

State of California  
Business, Transportation and Housing Agency  
Department of Transportation

PROJECT BUSINESS MATTERS  
Time Extension – Project Completion  
Action Item

Prepared By:  
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CTC Meeting: August 21, 2002

Reference No.: 2.8c.

*Original Signed By*  
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ROBERT L. GARCIA  
Chief Financial Officer  
August 1, 2002

**WAIVER REQUEST – CTC RESOLUTION G-01-21**  
**CTC STIP GUIDELINES**  
**SECTION 65 – TIMELY USE OF FUNDS**

**LOCAL STREETS AND ROADS PROJECTS**  
**WAIVER 02-38**

**ISSUE**

Resolution G-01-21, *STIP Guidelines*, adopted by the California Transportation Commission (Commission) on July 12, 2001, stipulates that the Commission may extend the deadline for project completion no more than one time and only if it finds that an unforeseen and extraordinary circumstance beyond the control of the responsible agency has occurred that justifies the extension. The extension will not exceed the period of delay directly attributed to the extraordinary circumstance and will in no event be for more than twenty (20) months.

The City of Grass Valley is requesting a three (3) month post fact extension. To ensure ample time for project completion, the Department recommends a four (4) month extension from the original deadline of June 30, 2002 to October 31, 2002.

**SUMMARY**

The City of Grass Valley has made arrangements to acquire bicycle racks and expects to complete installation of the racks by the end of September 2002.

To date, there have been no reimbursements to the City for the project.

**RECOMMENDATION**

The Department recommends the Commission approve the post fact time extension.

August 2002

**POST FACT**  
**REQUEST TO EXTEND THE PERIOD OF PROJECT COMPLETION**  
**CTC STIP GUIDELINES, SECTION 65 - TIMELY USE OF FUNDS**

| Recipient<br>Project Description                   | PPNO #   | Amount<br>Allocated                 | Prog<br>Yr. | Recipient's Stated Reason for Delay  | Extension Request                        | Department<br>Recommendation   |
|--|----------|-------------------------------------|-------------|--|--|--|
| City of Grass Valley<br>Grass Valley Bike<br>Racks | 03-0863A | \$4,500<br><br>BFP-99-16<br>6/15/00 | 92/93       | Limited staff, new employees, and an aggressive capital improvements program delayed implementation of this project to install bicycle racks at city parking lots. The City has made arrangements to acquire the racks and will install them in conjunction with other work at the city lots. The City expects to complete installation of the bike racks by the end of September. | 3 months<br><br>6/30/02<br>to<br>9/30/02 | 4 months<br><br>6/30/02<br>to<br>10/30/02.<br><br>(The additional months will provide ample time to complete the project, pay the vendor, and complete administrative steps required for reimbursement.) |