 CON, for EO and/or PR, beyond the deadline, which is two Federal Fiscal Years (FFYs) after the FFY of the Disaster begin date.
- 2. If the first Preliminary Environmental Study (<u>PES</u>) for PR work (as well as PR under EO procedures work and/or EO work, if applicable) took longer than three months from the Disaster begin date to submit to the District, cite how long it took to submit the PES to the District. Explain the reason for the delay.
- 3. If the delay was caused by Extensive Environmental Evaluation, and a study took longer than anticipated, or required additional work, identify the study and explain what aspect of the project triggered the need for the additional work.
 - Provide the estimated or actual completion date for the study.
 - Do this for each study that contributed to the delay; add additional pages if necessary.
 - As part of this submittal request, provide a copy of each completed study you mention.





Local Assistance Program Guidelines

EXHIBIT 11-TE

Attach the required documents indicated below, coinciding with the selection(s) in the Time Extension Justification section

- Extensive Environmental Evaluation
 Provide a copy of each ENV study and/or report that delayed project reaching the allotted two-year deadline.
 On the "Attachment: Reference Page", which you will find on the last page of this application, specify the study / report name(s) and reference the page and paragraph number(s) supporting the delay justification (ex. extra study requirement specified), which the reviewers should direct their attention.
 - Copy of latest approved DAF submittal package.

Complex Right of Way Acquisition

- | Copy of Notice to contact property owner.
 | Copy of Notice to contact property owner.
 | Copy of property owner response or indicate if property owner was non-responsive.
 | Copy of attempts to follow-up on notice with property owner.
 | Copy of property owner response or indicate if property owner was non-responsive.
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 | Copy of property owner response or indicate if property owner was non-responsive.
 | Copy of property owner response Page, "which you will find on the last page of this application, specify the document name(s), type(s), request or responsiveness, and reference page number(s), which the reviewers should direct their attempts.
- ☐ Copy of latest approved DAF submittal package

- Extensive Geotechnical Study

 Copy of Geotechnical Report(s)
 On the "Attachment: Reference Page," which you will find on the last page of this application, specify the document name(s) and page numbers that support justification cited, also cite the Geotechnical recommendation.
 - ☐ Copy of latest approved DAF submittal package.

- Other

 Copy of latest approved DAF submittal package.
 Any other documentation supporting the claim made to justify a time extension and...
 I.ist these documents and the reference page number(s), which the reviewers should direct their attention, using the "Attachment: Reference Page," which you will find on the last page of this application;

Note: to qualify, the ER E76 CON <u>submittal</u> package <u>must be complete</u>, received by the <u>DLAE</u>, and <u>have</u> <u>DLAE/District</u> <u>date stamp</u> on page one of this request with a date <u>on</u>, or <u>before</u>, <u>September 30th</u>, 2021.





REQUIRED ATTACHMENTS

Attach the required documents indicated below, coinciding with the selection(s) in the Time Extension Justification section on page 1.



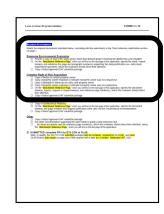
Extensive Environmental Evaluation

- ☐ Provide a copy of each ENV study and/or report that delayed project reaching the allotted two-year deadline.
- On the "Attachment: Reference Page," which you will find on the last page of this application, specify the study / report name(s) and reference the page and paragraph number(s) supporting the delay justification (ex. extra study requirement specified), which the reviewers should direct their attention.
- □ Copy of latest approved DAF submittal package.



Complex Right of Way Acquisition

- Copy of Notice to contact property owner.
- □ Copy of property owner response or indicate if property owner was non-responsive.
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- Copy of latest approved DAF submittal package.







Extensive Geotechnical Study

- □ Copy of Geotechnical Report(s)
- On the "Attachment: Reference Page," which you will find on the last page of this application, specify the document name(s) and page numbers that support justification cited; also cite the Geotechnical recommendation.
- Copy of latest approved DAF submittal package.



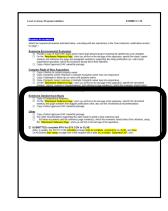
Other

- Copy of latest approved DAF submittal package.
- □ Any other documentation supporting the claim made to justify a time extension and...
- ...list these documents and the reference page number(s), which the reviewers should direct their attention, using the "Attachment: Reference Page," which you will find on the last page of this application;



☐ SUBMITTED complete RFA for E76 CON to DLAE

Note: to qualify, the ER E76 CON submittal package must be complete, received by the DLAE, and have DLAE/District date stamp on page one of this request with a date on, or before, September 30th, 2021.





Page 5 Overvie	Local Assistance Program Guidelines EXHIBIT 11-TE	
i age 3 Overvie	Local Agency Certification:	
	This Request for Time Extension ER project number(s) in accordance with the LAPM Chapler 1 ER 23 CFR 668 105 (h) & FHWA ER Manual (2013). I certify that the information provided in this document is accurate and correct. I understand that if the required information has not been provided the request may be rejected. I understand that even if all the information is provided, it is not guarantee of approval of my request. You may direct any questions regarding this request submittal to: (Name) (Phone No.)	Acres Williams
	Signature: Date: Date: Date: Title:	
	Agency: E-mail: Phone No.:	
	Caltrans District Local Assistance Engineer Acceptance and Recommendation: I have reviewed this Request for Time Extension of E76 CON Deadline (Local ER Projects) for ER project number(s) and agree it is complete. Based on the information submitted and my personal knowledge of the project, I	
	☐ Recommend ☐ Do Not Recommend (For the reason(s) provided in the below text box.)	
	this project receive a one-year time extension to authorize the Permanent Repair Construction phase of work. Signature: (e-signature of scanned Wet' signature) Date:	
	Name: Title: Agency: E-mail: Phone No.:	
The same of the sa	Distribution: (1) Criginal – DLAE (2) Copy – Division of Local Assistance, HQ ER Program Manager / Coordinator (via email to: <u>ER Time Extensions@dot ca.gov.</u>)	
		Credit: AP Photo/David Swanso





Local Agency Certification:

information provided in this or provided the request may be	ision ER project number(s)	nat if the required information has not been ation is provided, it is not guarantee of
(Name)	(Phone No.)	
Signature:	(e-signature or scanned "Wet" signature)	Date:
Name:	(b signature <u>si</u> scanned frot signature)	
Title:	·	
Agency:		
E-mail:		
Dhone No :		





Caltrans District Local Assistance Engineer Acceptance and Recommendation:

number(s)	equest for Time Extension of E76 CON Deadline (Local and agree it is completonal knowledge of the project, I	IER Projects) for ER project lete. Based on the information
☐ Recommend☐ Do Not Recomm	nend (For the reason(s) provided in the below text box.)	
this project receive a work.	one-year time extension to authorize the Permanent R	Repair Construction phase of
Signature:		Date:
Name:	(e-signature or scanned "Wet" signature)	
Title:		_
Agency:		_
Ĕ-mail:		_
Phone No.:		_



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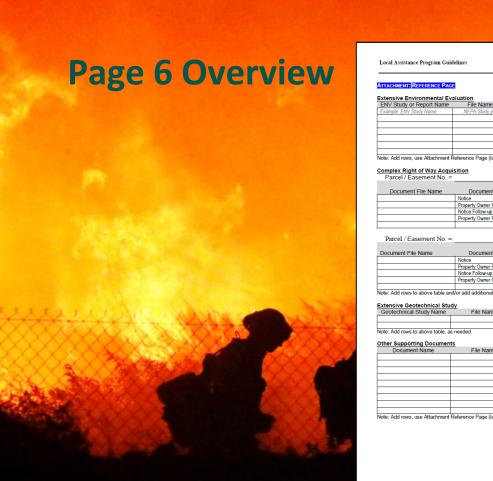


- 1) Original DLAE
- 2) Copy DLA HQ via <u>ER.Time.Extensions@dot.ca.gov</u>





Submittal Distribution



Local Assistance Program Guid	lelines				EXHIBIT 11-TE
ATTACHMENT: REFERENCE PAG	E				
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Example: ENV Study Name	NEPA-Study pdf		# 1 Res	ason study is requ	
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lote: Add rows, use Attachment f	Reference Page (last page	of this applic	ation), o	r use additional	page(s), as needed.
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	Notice				
	Property Owner Response				
	Notice Follow-up				
	Property Owner Response				
Parcel / Easement No. =					
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ATTACHMENT: REFERENCE PAGE

Extensive Environmental Evaluation

ENV Study or Report Name	File Name	Page #	¶#	Comment(s)
Example: ENV Study Name	NEPA-Study.pdf	3	1	Reason study is required.

Note: Add rows or use additional page(s), as needed.





Complex Right of Way Acquisition Parcel / Easement No. = Responsive? Page Document File Name Document Type (Y, N, N/A) Comment(s) #(s) Notice Property Owner Response Notice Follow-up Property Owner Response Parcel / Easement No. = Responsive? Page Document File Name Document Type Comment(s) (Y, N, N/A) #(s) Notice Property Owner Response Notice Follow-up Property Owner Response Note: Add rows to above table and/or add additional "Parcel/Easement" tables here, or attach additional page(s), as needed.



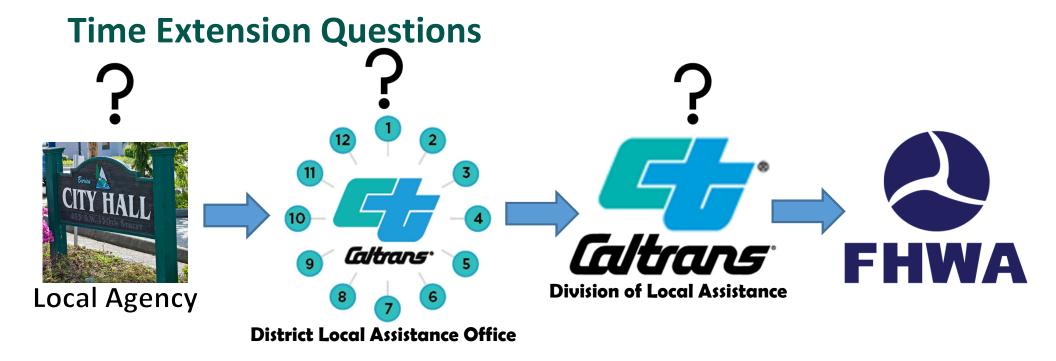


Extensive Geotechnical Stu	ıdy			
Geotechnical Study Name	File Name	Page #	¶#	Comment(s)
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Other Supporting Docume	nts			
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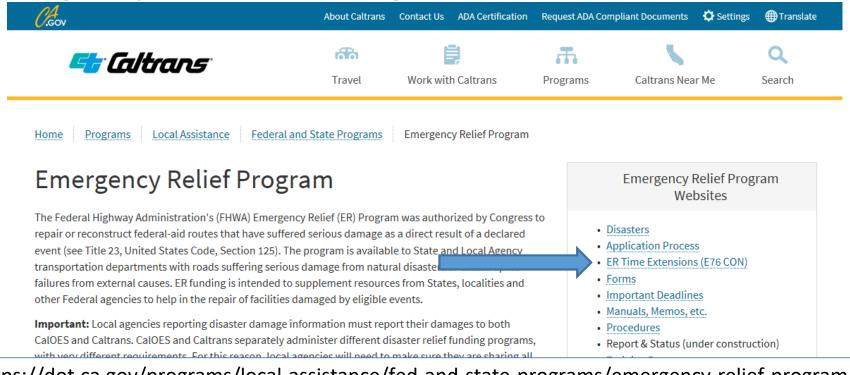


https://dot.ca.gov/programs/local-assistance/other-important-issues/local-assistance-contacts



Next Steps & Local Agency Contacts

Emergency Relief (ER) Program Web Site

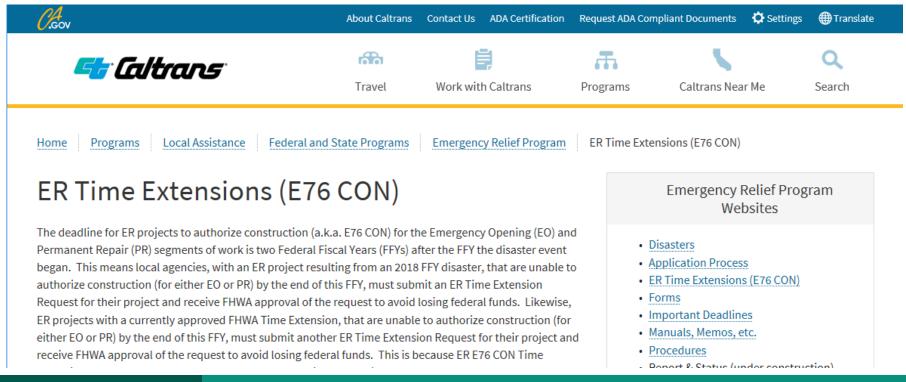


https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/emergency-relief-program



Resources

Emergency Relief (ER) Program Web Site





Resources

ER Time Extensions (E76 CON)

Links

- ER TIME EXTENSION REQUEST FORM (Word) Coming Soon
- 2021 FFY Solicitation ER Time Extension Requests Received (Excel)
- ARCHIVE: Request Lists from Previous Years

ER Contact



Links

LAST UPE	ATED ON								
	Caltrans District	DAF No.	FPN	County	Local Agency	Road/Route	Beg. PM	End PM	Time Ext Request Status



Time Extension Request Status Sheet



CT Contact Info

https://dot.ca.gov/programs/local-assistance/other-important-issues/local-assistance-contacts

CT ER Website

https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/emergency-relief-program



Questions and Answers