



**2026 COMPREHENSIVE INVESTMENT PLAN (CIP) APPLICATION
& LOCAL BUSINESS CONTRACT EQUITY (LBCE) PROGRAM WORKSHOP
SEPTEMBER 12, 2024**

Q&A SUMMARY

2026 CIP OVERVIEW & APPLICATION

Q1. Does the proposed project have to be listed in the County Transportation Program (CTP)?

A1. Yes, the project must be included as a 10-year priority project/program, 30-year project/program, or programmatic project/program in the current (2020) CTP. If a project isn't included individually in the CTP, Alameda CTC staff may be able to match it with an existing programmatic CTP category. If you cannot easily locate your project in the 2020 CTP list, send a brief project description to Alameda CTC staff to determine the project's CTP status and CIP eligibility.

Q2. Which phase would the planning and outreach activities fit in?

A2. It'd depend on the type of planning and outreach activities. Scoping phase activities wouldn't be eligible for the 2026 CIP. Sponsors are to use other local funds, including their Direct Local Distribution (DLD) funds, for scoping activities.

If a sponsor has questions about the eligibility of specific planning and outreach activities, please contact Alameda CTC staff. Projects in earlier development phases may not be as competitive as a well-defined projects or programs.

Q3. If we cover the scoping phase with local funds, would that be counted as a local match?

A3. The local match requirement applies to each funded phase. If some scoping-related activities are conducted as part of a funded phase, such as the environmental phase, staff costs for those activities could potentially be considered as part of the local match for that phase. For specific scenarios, contact Alameda CTC staff to confirm.

Q4. Please clarify when the DLD funds can be considered as a local match.

A4. The sponsor may use the DLD funds for staff costs for project administration or contract management and count them as a local match; however, those costs are not eligible for reimbursement with 2026 CIP funds.

- Q5. Regarding the external grant funding requirement for the Three Major Trails Grant Matching Program (3MTGMP), how will you consider the funding awards to be announced after the CIP application is due, such as the Active Transportation Program and Regional Measure 3 Safe Route to Transit and Bay Trail Program?
- A5. Those funding programs qualify as the external grant funds for the 3MTGMP purposes, and the sponsor should include the pending grant amount as “unsecured” in the CIP application and explain the sponsor’s back-up plan should the grant be not awarded. Alameda CTC staff will consider the outcome of those funding opportunities and work with the sponsor before making the staff recommendation by May 2025.
- Q6. Can you clarify the geographic boundaries of the Three Major Trails, given that some parts of the trails may not currently exist?
- A6. The 2026 CIP guidelines specify that the projects that “directly benefit” the Three Major Trails are eligible for the 3MTGMP. If the project is not located on the existing alignment, send a brief project description and project limits to Alameda CTC staff for the eligibility confirmation.
- Q7. If we are one of the small cities with no local match requirement, will we receive the maximum points for the Matching Funds selection criteria?
- A7. The sponsors exempt from the local match requirement for capital projects under the Small Cities Program Policy, i.e. Cities of Albany, Emeryville, and Piedmont, will receive zero points for the Matching Funds selection criteria if they don’t provide any local contribution. This scenario is comparable to all other sponsors that would receive zero points if their local match only meets the minimum 25% requirement.
- Q8. Regarding the 3MTGMP: (1) Can sponsors submit multiple applications? (2) Is the maximum request of “up to 30% of the sponsor match” calculated as 30% of the sponsor’s local match plus the external grant funding, or 30% of the sponsor’s local match only? For example, if a project commits \$1 million local match to a \$10M Active Transportation Program grant, would the maximum 3MTGMP request be \$3.3M or \$300K?
- A8. (1) Each sponsor can submit only one application for the 3MTGMP.
(2) The maximum 3MTGMP request would be 30% of the local match only (\$300K in the example).
- Q9. Is a separate City Manager/Chief Executive’s signature required, or is the signed resolution of local support sufficient?
- A9. The resolution of local support, signed by the sponsor’s governing body, is sufficient.
- Q10. Do projects that receive the CIP allocation have to be completed by the end of FY 26-27?
- A10. The required project completion timeline will depend on the project schedule and will be included in the Project Funding Agreement.

Q11. For a corridor project, should the sponsor enter the latitude/longitude of beginning and end points for the project's geographic coordinates question (Question 4)?

A11. Please enter the mid-point.

Q12. If a project is located adjacent to, but not directly in, an Equity Priority Community (EPC), should we provide additional justification under Question 10?

A12. No justification is needed under Question 10, but please describe how the project benefits the EPC under Question 17.

Q13. The resolution of local support requires identification of the CIP request amount. As the design is progressing, we may have an updated cost estimate closer to the CIP application deadline. Will our request amount be limited to the amount in the adopted resolution?

A13. Alameda CTC may work with the sponsor to accommodate a minor change in the CIP request amount from the time of the resolution to the application. However, if the change turns out to be significant, we may ask the sponsor to return to their governing board to affirm their support for the revised amount. After the CIP award, the sponsor will be responsible for any cost increases.

LOCAL BUSINESS CONTRACT EQUITY (LBCE) PROGRAM

Q1. Can we use on-call consultants that were vetted through a Request for Qualification (RFQ) process and certified by the Local Business Contract Equity (LBCE) Program?

A1. Yes, if the procurement met the LBCE Program requirements, including goal-related requirements.

Q2. What should we do if the lowest bid doesn't meet the goal? Do we need to submit a Good-Faith Effort (GFE) documentation? If so, what's the review process, and how long does it take?

A2. If a bidder fails to meet the LBE or SLBE goals, Alameda CTC must determine whether all bidders made GFE to meet the LBE and SLBE goals; see LBCE Program's Appendix C, Exhibit B1 - Procurement Process: Construction, and Exhibit B2 - Compliance Language: Construction, which are all available at www.alamedactc.org/contract-equity. Documentation of the contractor's GFE shall be submitted within four (4) calendar days of bid opening if the bidder does not meet the LBE and/or SLBE goals. All bids will be evaluated for GFE if the GFE review is triggered. This evaluation may be conducted by Alameda CTC and sponsor staff and may take an estimated 1.5 to three months. Therefore, we recommend the sponsor to reach out to as many potential bidders and subcontractors as possible to get them certified in advance to increase the likelihood of meeting each goal.