



PROJECT DEVELOPMENT FOR LOCAL GOVERNMENTS

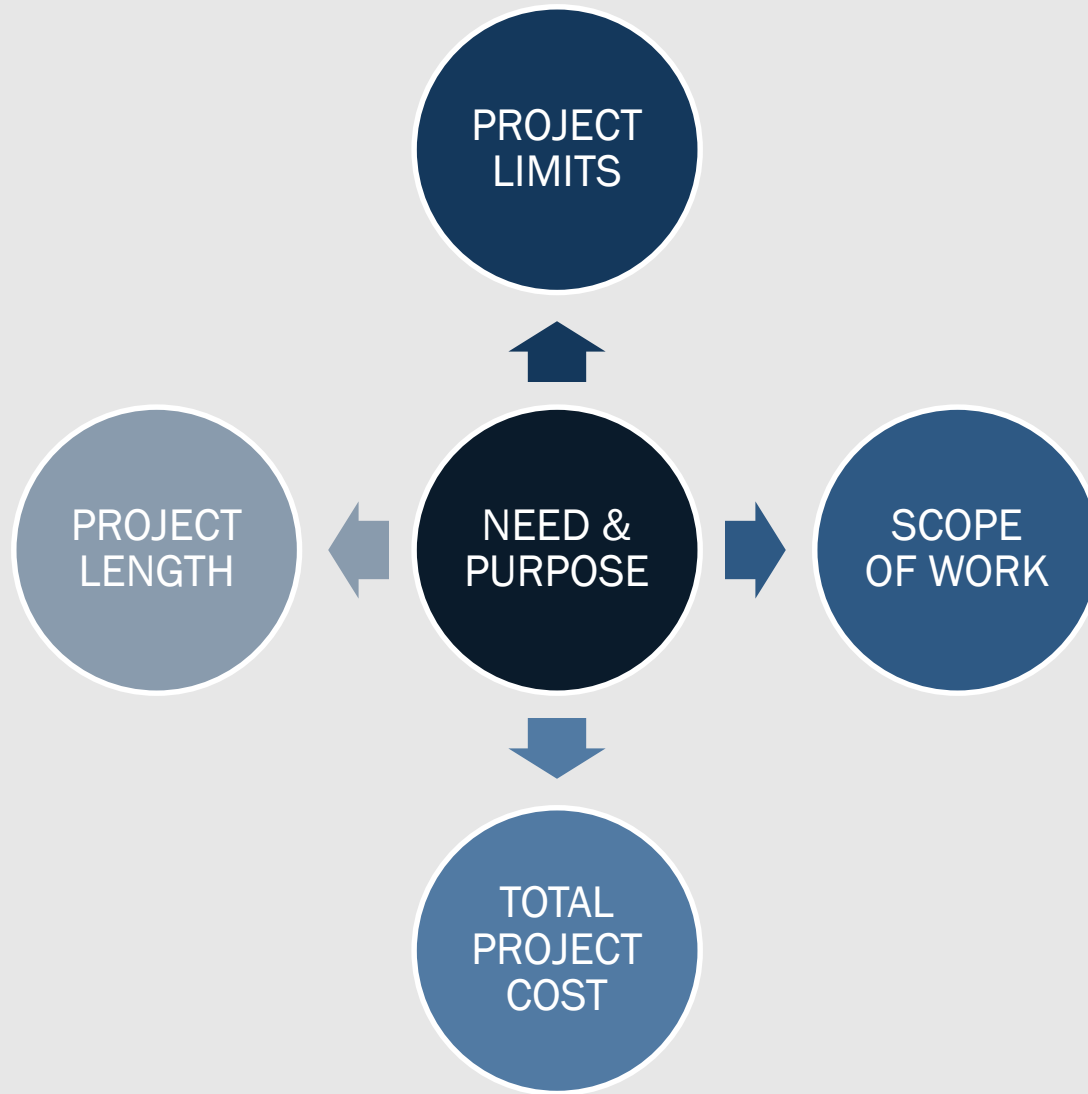
Presentation to MPOs



Table of contents

1	Project Identification/Funding	3-5
2	Planning Process	6-11
3	Environmental Process	12
4	Design Process	13
5	ROW/Utility Process	14
6	Letting Process	15
7	Post Letting Process	16

STEP 1 - Project Identification



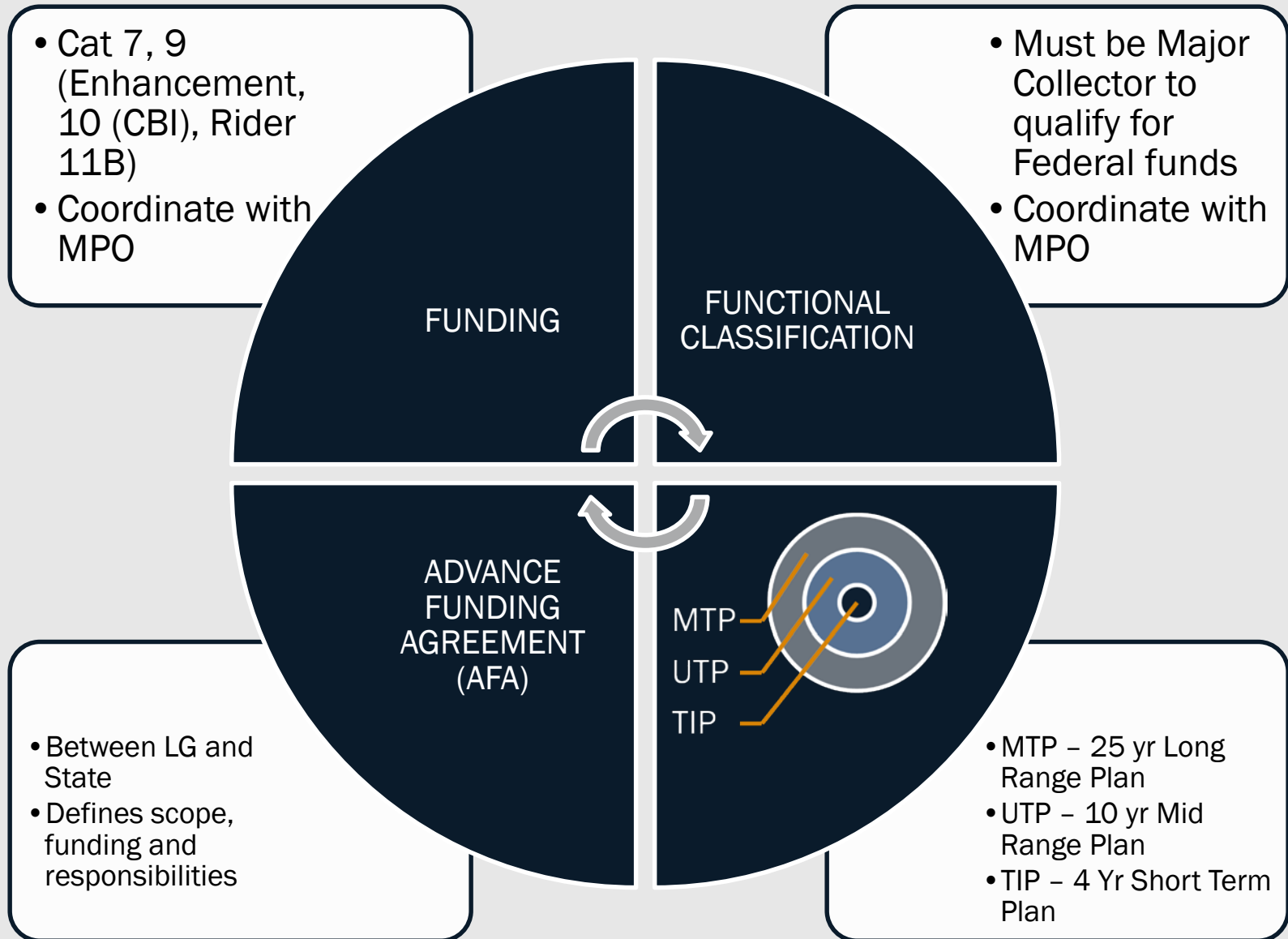
STEP 1 - Summary of Funding Available for Local Governments

Category	Project Description	On/Off System	Population	Project Selection/ Project Approval	Allocation Process	Project Cost	Funding Participation
7 STP-MM/ Rehabilitation	Mobility, Added Capacity, Safety, Maintenance, Rehabilitation	Both On & Off	≥ 200,000 (TMA)	<ul style="list-style-type: none"> Hidalgo County MPO Brownsville MPO (in consultation w/ TxDOT) 	Annual	PE, CE (TxDOT & Consultant), ROW, Construction	Federal 80% Local 20% or Federal 80% State 20%
9 Transportation Alternatives (TA) Set-Aside Program	Enhancements, Bicycle & Pedestrian Safety improvements, Sidewalks, Hike & Bike	Both On & Off	N/A	<ul style="list-style-type: none"> Hidalgo County MPO Brownsville MPO Non-TMA (statewide competitive process) (in consultation w/ TxDOT) 	Annual	Planning & Construction	Federal 80% Local 20%

STEP 1 - Summary of Funding Available for Local Governments

Category	Project Description	On/Off System	Project Selection/ Project Approval	Allocation Process	Project Cost	Funding Participation
10 Coordinated Border Infrastructure Program	Improvements that facilitate safe movement of motor vehicles at or across the land border between the United States and Mexico	Both On & Off	<ul style="list-style-type: none"> FHWA/TPP Division Submit CBI Project Eligibility Form 	Project Specific	PE, CE, ROW, Construction	Federal 80% Local 20% or Federal 80% State 20% or Federal 90% (some Interstate projects) or Federal 15% or \$5M directly to GSA (with approval)
11 Rider 11B Border Infrastructure Rider	Improvements that facilitate safe movement of motor vehicles at or across the land border between the United States and Mexico	Both On & Off	<ul style="list-style-type: none"> Texas Transportation Commission/ TPP Division Submit Project Information Form and Factsheet 	2 Year Legislative Mandate	PE, CE, ROW, Construction	Federal 80% Local 20% or Federal 80% State 20% or State 100% (with approval)

STEP 2 - PLANNING PROCESS



STEP 2 - TIP, UTP, AND MTP

TIP

4 year plan

- MPO Document
- Updated every 2 years; financially constrained
- Construct Authority
- Phases include ROW, Engineering, or Construction
- Quarterly scheduled TIP Revisions
 - February, May, August, November
- TIP Revision Triggers
 - Adding project
 - Change in Scope, Limits
 - 50% cost increase
 - Adding federal \$
 - Adding/Removing a phase

UTP

10 year plan

- TxDOT Document
- Updated and approved every August for upcoming FY; financially constrained
- Construct & Develop Authority
- Provides financial forecast for next 10 years
- Project must be in UTP to develop AFA

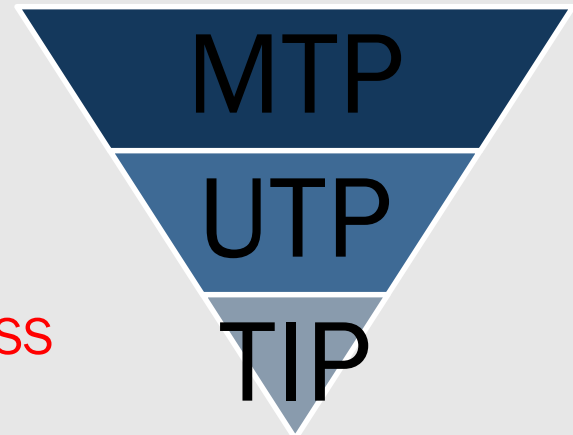
MTP

25 year plan

- MPO Document
- Updated every 5 years; first 10 years are financially constrained
- MTP revisions can be done any time as needed
- Project descriptions need to be consistent among all 3 planning documents

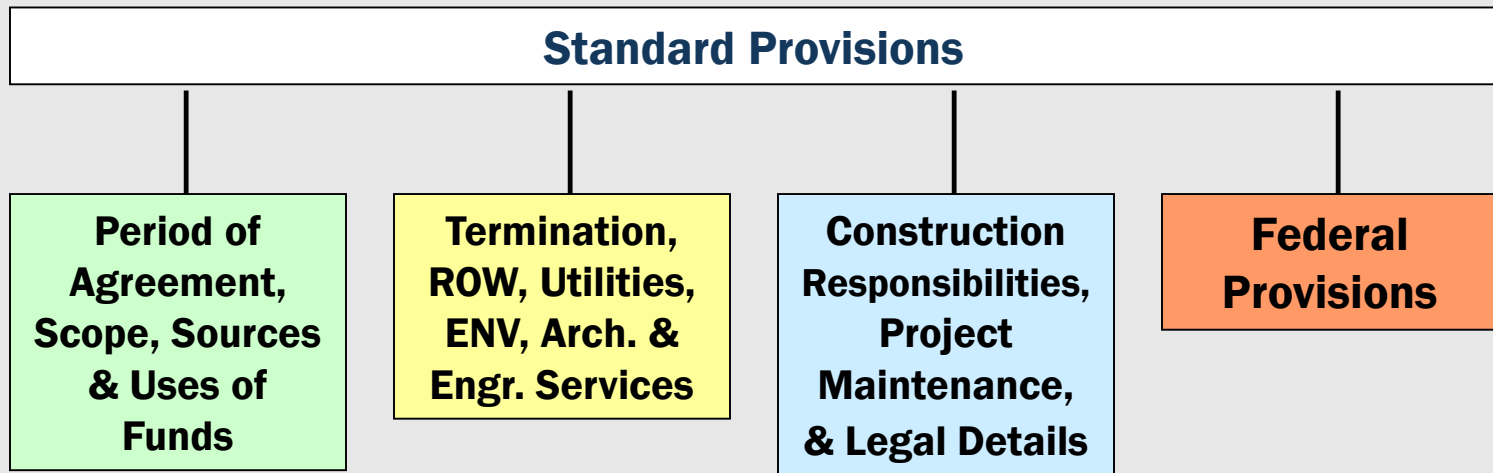
PROJECT PROGRESSION

- **PROJECTS IDENTIFIED EARLY MAKE PROJECT DEVELOPMENT PROCESS EASIER**



STEP 2 - Standard Provisions in Advance Funding Agreements (AFAs)

The AFA defines the scope of work, labor and material resources, and cash funding responsibilities to be contributed by each party necessary to accomplish a transportation project. In addition to contract provisions specifying the work and resource contributions, an AFA will have other legally required provisions.

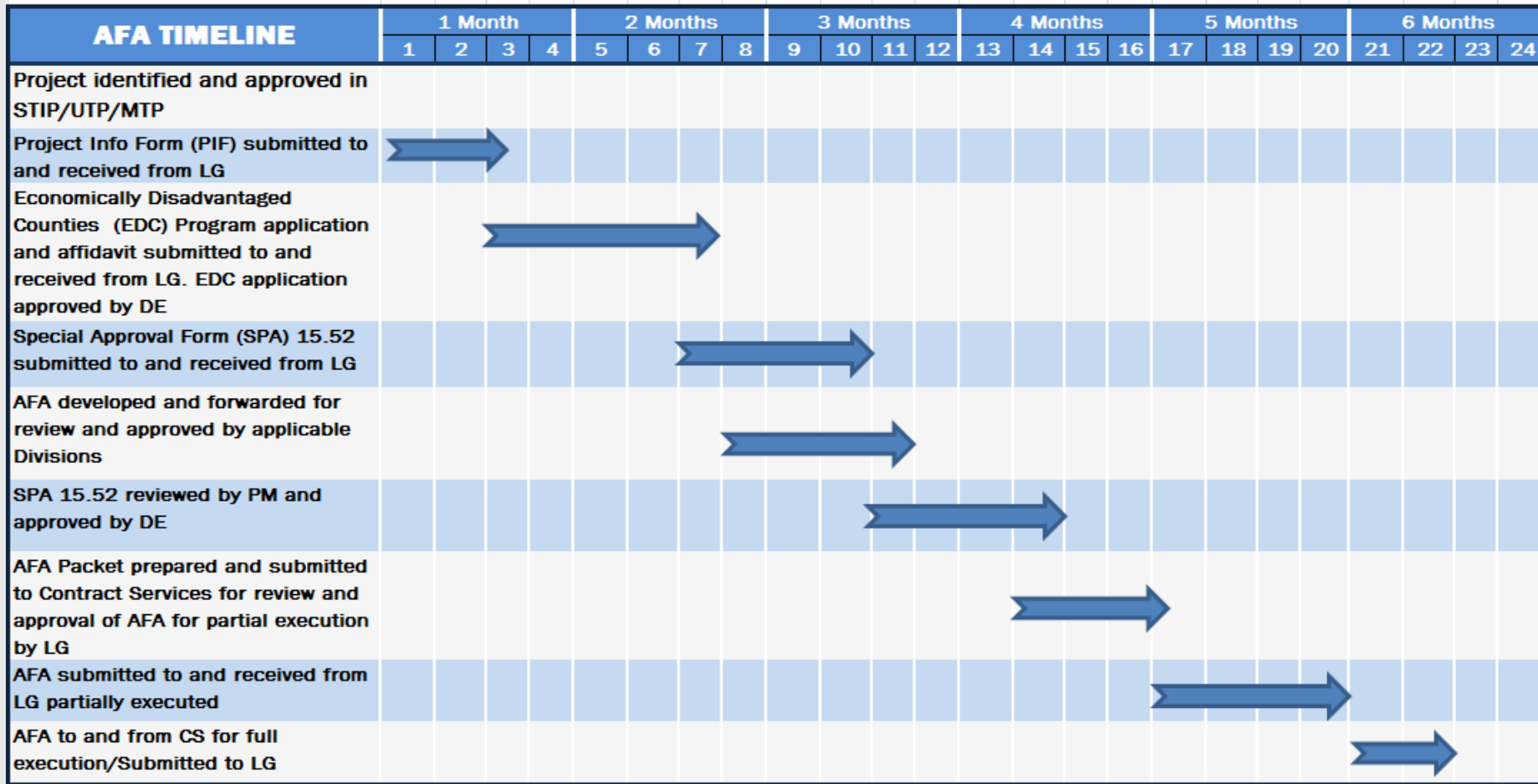


STEP 2 - Local Government's Financial Responsibility (AFAs)

- **Local Government is responsible for 100% of all project costs above the approved federal funding**
- **Funds are deposited and managed by State**
- **Sequencing of payments**
 - **Before TxDOT work on Design or Design Review**
 - **60 days before letting**
 - **30 days to provide additional funding**
 - **Final accounting**
- **No interest paid**
- **State auditor clause**



STEP 2 - Advance Funding Agreements (AFA) Timeline



Average of 6 months for AFA execution once all issues resolved (i.e. TIP Revision approved by FHWA)

STEP 2 - PROCUREMENT PROCESS

- LG procurement policy must be in compliance with 23 CFR 172.5 (C) {written policies and procedures} if LG requesting to be reimburse with federal funds for PE/CE costs
- LG procurement policy is required to be approved by TxDOT prior to RFQ
- The LG must submit in writing to TxDOT the name of the Responsible Person in Charge (RPIC), for project coordination.



LGP101 (12 hrs)
PHARR DISTRICT CONFERENCE
CENTER
February 13-14

Contact Norma Garza for additional info at
Norma.Garza@txdot.gov

- If Local Government (LG) will perform any work and is eligible to be reimbursed, an individual working actively and directly on the project must successfully complete and receive a certificate for the course entitle “Local Government Project Procedures and qualification for Texas Department of Transportation”. (Re-certification is required every 3 years)

STEP 3 - ENVIRONMENTAL PROCESS

Categorical Exclusion (CE)

- Rehabilitation, Widening or Operational Improvements
- Minimal/No ROW
- 4-16 months

Environmental Assessment (EA)

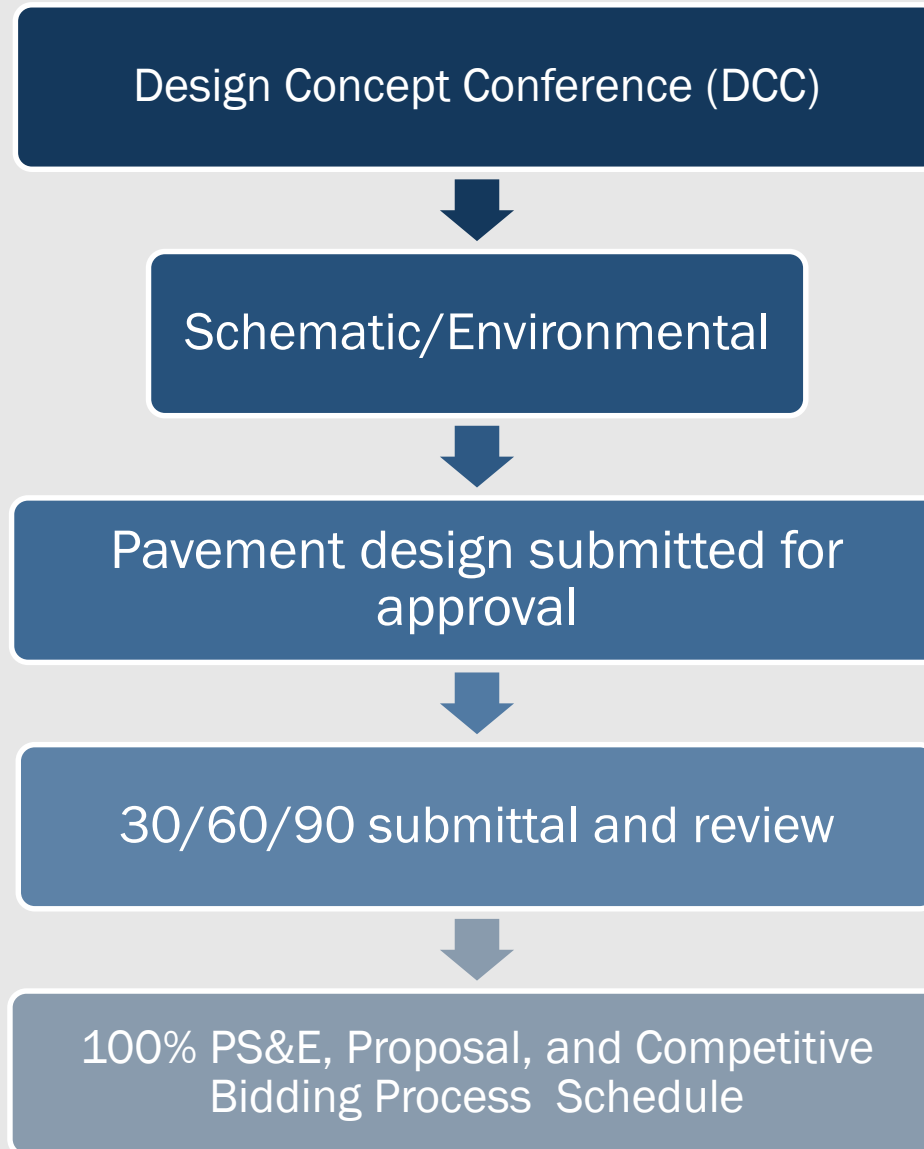
- Added Capacity (Add'l Lanes)
- Additional ROW needed (greater than 30 acres)
- 12-24 months

Environmental Impact Statement (EIS)

- New Location
- Significant Impacts
- Public Controversy
- 3-8 years

Environmental clearance must be obtained prior to ROW acquisition

STEP 4 - DESIGN PROCESS



STEP 5 - ROW/UTILITY PROCESS

ROW Acquisition

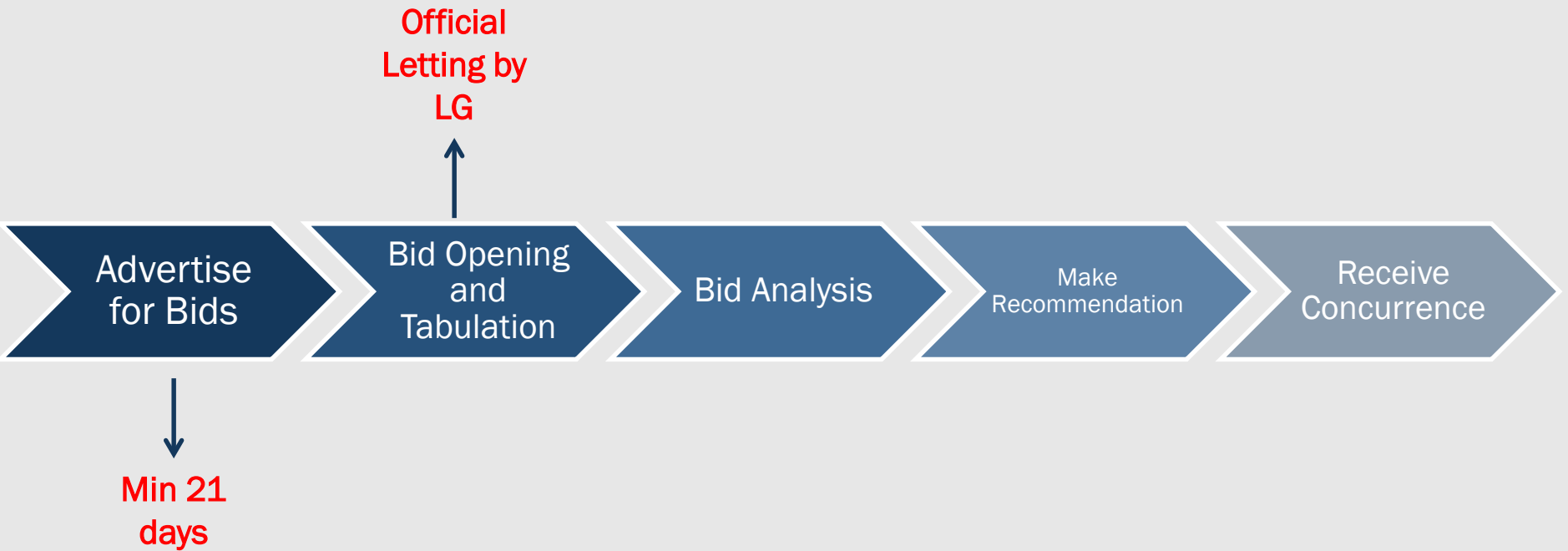
- Timeline
 - 6-24 months (varies based on volume and complexity)
- Starts only after receiving environmental clearance
- Early acquisition is not allowed on off-system roadways
- Residential and commercial relocations are time sensitive
- Participation
 - Off-system – 80% Federal / 20% Local (No EDC reduction possible)

UTILITY Adjustments

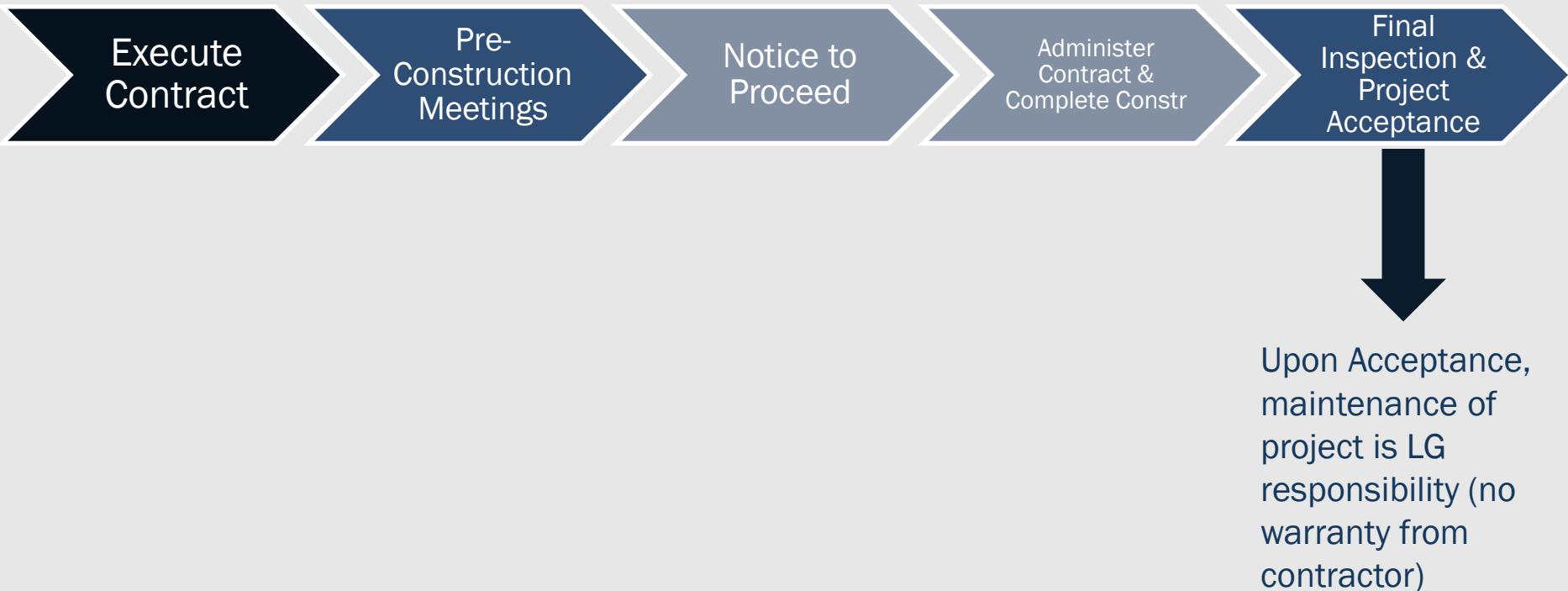
- Timeline
 - 6-24 months (varies based on volume and complexity)
- Coordinate early in schematic phase
- Initial survey work should include Subsurface Utility Engineering (SUE)
- Identify any compensable utilities as early as possible

ROW acquisition and utility adjustments need to be completed prior to the local government being allowed to let the project.

STEP 6 - LETTING PROCESS

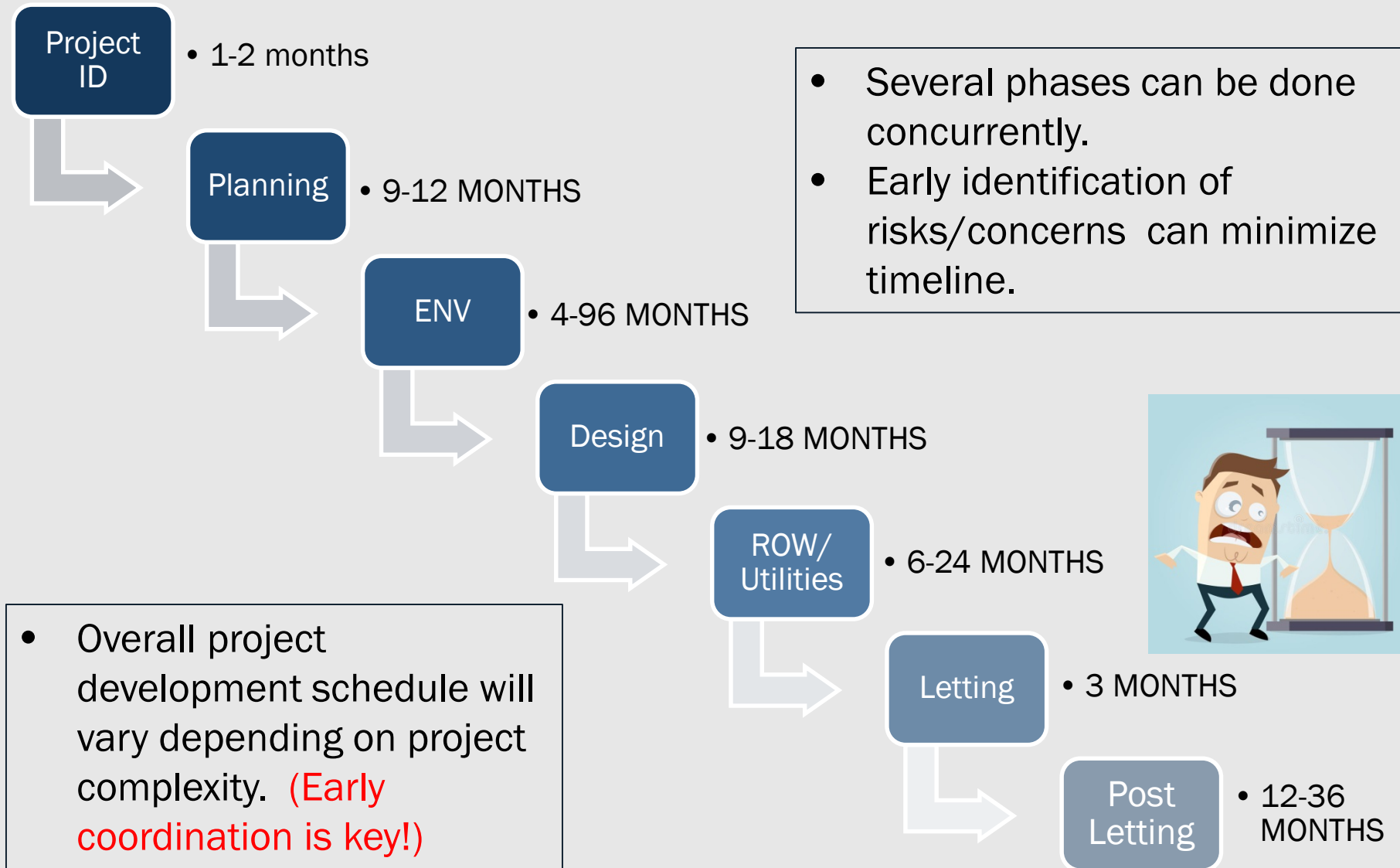


STEP 7 - POST LETTING PROCESS



FINAL Statement of Cost done at completion of Construction and any reconciliation of funds are done. Final collection letter, if applicable, will be submitted to LG. Unused LOCAL funds are returned to LG.

PROJECT DEVELOPMENT SUMMARY



Upcoming Project Development Workshop



- APRIL 2019 (tentatively) @ TxDOT District Office
- Detailed information to be provided on processes presented today
- Open to all Local Governments
- What do you want to know more about?
- **Submit questions to TxDOT by Feb 28**
 - Melba.Schaus@txdot.gov

