

Gavin Newsom
Governor

Toks Omishakin
Secretary

400 Capitol Mall, Suite 2340
Sacramento, CA 95814
916-323-5400
www.calsta.ca.gov

CALL FOR PROJECTS

2022 PORT AND FREIGHT INFRASTRUCTURE PROGRAM

Summary: This call for projects details application requirements and procedures to apply for funding under the California State Transportation Agency (CalSTA) Port and Freight Infrastructure Program (PFIP). In late-June 2022, the California State Legislature enacted Governor Gavin Newsom's Port and Freight Infrastructure proposal through Senate Bill 198 (SB 198; Section 13 of Chapter 71, Statutes of 2022), which includes \$1.2 billion (\$600 million in 2022-23 and \$600 million in 2023-24) in one-time funding for the PFIP. CalSTA intends to award the entire \$1.2 billion in a single cycle through a single program of projects, with \$600 million available for projects in 2022-23 and \$600 million in 2023-24, consistent with funding availability.

Final Filing Date: Submission of electronic versions of the project cover letter and Project Narrative Document **must be complete by January 13, 2023 no later than 5:00 p.m Pacific.**

Submission Requirements: Applications must be submitted electronically to pfip@calsta.ca.gov in printable format.

If submitting multiple applications, each application shall be submitted separately. All relevant information included in the application must be clearly readable in this electronic copy, including but not limited to signatures, color-coding, and oversized documents. The PDF application files will be used for printing materials as needed for the review committees, and thus should be legible and printable on standard paper sizes (letter, legal and ledger). Supporting documentation should also be submitted in an appropriate electronic form, such as Excel, for ease of review.

ELECTRONIC SUBMISSIONS: The Program email account (pfip@calsta.ca.gov) can receive attachments totaling no more than 70MB, and it is recommended that attachments do not exceed 20MB. Should attachments collectively total

more than 20 MB, multiple emails, clearly numbered in sequence ("Email x of x" as part of the subject line), may be submitted.

Contact Information: For further information regarding this solicitation, please contact the program electronically at: pfip@calsta.ca.gov.

Optional pre-application meetings to discuss project concepts with CalSTA and Caltrans staff: CalSTA and Caltrans staff will host virtual pre-application meetings to discuss project concepts and phases, as well as clarify project application requirements. Virtual meetings will be held at select times from mid-November to mid-December 2022.

Project sponsors considering multiple applications or projects with significant project phasing should also specify this in the request. If a project sponsor has the flexibility to participate on more than one date and time, indicating this will allow better balancing of available time with requests for meetings. Specific time slots will be assigned on a first-come, first-served basis. Meeting duration will generally be less than 45 minutes and only eligible applicants may request a pre-application meeting.

Applicants desiring feedback on specific questions in the pre-application meetings should submit questions no later than five business days prior to the scheduled meeting date. While not all questions may be addressed in the pre-application meeting, post-meeting Frequently Asked Questions may be developed.

If you are interested in a pre-application meeting, please indicate your availability from mid-November to mid-December 2022 for a pre-meeting [using this Smartsheet form](#) by **Friday October 20, 2022**.

Supplementary Information: CalSTA recommends that project applicants carefully read this solicitation and the Port and Freight Infrastructure Program (Guidelines) in their entirety prior to preparing application materials. The Guidelines and other relevant information can be found on the CalSTA Freight, Rail and Border website at <https://calsta.ca.gov/subject-areas/freight-rail-border>.

Section 1: Application Review Process

Applications submitted will proceed through a multi-step review process:

1. Basic screening for completeness and eligibility

2. Review of application for potential subdivision into project phases or components
3. Initial rating of projects on each evaluation criterion and other additional factors described in the Guidelines by multi-agency technical panels
4. Consideration of technical panel ratings, considerations of SB 198 geographic funding splits by a senior executive panel, with potential to request additional information from subject matter experts that may result in a revised rating on one or more evaluation criteria or factors
5. Project selection by CalSTA, taking into consideration cross cutting and comparative selection criteria that consider overall program objectives, evaluation criteria and SB 198 provisions

The Project Selection Process is further detailed in Section 9 of the Guidelines.

Section 2: Project Application Contents

The project application document shall be submitted as a PDF addressing each of the following items in order:

1. **A signed cover letter**, with signature authorizing and approving the application. If the applicant does not need to specifically go to the agency's Board to request permission to authorize and approve the application, then only the signature of an official or executive (i.e. General Manager/Executive Director/CEO) authorized to submit is needed. A board resolution or authorized agent form is not required to be filed at the time of application submittal.
2. **Project Narrative Document (maximum 50 pages)**

The following content is required as part of the project narrative. These requirements shall be satisfied through a narrative statement and may be supported by spreadsheets, tables, maps, drawings, and other materials, as appropriate. The project narrative shall include an explanation of the project and its proposed benefits. Details of the narrative can be found in Sections 7 and 8 of the Guidelines. Applicants must include the following:

A. Project Summary Data

- i. Project Title
- ii. Lead Implementing Agency Name
- iii. Partnering Agency(ies)
- iv. Project Priority X of X (if agency is submitting multiple applications)

- v. Fund Amount Requested by Phase, Segment and/or Component
- vi. Total Project Cost
- vii. Name of Port(s) that is a Co-Sponsor or Provided a Letter of Support: Y or N/A
- viii. Name of Railroad Company(ies) Co-Sponsor or Letter of Support: Y or N/A
- ix. Overview
- x. Project Location and Map(s)
- xi. Point of Contact
Designate a point of contact for the applicant that is an employee of the eligible applicant, including phone number, mailing address and email address.

B. Project Scope

C. Project Costs

D. Project Schedule, Milestones, and Readiness

E. Project Benefits

F. Independent Utility Explanation

G. Consistency with Regional Transportation Plan / Sustainable Communities Strategy

H. Statement explaining whether the proposed project primarily supports goods movement to, from, and through the Ports of Los Angeles or Long Beach (or both) or whether the project primarily supports port and goods movement infrastructure in the rest of the state

I. Documentation of Utility Company Agreement(s) (for Electric Fueling Infrastructure Projects)

J. Project Evaluation Criteria

Document how the project addresses each of the Project Evaluation Criterion in Section 8 of the Guidelines.

3. Fact Sheet (1-3 Page Limit)

4. Support Documentation

A. Certification of Cost Estimates

- i. Signed statement certifying that cost estimates used are approved by the Chief Executive Officer or other authorized officer of the implementing agency.

B. Capital and Operating Financial Plan Details (as applicable)

- i. Applicants should submit a Project Programming Request (PPR) form as part of their application for funding. Instructions about how to access and fill out this form can be found here: [PPR log-in and instructions webpage](#).

C. Letters of Support