

ACTION ITEMS
City-County-Federal-State Cooperative Committee
May 5, 2011

| Agenda Item | Action Item | Responsibility | Due Date |
|--|---|-------------------------------|------------------------------|
| FHWA Update | Send to Committee NACE FHWA Project Template | Kiana Buss | 7/7/2011 |
| | Send to Committee regional apportionment information | Denix Anbiah | 7/7/2011 |
| LTAP/CTAP | Update Committee as new information becomes available on the training programs | Denix Anbiah | 7/7/2011 |
| | Set-up a conference call with interested Committee members to solicit feedback on the training programs | Mohsen Sultan | End of May 2011 |
| Every Day Counts | Invite Malcolm Daugherty to the next Committee meeting to discuss Caltrans' efforts and how we can implement them at the local level | Denix Anbiah | 7/7/2011 |
| Project Delivery Report | Provide feedback on the use of this new tool/webpage (http://www.dot.ca.gov/hq/LocalPrograms/projectdeliveryreport.htm) | All | 7/7/2011 |
| Pre-Award/Risk Based Audit | Report back to the Committee progress on getting this proposal approved by FHWA | Denix Anbiah | 7/7/2011 |
| Agenda for Change | Provide draft intent language regarding Agenda for Change item 3a-d to the Committee | Denix Anbiah | 7/7/2011 |
| | Provide feedback on new and improved Agenda for Change items to Denix Anbiah or Kiana Buss | All | 7/7/2011 |
| Right of Way Certification Update | Update Committee and provide implementation date for new form/policy | Ray Zhang | 7/7/2011 |
| Non-Infrastructure PES Form | Send proposal to Committee for feedback before finalizing the Office Bulletin and provide a report/update at the next meeting | Denix Anbiah/Margaret Buss | 7/7/2011 |
| Non Agenda Item | Action Item | Responsibility | Due Date |
| Identifying Efficiencies in Project Delivery | Add a standing item to the agenda to discuss opportunities at all levels of government (federal, state, regional, & local) to make the project delivery process more efficient - with a focus on the small things | Kiana Buss & Jennifer Whiting | Ongoing |
| Carry Over Items | Action Item | | |
| CTCDC | Invite city and county representatives from various transportation committees such as the CTCDC to attend the Committee meetings to provide updates on current issues and hot topics they are involved in | Kiana Buss & Jennifer Whiting | Ongoing (every 6 mos. or so) |