

Gavin Newsom
Governor

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

Toks Omishakin
Secretary

Port and Freight Infrastructure Program (PFIP) Programming and Allocation

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This memorandum provides additional details regarding the programming and allocation of Port and Freight Infrastructure Program (PFIP) funds.

1. Per the California State Transportation Agency (CalSTA) PFIP Guidelines dated October 12, 2022 (October 12, 2022, PFIP Guidelines), CalSTA will publish its program of projects as part of the PFIP award announcement.
2. After the program of projects is published, the California Department of Transportation (Caltrans) Division of Local Assistance (DLA), as delegated by CalSTA, and the Sponsoring/Applicant agency will execute a PFIP Master Agreement (initially referred to as a Baseline Agreement in, October 12, 2022, PFIP Guidelines), which is an agreement between the implementing agency and the State defining the general terms and conditions that must be met to receive funds through PFIP. Agencies that have pre-existing Master Agreements with DLA may not need to execute a new Master Agreement.
3. Caltrans DLA, as delegated by CalSTA, and the implementing agency will also execute one or more Program Supplement Agreements (PSAs) and Amendments as needed, (consistent with the October 12, 2022, PFIP Guidelines), which are program and project-specific agreements executed pursuant to the Master Agreement that include all project-specific information (e.g., project scope, funding fiscal year, project delivery schedule, project budget, etc.) needed to encumber funding and shall include expected outcomes and deliverables.
4. After Caltrans DLA and the Sponsoring / Applicant agency execute requisite Master Agreements and Program Supplement Agreements, the Sponsoring / Applicant agency will submit for Caltrans DLA approval a PFIP Request for Allocation and PFIP Finance Letter in a format specified by Caltrans DLA. Funding will be allocated by project phase (e.g.,

Approval and Environmental Document (PA&ED), Plans, Specifications,
and Estimates (PS&E), Construction, etc.).