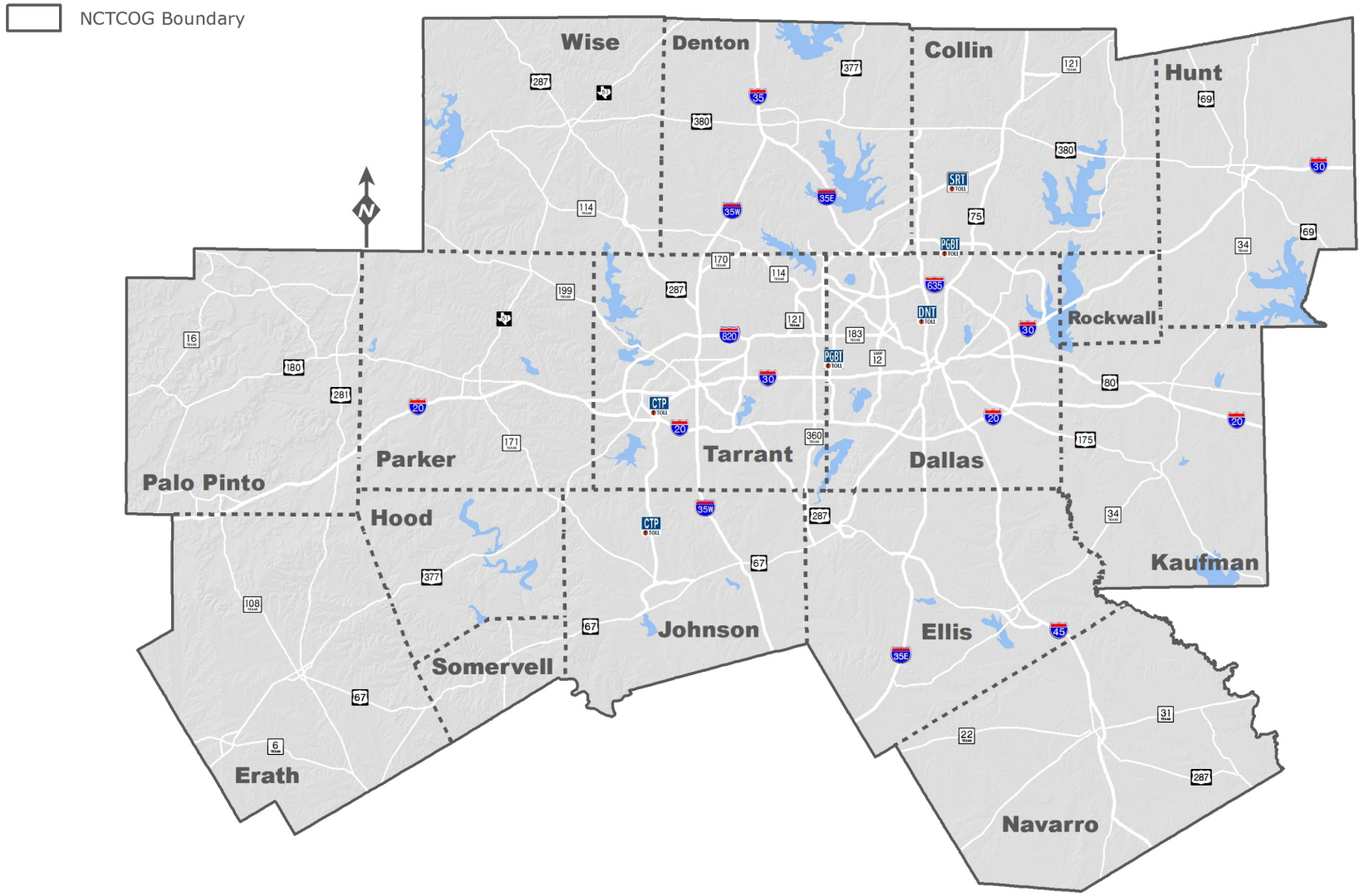
WORKSHOP ON PROJECT SELECTION AND PROJECT IMPLEMENTATION

Surface Transportation Technical Committee

December 4, 2020

North Central Texas Council of Governments
Transportation Department

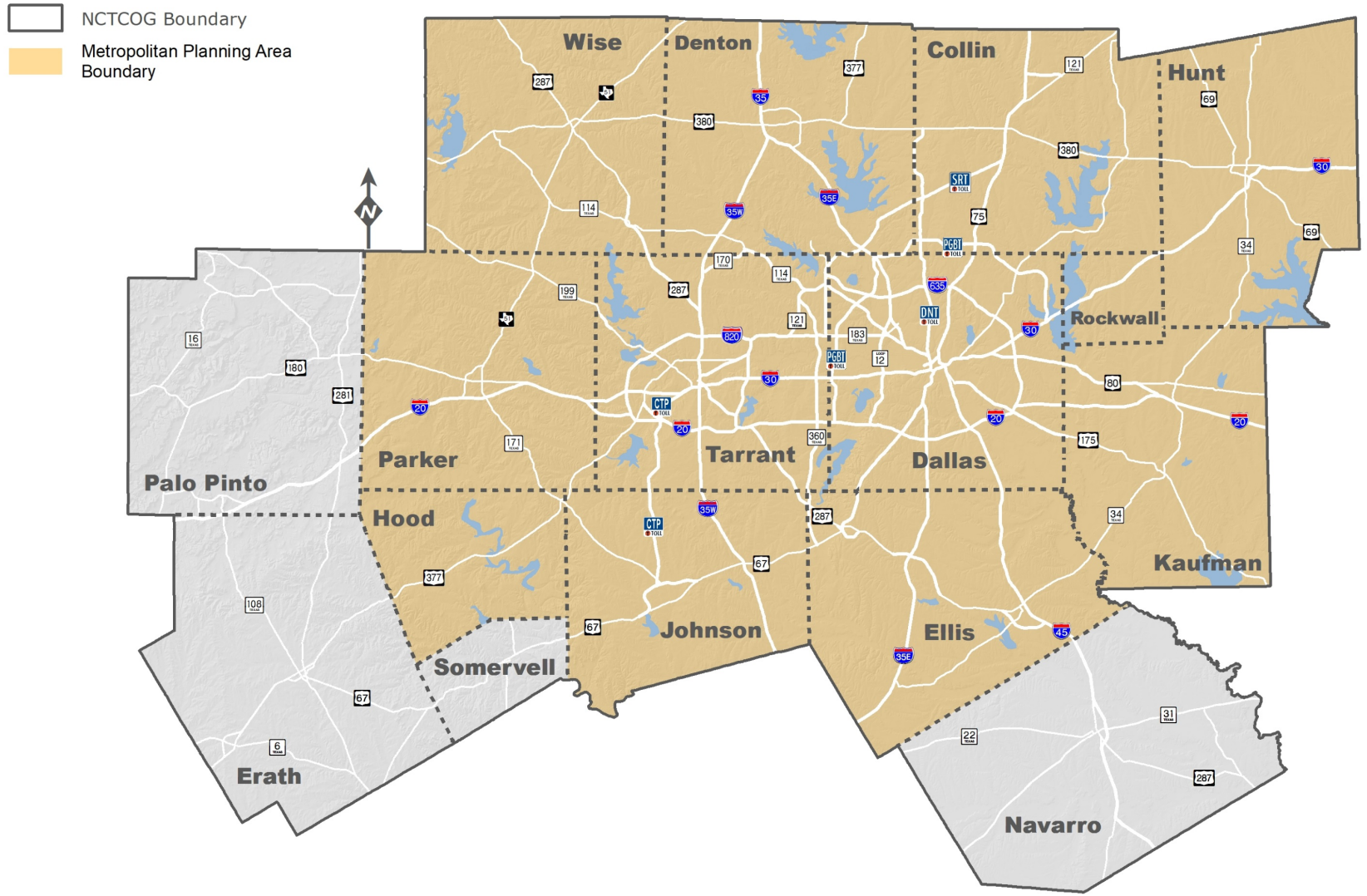
NCTCOG 16-COUNTY BOUNDARY



North Central Texas Council of Governments

June 2018

NCTCOG MPO BOUNDARY



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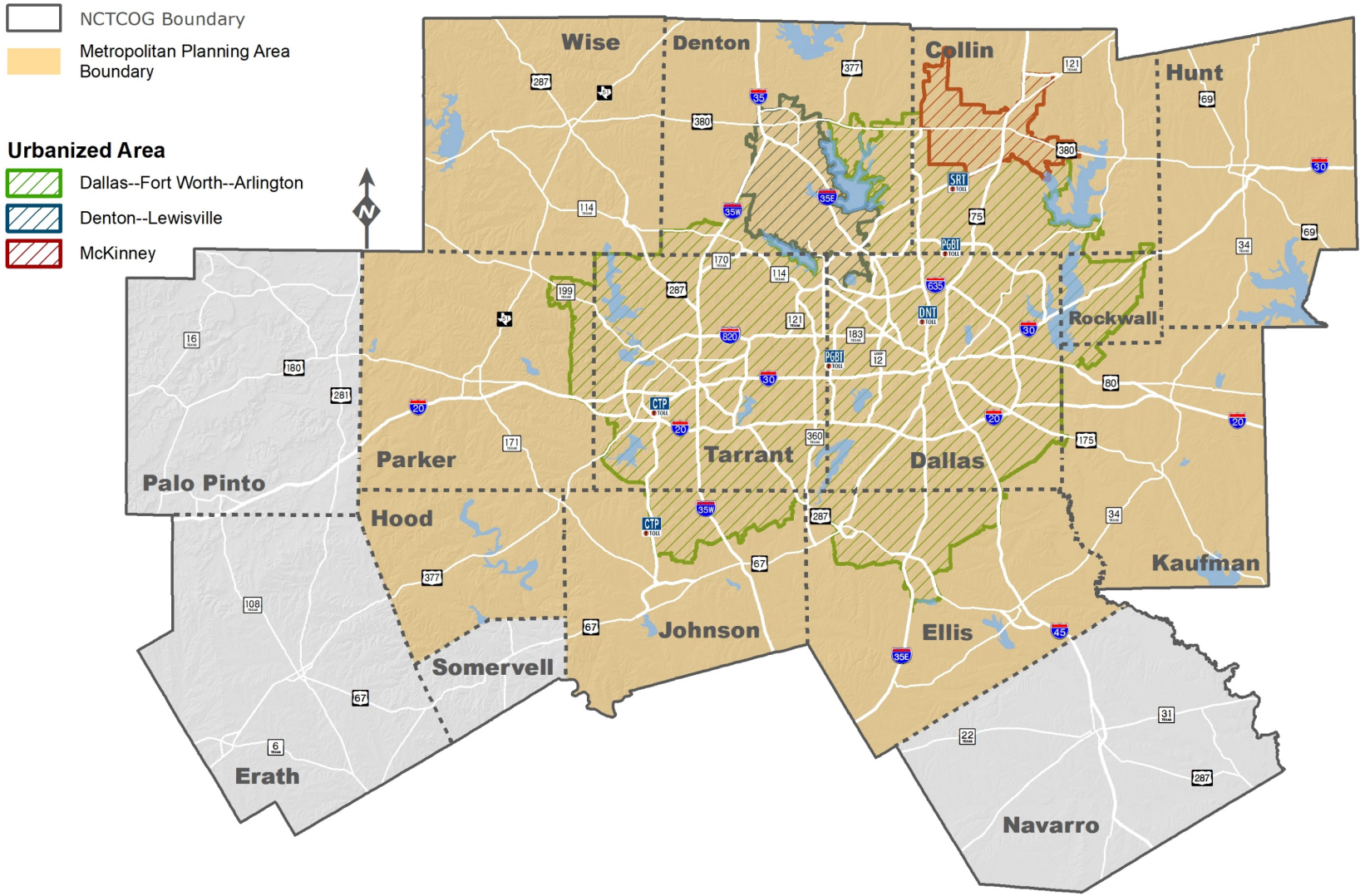
June 2018

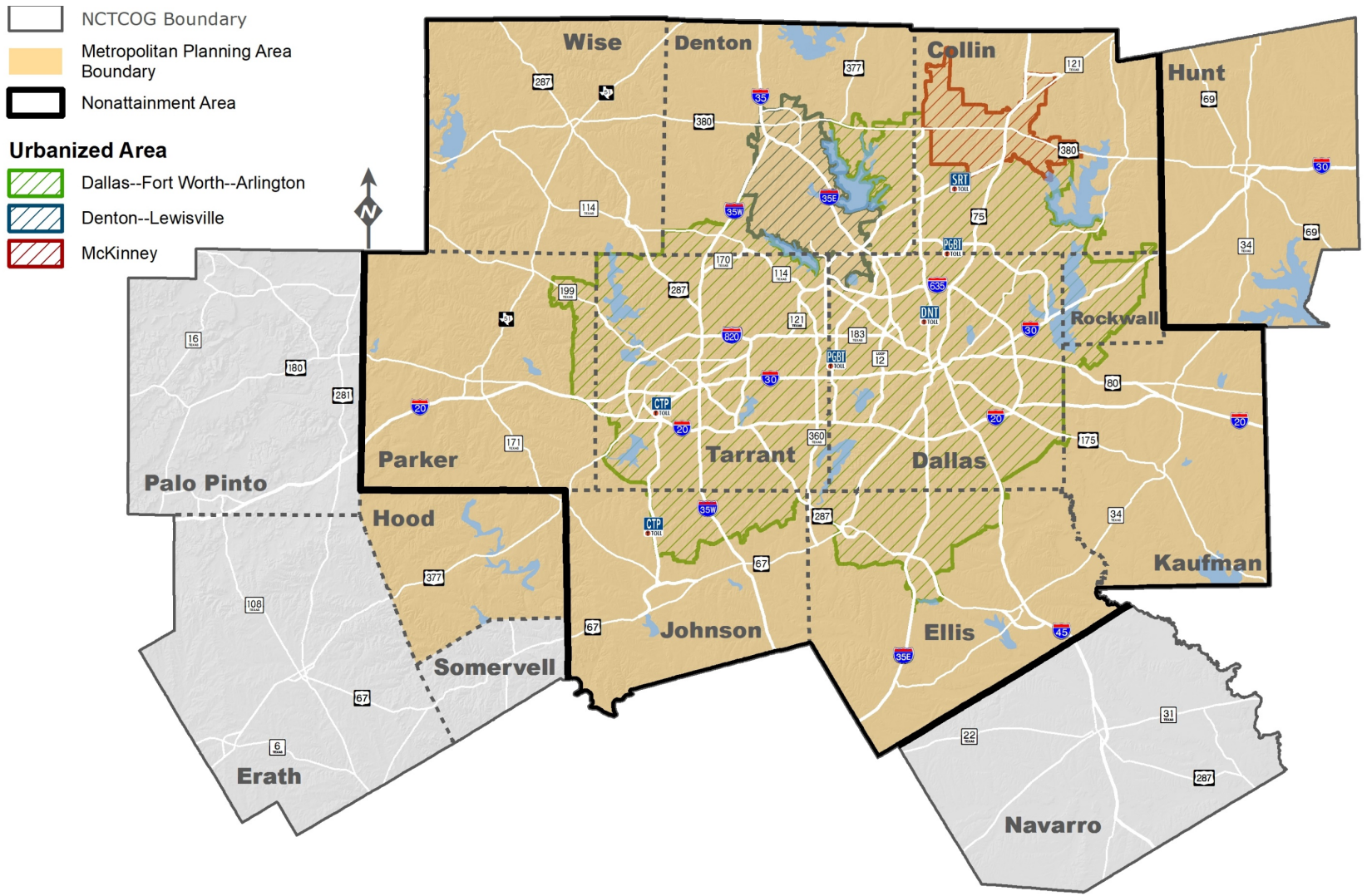
DFW URBANIZED AREAS



North Central Texas Council of Governments

June 2018

NON-ATTAINMENT AREA



North Central Texas Council of Governments

June 2018

TRANSPORTATION FUNDING AND PROJECT IMPLEMENTATION: A COOPERATIVE EFFORT

Local Governments	•Cities •Counties
Texas Department of Transportation	•Dallas District •Fort Worth District •Paris District
Transit Agencies	•DART •Trinity Metro •DCTA
Transportation Agencies	•North Texas Tollway Authority •DFW Airport

TRANSPORTATION IMPROVEMENT PROGRAM (TIP) DEVELOPMENT VS. TIP MODIFICATIONS

TIP Development

- Process to develop a new TIP document
- Typically occurs every two years concurrent with ongoing modification cycles
- A full inventory of funded projects in which every project is reviewed (a “large modification cycle”)
- The purpose is to create a new TIP document for the next four years of available funding
- Identifies the following: scope of work, approved funding types and amounts, project phases, and approved timing for projects
- Approved by the RTC, and reviewed by TxDOT, FHWA, and FTA
- Included in the Statewide TIP (STIP)

TIP Modifications

- Process to make changes to the current TIP
- Typically occurs on a quarterly cycle (February, May, August, and November)
- A subset of projects that require a timely revision
- The purpose is to maintain project information accuracy or add new projects to the existing TIP
- Governed by Regional Transportation Council (RTC) policies which are categorized by: RTC Action, Previous Action, Administrative Amendment, or Staff Action Items
- Approved by the RTC, and reviewed by TxDOT, FHWA, and FTA
- Included in the Statewide TIP (STIP)

TIP DEVELOPMENT TIMELINE

May-November 2019	Conduct meetings with implementing agencies, and review existing projects & gather information on additional locally funded projects
August 2019-February 2020	Data entry (revisions to project schedules, funding, and/or scope), develop listing, and financial constraint based on estimated future revenues
February 2020-June 2020	Conduct Mobility Plan & Air Quality conformity review, and solicit public & STTC/RTC input
July 2020	Transmit final document to TxDOT
September 2020	Anticipated approval of the STIP by Texas Transportation Commission
October/November 2020	Anticipated federal approval of the STIP

PROJECT SELECTION

- Project selection occurs predominantly through Calls for Projects or Funding initiatives.
- Involves:
  - Competitive project selection (i.e., technical review)
  - Strategic project selection (i.e., based on priorities), and/or
  - Partnerships (i.e., “roundtable discussions”)
- Timing
  - Federal and State funds = As funds become available
  - Regional Toll Revenue (RTR), RTC/Local = as funds become available

PROJECT SELECTION

- ***If you would like new funding for a project, discussions should occur with the TIP team in advance of submitting a TIP modification.***
- In order to have a project considered, the following information should be provided:
  - Limits and scope
  - Cost estimates split out by phase (engineering/environmental clearance, right-of-way (ROW) acquisition, utility relocations, construction)
  - Estimated project schedule by phase
  - Project justification (specific safety issue, congestion, etc.)
- It is also critical to ensure that:
  - The project is consistent with the Metropolitan Transportation Plan (MTP)/air quality conformity
  - Roadways are eligible for federal funds by being properly classified in the Federal Functional Classification System (FFCS)

ROADWAY ELIGIBILITY: FEDERAL FUNCTIONAL CLASSIFICATION SYSTEM (FFCS)

FUNCTIONAL CLASSIFICATION ELIGIBILITY	
Interstates	Eligible
Principal Arterial: Other Freeways and Expressways	Eligible
Principal Arterial: Other	Eligible
Minor Arterial	Eligible
Major Collector	Eligible
Minor Collector	Not Eligible
Local Roads	Not Eligible

DEVELOPING COST ESTIMATES/ FUNDING REQUESTS

- For federally funded projects, federal design standards must be used.
- Account for TxDOT Direct State Costs; consult with TxDOT for the specific percentages that apply to your project.
- Include inflation to cover the cost of a project the year it goes to construction (NCTCOG and TxDOT use 4% per year)
- Determine whether costs are eligible for federal reimbursement.
  - Not all utilities are eligible for reimbursement
  - Aesthetic improvements may or may not be eligible.

COST OVERRUNS

- If a Call for Projects has stipulations about cost overruns, those rules will be followed (e.g., TA-Set Aside and Sustainable Development).
- If cost overrun responsibility is not established in the Call for Projects or funding initiative, the RTC may pay for a portion of them.
  - Contact the TIP team to discuss cost overrun needs.
  - Do not assume the RTC will cover them.
  - Definitely, do not assume TxDOT will cover them.
- Build good estimates early in the process (before project selection) to avoid overruns when possible, including inflationary calculations.

PARTY RESPONSIBLE FOR UTILITIES

- Federally Funded, On-System, Non-Interstate Project (i.e., SH, US, FM, BUS), in Which Utilities Are in State's ROW – If Utilities Must Be Moved to Widen Facility, Owner Must Move at Owner's or Local Government's Expense
- Federally Funded, On-System, Non-Interstate Project in Which Utilities Are in Own Easement – If Roadway Encroaches Upon Easement, Federal and State Funds Can Pay For Relocation
- Federally Funded, On-System, Interstate Project – Utility Relocation Funded With 100% Federal Funds
- Federally Funded, Off-System Project, in Which Utilities Are Located in Easement – Relocation Reimbursed With Federal Funds

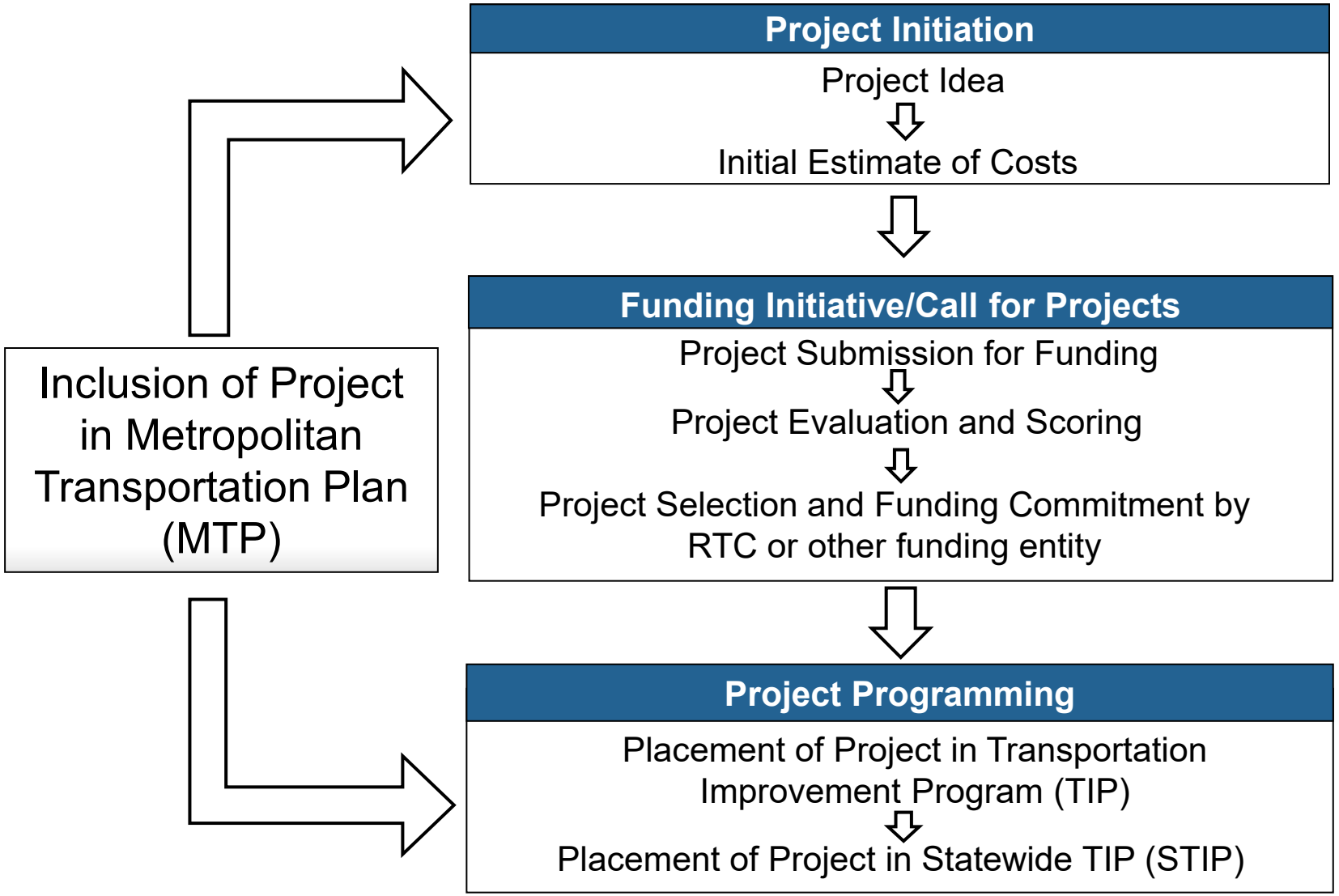
PARTY RESPONSIBLE FOR UTILITIES

- Federally Funded, Off-System Project, in Which Utilities Are Not in Easement - Relocation Funded 100% Locally
- Federal or State Funded, Bridge Program - Local Entities Must Buy ROW and Pay for Relocation Costs (100% local)
- RTC/Locally Funded Project - Relocation Not Eligible
- Burying Utilities – Not Eligible

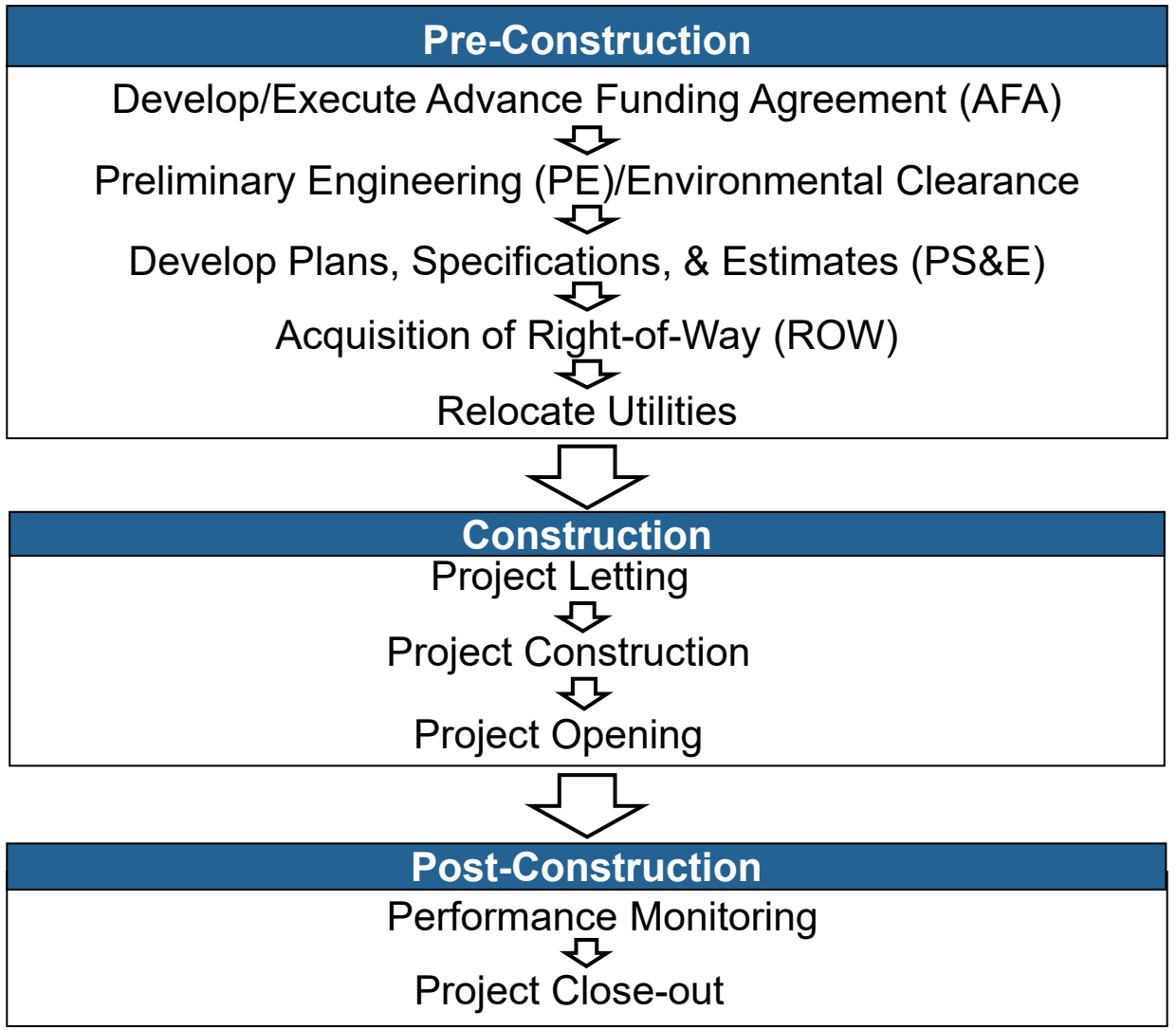
DEVELOPING PROJECT SCHEDULES

- For federal projects, phases generally cannot run concurrently (i.e., ROW cannot begin until environmental clearance is received, ROW should be acquired before relocating utilities, etc.)
- Factor in TxDOT review time for engineering/construction plans (at least 4 weeks each for 30% and 60% plans and 4-5 weeks for 90-95% plans)
- Account for the time necessary to coordinate with railroads (if applicable) and to execute railroad agreements; this can delay projects by *years*
- Consider potential delays like the need for eminent domain proceedings or coordination with franchise utility companies.
- Think about whether your agency will/can pay for any of the pre-construction phases, which could shorten the project schedule.
- Overall, local governments should consult with TxDOT & NCTCOG on proposed schedules.

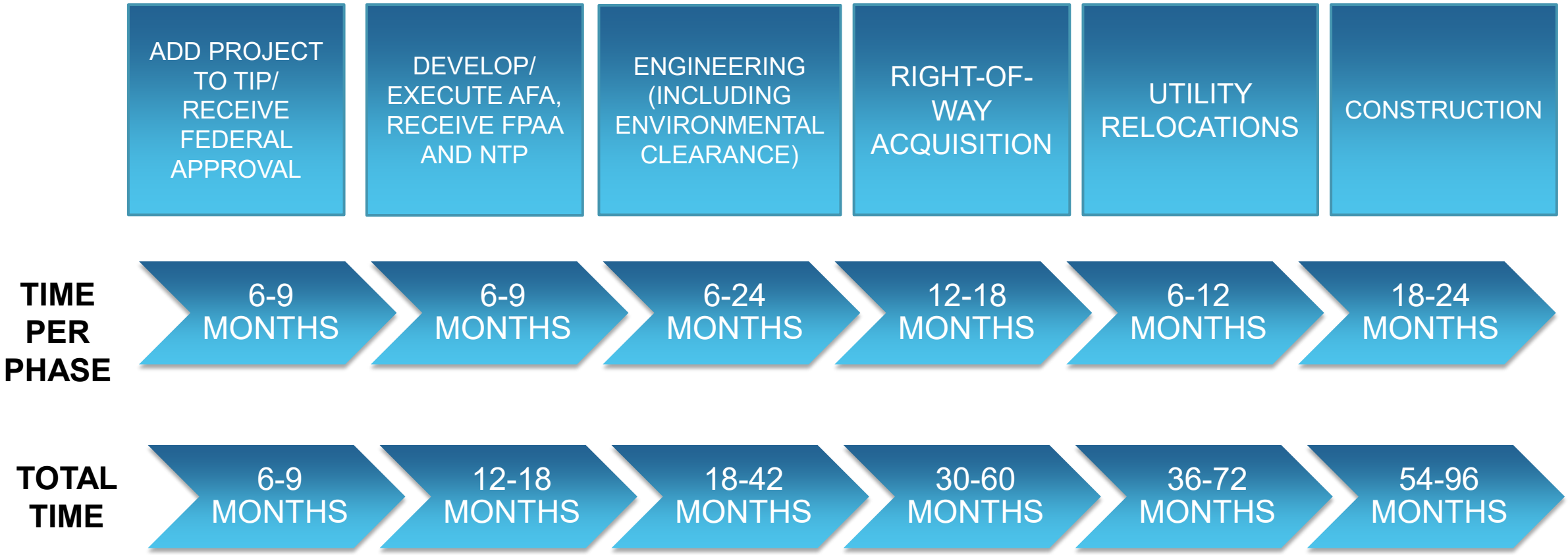
PROJECT DEVELOPMENT PROCESS



PROJECT DEVELOPMENT PROCESS



TOTAL TIME TO COMPLETE A PROJECT (ONCE SELECTED)



PROJECT TRACKING

- Purpose: Track funded projects through construction/implementation and identify projects with implementation issues to ensure that they are completed in a timely manner.
- This issue is becoming increasingly important given the large “carryover balance” in the region.
  - The balance is caused by projects not being implemented in the timeframe originally committed.
  - Each year that passes, as projects roll from one year to another, the funds wait unused and balances accumulate.
  - Outside parties see large balances and question region’s need for the funding.
- Initiatives to address this issue:
  - Monthly monitoring of projects (verifying start and completion dates for each phase of a project)
  - Regular STTC/RTC presentations on project status for the year
  - MPO Milestone Policy (reviewing projects that have not advanced to construction within 10 years of awarded funding)

MPO MILESTONE POLICY

- The MPO Milestone Policy was first adopted by the RTC in June 2015. Its purpose is to review projects that have been funded for at least 10 years and have not advanced to construction.
- The first round of this initiative contained 57 projects. Of those, 51 have let and 6 have been canceled. The second round of this initiative is currently underway and contains 41 projects.
- Projects identified as Milestone Policy projects must undergo a reapproval process that requires the project sponsor to confirm whether the project is still a priority (including policy board action), an updated project schedule, and confirmation of the availability of local matching funds.

SUMMARY FY 2020 FUNDING BALANCES

CMAQ	Amount
Federal Funding Allocated in FY 2020	$73,360,000
Estimated Federal Carryover Funds (FY 2019 to FY 2020)	+$128,112,000
Total Available Federal Funding in FY 2020	$201,472,000
Federal Funding Obligated	$140,787,718

STBG	Amount
Federal Funding Allocated in FY 2020	$114,664,000
Estimated Federal Carryover Funds (FY 2019 to FY 2020)	+$71,392,000
Total Available Federal Funding in FY 2020	$186,056,000
Federal Funding Obligated	$82,486,193

SUMMARY FY 2020 FUNDING BALANCES

TA SET ASIDE	Amount
Federal Funding Allocated in FY 2020	$7,944,000
Estimated Federal Carryover Funds (FY 2019 to FY 2020)	+$19,744,000
Total Available Federal Funding in FY 2020	$27,688,000
Federal Funding Obligated	$7,819,318

RTC-SELECTED FUNDING SOURCES

- STBG
- CMAQ
- Category 2 (Metropolitan Corridor)
- RTC/Local
- Regional Toll Revenue
- Transportation Development Credits
- Transportation Alternatives Set-Aside

FUNDING SOURCES (CONTINUED)

- **Surface Transportation Block Grant (STBG)**
  - Known as “Mobility Funds” or Category 7 funds
  - Federal funds
  - Used on capacity increasing projects (highway/HOV improvements, arterial street widenings/extensions, traffic flow improvements, air quality projects)
  - Receive $154M/year on average

- **Congestion Mitigation and Air Quality Improvement Program (CMAQ)**
  - Known as “Air Quality Funds” or Category 5 funds
  - Federal funds
  - Used on projects with emissions benefits (traffic flow improvements, bus/rail transit expansion, other air quality projects)
  - Receive $98M/year on average

FUNDING SOURCES (CONTINUED)

- **Metropolitan Corridor Funds**
  - Also known as “Category 2” funds
  - Combination of federal and State funds
  - Selected jointly by the RTC and TxDOT (generally through the Unified Transportation Program [UTP] approval process)
  - Used on capacity increasing projects along major urban highway corridors
  - Only available to projects on the state highway system
- **RTC/Local Funds**
  - Local funds created by and available to the RTC
  - Primarily used for Air Quality and Sustainable Development projects, along with planning studies and other special needs

FUNDING SOURCES (CONTINUED)

- **Transportation Alternatives Set-Aside (TASA) Program**
  - Funds alternative transportation projects, including pedestrian and bicycle facilities, access to public transportation, enhanced mobility, and safe routes to school
  - A portion of TASA funds selected by the RTC
  - TxDOT also has a Statewide TASA/Safe Routes to School CFP that covers areas that have a population of less than 200,000 and are outside of Urbanized Areas (UZA)

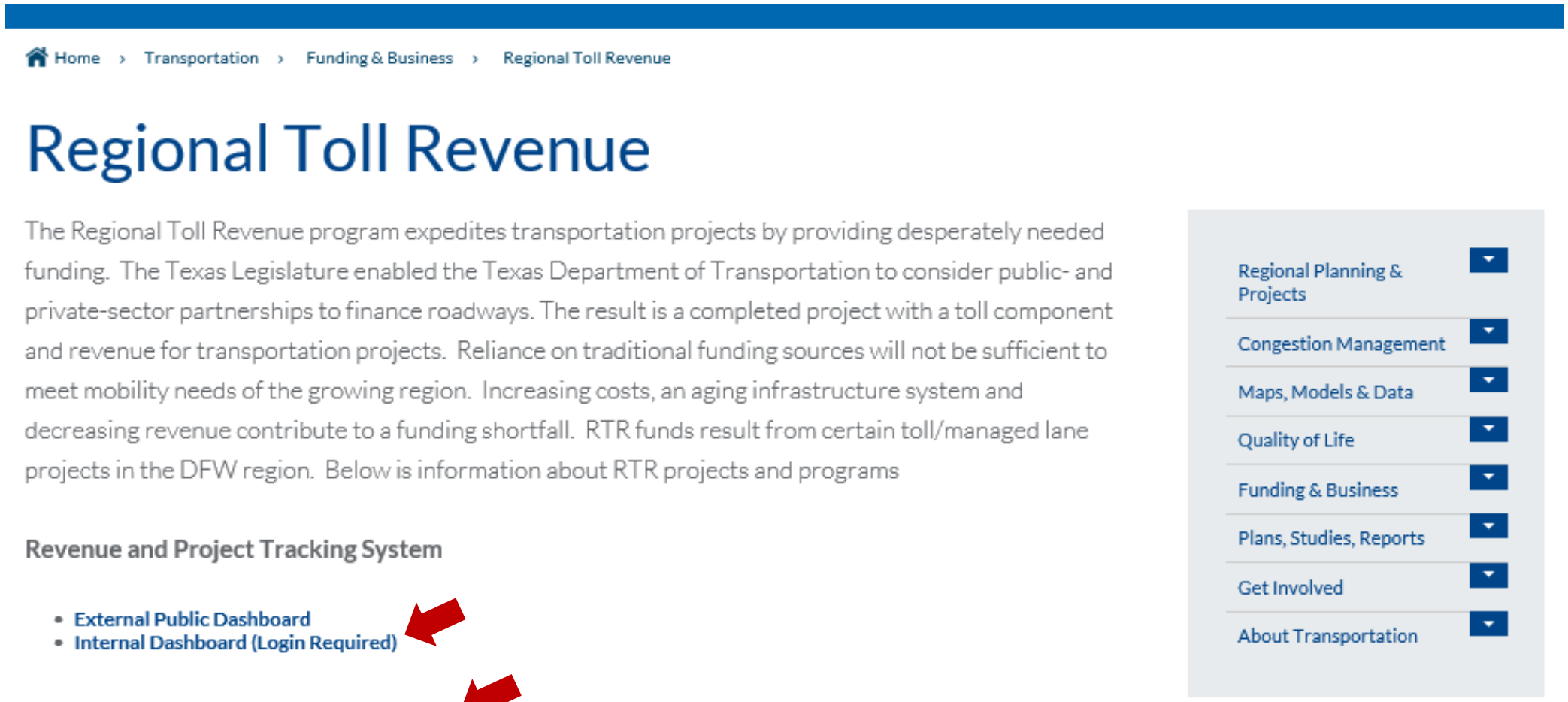
FUNDING SOURCES (CONTINUED)

- **Regional Toll Revenue (RTR) Funds**
  - Funded with toll proceeds from toll projects--NTTA or CDA
  - Source of funds:
    - Up-front payment by tolling entity,
    - Excess revenue payment by tolling entity, or
    - Interest accrued on these funds
  - May be spent on state highway system, public transit, or air quality projects
  - Selected by the RTC with strong participation levels from local agencies (cities, counties, etc.)
  - Final approval by the Texas Transportation Commission

FUNDING SOURCES (CONTINUED)

- **Regional Toll Revenue (RTR) Funds**
  - Additional requirements
    - Local agencies must track advanced RTR funds in a separate interest-bearing account
    - Monthly invoice and status reports must be submitted to NCTCOG via RAPTS website
    - Upon completion, project must be closed-out with NCTCOG first, and then with TxDOT
      - Do not send your check to TxDOT without getting NCTCOG concurrence first.
      - You will not receive NCTCOG concurrence without having previously submitted invoices and status reports, and filling out the close out check list (completely)
      - Must send NCTCOG “after” photos of project as well
    - Cost savings plus and earned interest must be returned to TxDOT
      - Do not assume your agency can spend interest. It must be returned to pool or requested to be used *in advance* of use.

RTR IMPLEMENTATION WEBSITE



Home › Transportation › Funding & Business › Regional Toll Revenue

Regional Toll Revenue

The Regional Toll Revenue program expedites transportation projects by providing desperately needed funding. The Texas Legislature enabled the Texas Department of Transportation to consider public- and private-sector partnerships to finance roadways. The result is a completed project with a toll component and revenue for transportation projects. Reliance on traditional funding sources will not be sufficient to meet mobility needs of the growing region. Increasing costs, an aging infrastructure system and decreasing revenue contribute to a funding shortfall. RTR funds result from certain toll/managed lane projects in the DFW region. Below is information about RTR projects and programs

Revenue and Project Tracking System

- External Public Dashboard
- Internal Dashboard (Login Required)

RTR Project Implementation Guidance

RTR Funding Program

Regional Planning & Projects

Congestion Management

Maps, Models & Data

Quality of Life

Funding & Business

Plans, Studies, Reports

Get Involved

About Transportation

https://www.nctcog.org/trans/funds/rtr

FEDERAL PROJECTS VS. REGIONAL TOLL REVENUE (RTR) PROJECTS

FEDERAL PROJECTS

- Funding is reimbursed (i.e., local government must pay consultant/contractor invoices up front and request payment from TxDOT/FHWA)
- Requires that a Local Project Advance Funding Agreement (LPAFA) be executed with TxDOT in order to gain access to the funds
- Federal standards/rules must be followed (e.g., environmental clearance, federal design standards) if any phase of the project is federally funded, even if a particular phase is locally funded.

RTR PROJECTS

- Funding is advanced to the local government up front
- Must be held in a separate interest-bearing account
- Requires that an RTR agreement be executed with TxDOT in order to gain access to the funds
- Local government may design the project to local standards and while environmental review must still be done, it is not as intensive as the federal process.
- Monthly invoices and progress reports are required.

REQUIRED FUNDING MATCH

- Majority of the funding sources are split 80% federal and 20% State or local
- Examples of caveats to this:
  - Economically Disadvantaged Counties
  - Safety 90% federal, 10% state or local
  - Safe Routes to School
  - Transportation Development Credits can be utilized in lieu of a local cash match if a City has qualified for them through the MTP Policy Bundle program.
  - Local Contribution and overmatch

TRANSPORTATION DEVELOPMENT CREDITS

- Transportation Development Credits (TDCs) are “earned” by the region when toll revenues are used to fund capital projects on public highways.
- TDCs can be used on any eligible phase of a project that has federal funds programmed to it under Title 23 (highway legislation) or Chapter 53 of Title 49 (transit legislation) of United States Code.
- TDCs are NOT money or cash (i.e., they do not increase funding for a given project) and are used in lieu of a local match to federal funds.

Project Without TDCs	Project With TDCs
Project Cost: $1,000,000	Project Cost: $1,000,000
Federal Funding: $800,000	Federal Funding: $1,000,000
Local Cash: $200,000	TDCs: 200,000

MTP POLICY BUNDLE TDCS

- The Policy Bundle program involves a series of policies that can be implemented by local entities to achieve objectives that aim to improve our regional transportation system. Entities must meet at least 50% of the policies to qualify.
- An agency has two years from the time it qualifies to get TDCs awarded to projects. If TDCs are not programmed through a TIP modification cycle, call for projects, or funding initiative, they are returned to the regional pool.
- Any new project (i.e., not already in the TIP) that will have federal funds on it can have TDCs applied to it, with some exceptions:

  - A new year of funding for the continuation of a program or project would not be eligible as those are existing projects.

  - Policy Bundle TDCs cannot be used for operating assistance for transit service.

OTHER AVAILABLE FUNDING CATEGORIES

- Highway Safety Improvement Program (HSIP)
- Green Ribbon Program (landscape and hardscape improvements)
- Highway Bridge Program
- Section 130 Funds (at grade rail crossing safety)

PROJECT DEVELOPMENT PROCESS

Pre Project Selection:

- Attend meetings regarding possible/future projects
- Review and plan for possible/future projects
- Identify funding source and eligibility

Project Selection:

- Coordinate how to submit funding request (i.e., CFP or Funding Inituative)
- Once selected, coordinate with local agency, NCTCOG staff, or TxDOT regarding the need to submit a modification request

TIP Modification:

- Review from the TIP Team
- Coordinate with MTP, AQ, and CMP team for review
- Prepare modification for meetings review (i.e., Public Meeting, STTC, and RTC)
- Financial Obligations review

TIP MODIFICATIONS

TIP Modification Cycle

TIP Modification Request Submittal

- Agency Points of Contact
- Submitted through Revenue and Project Tracking System (RAPTS)
- Complete information is needed at the time of submittal
- Must be submitted by the deadline or will be delayed to the next cycle

NCTCOG Modification Cycle Process

- TIP Team staff reviews the submittals, prioritizes, and identify questions for TxDOT and agencies
- Verify that funding is consistent with what has been discussed (TIP modifications are not how funding is requested)
- Verify the timing of the phases and funding availability
- Determine if any changes to the limits or scope are necessary

TIP MODIFICATIONS (cont.)

TIP Modification Cycle

NCTCOG Modification Cycle Process (cont.)

- Verification from Plan Team, Bicycle/Pedestrian Team, Freight, etc. that projects are consistent with the MTP
- Verification from the Air Quality Team that projects conform

- Public Involvement
- Surface Transportation Technical Committee (STTC)
- Regional Transportation Council (RTC)

- Projects not requiring Federal Highway Administration (FHWA) or Federal Transit Administration (FTA) approval are complete once RTC approves them
- Projects requiring FHWA or FTA approval are submitted for approval, typically 2 to 3 months

ONLINE TIP MODIFICATION RESOURCES

Home › Transportation › Funding & Business › Transportation Improvement Program › Transportation Improvement Program › Modifications to the Transportation Improvement Program

Modifications to the Transportation Improvement Program

Modifying Transportation Improvement Program (TIP) Projects
- Sign in to the online TIP Modification Submission System
- TIP Modification Policy

Modification Deadlines
- November 2020 - November 2021

How to Use the TIP Modification Submission System
- Workshop Handout (July 8, 2014)
- Video Recording (July 8, 2014)

For more information contact: Ken Bunkley

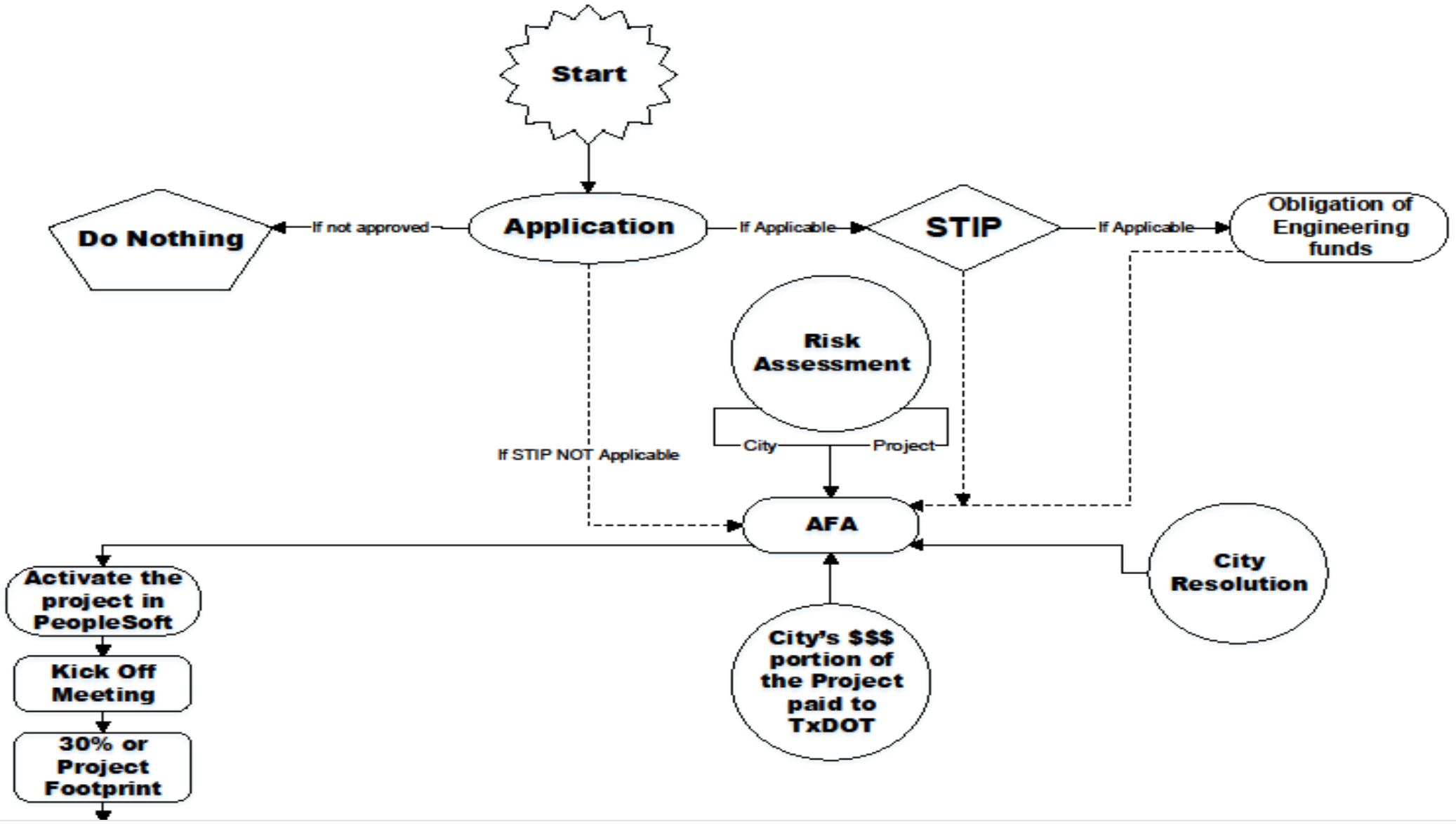
- Regional Planning & Projects
- Congestion Management
- Maps, Models & Data
- Quality of Life
- Funding & Business
- Plans, Studies, Reports

https://www.nctcog.org/trans/funds/tip/transportation-improvement-program/tip-modifications

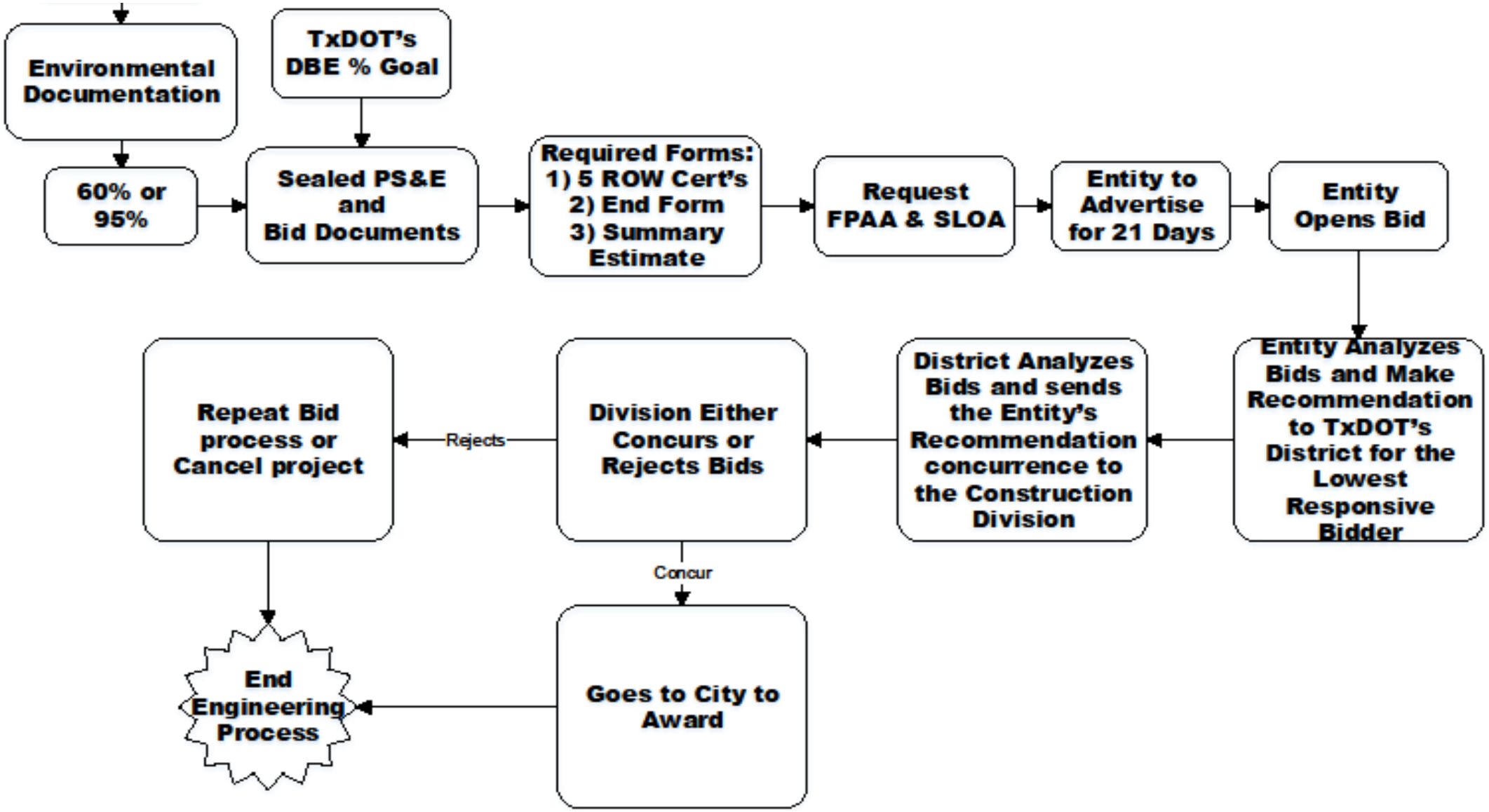
LOCAL LETS

- What is a Locally Let Project?
- TxDOT Makes the Decision Regarding Ability of Another Agency to Locally Let a Project Upfront
- Differences Between TxDOT Let and Locally Let Projects
- Process/Requirements
  - Implementing Agency Requests Local Letting
  - TxDOT Staff Must Sit In on Bid
  - TxDOT Inspects Periodically to Verify Billing Submittals
  - Plans Must Meet Federal/State Standards
- Only TxDOT's Disadvantaged Business Enterprise (DBE) program is allowed

LOCAL LET FLOW CHART



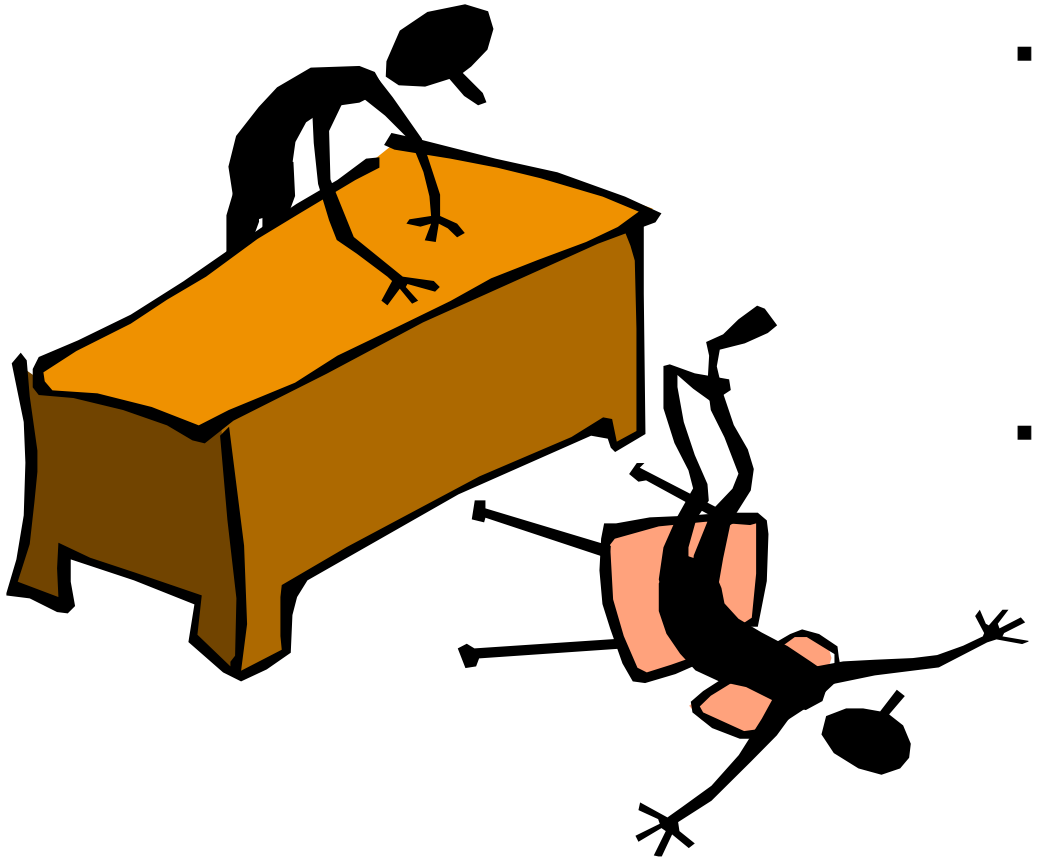
LOCAL LET FLOW CHART



Poor planning on your part does not constitute an emergency on my part.

-Quote attributed to Bob Carter

QUESTIONS/COMMENTS?



- For more information and to find a copy of this presentation, please visit the TIP team's website: https://www.nctcog.org/trans/funds/tip/workshops
- Additional information:
  - TxDOT Local Government Project Procedures: https://www.txdot.gov/government/processes-procedures/lgp-toolkit.html
  - TxDOT Unit Prices: https://www.txdot.gov/business/letting-bids/average-low-bid-unit-prices.html

TIP TEAM CONTACT INFORMATION

- **Christie Gotti**
  Senior Program Manager
  Phone (817) 608-2338
  cgotti@nctcog.org

- **Taci Wrisley**
  Senior Administrative Assistant
  Phone (817) 704-2503
  twrisley@nctcog.org

TIP/STIP and Federal/State Projects

- **Ken Bunkley**
  Principal Transportation Planner
  Phone (817) 695-9288
  kbunkley@nctcog.org

- **Rylea Roderick**
  Sr. Transportation Planner
  Phone (817) 704-5642
  rroderick@nctcog.org

- **Shaina Singleton**
  Transportation Planner I
  ssingleton@nctcog.org

TIP/STIP and Federal/State Projects (Continued)

- **Charles Marsh**
  Transportation Planner I
  cmarsh@nctcog.org

Funding Initiatives, RTR Projects & Funding, Special Projects

- **Brian Dell**
  Sr. Transportation Planner
  Phone (817) 704-5694
  bdell@nctcog.org

- **Cody Derrick**
  Transportation Planner III
  cderrick@nctcog.org

- **Evan Newton**
  Transportation Planner II
  enewton@nctcog.org

Funding Initiatives, RTR Projects & Funding, Special Projects (Continued)

- **James Adkins**
  Transportation Planner I
  jadkins@nctcog.org

Information Systems

- **Omar Barrios**
  Principal Transportation Planner
  Phone (817) 608-2337
  obarrios@nctcog.org

- **Julio Jasso**
  Transportation Planner II
  jjasso@nctcog.org

www.nctcog.org/trans/tip

TXDOT FORT WORTH DISTRICT CONTACTS

- **Mohammad Al Hweil, P.E.**
  Advanced Transportation Planning Director
  Responsible Person In Charge - Pre-Let
  Phone (817) 370-6710

- **Greg Cedillo, P.E.**
  Director of Construction
  Responsible Person In Charge - Post-Let
  Phone (817) 370-6515

- **Rose Rodriguez**
  Contract Administration Manager
  Phone (817) 370-6997
  Advance Funding Agreements

- **Jamye Sawey**
  Environmental Supervisor
  Phone (817) 370-6862
  Environmental Documents Contact

- **Iftekhar Ali**
  Special Projects Coordinator
  Phone (817) 370-3565
  Local Government Project Coordination

- **Bill McCoy**
  ROW Project Delivery Manager
  Phone (817) 370-6950

- **Sara Finch**
  Planner
  Phone (817) 370-6868
  TIP/STIP

- **Amar Akram, P.E.**
  Transportation Engineer
  Phone (817) 370-6681
  Utilities

- **Phil Hays**
  Transportation Engineer
  Phone (817) 370-6591
  TA Set-Aside, SRTS

- **Mark Burwell**
  Bridge Inspection Program Specialist
  Phone (817) 370-6882
  Highway Bridge Program

- **Manuel Padron, P.E.**
  Transportation Engineer Supervisor
  Phone (817) 370-6580
  Highway Bridge Program

- **Kimberly White**
  Transportation Landscape Architect
  Phone (817) 370-6639
  Green Ribbon Program

- **Theresa Poer, P.E.**
  Director of Transportation Operations
  Phone (817) 370-6615
  Highway Safety Program

TXDOT DALLAS DISTRICT CONTACTS

- **Tamelia Spillman**
  Advanced Transportation Planning Director
  Phone (214) 320-4476
- **Yalda Shafieimoghadam**
  Transportation Funding Specialist
  Phone (214) 320-4450
- **Shantrise Harris**
  Planner
  Phone (214) 319-3509
- **Tammie Crawford**
  Transportation Funding Specialist
  Phone (214) 320-4462
- **Maher M. Ghanayem, P.E.**
  Local Let and ADA Coordinator
  Phone (214) 320-6691
- **Mike Pete**
  Transportation Funding Specialist
  Phone (214) 320-4448
- **Charla Green**
  Contract Specialist
  Phone (214) 320-6614
- **Minh Nguyen**
  Contract Specialist
  Phone (214) 320-4435