



# 2025 Transportation Alternatives Call for Projects

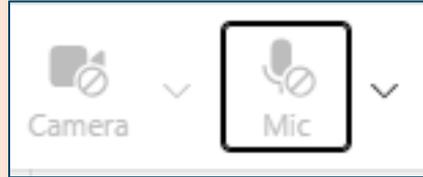
for the North Central Texas Region

Informational Webinar

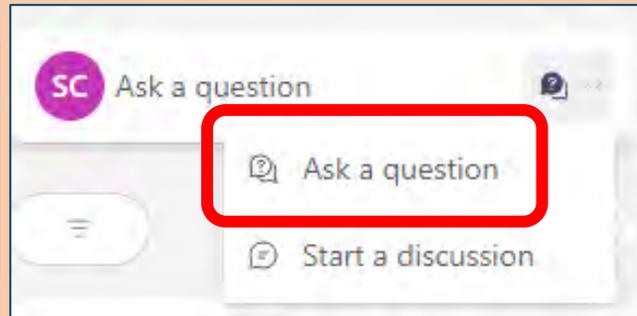
October 29, 2024



# Webinar Logistics

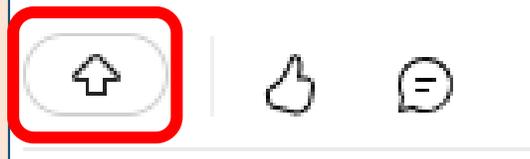


Audience members' audio will be muted and videos will not be turned on.



Click on the Q&A button to open the Q&A panel, then click "**Ask a question.**"

NCTCOG panelists will respond to questions.



Use the up arrow to upvote questions in the Q&A panel

**This information session is being recorded.**

A recording of this webinar and slides will be made available at: [www.nctcog.org/TAP2025](http://www.nctcog.org/TAP2025)



# Speakers

**Kevin Kokes, AICP**



**Program  
Manager**

**Shawn Conrad, PhD**



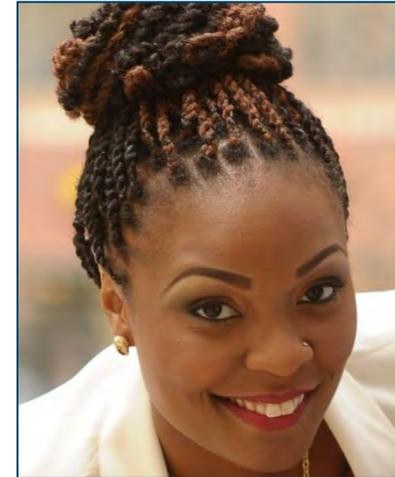
**Program  
Manager**

**Daniel Snyder, AICP**



**Senior  
Transportation  
Planner**

**Rachael Twiggs, P.E.**



**Local Government  
Projects  
Coordinator**

**Iftekhar Ali, P.E.**



**Special  
Projects  
Coordinator**



North Central Texas  
Council of Governments



North Central Texas  
Council of Governments



North Central Texas  
Council of Governments



Dallas District



Fort Worth District



# Overview

- **NCTCOG Urban Areas and TxDOT Statewide Call for Projects**
- **Mobility 2045 Policies and Priorities**
- **NCTCOG Call for Projects Overview**
  - Guidelines
  - Evaluation and Scoring
- **Application Overview**
- **Project Implementation**
  - Project Schedule
  - Coordination with TxDOT
  - Project Budget
- **Schedule**

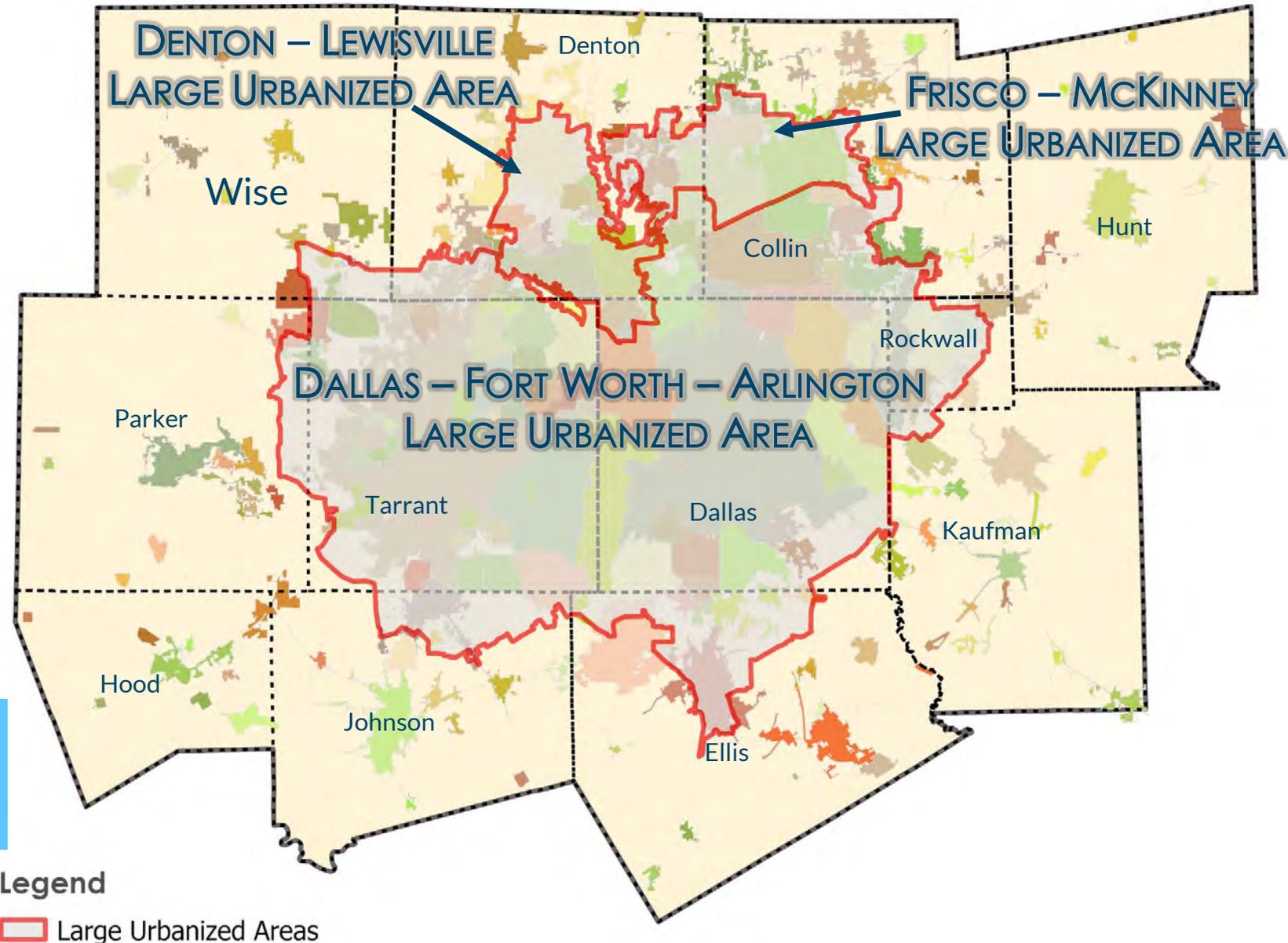


# Eligible Project Areas

All proposed projects must be within one of the three large urbanized areas (exceeding 200K population)

**NOTE:**

TxDOT Statewide TA Call for Projects is anticipated to open January 2025



# Urban Area and Statewide TA Calls for Projects

## NCTCOG

- NCTCOG Large Urbanized Areas
- \$50 million available
  - Construction: \$3M to \$10M for project awards (federal portion)
  - Planning (SRTS only) \*NEW \$200k to \$500k

[www.nctcog.org/tap2025](http://www.nctcog.org/tap2025)

## TxDOT

- Any area in the state
- \$180 million available
  - Community Based Projects: Up to \$5M
  - Large Projects Between \$5M - \$25M
- Construction
- Non-Infrastructure (Planning)

[www.txdot.gov/business/grants-and-funding/bicycle-pedestrian-local-federal-funding-programs.html](http://www.txdot.gov/business/grants-and-funding/bicycle-pedestrian-local-federal-funding-programs.html)

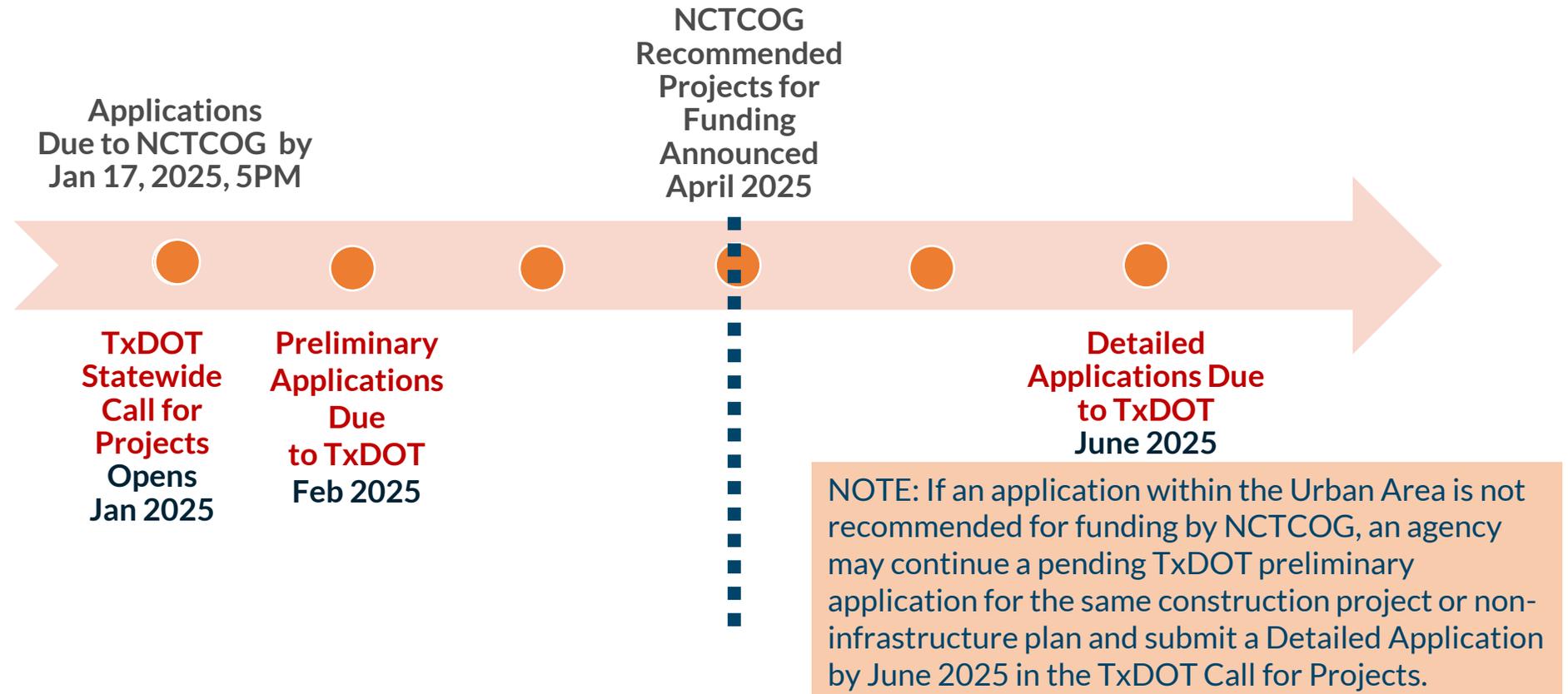


# Urban Area and Statewide TA Calls for Projects

Agencies can potentially submit applications to both NCTCOG and TxDOT

## NCTCOG Urban Areas TA Call (one application)

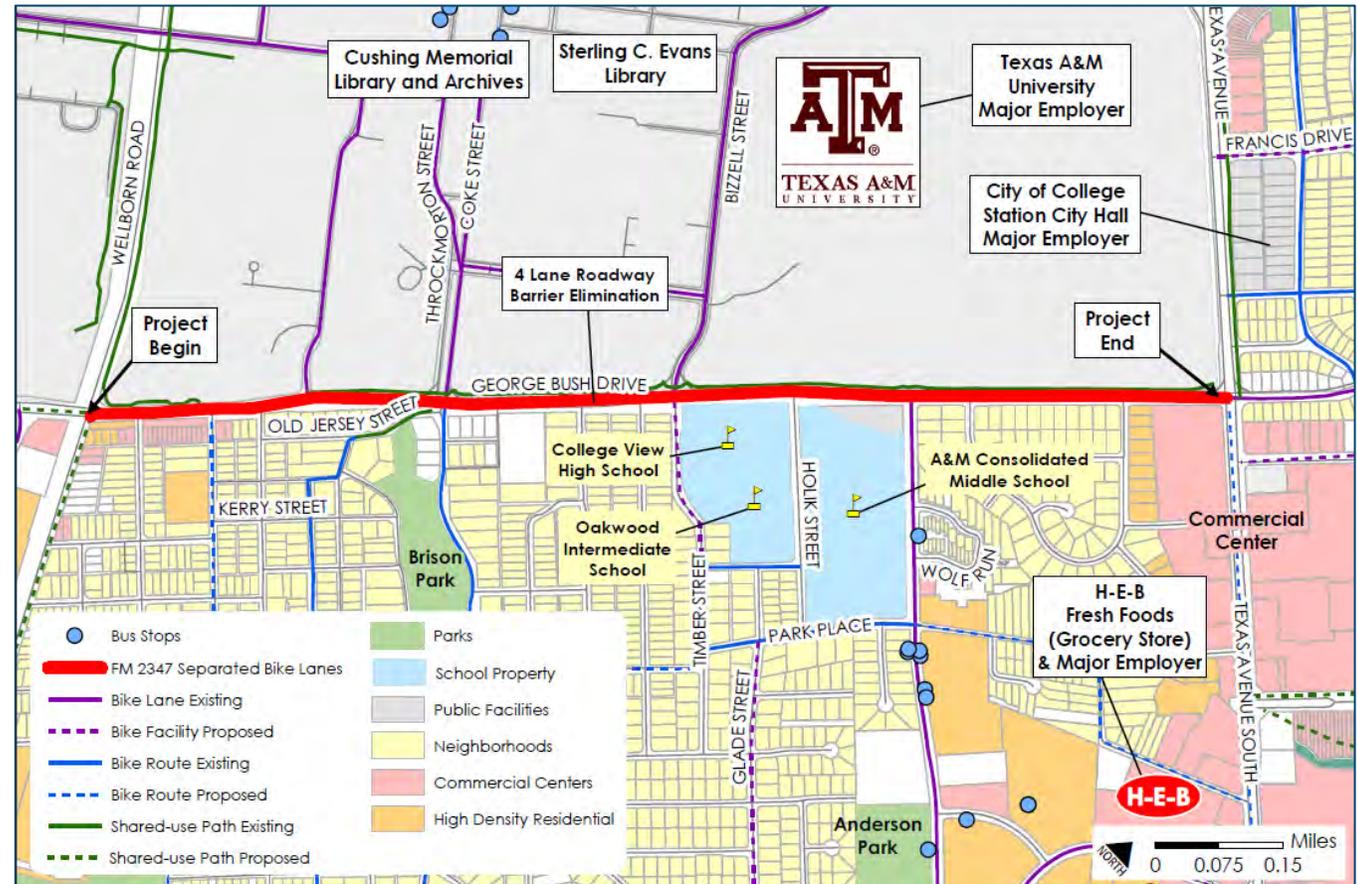
## TxDOT Statewide TA Call (two-step process)



# NCTCOG Funding Priorities

## Connections are key!

- Regional Connections (e.g. Regional Veloweb)
- Connections to Jobs
- Connections to Schools
- Connections to Transit
- Connections between Existing Facilities (e.g. creating a connected network)



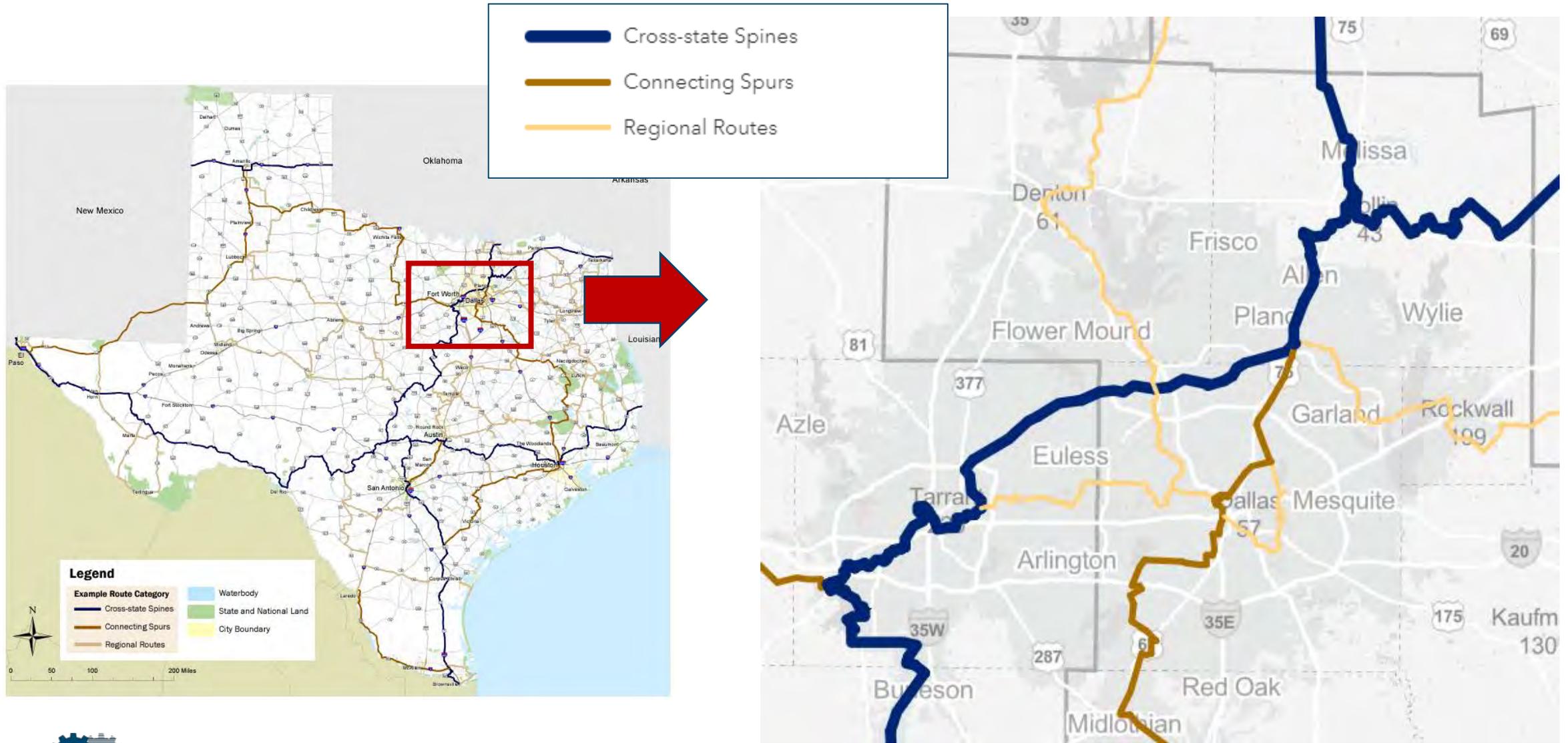
# Mobility 2045 (2022 Update)

Policy BP3-002:  
Implement pedestrian and bicycle facilities

- **Safety**
- **Active Transportation Network Implementation**
  - Close gaps and improve connectivity in the Regional Veloweb, On-Street Bikeway Network, and Pedestrian Network
  - Linkages to transit and major destinations
  - Pedestrian network
  - Safe Routes to School (SRTS)
  - Environmental Justice areas and transit-dependent populations



# Texas Bicycle Tourism Trails Study



# Project Readiness

- **Project must let for construction within three years!**
- Ideally some schematics / engineering designs have been completed to confirm feasibility and constructability of project:
  - realistic detailed opinions of cost,
  - coordination with area property owners, and
  - awareness of potential pitfalls, challenges, and delays
- Realistic project timeline accounts for all phases of project development, including environmental reviews and documentation
- Agency staff understand TxDOT's project development process





# Overview

**NCTCOG**

**2025 Transportation Alternatives  
Call for Projects**

# Eligible Project Activities

May include:

- Safe Routes to School Planning (NEW)
- Safe Routes to School Construction Projects
- Shared-Use Paths (Trails)
- On-Street Bikeways
- Sidewalks, Crosswalks, Curb Ramps
- Pedestrian and Bicycle Safety Countermeasures and Technology
- Protected Intersections



# Traffic Signal Modifications

Bicycle and pedestrian-specific signalization is eligible for reimbursement

Incidental modifications to existing intersection traffic signals in support of active transportation (e.g., pedestrian/ bike traffic signal phasing improvements, pedestrian and/or bike signal head additions)



Source: City of Dallas



# Eligible Project Sponsors

- Local Governments
- Regional Transportation Authorities
- Transit Agencies
- Tribal Governments
- School Districts, Local Education Agencies, or Schools\*
- Nonprofit entities\*
- Other local or regional governmental entity with responsibility for oversight of transportation or recreational trails

**No limit  
on the number of applications per agency**

\*Entities are strongly encouraged to coordinate with a local government agency to serve as the Project Sponsor.



# Funding Overview

(NCTCOG 2025 TA Call for Projects)

Approximately \$50 million in federal funding is anticipated to be awarded.

<i>Project Activity</i>	<i>Minimum Federal Funding Award per Project (Targets)</i>	<i>Maximum Federal Funding Award per Project (Targets)</i>
Construction	\$3,000,000	\$10,000,000
Safe Routes to School Planning	\$200,000	\$500,000



## TxDOT 2025 TA Call-for-Projects: Project Categories

Project Category	Eligible Activities	Eligible Entity	Local Match (without TDCs)	TDC eligibility**	Project Funding
Community-Based	Preliminary Engineering & Construction	<ul style="list-style-type: none"> <li>• Outside of TMA &amp; &lt;200k <u>or</u></li> <li>• Inside of TMA* &amp; &lt;50k in population</li> </ul>	20%	<input checked="" type="checkbox"/>	\$250,000 to \$5 million per project
Large Scale	Preliminary Engineering & Construction	Any Population Areas	20%	<input checked="" type="checkbox"/>	\$5 to \$25 million per project
Network Enhancements	Projects with limited construction elements to enhance bike/ped infrastructure with limited or no design and no ROW acquisition			<input checked="" type="checkbox"/>	TBD
Non-Infrastructure	Non-motorized planning documents (e.g., Pedestrian Safety Action Plans) & design activities up to 30% final design			<input checked="" type="checkbox"/>	TBD

\* TMAs (Transportation Management Areas) have populations greater than 200,000 and are responsible for competitively awarding their own TA funding.

\*\* Availability of Transportation Development Credits is TBD

# Construction Application Options within NCTCOG Urbanized Areas

Project Funding (Federal Portion)	NCTCOG Urbanized Areas 2025 TA Call for Projects (Underway)	TxDOT Statewide 2025 TA Call for Projects (Pending/Opens Jan 2025)
\$3M to \$10M	All eligible local govts within NCTCOG urbanized areas	
\$250k to \$5M (community-based category)		<50k in population within NCTCOG urbanized areas
\$5M to \$25M (large scale category)		Any population areas. May include engineering.



# Non-Infrastructure (Planning) Application Options within NCTCOG Urbanized Areas

Project Funding (Federal Portion)	NCTCOG Urbanized Areas 2025 TA Call for Projects (Underway)	TxDOT Statewide 2025 TA Call for Projects (Pending/Opens Jan 2025)
\$200K to \$500K	<p>Safe Routes to Schools Plans <b>ONLY</b></p> <p>(All eligible local govts within NCTCOG urbanized areas)</p>	
TBD		<p><b>Non-motorized planning documents</b> (e.g., Safety Action Plans, SRTS plans, ADA Transition Plans, Trail/Bikeway Master Plans, etc.)</p> <p>Any population areas</p>



# Funding Overview (cont.)

## Construction-implementation projects (including SRTS projects)

- Engineering and Environmental Phases: 100 percent locally funded
- Construction Phases: Minimum 20 percent local match

## Safe Routes to School planning: Minimum 20 percent local match

## Local match must be cash or Transportation Development Credits (TDCs)

- No in-kind contributions
- Reimbursement up to 80% of eligible project costs (up to 100% if using TDCs)



# MTP Policy Bundle Transportation Development Credits

Agencies may request use of existing TDCs (in lieu of local match) if qualified through the MTP Policy Bundle process (and have a remaining balance).

Coordinate with colleagues within various departments to ensure there are no intentions to use Policy Bundle TDCs for other projects.



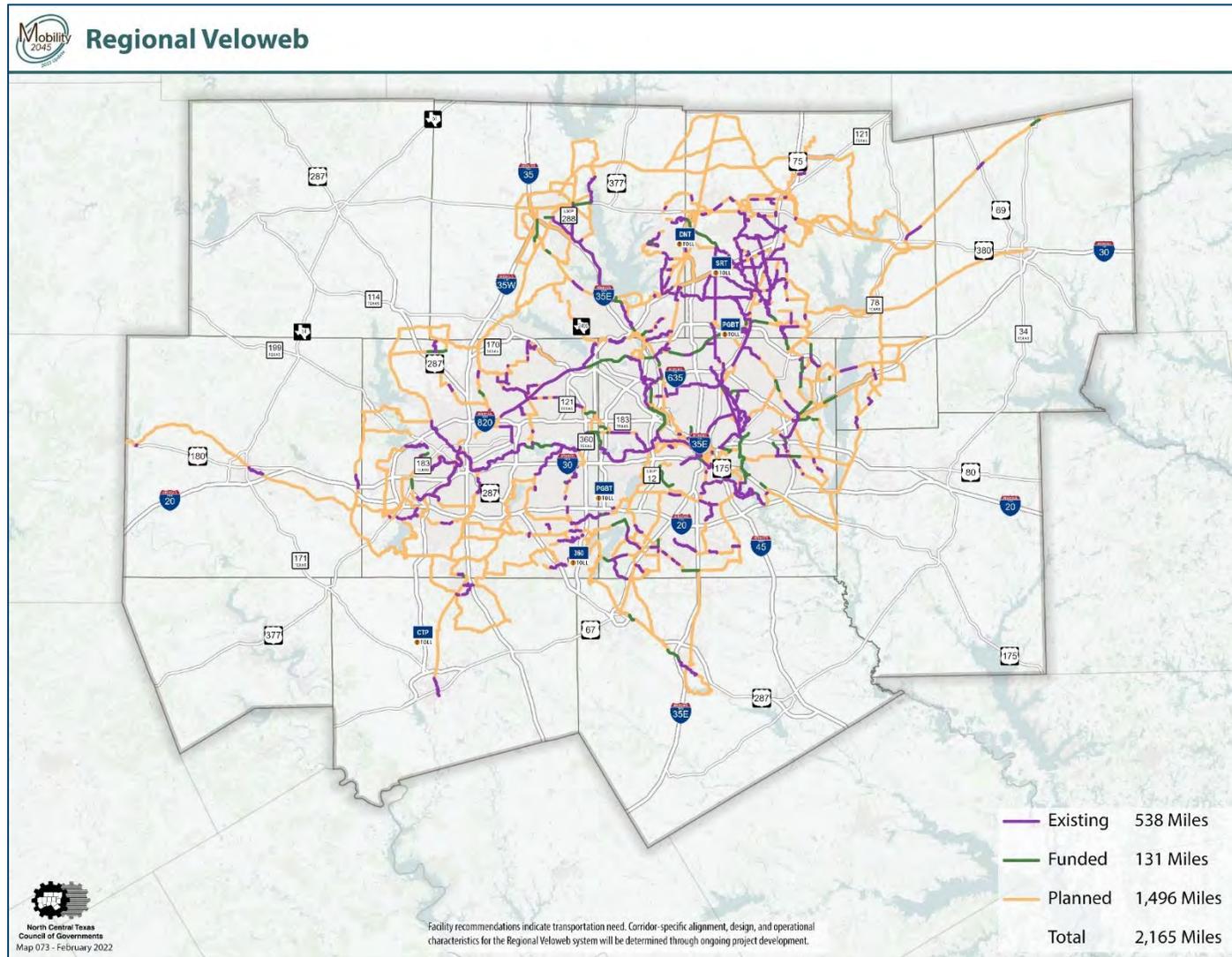
## \*Agencies with a TDC balance:

Arlington \*As of 10/29/24  
Dallas  
DCTA  
Farmers Branch  
Frisco  
Garland  
Irving  
Lewisville  
Mesquite  
North Richland Hills  
Plano  
Richardson

Contact NCTCOG staff for the current balance of existing TDCs.



# Regional Transportation Development Credits



Agencies may also request Regional Transportation Development Credits in lieu of a local match for projects implementing the Regional Veloweb as identified in Mobility 2045 (2022 Update).

Use of Regional TDCs are limited to two applications per agency.

# Program Rules (Required Documentation)

## Letter of Local Funding Commitment

Confirm the availability of the local match contribution or requested use of TDCs.

## Right-of-Way/Easement

Property must be under public ownership. If easement cannot be obtained by deadline, a consent letter from the “public” property owner or utility company is required. Pending easements on private properties are not eligible.

### If Applicable:

## Railroad Right of Entry Letter/Agreement

(if project is in freight railroad right-of-way)

## TxDOT District Engineer Letter of Consent

(if project is in TxDOT right-of-way)

## Letter of Support from School District Superintendent or Top Administrator

(SRTS applications)

## Documentation of Support from Supporting Entity

(if project includes or crosses another jurisdiction)



# Program Rules, cont.

Project sponsor must execute an agreement (AFA) with TxDOT within **one year** of the funding award by the RTC.

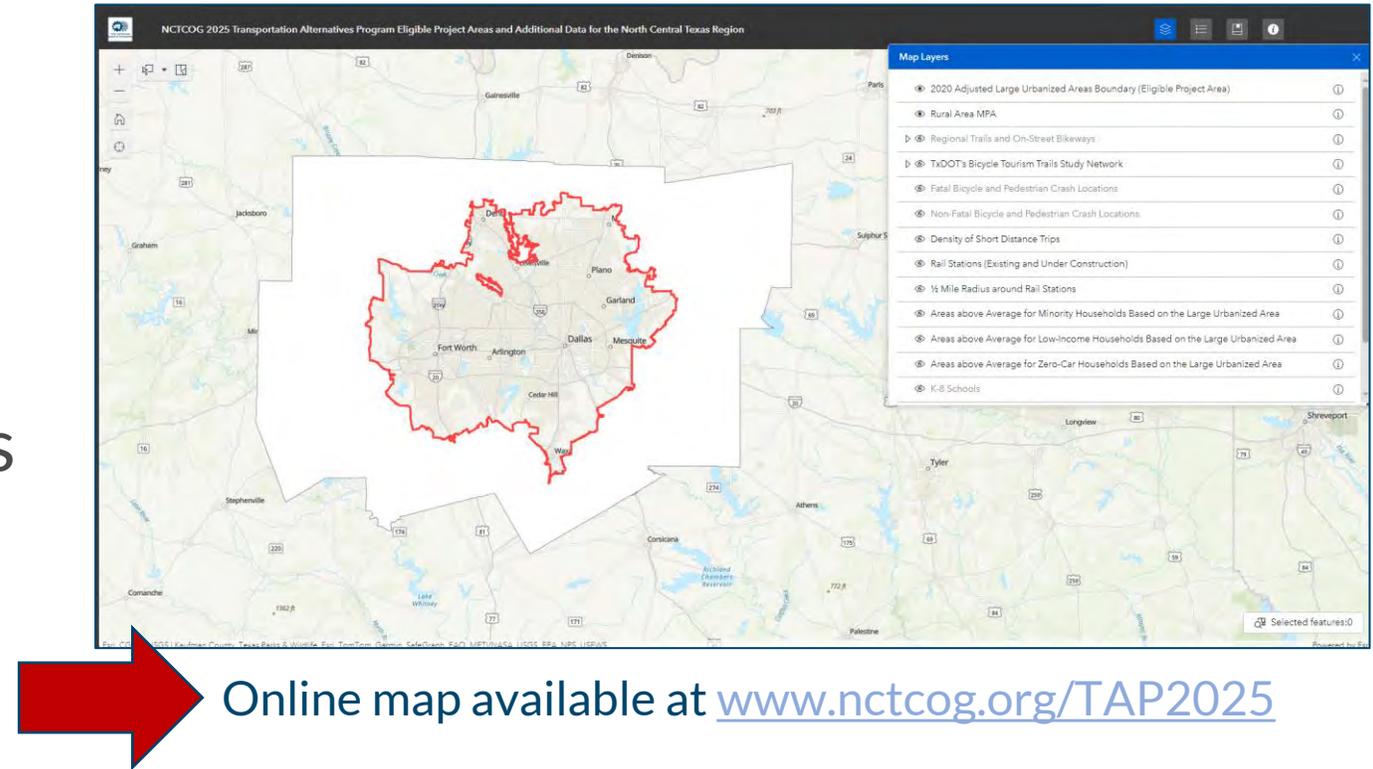
Projects must advance to construction within **three fiscal years** of the funding award by the RTC or the funding may be reprogrammed.

Projects must be implemented consistent with the funding application as approved by the RTC and as included in the project agreement with TxDOT.



# Interactive Online Map Resource

- Regional Veloweb
- Rail Stations/Buffers
- Environmental Justice
- Density of Short Trips
- Pedestrian/Bicycle Crashes
- Schools



Displays eligible project area boundaries and relevant data layers involved in the evaluation process.





# Application Evaluation and Scoring

# Safe Routes to School Planning Overview

- Development of multiple comprehensive SRTS plans within a geographic area(s) such as a City, ISD, neighborhood, etc. to be adopted by the Local Governing Body
- Comprehensive SRTS plans incorporating the six Es
- Lay the groundwork for strong SRTS infrastructure projects and activities to enable and encourage more students to walk and bicycle to school
- May request the use of existing MTP Policy Bundle Transportation Development Credits in lieu of a local cash match



# SRTS: Planning Category

## Evaluation and Scoring Criteria

Category	Points	Description
<b>Problem Identification &amp; Program Proposed</b>	25	Addresses an identified problem, and the problem is significant
<b>Potential to Increase Walking and Bicycling</b>	20	Likely to increase the number of students that walk or bicycle to school
<b>Equity</b>	15	Improves school access and safety for disadvantaged populations and underserved communities
<b>Proposed Plan Elements</b>	20	Comprehensive review of existing SRTS issues, recommendations, and costs
<b>Proposed Planning Process</b>	20	Comprehensive planning process that includes community engagement and coordination with planning partners



# SRTS Planning

## Categories for Consideration:

- Smaller geographies
- Environmental justice areas
- Areas with connections to transit

## Criteria:

- Bundling required (multiple schools)
- Plans will include inventory, issues identification, recommendations, preliminary cost estimates
- Plans address each of the six E's:
  - Engineering
  - Education
  - Encouragement
  - Enforcement
  - Equity
  - Evaluation



Source: TxDOT



# SRTS Construction Overview

- Intended to implement pedestrian and bicycle infrastructure projects that:
  - Improve the safety of students walking and bicycling to a primary school (grades K-8) and,
  - Enable more students to safely walk and bicycle to school
- May request the use of existing MTP Policy Bundle Transportation Development Credits in lieu of a local cash match



# SRTS: Construction Category

## Evaluation and Scoring Criteria

Category	Points	Description
<b>Problem Identification &amp; Solution</b>	25	Addresses an identified problem
<b>Planning Support</b>	20	Supported by a SRTS Plan or local planning effort.
<b>Potential to Increase Walking and Bicycling</b>	20	Likely to increase the number of students that walk or bicycle to school
<b>Equity</b>	15	Improves school access and safety for disadvantaged populations
<b>Project Readiness and Other Factors</b>	20	Ability to obligate funds and initiate construction quickly Project has support from the community



# SRTS: Construction Category

## Evaluation and Scoring Criteria

### PROBLEM IDENTIFICATION (25 pts)

- Describe the documented problem, and how the project addresses the problem.
- Documented number of students that currently walk or bicycle to/from school.
  - Potential data sources: in-class travel tally or parent survey (links to templates available on SRTS Construction application), visual observation.



Source: City of Princeton



Source: City of Fort Worth

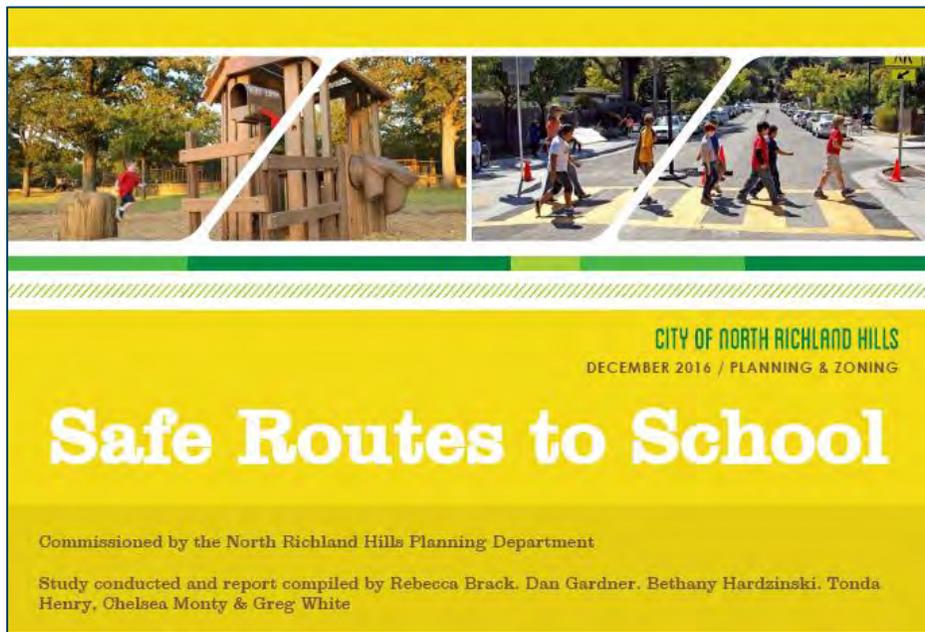


# SRTS: Construction Category

## Evaluation and Scoring Criteria

### PLANNING SUPPORT (20 pts)

Documentation of a SRTS Plan, safety audit or other planning effort.



Source: City of North Richland Hills



Source: City of Fort Worth



# SRTS: Construction Category

## Evaluation and Scoring Criteria

### POTENTIAL TO INCREASE WALKING & BICYCLING (20 pts)

- Number of students residing within two miles of the school
- Distance of the project improvements from the school
- Other pedestrian or bicycle generators benefitting from this project (e.g., public transit facilities, major employers, colleges, libraries, etc.)

### EQUITY (15 pts)

- Percent of students that are economically disadvantaged (Source: Texas Education Agency School Report Cards – Free/Reduced Lunch Statistics)



Source: City of The Colony



# SRTS: Construction Category

## Evaluation and Scoring Criteria

### PROJECT READINESS & OTHER FACTORS (20 pts)

- Letter of support from the school district superintendent (required)
- The local municipality and/or the school has demonstrated support for walking and bicycling events such as: Walk to School Day, bicycle rodeos, walk audits, etc.
- A public meeting has been conducted or impacted neighbors have been notified, and there is documented neighborhood support
- Status of engineering/design
- Likelihood that the project will advance to construction within three years
- Innovation
- Benefit vs. cost
- Local funding overmatch
- Geographic distribution



# SRTS: Construction Category

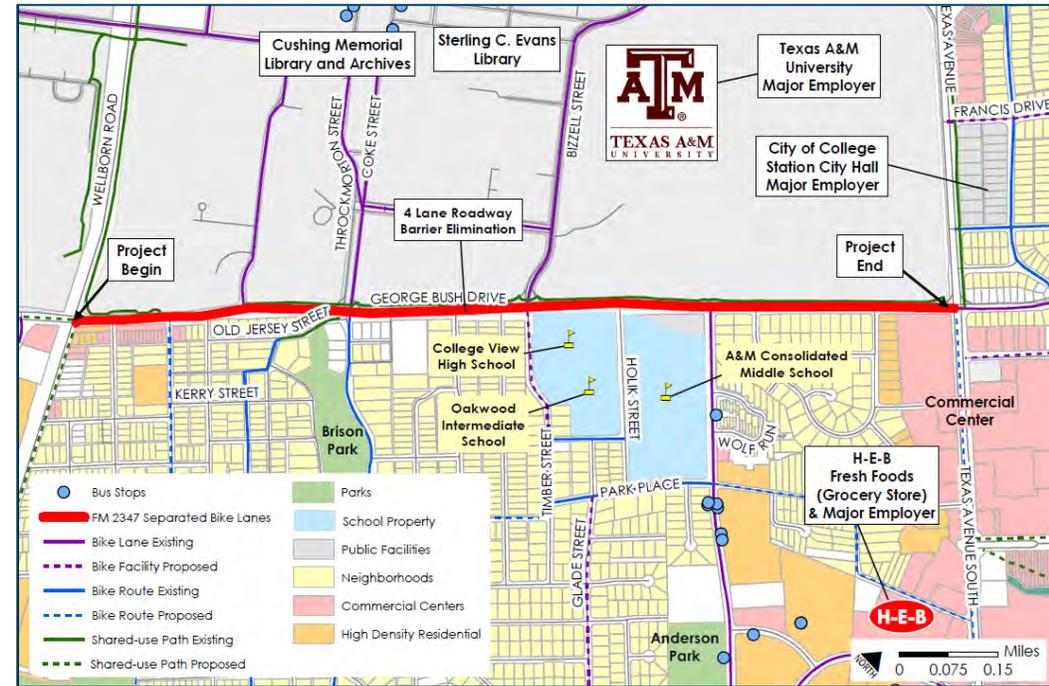
- Submit separate application for each school campus or a grouping of schools.
  - Grouping examples: city-wide, district-wide, grouping of schools in proximity (~0.5 mi apart)
- Note: Applications that score the best will be grounded in a planning effort, including site observations during arrival/dismissal, and input from the school and community.
  - Proposed projects not based on an existing SRTS planning effort may not be competitive in the evaluation/scoring.



# Active Transportation Funding Priorities

Intended to implement pedestrian and bicycle infrastructure projects that substantially improve safety and contribute to mode shift

- Regional Connections (e.g. Regional Veloweb)
- Connections to jobs
- Connections to schools
- Connections to transit
- Connections between existing facilities (e.g. creating a connected network)



# Active Transportation Category

## Evaluation and Scoring Criteria

Category	Points	Description
Regional Network Connectivity	20	Improves connectivity of regional paths and bikeways between cities and counties or improves connectivity to the regional transit stations
Access to Major Destinations	20	Improves connections and access to major destinations (employment centers, education institutions, transit stations)
Project Readiness and Other Factors	20	Project provides significant impact, ability to obligate funds and initiate construction quickly.
Safety and Comfort	15	Improves safety and provides facilities for pedestrians and bicyclists suitable for all ages and abilities.
Congestion Reduction	15	Ability to shift a high volume of short trips to walking and bicycling travel modes, resulting in more transportation choices and improved air quality
Equity	10	Improves access to disadvantaged populations and underserved communities.

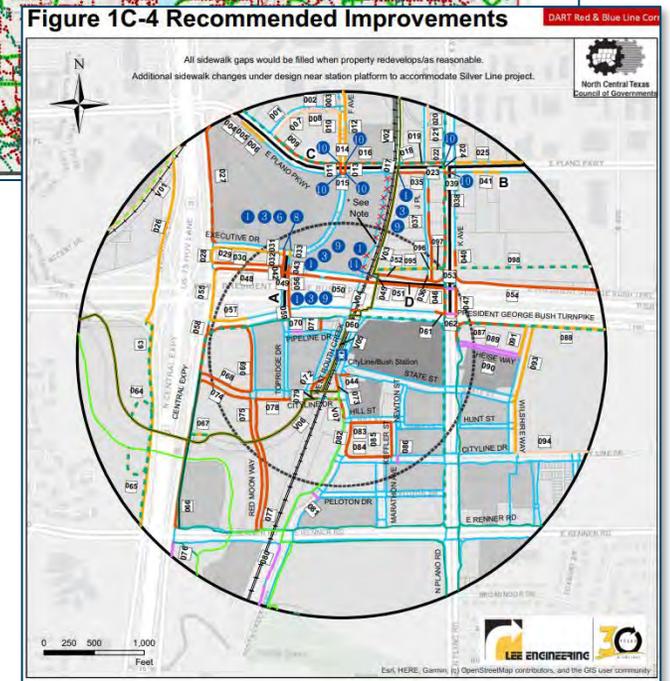
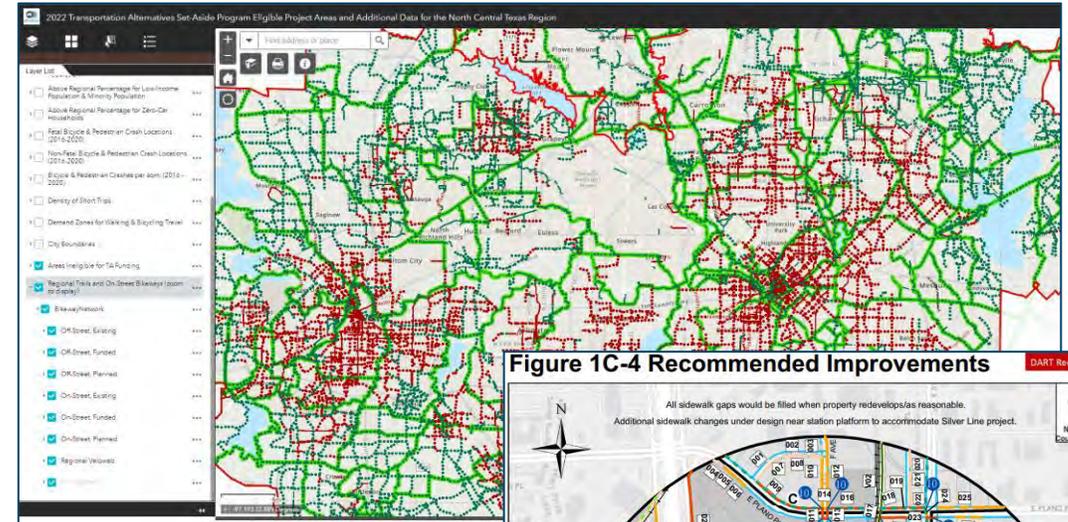


# Active Transportation Category

## Evaluation and Scoring Criteria

### REGIONAL NETWORK CONNECTIVITY (20 pts)

- Regional Veloweb Alignment
- Pedestrian connections to rail stations or bus stops identified in a Routes to Rail Stations plan or similar study
- Community path or on-street bikeway in Mobility 2045 (2022 Update)



# Active Transportation Category

## Evaluation and Scoring Criteria

### ACCESS TO MAJOR DESTINATIONS (20 pts)

- Direct seamless connections to employment centers, education institutions, transit stations, etc.
- Closes gap or extends the existing network enhancing an existing direct seamless connection
- Number of connections to major destinations



# Active Transportation Category

## Evaluation and Scoring Criteria

### SAFETY AND COMFORT (15 pts)

Provide documentation of the issues and the recommended safety countermeasures.

- Data source, safety report/study, benefit vs. cost
- The project realistically addresses the documented safety issues
- Low stress/high comfort facility design suitable for all ages and abilities



Source: NCTCOG



# Active Transportation Category

## Evaluation and Scoring Criteria

### CONGESTION REDUCTION (15 pts)

- Project located in an area with a high density of short distance trips enabling greater opportunities to travel by active transportation
- Project can realistically be used for walk/bike modes of travel (converting from vehicle trips) between origins and destinations in the area
- Forecasted user volumes of the proposed facility (completed by NCTCOG staff)



Source: Microsoft

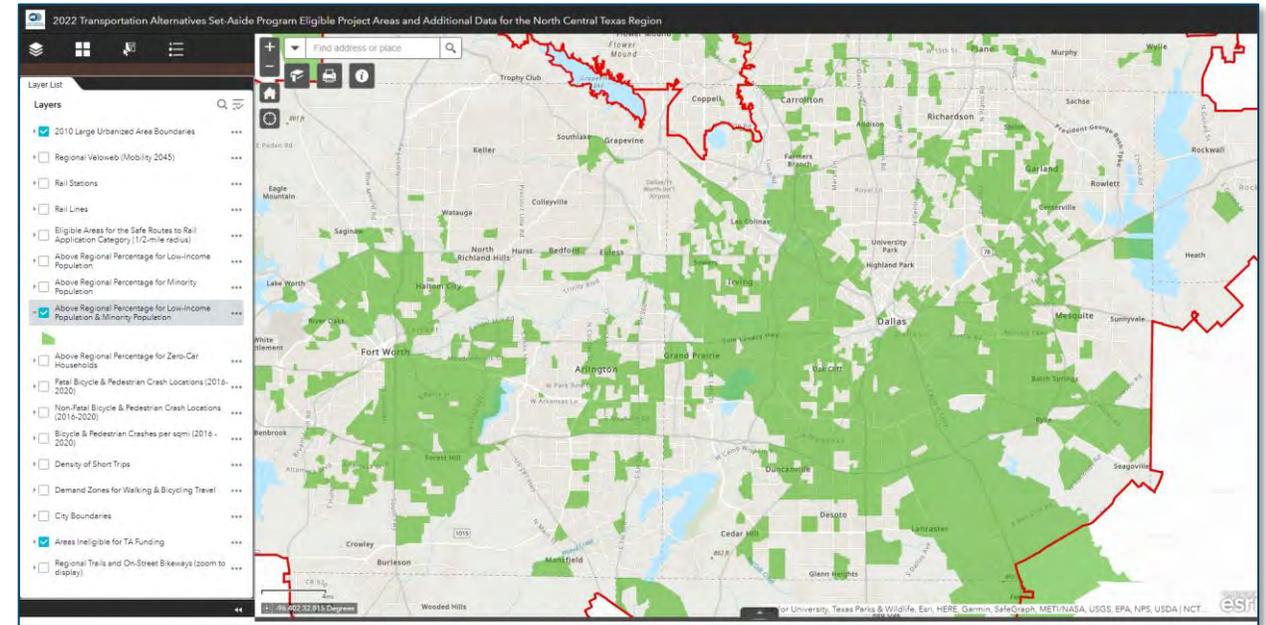


# Active Transportation Category

## Evaluation and Scoring Criteria

### EQUITY (10 pts)

- Project located in an area identified in the NCTCOG Environmental Justice Index (EJI) data
- Project located in an area with zero car households above the regional average



# Active Transportation Category

## Evaluation and Scoring Criteria

### PROJECT READINESS & OTHER FACTORS (20 pts)

- Project sponsor has previously implemented projects in a timely manner
- Schematics /Engineering design – percent complete
- Benefit vs. cost
- Consideration of utilities impacting the project feasibility, relocation costs, and construction schedule
- Level of stakeholder/community support
- Local funding overmatch
- Innovative technology and treatments
- Geographic distribution

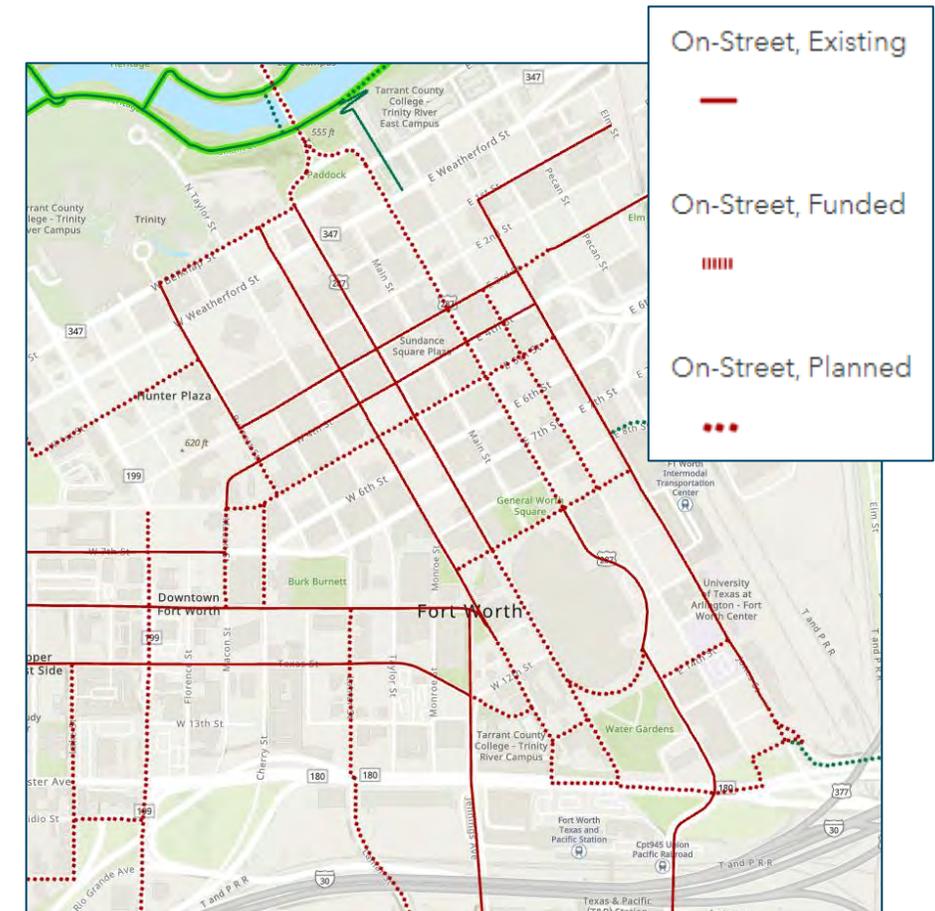


Source: NCTCOG



# On-Street Bicycle Network Implementation

- Consider constructing a network of connected facilities (on more than one street) and link existing facilities
- Strategies to implement “**All Ages and Abilities**” on-street bicycle facilities include:
  - Road Restripe (road diets)
  - Road Retrofit (physically separated facilities)
  - Accommodations at intersections
  - Bicycle traffic signal modifications (limited scope)

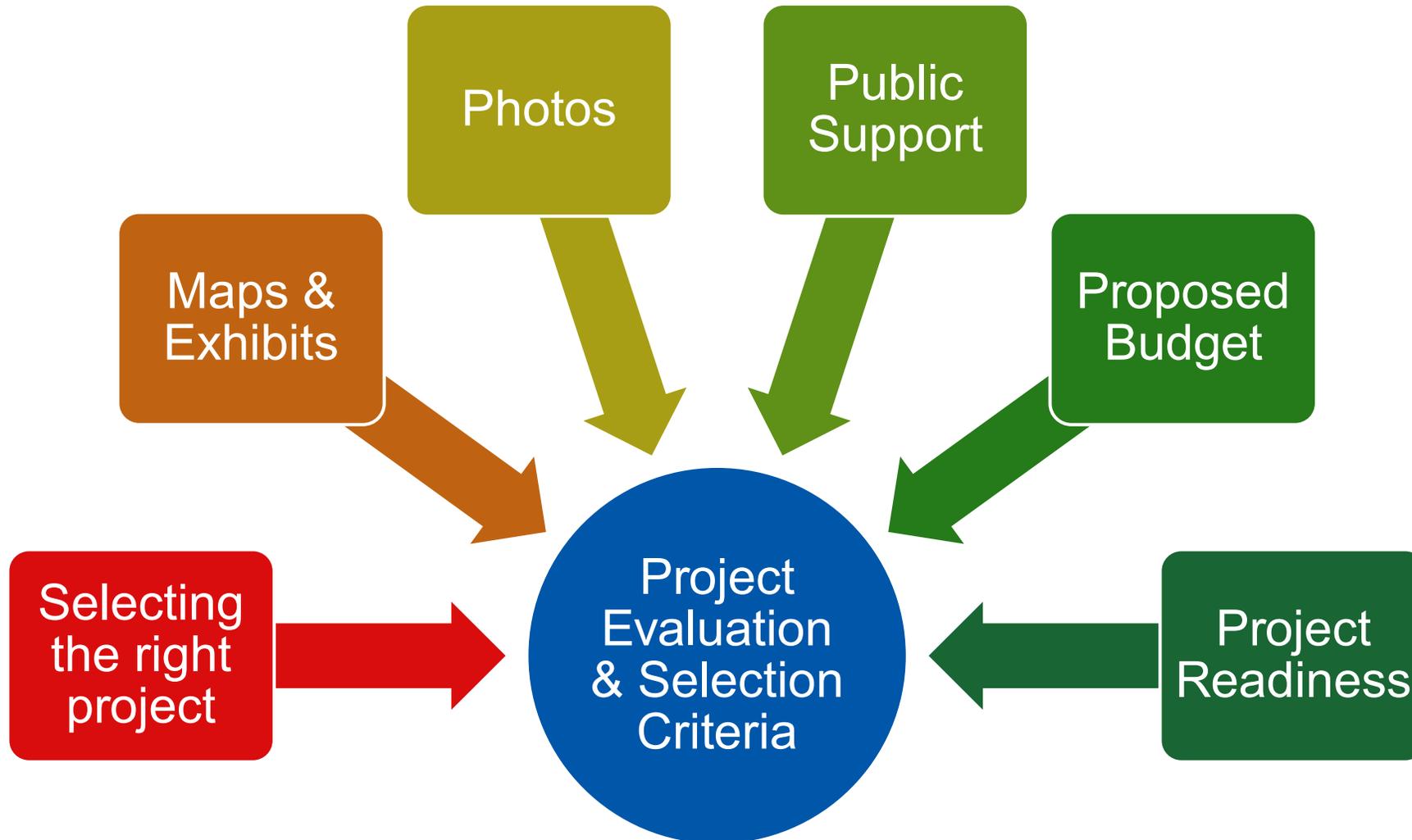






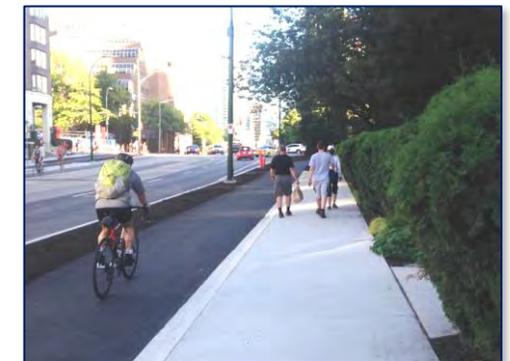
# Application Overview

# All Parts of the Application Tell the Story



# Project Elements

- Identify the type of facilities to be constructed (e.g., sidewalks, crossings, path/trail, bike lanes, signage, etc.)
- Identify any innovative treatments and technology to be included in the project design
- The itemized construction cost worksheet (budget) must be consistent with and include all project elements described in the scope of work
- Supplemental Materials
  - Pictures, diagrams, maps, etc.



# Project Elements (cont.)

The project includes the following facilities: (Select all that apply)

- Sidewalks      % New Construction      Width (ft.) of sidewalks
- Crosswalks       Curb Ramps
- On-Street Bicycle Facilities
  - Bicycle Lane
  - Shared Lane Markings
  - Separated Bicycle Lane
  - Bicycle Boxes
  - Colored Pavement for Bicycle Lanes
- Shared-Use Path/Trail      Width (ft.) (minimum 10 – 14 ft.)
- Pedestrian and Bicycle Signalization/Traffic Control
- Bicycle Parking/Racks/Amenities
- Pedestrian Amenities/Streetscape (lighting, landscaping, etc.)
- Transit Stops and Amenities       Traffic Calming
- Signage       Bicycle/Pedestrian Traffic Count Equipment
- Other \_\_\_\_\_

Identify the percentage of new vs. repair/ maintenance sidewalk segments

Must comply with AASHTO Guidance

Less than 10-ft. width is an enhanced sidewalk

**Note:** All elements selected in this section must be included in the Project Budget.



# Facility Design

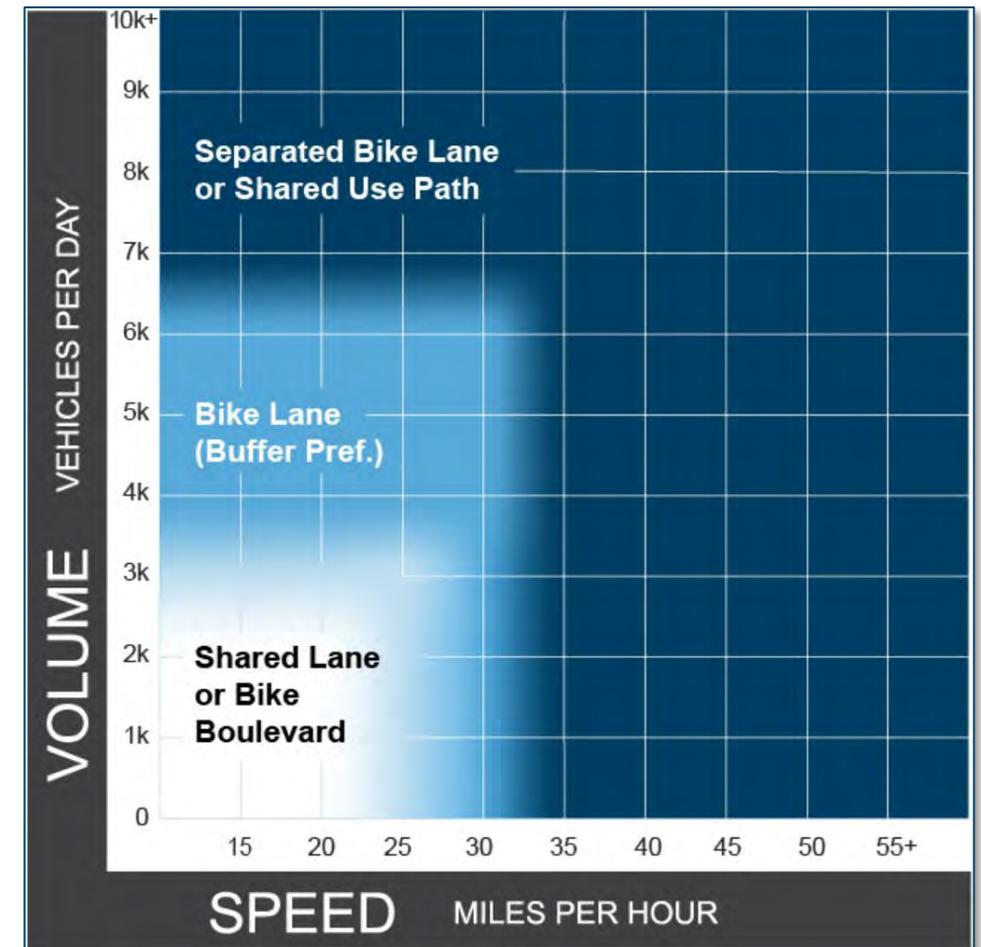
A “low stress/high comfort level” facility

- A wide sidewalk for pedestrians:
  - minimum 5-10 ft. width
- Off-street shared-use path (trail) for pedestrians and bicyclists:
  - minimum 10-14 ft. width



# Level of Comfort for On-Street Bikeways

Separated/protected bike lanes or on-street bike lanes with a suitable design for bicyclists based on the context of the project location (e.g., projected traffic volumes, speeds, adjoining land uses, etc.)



Source: TxDOT



# Forms of Separation for Bike Lanes

## Delineator Posts



Source: FHWA

## Parked Cars



Source: FHWA

## Raised Median / Curb



Source: FHWA

## Parking Stops



Source: City of Richardson

## Barriers



Source: Dallas County

## Raised Bike Lane



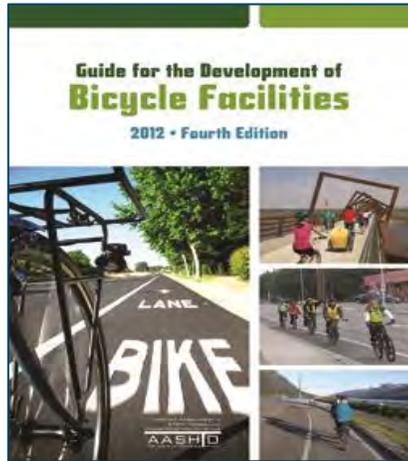
Source: FHWA



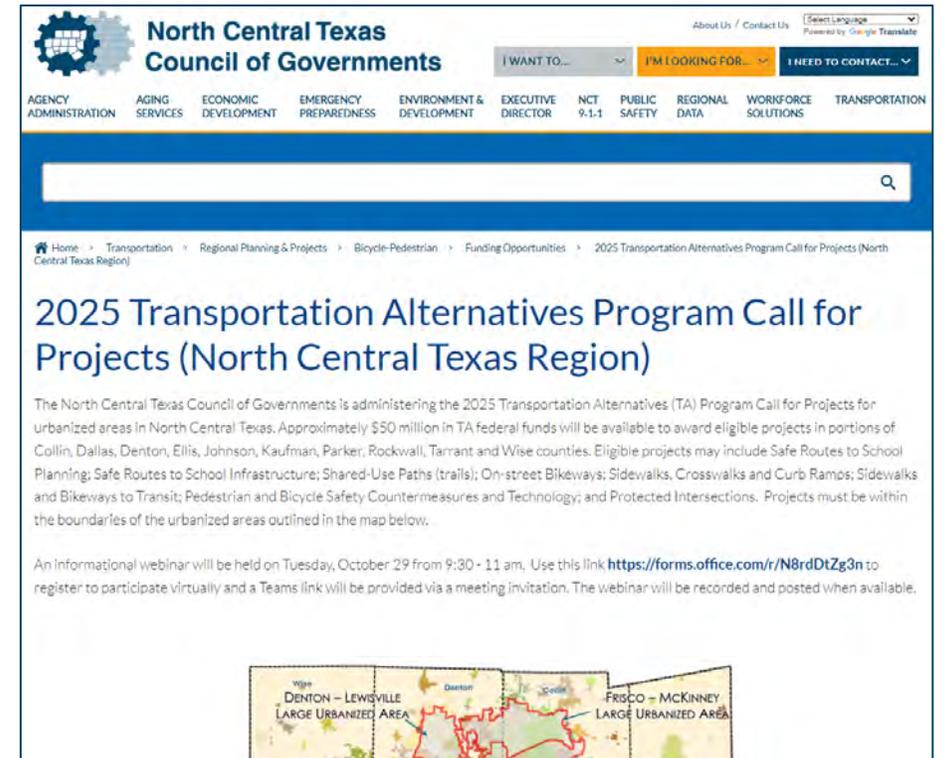
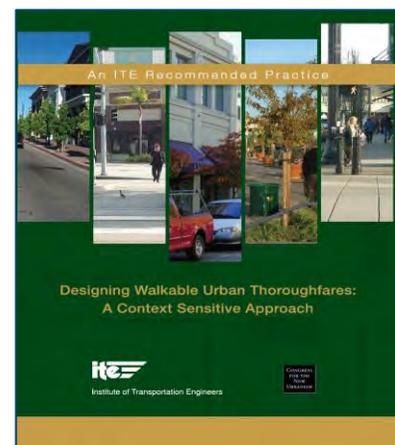
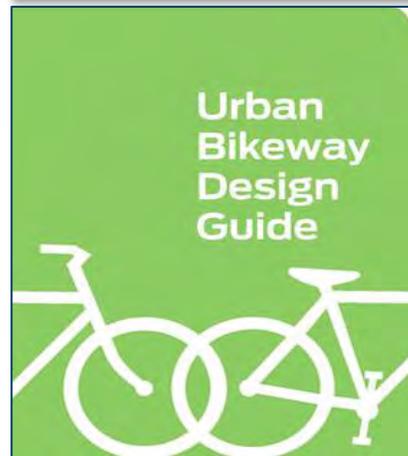
# Resources

Consistent with relevant guides: FHWA, AASHTO, NACTO, etc.

Note: Per AASHTO a shared-use path (trail) is a minimum 10-14 ft. width



Updated TxDOT  
Roadway Design  
Manual

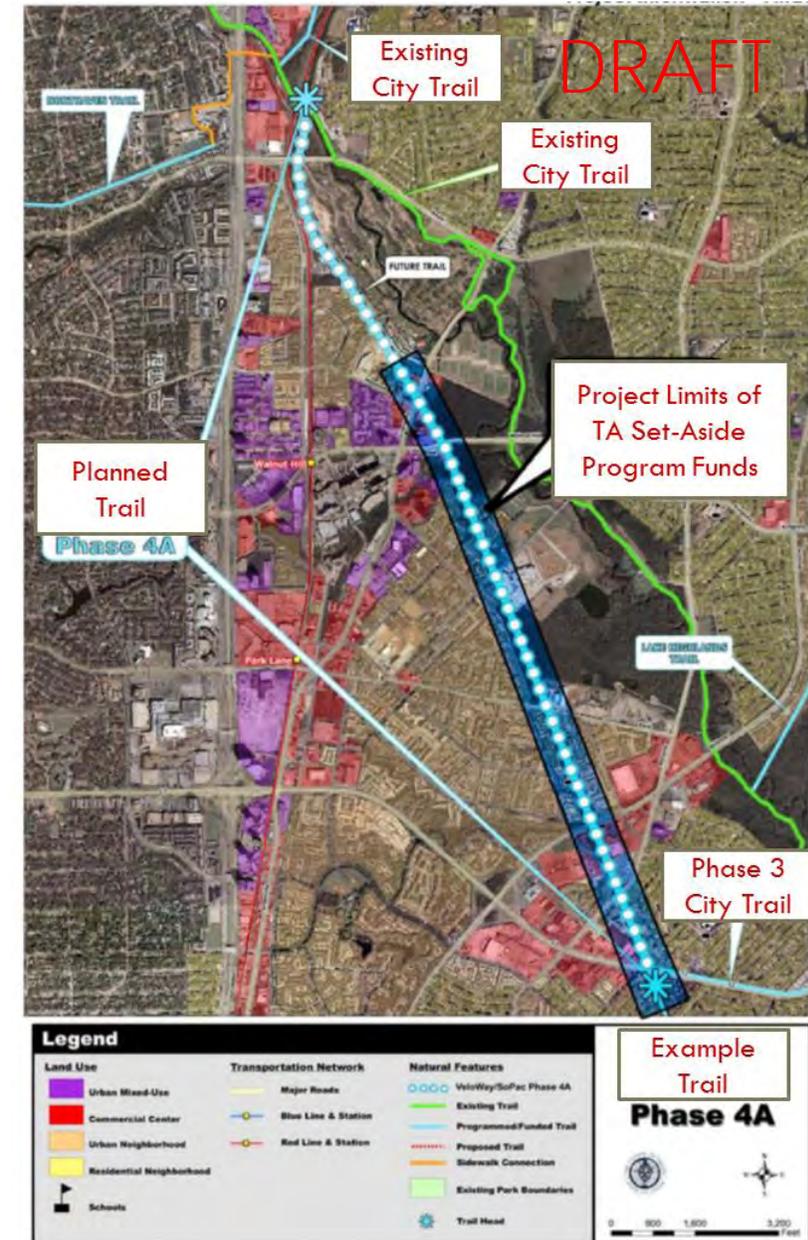


[nctcog.org/TAP2025](https://nctcog.org/TAP2025)

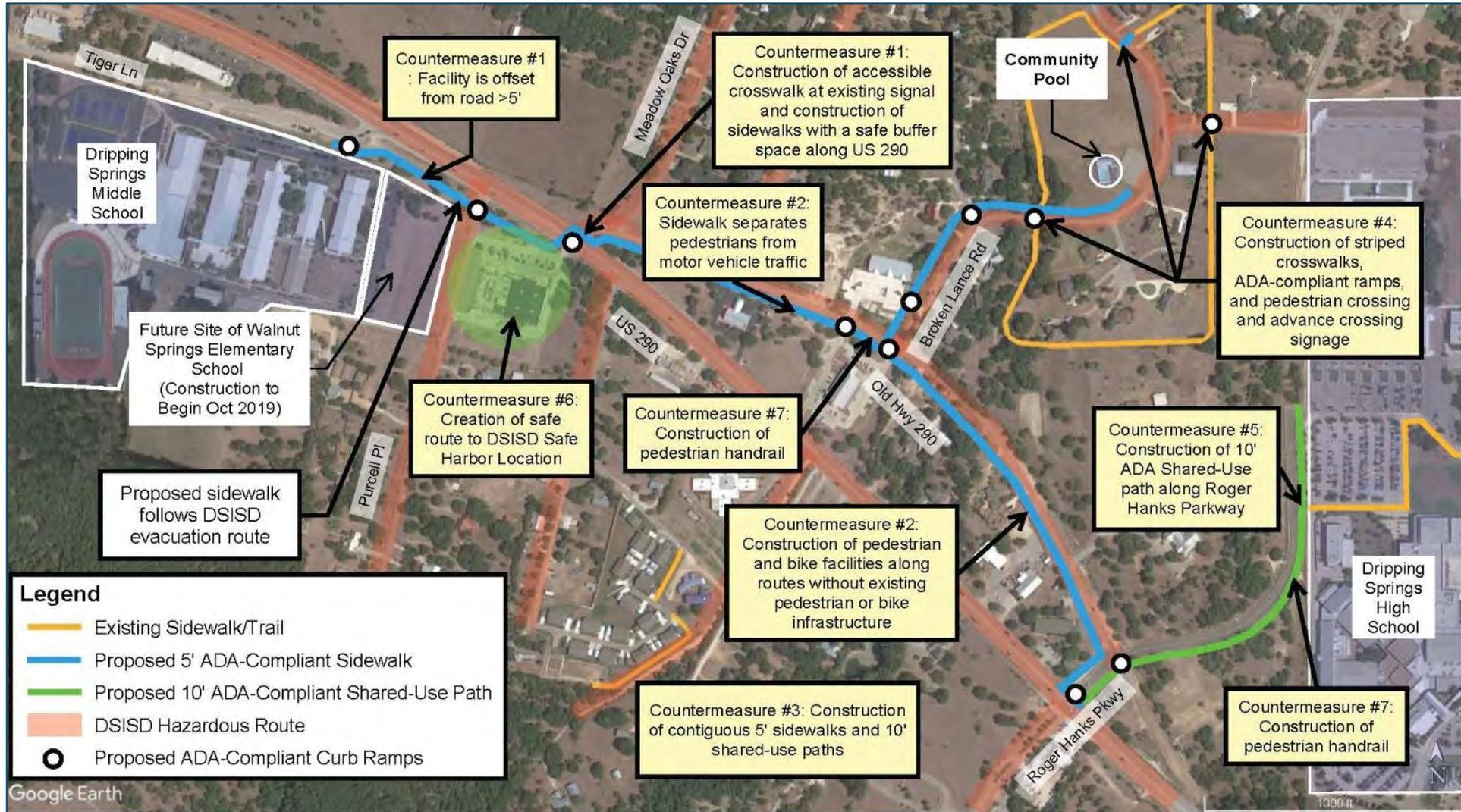


# Project Location

- Map of project location, alignment or boundary
- Clearly identify project segments/phases
- Clearly identify location and length of various facility types (e.g., trail, on-street, sidewalk)
- Clearly identify other existing and planned facilities in the area, key land uses, and other connecting destinations



# Project Location (cont.)



# Submittal and Attachments

- Complete the Checklist.
- Submit one hard copy and one electronic copy on USB drive.
- Additional information, including resolutions, cannot be submitted after the **January 17, 2025, 5pm deadline (per RTC Policy)**.

**There are no extensions.**

## Active Transportation Application Submittal Checklist

Check all that apply and are included in the application package (both hardcopy and USB drive). Items noted as **[Required]** must be checked and included with the application, or the application will be deemed incomplete and not scored. Label each attachment according to the list below. Include a brief description summarizing materials submitted as attachments to provide context for reviewers.

- One (1) signed hardcopy Application (including all attachments) **[Required]**
- Electronic copy of application and all attachments on a USB drive **[Required]**
  - PDF of the Application Form and all attachments in folders labeled according to the submittal checklist.
  - Microsoft Excel file of the Project Schedule
  - Microsoft Excel file of the Project Budget Summary and itemized cost sheets
- Attachment A – Project Maps and Exhibits [Required]**
  - Project Location Map (show the location and type of proposed improvements, existing infrastructure, and other nearby existing and planned linkages to employment centers, schools, transit facilities, or other major destinations)
  - Materials such as the project site plan, maps, pictures, exhibits, data, diagrams, etc. to supplement the project description, explain existing conditions, or demonstrate project need (if applicable)
- Attachment B – Related Plans or Studies (if applicable)**
- Attachment C – Community Support (if applicable)**
- Attachment D – Environmental Checklist and Supporting Documents [Required]**
- Attachment E – Project Schedule [Required]**
- Attachment F – Easement / Access Agreement (required if applicable)**
- Attachment G – Railroad Right of Entry Letter / Agreement (required if applicable)**
- Attachment H – TxDOT District Engineer Letter of Concurrence (required if applicable)**
- Attachment I – Supporting Project Sponsor Letter of Concurrence (required if applicable)**
- Attachment J – Project Budget Summary [Required]**
- Attachment K – Funding Commitment [Required]**
- GIS files** GIS shapefiles of the proposed improvements are included in a folder labeled as "GIS" on the USB drive. **[Required]** For Project Sponsors in which GIS capabilities are not available and technical assistance is needed, please contact Daniel Snyder at 817-608-2394 or [dsnyder@nctdot.org](mailto:dsnyder@nctdot.org). Please refer to the schedule in the Program Guide for the deadline to request GIS technical assistance.





PUSH BUTTON  
START CROSSING  
WATCH FOR  
TURNING CARS  
DON'T START  
FINISH CROSSING  
IF STARTED  
PEDESTRIANS  
SHOULD NOT BE  
IN CROSSWALK  
READY

# Project Implementation

# Implementation of Projects

- Consistent with other Federal-aid highway programs, TA Program funds are administered by TxDOT
- Regardless of whether the projects are located within the right-of-way of a Federal-aid highway, the implementation of projects will require:
  - Project agreements
  - Authorization to proceed prior to incurring costs
  - Approval of environmental documents
  - Designing to federal standards
  - Prevailing wage rates (Davis-Bacon)
  - Buy America
  - Competitive bidding



# Contact Information: TxDOT District Staff



## Dallas TxDOT District

Rachael Twiggs

[Rachael.Twiggs@txdot.gov](mailto:Rachael.Twiggs@txdot.gov)

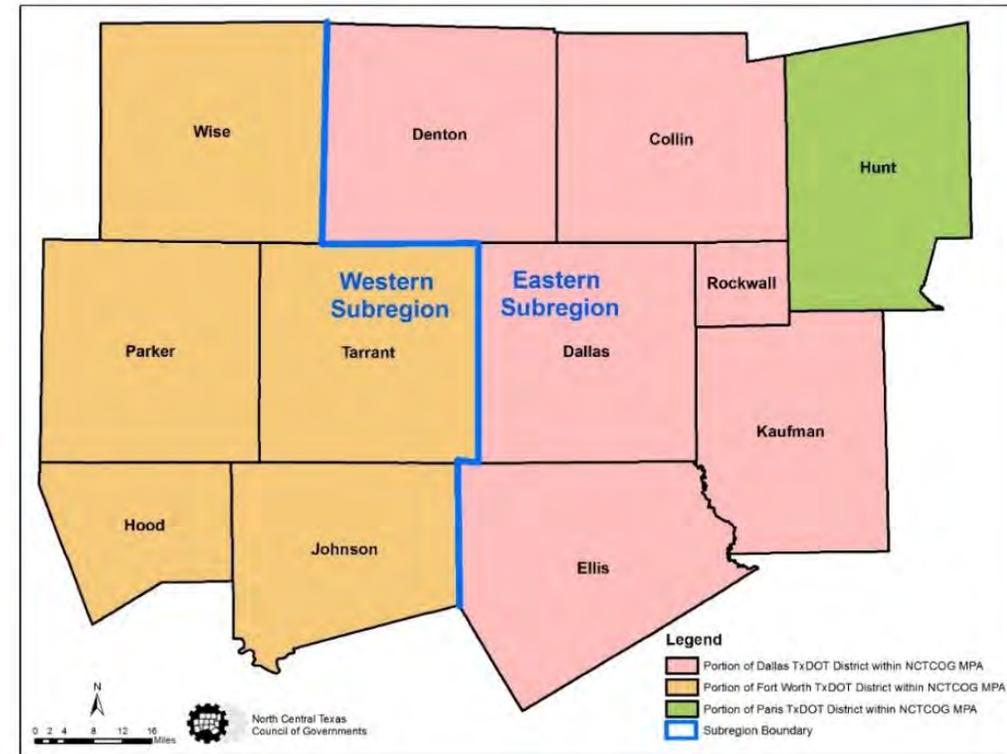
214-320-6669

## Fort Worth TxDOT District

Iftekhar Ali

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817-370-3565





# LG Project Development & Delivery Process

TxDOT Dallas and Fort Worth Districts



October 29, 2024



## Project Personnel

- Prior to beginning work, the local government (LG) and TxDOT will name a Responsible Person In Charge (RPIC), who is accountable for the project. The RPIC will administer project activities and make appropriate decisions. In addition, directs project staff at all stages of the project. RPIC must be full-time employee of the LG.
- TxDOT and the LG must designate a Project Manager (PM). The PM is responsible for daily oversight of the project and primary point of contact for day-to-day activities. It can be same person as RPIC. A PM can be an employee of a consulting company or LG.
- **LG is also required to have a “Qualified Person”, who has completed TxDOT’s Local Government Project Procedures (LGP101) training. A qualified person can be an employee of LG or consulting company. ([Training and Qualification](#))**



## Project Initiation Documents

- LG Project Personnel Form
- CSJ Request Form
- AFA Process
  - Project Information Form (PIF)
  - Oversight Level Special Approval Form (OLSPA)



## Flow charts for PE, PS&E and ROW/Utilities

- Preliminary Engineering and Design
- PS&E Developement
- Right of Way and Utilities



## Environmental Phase –Responsibilities

- Identify type of environmental document required
- Environmental Impact Statement (EIS)
- Environmental Assessment (EA)
- Categorical Exclusion (CE)
- Primary TxDOT contact for environmental coordination will be the TxDOT PM.



Deliverables:

- Environmental Documents
- PS&E Submittals
- PS&E Checklists, 30%, 60%, 90%...
- Make sure DBE goal and other federal/state requirements are included in the contract documents. Follow LG project development and delivery checklist to help with the required documents.



- 4-months prior to letting (Ready to Let) the following documents are required to request Federal Project Authorization and Agreement (FPAA):
  - NEPA clearance
  - Final Certifications signed by the District Engineer
  - Final Project Construction Estimate
  - Estimate Summary Form signed by the TP&D Director



- **It's important to schedule a kick-off** meeting as soon as project is awarded
- Executed Advance Funding Agreement (AFA) is required to get charge code for the TxDOT SMEs (Subject Matter Expert) to start review of plans and documents. Try to start AFA process as soon as project is awarded.
- Consultant selection process should be completed in timely manner, a good project scope based on Local Government Project Procedure can avoid any issues during PS&E development.
- Start ENV coordination early
- ROW & Utility Coordination, if required
- Delay in PS&E submittal due to supplemental agreements



- TxDOT PS&E Manual
- TxDOT Roadway Design Manual
- Local Government Tool Kit [Local Government Projects Toolkit \(txdot.gov\)](https://www.txdot.gov/local-government-projects-toolkit)
  - Local Government Project Management Guide
  - Local Government Project Policy Manual
  - Local Government Best Practices Workbook



# Detailed Project Budget

# Itemized Construction Costs

- Organize activities based on themes (facilities, illumination, landscaping, utilities, etc.)
- More detail is better
- Accurate cost estimates decrease the likelihood of cost overruns (especially with utilities)

Itemized Construction Costs (EXAMPLE)						
Line items must feature unit prices and quantities. Budgets with lump sums will be deemed incomplete. Distinguish line items that are new construction from rehabilitation and/or reconstruction.						
	Work Activities	Quantity	Units	Unit Price	Amount	
Group Itemized Roadway / Facility Work	Concrete Driveway		SY			
	Concrete Curb		LF			
	Concrete Median		SY			
	Curb Ramps		EA			
	Storm Drainage		LF			
	Inlets		EA			
	Retaining Walls		SF			
	Shared-Use Path Trail Bridge (16 ft. width)		LF			
	<i>List Other Relevant Line Items</i>					
	Group Itemized Illumination Work	Pedestrian Illumination Fixture (in accordance with TxDOT standards)		EA		
30 in. Drilled Shaft for Illumination Fixture			LF			
Conduit			LF			
Electrical Conductor			LF			
Ground Boxes			EA			
<i>List Other Relevant Line Items</i>						
Group Itemized Landscape Work	Trees (# gallon)		EA			
	Irrigation System		LS			







# Schedule

Milestone	Date
<b>Call for Projects Opened</b>	<b>October 25, 2024</b>
Call for Projects Public Workshop	October 29, 2024
Deadline for Requesting GIS Technical Assistance from NCTCOG Staff (if necessary)	December 20, 2024
Deadline for Requesting TxDOT District Engineer Letter of Consent for Proposed Projects Located in State Right-of-Way (if applicable)	December 20, 2024
<b>Call for Projects Closes (Applications Due)</b>	<b>January 17, 2025, 5 PM</b>
Review of Projects / Scoring by NCTCOG Staff	January – March 2025
Public Meeting	April 2025
Surface Transportation Technical Committee – Action to Approve Recommended Projects	April 25, 2025
Regional Transportation Council – Action to Approve Recommended Projects	May 8, 2025
Deadline for Project Sponsors to Submit Transportation Improvement Program Modifications (November 2025 Cycle)	June 27, 2025
Deadline for Project Sponsors to Execute Agreements with TxDOT	May 8, 2026
Deadline for Project Sponsors to Open Bids and Obligate Funds	August 31, 2028



# Contact Us

## Primary Points of Contact

### *Active Transportation*

**Daniel Snyder, AICP**

Senior Transportation Planner

[dsnyder@nctcog.org](mailto:dsnyder@nctcog.org)

(817) 608-2394

### *Safe Routes to School Planning or Construction*

**Shawn Conrad, PhD**

Program Manager

[sconrad@nctcog.org](mailto:sconrad@nctcog.org)

(817) 704-5695



# Questions

Thank you for Attending

Webinar slides and recording will be posted on the  
NCTCOG 2025 TA Call for Projects webpage:

[www.nctcog.org/TAP2025](http://www.nctcog.org/TAP2025)

TxDOT 2025 Statewide TA Call for Projects:

[www.txdot.gov/business/grants-and-funding/bicycle-pedestrian-local-federal-funding-programs.html](http://www.txdot.gov/business/grants-and-funding/bicycle-pedestrian-local-federal-funding-programs.html)

