Transportation Alternatives Program

Project Development Workshop – Illinois

April 11, 2017

EAST-WEST GATEWAY
Council of Governments

Workshop Agenda

- Overview
- Eligibility Requirements
- Application
- Scoring Criteria
- EWG Program Schedule
- Project Scheduling
- Project Tracking
- Question and Answers

TAP Overview

- FAST Act: Fixing America's Surface Transportation
  - Current transportation funding and authorization bill
- Includes the Transportation Alternatives Set-Aside Program
  - Similar to previous Transportation Alternatives Program (TAP)
- The project must be in one of the eligible activity categories, and also show a direct relationship to transportation
  - Function, impact, and/or proximity
- TAP funding has no restriction on use based on roadway functional classification
- Applications are due June 19, 2017; 4:00 PM
- Competitive process is required
- $1.4 million available to program

Bicycle and Pedestrian Activities

- On-road and off-road trail facilities
  - Sidewalks
  - Bicycle infrastructure
    - On-road facilities
    - Off-road facilities
  - Secure bicycling parking facilities
  - Bicycle and pedestrian bridges and underpasses

Bicycle and Pedestrian Activities

- Safe routes for non-drivers
  - Target audience: children, older adults, individuals with disabilities
  - Includes Safe Routes to School (SRTS) infrastructure projects
  - Construction or reconstruction of sidewalks, transit shelters, and transit stops
  - Crossing improvements
  - Pedestrian and bicycle signals
  - Traffic calming techniques
  - Pedestrian-scale lighting
  - Other safety-related improvements

Road Retrofit or Road Diet

- Examples of eligible elements for funding as part of a road diet:
  - New sidewalks
  - New pedestrian lighting
  - Adding pedestrian and bike controls to traffic signals
  - Pedestrian crossings
  - Bicycle pavement markings and intersection bike boxes
  - Installation of separated bikeways
  - Measures to improve on-street bicycle crash hazards (replacement of storm water grates, utility covers, etc.)
- Not eligible for reimbursement:
  - Street repaving or reconstruction
  - Drainage
  - Vehicular street lighting
  - Traffic signals (vehicles)
  - Other general maintenance activities

Bicycle and Pedestrian Activities

- Conversion of abandoned railroad corridors
  - Planning, designing, and constructing multi-use trails along railroad right-of-way
  - Major reconstructions of multi-use trails along a railroad right-of-way
  - Developing rail-with-trail projects
  - Purchasing unused railroad property for reuse

Community Improvement Activities

- Scenic turnouts and overlooks
  - Construction of turnouts and overlooks
  - Places significance on the scenic area or historic view shed
- Outdoor Advertisement Management
  - Billboard inventories, including those done with GIS/GPS
  - Removal of illegal and non-conforming billboards

Community Improvement Activities

- Historic preservation and rehabilitation of historic transportation facilities
  - Restoration and reuse of historic buildings with strong link to transportation history
  - Restoration and reuse of historic buildings for transportation related purposes
  - Interpretive displays at historic sites
  - Access improvements to historic sites and buildings
  - Restoration of railroad depots and bus stations
  - Rehabilitation of rail trestles, tunnels, bridges, and canals

Community Improvement Activities

- Vegetation management
  - Clearing low-hanging branches or other vegetation encroaching on a travel corridor
  - Landscaping to improve sightlines or other safety considerations
  - Planting grasses or wildflowers to manage erosion along transportation corridors
- Archeological activities
  - Research, preservation planning, and interpretation
  - Developing interpretive signs, exhibits, and guides
  - Inventories and surveys

Environmental Mitigation Activities

- Stormwater mitigation
  - Detention and sediment basins
  - Stream channel stabilization
  - Storm drain stenciling and river clean-ups
  - Water pollution studies
- Wildlife management
  - Wetlands acquisition and restoration
  - Wildlife underpasses or overpasses which may include bridge extensions to provide or improve wildlife passage and wildlife habitat connectivity
  - Monitoring and data collection on habitat fragmentation and vehicle-caused wildlife mortality

Safe Routes to School

- Safe Routes to School Non-Infrastructure
  - Educational program relating to children grades K-8
  - Activities to encourage walking and bicycling to school, including:
    - Public awareness campaigns and outreach to press and community leaders
    - Traffic education and enforcement in the vicinity of schools
    - Student sessions on bicycle and pedestrian safety, health, and environment
    - Funding for training, volunteers, and managers or coordinators of safe routes to school programs

Ineligible Activities

- Bicycle and pedestrian safety and education activities (except activities targeting children K-8)
- Acquisition of scenic easements and scenic or historic sites (including visitor areas)
- Landscaping and scenic enhancements as independent projects
- Historic preservation as an independent activity unrelated to historic transportation facilities
- Operating of historic buildings, structures, or facilities
- Archaeological planning and research undertaken for proactive planning
- Transportation museums

Excluded Uses

- General recreation projects
- Park facilities
- Roadway resurfacing or reconstruction
- Hardscaping:
  - Decorative fencing, monuments/statues, welcome/gateway signs, water fountains, flagpoles
- Routine maintenance and operations
- Non-pedestrian scale lighting
- Normal environmental mitigation work

Eligible Applicants

- Project sponsor must be a transportation related government agency, such as:
  - City
  - County
  - Regional transportation authorities
  - Transit agencies
  - Other local or regional government entity with responsibility for oversight of transportation or recreational trails
  - Natural resource or public land agencies
  - School districts, local education agencies, or schools
- Must be located in Madison, Monroe, or St. Clair counties

Eligible Expenses

- Reimbursement program – federal funding must be obligated (authorized) prior to incurring costs
  - Any work begun prior to approval will not be federally reimbursed
- Up to 80% federal funding for:
  - Preliminary engineering
  - Implementation/construction including construction engineering
- Up to 50% federal funding for:
  - Right-of-way acquisition and easement acquisition

Funding Limits

- There is not a maximum dollar limit on the cost for TAP projects, however, projects that request in excess of $400,000 federal should indicate if the project can be broken down into constructible segments

Project Application Forms

- Three separate application forms – PDF format
  - Bicycle and Pedestrian Facilities
  - SRTS Non-Infrastructure Activities
  - Community Improvement and Environmental Mitigation Activities
- Save the application to your computer before filling it out
- No limit to the number of applications submitted
- Applicants must provide an electronic application (and attachments) to EWG and submit one hard copy

Project Application – General Tips

- Consistent with AASHTO, NACTO, FHWA, and other relevant guides
  - Does the project implement a low-stress/high level of comfort facility?
- Project location map, clearly identify:
  - Project limits of proposed project
  - Project segments/phases
  - Location of proposed facility types (i.e., trail, on-street bike lane, sidewalk, etc.)
  - Existing bicycle and pedestrian facilities in the area
  - Location of existing/proposed community resources (i.e., schools, parks, health care facilities, YMCAs, etc.).
- Don't assume evaluators know the project, but be concise
- Letters of support must be for current funding round and for specific project
- Project scheduling needs to be realistic

Project Application – General Tips

- What is a low-stress/high comfort level facility?
  - A wide sidewalk for pedestrians (min. 5 ft. width residential) with safe intersection crossings
  - Off-street shared-use path for pedestrians and bicyclists (10-14 ft. width)
  - Separated/protected bike lanes, bike lanes, or shared lane markings with a suitable design for bicyclists based on the context of the roadway (i.e., traffic volumes, speeds, adjoining land uses)
  - Alleviates barriers in the bicycle or pedestrian network (i.e., interstates, high-speed, high-volume arterials, railroads, rivers, etc.)
  - High-visibility crosswalks:
    - Avoid using contrasting materials like brick to create higher visibility. These materials cost much more to maintain, but are not highly visible particularly at night, in the rain, and over time as they lose contrast with the surrounding street. - America Walks

National Guidelines and Standards

- 2013 Bicycle and Pedestrian Facility Design Flexibility
  - AASHTO Guide for the Development of Bicycle Facilities
  - AASHTO Guide for the Planning, Design, and Operating of Pedestrian Facilities
  - NACTO Urban Bikeway Design Guide
  - ITE Designing Walkable Urban Thoroughfares
- 2010 Policy Statement on Bicycle and Pedestrian Accommodation Regulations and Recommendations
  - *"DOT encourages transportation agencies to go beyond the minimum requirements, and proactively provide convenient, safe, and context-sensitive facilities that foster increased use by bicyclists and pedestrians of all ages and abilities, and utilize universal design characteristics when appropriate."*

Bicycle and Pedestrian Resources

TAP Application Submittal Checklist

- Completed TAP application
- Application fee – ½ of 1% of the federal funds being requested
- Signed certifications:
  - Notification of Title VI Requirements
  - Matching Funds
  - Person of Responsible Charge
  - Right-of-Way Acquisition
  - Certification for Funding Availability
- Project location map
- Estimate of Project Costs excel file
- Typical section
- Optional, but strongly recommended: letters of support, documentation of public involvement process, photographs of existing conditions, preliminary plan sketches, bicycle/pedestrian crash reports

Workbook and Application Forms

- EWG TAP Website: http://www.ewgateway.org/trans/TIP/TAP/tap.htm
- TAP Project Development Workbook: http://www.ewgateway.org/pdffiles/library/trans/tip/tap-projdevworkbook-033017.pdf
- TAP Bicycle and Pedestrian Facilities Application Form: http://www.ewgateway.org/pdffiles/library/trans/tip/tap-bikepedfacilityappform.pdf
- Safe Routes to School Non-Infrastructure Application Form: http://www.ewgateway.org/pdffiles/library/trans/tip/tap-srtsfacilityappform.pdf
- Community Improvement and Environmental Mitigation Activities Application Form: http://www.ewgateway.org/pdffiles/library/trans/tip/tap-commimpandenvappform.pdf

Bicycle and Pedestrian Facilities – Scoring Criteria

Category	Points Possible	Project Scoring Measures
Project readiness / implementation	15	Additional local funding overmatch. Project budget. Status of design plans. Stakeholder/community feedback and support.
Consistency with adopted plans	15	Improvement is cited as a priority or consistent with an adopted plan, ordinance, or policy.
Serving Environmental Justice (EJ) areas	5	Project is in an EJ tract.
Proximity to population, employment, retail, and transit	15	Anticipated usage based on Project Utilization Index score.
Promote public health	5	Improved access to community resources.
Facility Level of Stress Measure	25	Greater level of accommodation by implementing low-stress facilities.
System connectivity	15	Linking or connecting existing bicycle or pedestrian facilities to complete a network.
Designing facilities for all users of the road	3	Number of transportation modes directly integrated.
Environmental quality	2	Addresses water quality, energy efficiency, or other benefits to the environment.

Environmental Justice

Project Utilization Index

Strava Heatmap – Measuring Demand

Strava Heatmap – Measuring Demand

Safe Routes to School Non-Infrastructure – Scoring Criteria

Category	Points Possible	Project Scoring Measures
Program match / budget	5	Additional local funding overmatch. Feasible project budget.
Target population	10	Percentage of students expected to benefit.
Serving EJ populations	5	Project enhances bicycling or walking safety for economically disadvantaged populations.
Existing conditions and problem identification	20	There is a demonstrated need for the project. Completion of Student Travel Tally and Parent Survey.
Potential to improve the condition	20	Proposed program addresses identified problem. Project is new or enhanced current activities. Coordination with other activities, plans, policies, or projects.
Multi-modal	5	Project educated on both walking and bicycling safety.
Project partners	15	Partners are responsible for some aspect of the project.
Measure of effectiveness	10	Project outcomes are identified. Accurate methods are in place for tracking pre- and post-evaluation.
Sustainability	10	Project will continue at the school once funds are expended.

Community Improvement & Environmental Mitigation Activities – Scoring Criteria

- Project readiness / implementation
- Consistency with adopted plans
- Service EJ areas
- Proximity to population, employment, retail, and transit
- Demonstrated need for project
  - Significance of project
  - Loss of opportunity
- Safety improvements
- Level of access
- Maintenance, monitoring, or preservation plan in place

EWG Program Schedule

Activity	Date 2017
Call for projects begins	April 4
EWG staff is available to assist applicants as needed	April 4 – June 19
Project Development Workshop	April 11
Preliminary applications due (optional)	May 5
Project Review Workshop (optional)	May 18
Preliminary application comments returned	May 19
Application deadline	June 19
Review of projects / scoring by EWG	June 20 – July 20
Transportation Planning Committee makes funding recommendation	August 2
Public comment period	August 3 – September 5
Final recommendations to Board of Directors for approval	September 27

After September Board Meeting

- Projects not selected will receive application fee refund
- IDOT will assist with project implementation

Project Scheduling

- Federal Fiscal Year – October 1 through September 30
  - Federal funds must be obligated by September 30 of the year that funds are programmed
  - Work with IDOT Local Roads to make sure federal funds for project are authorized and/or placed on a letting schedule to ensure this deadline is met

Project Development

- Scheduling needs to be realistic
- Applications will be accepted for funding in FY 2018 through FY 2020
  - No more than one reimbursable phase of work can be scheduled in the same fiscal year
- Include time for:
  - Railroads
  - Utility relocations (notify utilities if project is approved)
  - Right-of-way
  - Parks (if project impacts park acquired with LWCF)
  - Environmental
  - External agency review

Federal Reimbursement

- Three milestones or phases
  - Preliminary Engineering: approved preliminary engineering services agreement
    - Surveys, public hearings, environmental and historical documentation
  - Right-of-Way Acquisition: approved project development report
  - Construction: approved Plans, Specifications and Estimates, and land acquisition clearance (Authority to Advertise)
    - Utility relocation costs for which the local agency is responsible, advertising costs
- Federal funds must be obligated (authorized) prior to incurring costs

East-West Gateway's Role

- Serve as regional clearinghouse for federal funds
- Competitively score project applications and present projects to Transportation Planning Committees for their recommendations
- Add Board approved projects to TIP
- Approve any change of scope
- Approve any changes in programmed funding amounts for a phase of work
- Report to Board on status of projects

IDOT's Role

- Administer funding per state and federal requirements: http://bit.ly/IDOTBLRManual
- Ensure project sponsors are following the intent of the funding program and project application
- Review projects in a timely manner
- Ensure project meets design and construction standards
- Serve as liaison between sponsor and FHWA

Project Sponsor's Role

- Implement project as initially proposed and follow the schedule in the project application
- Follow all federal and state program requirements for project design, right-of-way acquisition, and construction
- Coordinate utilities, railroad, and other external agencies throughout the design process
- Comply with the ADA and Title VI of the Civil Rights Act of 1964
- Project sponsors must have a Person of Responsible Charge
- Notify EWG regarding potential delays as early as possible
- Commit to regular ongoing maintenance

Responsible Charge

- To encourage more timely and efficient project delivery, applicants must identify the "Person of Responsible Charge" for each application submitted
- The Person of Responsible Charge is:
  - Knowledgeable of the federal-aid process
  - Familiar with state project letting procedures
  - Responsible for project administration, agreements, signatures, billings, etc.
  - Expected to be a full-time public employee or elected official, even when consultants are providing engineering services

Keep in Mind…

- Project sponsor will be required to enter into legal funding agreement with IDOT for the project
- All work must be approved by IDOT prior to starting a phase of work (except locally funded design)
- TAP is a reimbursement program
- The project sponsor must pay for all costs incurred in excess of the federal funding allocated to the project
- Consultants must be paid for work on TAP project applications
- If project is not on a facility owned by the sponsor, a letter of support is required from the facility owner

Questions?

- TAP Eligibility and Requirements, Applications, Scoring Criteria:
  - Rachael Pawlak
    - Rachael.Pawlak@ewgateway.org
    - 314/421-4220
- Project Scheduling, Tracking, and Implementation:
  - Jason Lange
    - Jason.Lange@ewgateway.org
    - 314/421-4220
- Applications are due June 19, 2017