2020 STP-L Call for Projects

JANUARY 10, 2020
What We’ll Cover

- Brief overview of STP funding and requirements
- Timeline
- Council-specific applications
- Active Program Management
- Project management
Federal Process

- Federal funding process takes longer
  - Review and agreement process, land acquisition, environmental clearance
- Unexpected delays can cause loss of funding
- Many deadlines to keep track of
Project Proposals

- Must have local match commitment
- Must be submitted or sponsored by a member of North Shore or Northwest Councils of Mayors
- Must be an eligible route and project type
  - See methodologies, [www.gettingaroundillinois.com](http://www.gettingaroundillinois.com)
- Can only be submitted during a Call for Projects
Call for Projects

- Begins in January of even years
- Successful applications will make up a 5 year program
- Ends in March
January 15, 2020

- Call for Projects opens
- New applications available for download online now
- Electronic submissions via email
- Project sponsors contacted if any missing information/discrepancies
- Contact throughout the process with questions
March 16, 2020

- Call for Projects closes at 5:00 p.m.
- Staff will evaluate and create rankings of projects
- Preliminary programs developed from there
  - Applications sent to Technical Committee along with scoring and ranking
April Technical Committee Meetings

- Recommended programs (active and contingency) are presented
- Sponsors should be prepared to give overview and answer questions
- Project sponsors and Council members will have opportunity to comment on recommended programs
- Staff will review comments and make any necessary edits to programs to be considered at next meeting
May Technical Committee Meetings

- Staff will present final recommended programs to Technical Committees, including any comments from Council members
- Committees will vote to release for public comment
- Staff will review public comments and compile them to be considered at next meeting
August Technical Committee Meetings

- Final recommended programs will go before Committees for approval
  - Including any public comments for Committees to consider
September 2020

- NWMC Board Meeting – September 9, 2020
  - Both programs go before North Shore and Northwest Councils of Mayors for approval

- CMAP Transportation Committee – September 18, 2020
  - All local programs incorporated into TIP amendment considered by Transportation Committee
October 2020

- MPO Policy Committee/CMAP Board Joint meeting
- Final approval of TIP amendment
Applications

- Very minor changes to format of application
- Much of the same required documentation
- Electronic copies submitted via email
- CRF Safety Sheet
- Each council has different match ratios for phases and project types
## Match Ratios

<table>
<thead>
<tr>
<th></th>
<th>Phase I</th>
<th>Phase II</th>
<th>ROW</th>
<th>CON</th>
<th>CE</th>
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<tbody>
<tr>
<td><strong>North Shore</strong></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All project types</td>
<td>X</td>
<td>70/30</td>
<td>X</td>
<td>70/30*</td>
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<td></td>
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<tr>
<td><strong>Northwest</strong></td>
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<tr>
<td>Roadway/Intersection</td>
<td>X</td>
<td>50/50</td>
<td>50/50</td>
<td>80/20</td>
<td>80/20</td>
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<tr>
<td>Resurfacing/LASO/LAFO</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>75/25</td>
<td>75/25</td>
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</table>

*eligible for 80/20 match if no STP funding for Phase II
Safety Sheet

- Based on CMAP, Virginia DOT, Oregon DOT, and CRF Clearinghouse
- Divided into Intersection and Segment Improvements, then subcategories
- Highest CRF checked is what score is based off of, but check all that apply
North Shore Highlights

- **Pavement condition online GIS map**
- **Local need: Documentation of inclusion in local/regional plan**
- **Complete Streets: distinction between connected and isolated facilities**
- **Green infrastructure**
- **Transit supportive land use: include documentation (link or zoning code document)**
Northwest Highlights

- AADT available on gettingaroundillinois.com
- Documentation for additional project sponsors
- Safety Road Index online GIS map
- Complete Streets policies should be board/council-approved
  - Refer to Smart Growth America
- Current STP projects
Northwest Highlights (cont.)

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<tr>
<th></th>
<th>Roadway/Intersection</th>
<th>Resurfacing/LASO/LAFO</th>
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<tbody>
<tr>
<td>Regional Transportation Significance</td>
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<tr>
<td>Safety</td>
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<td>N/A</td>
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<tr>
<td>Prior Agency Funding</td>
<td>5</td>
<td>5</td>
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<tr>
<td>Complete Streets/Multimodal Improvements</td>
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<tr>
<td>Congestion Mitigation</td>
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<td>Project Readiness</td>
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<tr>
<td>Inclusion in Current STP Program</td>
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<td>5</td>
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<tr>
<td>Pavement Condition</td>
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Contingency Program

- Contingency program allows us to “over program”, respond to changes quickly
- 100% obligation goal
- Expires with next Call for Projects
- Subject to same quarterly status updates as projects in active program
Active Program Management

CMAP
“The Councils and City agree to use a uniform active program management system for the shared fund and local distributions to ensure projects are obligated in a timely manner…”
Project Management
Training

Workshops like this one

IDOT process training

GATA training

CMAP/Council web resources
Designated Project Managers

Technical: The sponsor staff responsible for the implementation, including managing consultants hired

Financial: The sponsor staff responsible for ensuring correct local match is included in the budget

Consultant PM (optional): If using consulting services, the person at the consulting firm responsible for the project

Keep up to date!
Quarterly Status Updates

December, March, June, September
(any day during the month, even if no progress since last update)

Must be submitted by Technical or Financial Manager

Includes all phases/years – not just those using STP

Milestone based – meant to identify early obstacles and facilitate active reprogramming

Project moved from active to contingency or removed from contingency if not completed when required
# STP-Shared Fund Quarterly Status Update (projects processed through IDOT/FHWA)

## Project Information

<table>
<thead>
<tr>
<th>Initial Submittal</th>
<th>Date</th>
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## Milestone Information

- No changes from prior update

## Project Information

### Phase 1: Federal-Funded

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<th>Milestone</th>
<th>Initial Estimated Date</th>
<th>Actual Date</th>
<th>Actual Progress</th>
<th>Updated Estimated Date</th>
<th>Current Progress</th>
<th>Notes/Instructions</th>
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### Phase 2: Other

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<tr>
<th>Milestone</th>
<th>Initial Estimated Date</th>
<th>Actual Date</th>
<th>Actual Progress</th>
<th>Updated Estimated Date</th>
<th>Current Progress</th>
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### Project Status

- No changes from prior update

- Project Title
- Project Scope
- Project Schedule
- Project Budget
- Project Quality
- Project Risk
- Project Management
- Project Communication
- Project Stakeholders
- Project Compliance
- Project Reporting
- Project Closeout
- Project Lessons Learned

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**CMAP**
Program Management
Active Reprogramming

Based on status updates, council can move projects forward or backward in five-year program.

All years must remain fiscally constrained at all times.

Goal is for “ready” projects to move forward to obligation and “delayed” projects to move to a realistic program year.
Obligation deadlines

Obligation occurs at the *beginning* of each phase, when funding agreement is executed by sponsor and IDOT

Deadlines only apply to project phases in the current FFY

Current year phases must be obligated by Sept 30

Can request a 6 month extension in April, based on status updates
Obligation deadlines, cont’d

If IDOT agreement review is only reason for delay of extended phase: automatic additional 3 month extension

If proceed without extension, and funds not obligated, funds are lost to sponsor and to council

Unobligated funds will be removed from the council’s marks and redistributed to the shared fund

Always be realistic with status updates and programming to protect individual project and overall council funding
Accessing redistributed funds

If council obligates all allotted funds (including carryover) they may access redistributed funds.

Use for cost increases for already obligated phases.

Use to advance ready project phases from out years or the contingency program.

“First ready, first funded” – all councils, CDOT, and Shared Fund projects have access.

Hierarchy of priority if all requests can’t be met.
Questions?
Managing STP Projects

- Communication is key
- Planning liaisons keep information updated and all parties connected
  - CMAP
  - IDOT
  - Councils of Mayors
Project Changes

- Quarterly updates will help, more communication is needed to keep projects on track
- Notify planning liaisons of changes ASAP
- Multiple steps to make changes
  - Update our records and Council programs
  - Update in eTIP
  - Update with IDOT through revised PPI form
<table>
<thead>
<tr>
<th>CMAQ &amp; TAP project change requests due</th>
<th>CMAQ/TAP &amp; STP Project Selection Committees</th>
<th>TIP revisions due</th>
<th>Transportation Committee</th>
<th>Conformity</th>
<th>CMAP Board (+ Coordinating Committee)</th>
<th>MPO Policy Committee</th>
<th>Federal authorization requests due to IDOT</th>
<th>IDOT construction lettings</th>
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<tr>
<td>Thursday</td>
<td>Thursday</td>
<td>Tuesday</td>
<td>Friday</td>
<td>TC action</td>
<td>Wednesday</td>
<td>Thursday</td>
<td>10/10/2019</td>
<td>11/29/2019</td>
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Agreement Submittal/Review Process

- Federally funded phases must go through IDOT’s agreement process
  - Local Agency Agreements (BLR 05310)
  - Engineering Services Agreements (BLR 05610)
  - Agreement amendments

- All IDOT submittals go through planning liaisons

- Earliest letting date for new projects is April-June 2021
  - Subject to funding availability
Thank You

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