



Transportation Enhancement Funds Round 18 Workshop

Monday, March 22, 2010

Saguaro Room

9:00 a.m.



What Are Transportation Enhancement Funds?

- TE Funds are a federal set-aside program
- Intended to go “above and beyond” typical transportation projects
- Arizona receives between \$10 to \$16M each year for State and Local projects
- Enhancement funds are reimbursable only.



Enhancement Funds

Round 18 What's New

1. The Round 18 application cycle will be a pilot for a two-year cycle; the Round 19 cycle will begin in the year 2012.
2. The available total funding for local projects has been raised to \$12,000,000 and \$8,000,000 for state projects.
3. The federal cap for local projects has been raised to \$750,000.
4. State projects cannot exceed \$1m without another source to fund the overage.
5. Federal reimbursement is now available for scoping and environmental costs.

Transportation Enhancement Funds Facts

- For Round 18 only - the amount that can be requested for Local Projects will increase to \$750,000. Utility Clearance and Right of Way costs are determined reimbursable on a case to case basis.
- Design costs (and this year Scoping and Environmental costs) will be eligible for federal funding and are reimbursable (if the sponsor has indicated they are asking for funding for design in their application), but no funds can be expended for reimbursement until after the Notice to Proceed is received from the ADOT Project Manager, with the effective date and the authorization from FHWA.
- **Note that the 5.7 % match is still required.** All projects require a minimum of 5.7% HARD CASH MATCH. (\$30,223 for \$500,000 project) (\$45,334 for \$750,000)
- If the Local Govt. wants to use the full \$750,000 in federal aid, their project would need to cost at least \$795,334.



Transportation Enhancement Funds Facts

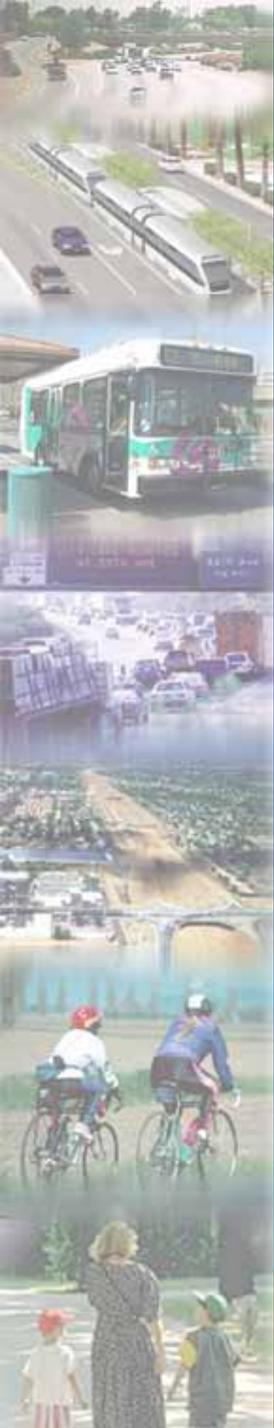
- § If work is performed prior to the Notice to Proceed, costs will NOT be reimbursed.
- § If a project is not constructed, all federal funds expended for design etc. must be paid back to FHWA.
- § TE funds do not cover maintenance. A joint project agreement (JPA) for maintenance must be signed by the sponsor and ADOT.



Transportation Enhancement Funds Facts

- § Round 18 will be the start of a two year annual TE application and review cycle. After the completion of the first 2 year cycle, the Committee will assess if the approach was successful and should continue or revert back to the annual cycle.
- § The next cycle will be in 2012.
- § At the TERC's Mid Year Meeting:

Jurisdictions were called before the TERC to explain INACTIVE project status. Projects that are deemed non-constructible at that time will be deleted but allowed to resubmit at a later date.
- § There were three projects that were cancelled.



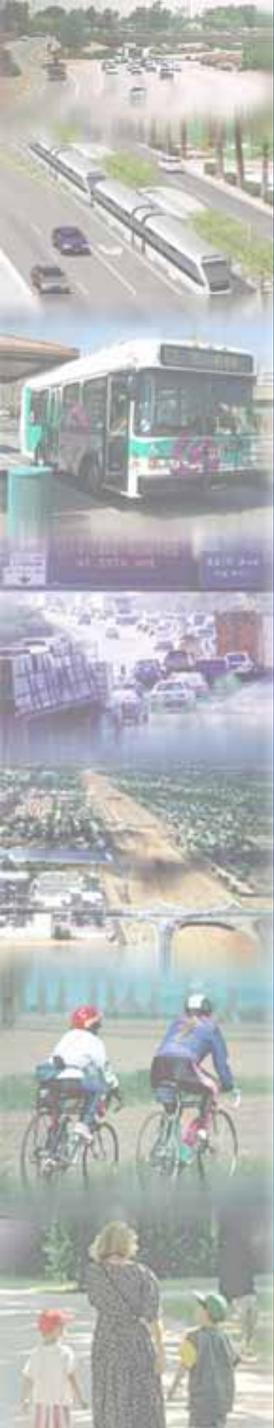
MAG Guidebook

Explains

- Enhancement Application Process
- Schedule
- Eligibility requirements for projects
- Evaluation criteria and process
- Application information
- List of previous winners

11 Eligible Activities

- Pedestrian and Bicycle Facilities
- Safety/Educ Activities for Pedestrians and Bicyclists
- Scenic or Historic Highway Programs (Scenic Easements are not currently eligible in Arizona **however this year this category may be reinstated**)
- Landscaping and Other Scenic Beautification
- Historic Preservation
- Rehab. of Historic Transportation Bldgs, Structures, or Facilities



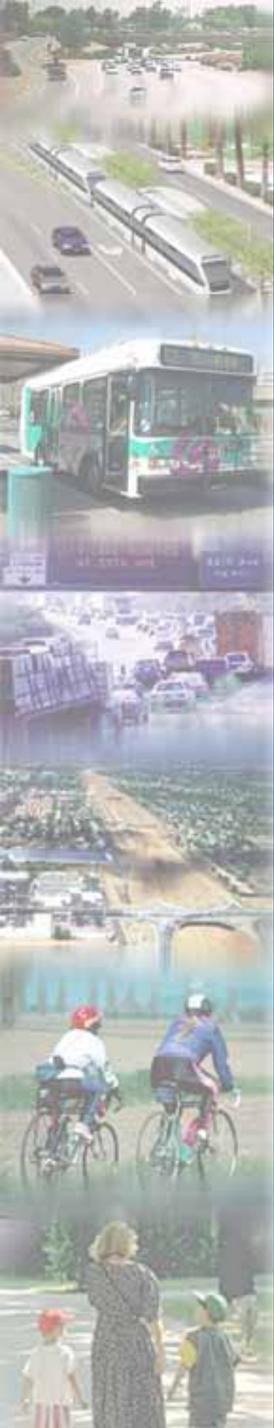
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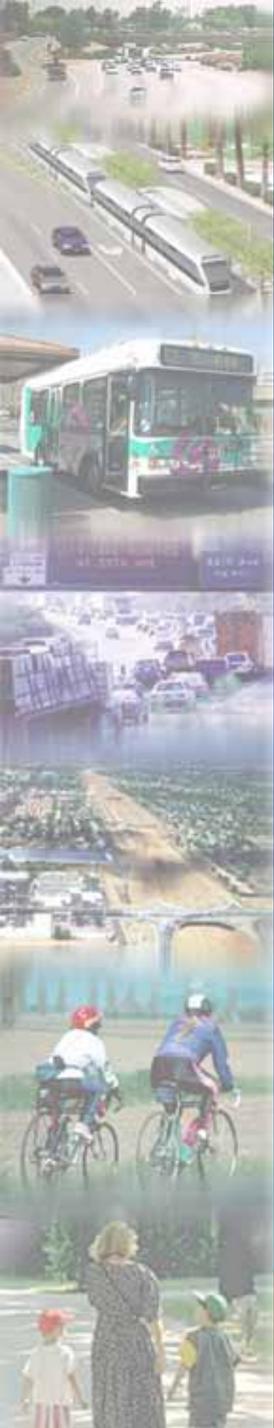
- Preservation of Abandoned Railway Corridors (Rails-to-Trails)
- Control and Removal of Outdoor Advertising
- Archaeological Planning and Research
- Environmental Mitigation (Highway Runoff and Wildlife Habitat Connectivity)
- Transportation Museums

Example of Guiding Principles

Pedestrian and Bicycle Facilities

- How does the facility serve trips that could otherwise be made by motor vehicles?
 - MUP – Multi Use Path (allows vehicles i.e. for maintenance such as SRP canals)
 - SUP – Shared-Use Path (non-motorized use only)
- How does the facility enhance safety for pedestrians or bicyclists or fill a gap in a pedestrian, bicycle, or other non-motorized shared use path or trail network?
- To what extent are the connecting locations (origin and destination) different and distinct?
- How does the facility meet [accessibility guidelines](#) under the *Americans with Disabilities Act*?





Review and Selection Process

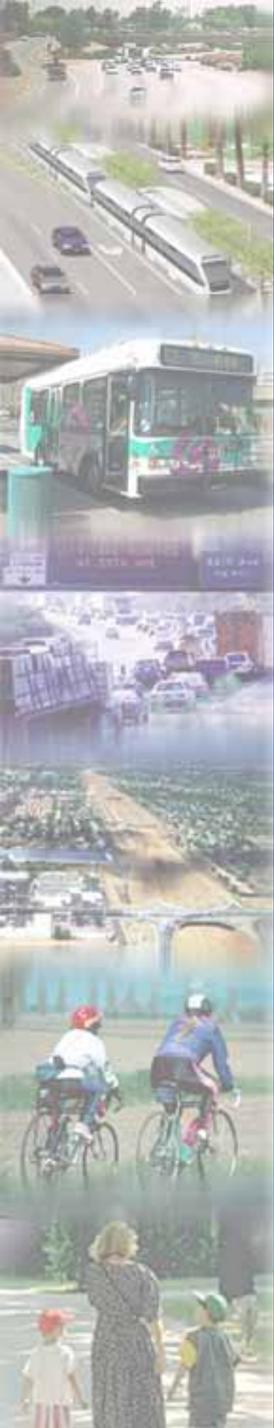
Two Stages

MAG

- Submit application
- Present application
- Revise application and resubmit to EPRG
- Applications are ranked
- Site visit by MAG/suggestions to improve final application for TERC
- Resubmit 20 copies for ADOT

ADOT

- Site evaluation of projects before TERC review



MAG Review and Ranking Process

Application

- Submitted by Wednesday, April 21, 2010 at 10:00 a.m.
- 8 copies of the application (with clip – not bound)
- No electronic or faxed applications
- Applications will not be accepted:
 - If they are late
 - If they are over the page limit as specified



MAG Review and Ranking Process

Presentation Meeting

- § Jurisdictions will present their project to the EPRG on Tuesday May 4, 2010 (9 am – 3 pm)
- § NO power point presentations. Projects will be assessed based on the information in the application. NO extra information can be distributed (boards/flyers/maps).
- § Applicants will receive written comments from the EPRG that need to be addressed and incorporated into their revised application.
- § **One revised application in print and one pdf on CD are due to MAG on Wed. May 26, 2010 by 10:00 a.m.**



MAG Review and Ranking Process

EPRG Ranking Meeting

- § EPRG will rank the revised project applications on Tuesday June 8, 2010 at 9:00 a.m.
- § Ranked Projects will receive the MPO signature to be included in the final application.
- § COG's are not allowed to submit applications for more money than is available. Usually that is \$8M for local projects and \$4M for state. **This year the level is \$12M for local and \$8M for state.**

TERC Meeting in October

- § Jurisdictions will provide MAG staff with key talking points to “sell” the project.



Schedule

- Applications Due: Wednesday, April 21, 2010, 10:00 am
- Presentation to EPRG: Tuesday, May 4, 2010 9:00am
- Revised Application: Wed., May 26, 2010, 10:00 am
- Ranking Meeting: Tuesday June 8, 2010, 9:00 am
- MAG Management: Wed., July 14, 2010 at noon
- MAG Regional Council: Wed., July 28, 2010 5:00pm
- Final Applications: Wed., Aug. 4, 2010, 10:00 am
- Site visits by MAG and ADOT: July/August 2010
- TERC Ranking: October 8, 2010
- TERC Approval: November 2010

Application

Cover:

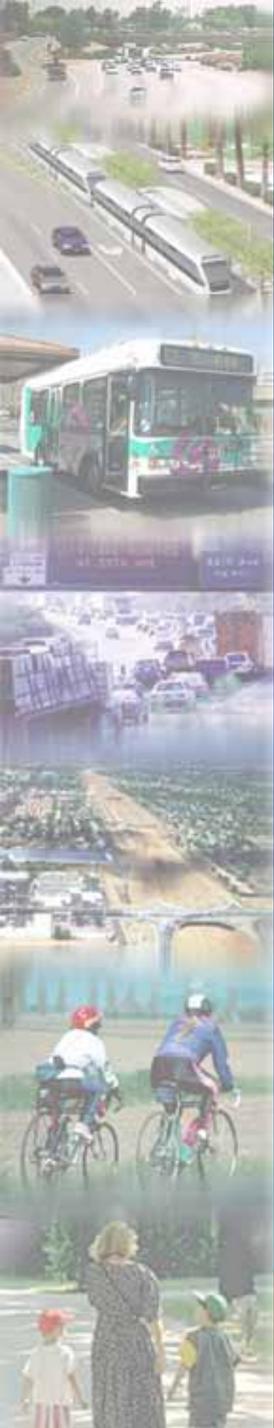
Name of Jurisdiction:

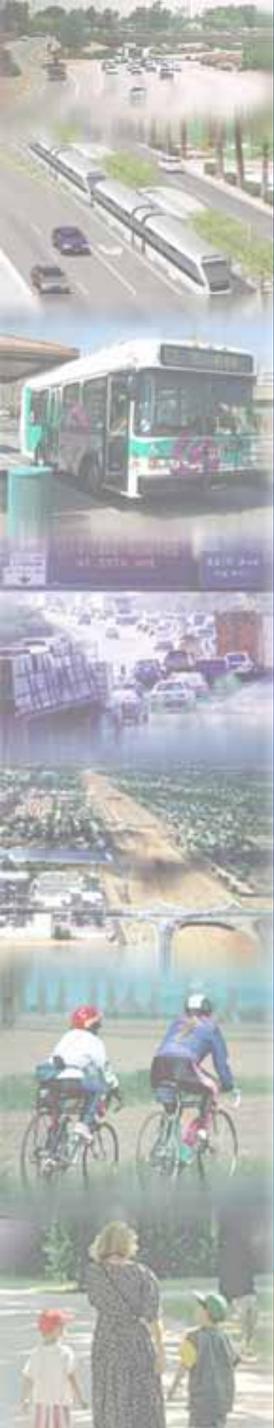
Name of Project

Transportation Enhancements Round 18 - 2010

Photo of the project

(Show the NEED for the project in the photo)





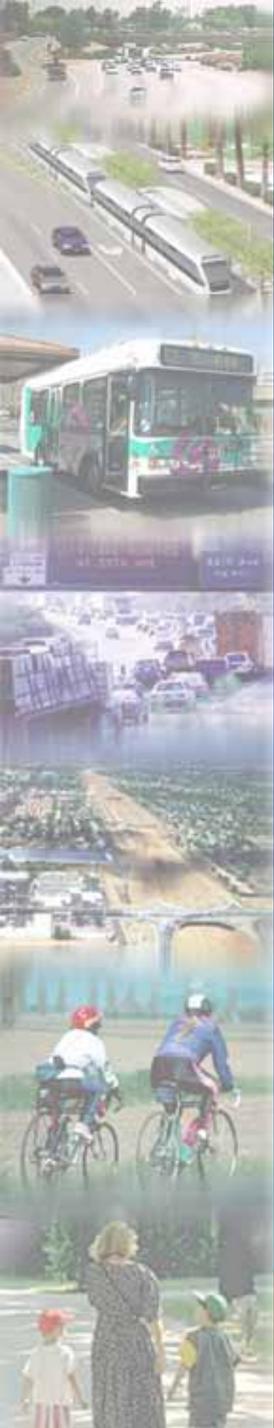
Application

- Cost estimate pages count as one page
 - Signed by someone responsible for the accuracy of the cost estimates.
 - Include accurate Environmental Process costs (Call Tish Hunter at ADOT for assistance 602-712-6895)
 - Specify who is responsible for Maintenance

Application

Local Government Resolution outlines Sponsor Commitment to:

- § Pay the 5.7% match and ALL overmatch
- § Pay for design, scoping, environmental, right of way, utility clearance if sponsor is using all federal funds for construction.
- § Insure the project will be ready for advertisement in THREE YEARS
- § Pay for all cost overruns
- § Reimburse ADOT/FHWA for all federal funds used, if the project is cancelled by the sponsor
- § Pay the ADOT Review Fee
- § Commit to a JPA maintenance agreement



Application

MAPS: Vicinity and Project Area Maps

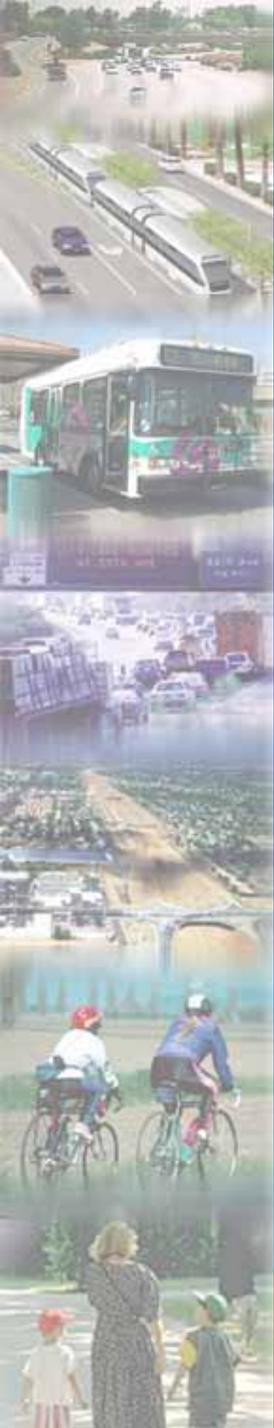
1. Vicinity Map shows where your jurisdiction is located within the state of Arizona
2. Project Area Map:
 - Clearly marked with street names with the project boundaries delineated.
 - Show the adjacent land uses near the project, show nearby destinations and other nearby paths that link to the proposed project.
3. Place a scale on the maps and indicate which direction is north.

Application

PHOTOS

- Before and after photos (photo shopped/editing).
- Be sure that the photos demonstrate the need for the project.
- Clearly label the photos and describe them for reviewers who may not be familiar with the project area.
- All photos should have captions.
- A maximum of six (6) photos may be submitted and they should all fit on no more than three (3) pages total. Photos that are in the application should be a minimum of 3" x 5" and a maximum of 4" x 6."

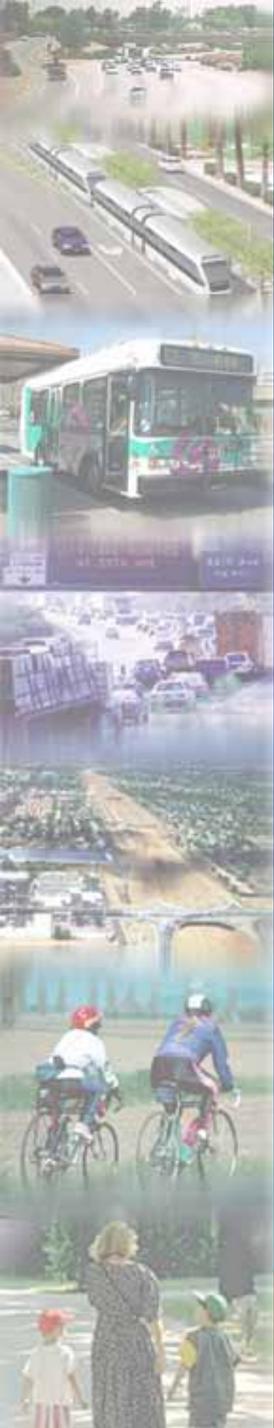




Application

All letters of support should be included in the application. Do not have letters of support mailed, separate from the application, to MAG or ADOT staff

An application without at least one letter of support can be rejected. If a point scoring system is used, the application will receive a lower score.



Application

- Historic designations
 - Should have State Historic Preservation Office review before submittal to mpo
- StateWIDE projects
 - Shall be submitted to ADOT directly
- State Projects (that are on 75% State right of way)
 - Need to be submitted to the mpo
 - Signed by ADOT District Engineer
 - Can request \$1,000,000
- Local Projects
 - Can request \$750,000

Application Review

- Agencies are requested to identify a priority ranking if submitting multiple applications

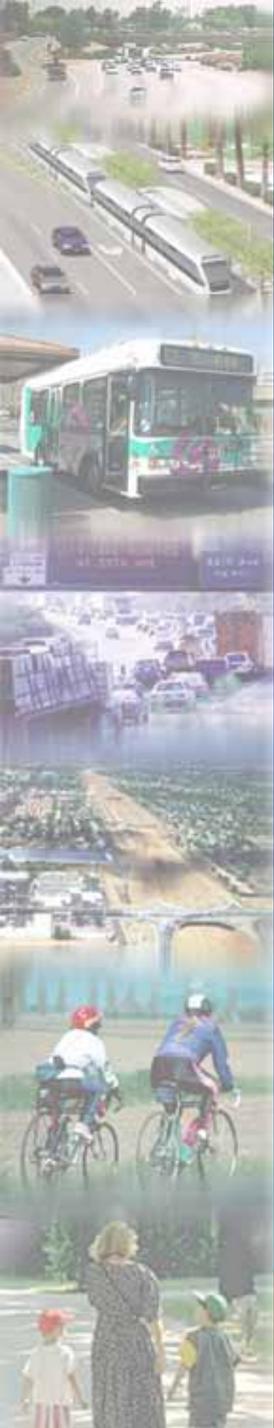


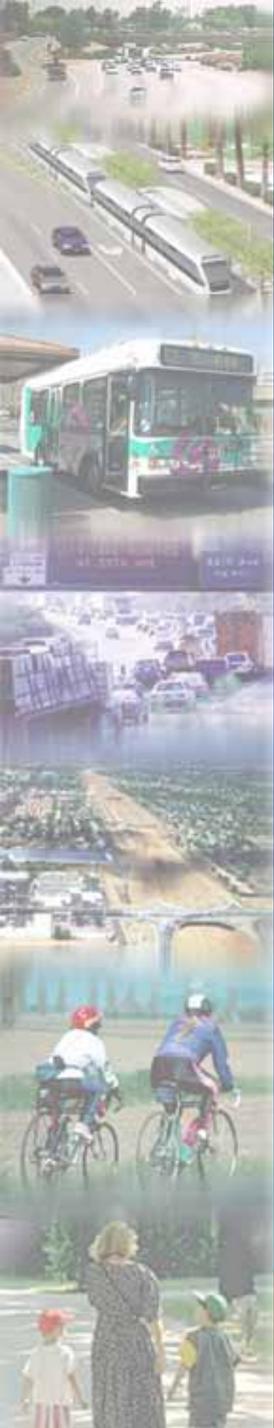
Criteria Utilized by the MAG EPRG and the TERC

Evaluation Criteria Points

1. Overall Project Considerations / Objectives = 35 points
2. Project Need / One Time Opportunity = 10 points
3. Project Maintenance = 10 points
4. Cost-Effectiveness / Reasonable Cost Factors = 10
5. Community Involvement = 10 points
6. Community Benefit or Improvement = 25 points

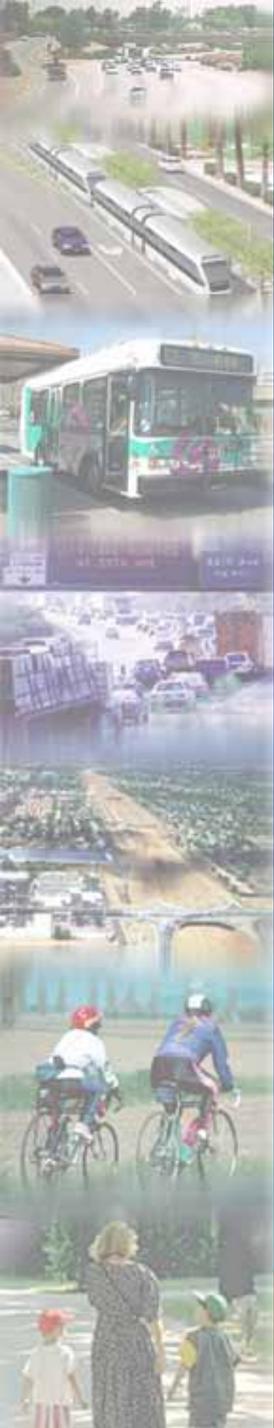
TOTAL PROJECT SCORE = 100 points





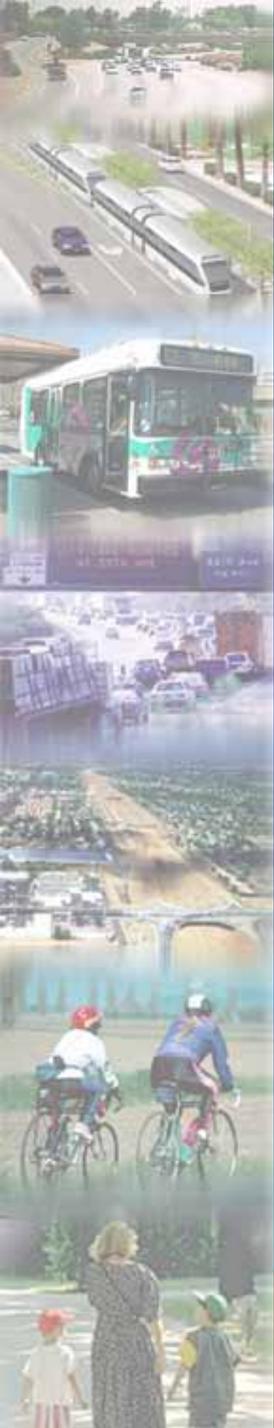
If Project is Selected

- Sponsors must receive notice to proceed from ADOT/FHWA. Any costs incurred before this are not reimbursable.
- Project cancellation policies are in the ADOT Guidebook
- Project sponsor is responsible for providing information to MAG for programming in the TIP



If Project Selected

- Project Development Timeline:
 - ü ADOT Training Workshop (January)
 - ü Kick-off meeting within 6 months of workshop
 - ü Scoping (project assessment report) -12 months of project workshop
 - ü Environmental clearance -18 months from date of workshop
 - ü Complete design with utility and ROW must be bid ready- 36 months from date of workshop
 - ü Bid-ready documents – must bid then within 6 months of bid ready



If Project Selected

- Deposit \$3,000 - \$5,000 for ADOT fees when project assessment is submitted
 - ü Cannot be funded with TE funds
- Consult ADOT Transportation Enhancements Guidebook/website for:
 - ü Construction and procurement
 - ü Cost overrun policies
 - ü Self bidding

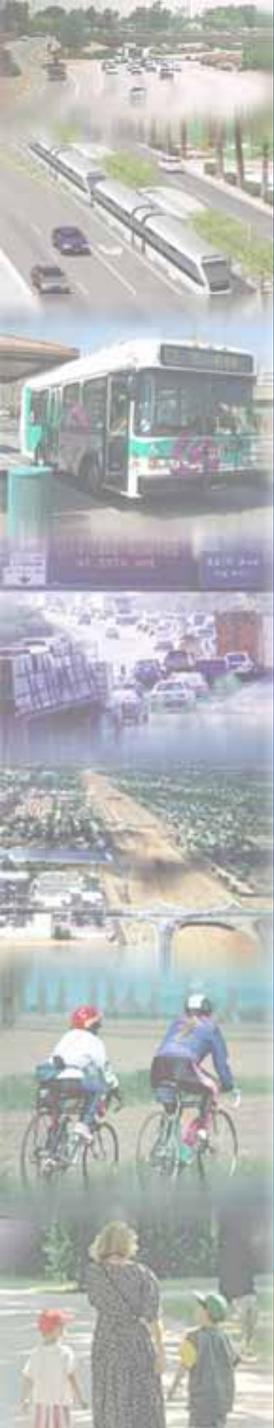
If Project Selected

EXAMPLE OF BREAKDOWN OF COSTS (\$750,000 + match of \$45,334) = \$800,000 Project:

	Unit	94.3% Federal	5.7% Local Share	100% Local Additional
PROJECT SCOPING				
Topographic Survey	\$ 15,000			
Project Assessment Report	\$ 30,000			
Environmental Determination	\$ 25,000			
HAZMAT Assessment	\$ 1,500			
Subtotal	\$ 71,500	\$ 67,425	\$ 4,076	\$ -
PRELIMINARY ENGINEERING (DESIGN)				
Geotech Investigation	\$ 20,000			
Drainage Report	\$ 10,000			
SWPPP	\$ 2,500			
PS&E's	\$ 85,000			
Subtotal	\$ 117,500	\$ 110,803	\$ 6,698	\$ -
CONSTRUCTION				
Direct Construction	\$ 481,000			
Mobilization	\$ 40,000			
Construction Admin (incl. CE)	\$ 90,000			
Subtotal	\$ 611,000	\$ 571,772 (maximum possible)	\$ 34,560	\$ 4,668
TOTAL	\$ 800,000	\$ 750,000 (2) (maximum allowable)	\$ 45,334	\$ 4,668

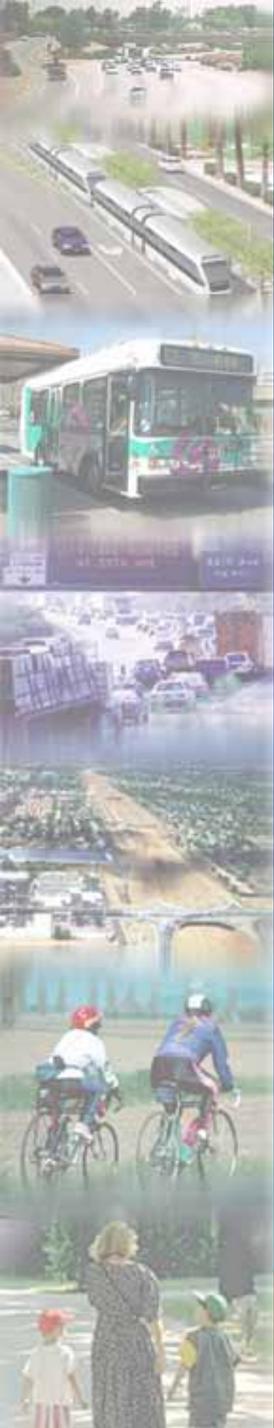
(1) Costs are representative and can be extremely variable. Any minor variations in the sums are the result of dollar amount being rounded off to the nearest whole number.

(2) Maximum allowable on a local project. Prorata share (94.3% federal, 5.7% local) based on federal/local participation amount is \$795,334.



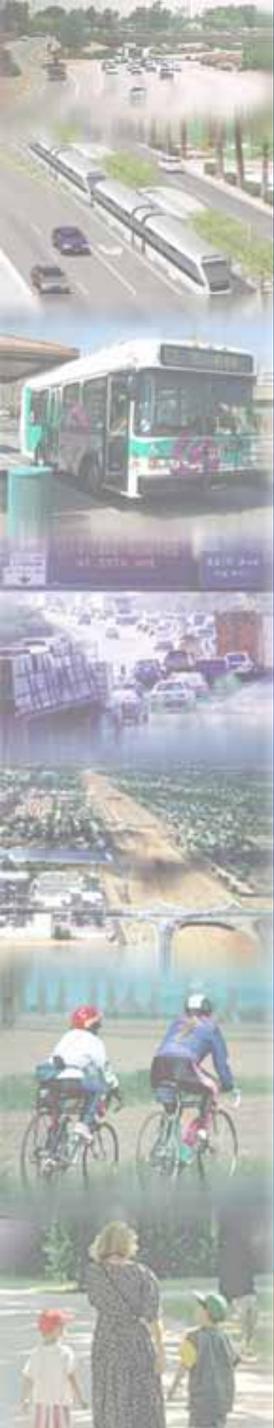
Practical Guidance

- Competitive process
 - ü Use clear descriptive language to convey a picture of the project to someone who is not familiar with it
 - ü Do not use the words “*trail or recreation*”. These are transportation projects.
 - ü Have the application submitted by the Transportation Department, not the Parks and Recreation Department.
 - ü Have GREAT maps and six photos. Make sure maps have streets clearly identified (include both detailed and vicinity maps)
 - ü Obtain community support (no more than 5 letters)
 - ü Number your pages



Practical Guidance

- Use ADOT Guidebooks
- Call MAG first with questions



For more information

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This presentation is available online at
www.mag.maricopa.gov