

TIB Funding Workshop

Small City Programs

June 2019



Washington State
Transportation Improvement Board

Workshop Agenda

- TIB Emphasis
- Program Changes
- Online Application (Sidewalk)
- TIB funding timeline
- How to apply
- Available TIB funding:
 - Small City Arterial Program (SCAP)
 - Small City Sidewalk Program (SCSP)
 - Small City Preservation Program (SCPP)
 - Other funding opportunities
- Administrative details



TIB 2019 Emphasis

- **Appropriate Roadway Sections**
 - Narrow roads have advantages (safer for pedestrians, cheaper to build and maintain and controls motor vehicle speeds)

June 2019



-AASHTO 's A Policy on Geometric Design of Highways and Streets states: "Lane Widths of 11 ft. are used quite extensively for urban arterial street designs. The 12 ft. lane widths are desirable, where practical, on high-speed, free-flowing, principal arterials".

-Institute of Transportation Engineers' Designing Walkable Urban Thoroughfares: A context Sensitive Solution states: "Wide streets can reduce the level of pedestrian interchange that supports economic and community activity. Wide streets discourage crossings for transit connections.....On collectors with a target speed below 30 mph, a 10-foot lane width may be appropriate.."

-WSDOT Design Manual M22-01.14 Exhibit 1231-2 Lane Width Considerations for Low Speed (<35 mph) states: "11 ft. lanes are common on urban arterials, Lane widths of 10 ft. may be appropriate in constrained areas with low truck and bus volume, In pedestrian oriented sections, 10 ft. lanes can be beneficial in minimizing crossing distance"

-NCHRP's Recent Roadway Geometric Design Research for Improved Safety and Operations states: "Research found no general indication that the use of lanes narrower than 12 ft. on urban and suburban arterials increased crash frequencies".

- Residential Arterial lane width **OR** ADT up to 1500
 - Up to 10' = 15 points
 - 10'-6" = 12 points
 - 11' = 9 points
 - 11'-6" = 6 points
 - 12' = 3 points
 - Over 12' = 0 points
- Truck Route width **OR** speed limit 35 mph or over **OR** ADT 1500-2000 **OR** Central Business District
 - 11' = 15 points
 - 11'-6" = 12 points
 - 12' = 9 points
 - 12'-6" = 6 points
 - 13' = 3 points
 - Over 13' = 0 points

TIB 2019 Emphasis

- **Financial Condition**
 - Increases are the exception not expectation
 - TIB is watching the estimates closer
- **Utilities**

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The TIB will managing projects more tightly and increases will be less likely. The estimate at application should include the known Bid Items necessary to construct the project.

Utility work shall be fully funded and built before the TIB project or during the TIB project.

TIB 2019 Emphasis

- Do NOT include non-eligible schedules in the application
- ADA Features Survey
- Provide Realistic Schedules
- Construction Only

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If there is utility work or work outside of the approved scope don't include the costs in the application.

If there is non-eligible work within the TIB funded schedule show it in the application.

ADA features survey is a new WSDOT general special provision that requires the ramp to be surveyed after construction. This is an eligible cost but will be considered as Construction Engineering.

Please provide as realistic project schedule. The TIB cash flow is dependent on the schedules provided. Promptly closeout projects.

Construction Only: The project only needs TIB funding in construction AND the project will be ready to advertise within 1 year of award.

Changes for 2019

-SCPP-

- Full Depth Reclamation (FDR) is no longer allowed within the SCPP program. If FDR is the correct treatment, apply in SCAP program.
- Segment Continuity on Chip Seal projects has been removed
- Agency Rating
 - Reward agency performance
- Line item estimates are now required for SCPP projects

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FDR is more of a reconstruction project than a maintenance project.

We have found there is no substantial increase in costs based on the lack of continuity of segments being chip sealed.

AGENCY RATING (20 pt max)

Economy of Scale (10 pt max)

Documented response from Provider 0-10

Letter or email with application

Funded local street improvement 5

Deliverability (10 pt max)

Past performance of TIB projects 0-10

Line item estimates are now required for all SCPP projects. The estimates must be stamped by a professional engineer.

Changes for 2019

-SP-

- **Online Application**
 - All sidewalk applications will be filled out online

For Agencies

- To request your agency's username and password for online applications, contact Vaughn Nelson at VaughnN@TIB.wa.gov.

For Consultants

- To set up access for online applications, send your name and firm contact information to Vaughn Nelson at VaughnN@TIB.wa.gov.
Once your username has been established, you will need to contact any agencies you will be completing applications for in order to have them authorize you to work on their applications.

June 2019



ONLINE SIDEWALK APPLICATION

Tips for Completing Your Application

When filling out the TIB Online Application keep the following in mind:

- 💡 When naming a project, the arterial name should be used when possible; Don't use a generic project name such as "Downtown Improvements" unless warranted.
- 💡 When entering numeric data, only enter numbers. Do not add dollar signs, commas or ordinals (e.g. 19th)
- 💡 When entering text, in description fields, only upper/lowercase letters, spaces, numbers and the following punctuation marks are allowed:
. , : ; ! @ \$ % () - + / ?
All other special characters will be removed.
- 💡 When abbreviating feet and inches, use **ft.** and **in.** instead of ' and " as quotation marks and single quote marks are not allowed in descriptions.
- 💡 When entering text, be aware of the maximum number of characters allowed. Any text entered or pasted that exceeds the maximum will not be saved.
- 💡 If your application generates **ERRORS**, they will need to be addressed before you can submit your application.
- 💡 If your application generates **NOTIFICATIONS**, the system is only pointing out **possibly** incomplete information. Notifications will not prevent you from submitting your application.
- 💡 When uploading documents, only provide the documents asked for by the application. Documents with multiple parts (e.g. Funding Commitment Letters) will need to be combined into a single .pdf file before uploading. Upload **at least one** project picture.
- 💡 You can re-upload an updated version of a document by clicking the **COMPLETE** button and upload the new version. The previously uploaded document will be replaced.

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Transportation Improvement Board

ONLINE SIDEWALK APPLICATION

- The online application can be found at:
<http://www.tib.wa.gov/FundingApplications>

FY 2021 TIB Call for Projects

Online Funding Applications

The Transportation Improvement Board's current call for projects, for award in November 2019, opens on June 1, 2019 with TIB funding workshops held at various locations across the state. Project selections for this call will be announced at the November 2019 TIB meeting. **NOTE:** The TIB online funding application is currently only available for the urban and small city Sidewalk Programs (SP and SCS). Applications for all other programs can be found on our [forms page](#). Online applications must be submitted by **August 16, 2019** to be considered for funding.

2019 Call for Projects Workshop Information

2019 Call for Projects

2019 Call for Projects - Anticipated Program Sizes	2019 Call for Projects - Schedule
Urban Arterial Program	Preliminary call size presented to board
Arterial Preservation Program	Applications posted online
Urban Sidewalk Program	Funding Workshops
Small City Arterial Program	Deadline for applications to be postmarked
Small City Preservation Program	Application evaluation and field reviews
Small City Sidewalk Program	Final call size/project list presented to board

Anticipated Call Size and Call Schedule will be finalized at the May 2019 TIB Board Meeting.
Online applications must be submitted by **August 16, 2019** to be considered for funding.

Funding Application Login

Enter your agency's username and password to access online funding applications.

Username

Password

Password is case sensitive.

Request Username/Password

Agencies
To request your agency's username and password for online applications, contact Vaughn Nelson at Vaughn@TIB.wa.gov.

Consultants
Send your name and firm contact information to Vaughn@TIB.wa.gov to establish a login account. Once your account is established, you will need to contact the agencies you will be completing applications for in order to have them authorize you to work on their applications.

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Online Sidewalk Application

FY 2021 Funding Applications
City of Auburn

Logged in as: AUBURN Logout

Program Eligibility

Your agency is eligible to apply for the following TIB Funding Programs:

Program	Match	Region
UAP	20%	PS
SP	20%	PS

Submission Reminder

All online applications must be submitted on or before **August 16, 2019** to be considered for funding. Online applications that have not been submitted through this website by the submission date will **not** be considered.

Using a Consultant?

If a consultant will be completing your application, you will need to authorize online access for them.

No consultants have been authorized.

[AUTHORIZE CONSULTANTS](#)

[Tips for Completing Your Application](#)

[Tips for Printing Forms & Applications](#)

Manage Funding Applications

[NEW APPLICATION](#)

Program	Application ID	Project Name	Requested	Project Cost	Status	Actions
SP	SP_2021_W004	M Street SE Auburn Way S SR 164 to 8th Street SE	\$484,665	\$646,220	Active	Edit Print Submit Delete

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Agency Match is shown in the left column

If an agency is authorizing a consultant to login and submit the application they must authorize the consultant.

Online Sidewalk Application

Back to TIB Website | Online Application Home | Manage Active Applications | Previous Applications

FY 2021 Funding Applications
Urban Sidewalk Program | Logged in as: AUBURN | Logout

City of Auburn
M Street SE - Auburn Way 5 SR 164 to 8th Street SE | [GO BACK TO APPLICATION LIST](#)

Before submitting this application, be sure to provide all required information in each of the application sections below.
Any application sections noted below as **Not Started** or **Incomplete** need to have required information supplied or have errors that must be resolved before the application can be submitted.
Sections that are noted as **Completed** or **Complete** (indicating notifications) require no further information and will not prevent the application from being submitted.

Application Overview

General Project Information (Eligibility, contact information, project schedule)	COMPLETED
Project Funding (Requested funding, funding partners)	COMPLETED
Project Description (Description of existing conditions, improvements and benefits of project)	COMPLETED
Roadway Geometrics (Existing and proposed roadway geometrics)	INCOMPLETE
Safety (Crash history, project deficiencies)	COMPLETE
Local Support (Community facilities served: Business/High Density Housing/Industrial areas, Schools, Public facilities)	COMPLETE
Sustainability (Ordinances and policies, sustainability measures)	COMPLETED
Application Certification (Authorized signature; upload project photos and documentation)	INCOMPLETE

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 Transportation Improvement Board

The application requires the seven sections to be filled out

- General Project Information
- Project Funding
- Project Description
- Roadway Geometrics
- Safety
- Local Support
- Sustainability
- Application Certification

Online Sidewalk Application

The screenshot displays the 'Project Deficiencies' section of the application. A modal window is centered on the screen with a yellow border and a warning icon. The modal text reads: 'Your submission generated notification messages.' Below this, it lists 'Notifications Generated:' with two yellow warning icons and notes: 'Note: No pedestrian crashes involving vehicles indicated.' and 'Note: No pedestrian only crashes indicated.' A statement below says 'Notifications WILL NOT prevent application submission.' At the bottom of the modal are two buttons: 'ACKNOWLEDGE NOTIFICATIONS & SAVE SECTION' (yellow) and 'CANCEL AND RETURN TO FORM' (blue). The background form shows fields for 'Number of Pedestrian crashes involving vehicles' and 'Number of Pedestrian ONLY crashes', both with '0' entered. It also lists three deficiencies with their descriptions and character counts.

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Green “completed” is correct/complete and ready for submission.

Yellow “complete” is a notification. Notifications will not prevent application submission.

Red “incomplete” indicates an error. All errors must be resolved before final application submission.

Online Sidewalk Application

Application Certification

To complete your application for funding, several documents should be submitted with your funding application. ← BACK TO APPLICATION OVERVIEW

When uploading documents:

- ⊙ Only upload the documentation requested by TIB in the links below. Contact your TIB engineer to ask about submitting any other related documentation.
- ⊙ Only upload ONE document for each form. Documents with multiple parts (e.g. Funding Commitment Letters) will need to be combined into a single .pdf file.
- ⊙ To replace an updated version of a document, click the green COMPLETE button to upload the new version. The previously uploaded document will be replaced.
- ⊙ Attach at least ONE PICTURE depicting the scope of the improvements.

Application Attachments	Project Pictures
Excerpt from adopted Six-Year Transportation Improvement Program showing project ✓ 20190510135217240.pdf COMPLETE	✓ 2019 Field Review 185.JPG COMPLETE
Detailed vicinity map clearly showing project limits ✓ 20190510135220950.pdf COMPLETE	✓ 2019 Field Review 186.JPG COMPLETE
Detailed project cost estimate signed by a professional engineer registered in Washington State ✓ 20190510135246920.pdf COMPLETE	✓ 2019 Field Review 187.JPG COMPLETE
Typical roadway section(s) including sidewalk ✓ 20190510135230721.pdf COMPLETE	✓ 2019 Field Review 188.JPG COMPLETE
Funding commitments from all funding partners (attach only one .pdf) -- no file attached -- UPLOAD	-- no file attached -- UPLOAD
Written concurrence from WSDOT if project is on or connects to a state highway -- no file attached -- UPLOAD	-- no file attached -- UPLOAD
Pedestrian Crash Data Documentation (Vehicle Involved Crashes) (Request WSDOT crash data) -- no file attached -- UPLOAD	-- no file attached -- UPLOAD
Pedestrian Crash Incident Reports (Pedestrian ONLY Crashes) ✓ 20190510135233837.pdf COMPLETE	-- no file attached -- UPLOAD

Application Certification Form

Application Certification Form
A copy of the Application Certification Form must be signed by the agency and uploaded.
-- no file attached --

Steps to Generate the Application Certification Form:

- ⊙ Generate: Click the GENERATE button to display the form in a new window/tab.
- ⊙ Print: Print the page by clicking the green "Print Certification Form" button at the top right of the new page.
- ⊙ Sign: Have the paper form signed and dated by an agency official.
- ⊙ Scan: Scan the document and save as an Adobe Acrobat (.pdf) file.
- ⊙ Upload: Use the upload button at the right to upload the signed form.

GENERATE
UPLOAD

IMPORTANT: Generate the Application Certification Form after completing the application and uploading all other attachments. This form should be the last attachment uploaded.
NOTE: If you change any funding information after generating this form, you MUST generate a new copy that contains the updated funding information.

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Required Attachments for Certification:

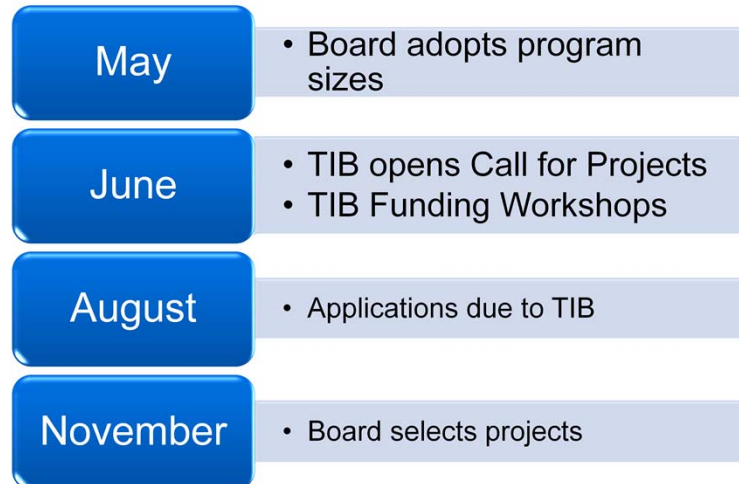
- Excerpt from Six-Year TIP
- Detailed Vicinity Map
- Detailed Cost estimate (signed by professional engineer in Washington State)
- Typical roadway section including sidewalk
- Project Pictures

If applicable provide:

- Funding commitment letter from additional partners (may only be one .pdf)
- Written concurrence from WSDOT if project is on or connects to a state highway
- Pedestrian Crash Data Documentation (Vehicle Involved Crashes)
- Pedestrian Crash Incident Reports (Pedestrian ONLY Crashes)

Generate the Certification form and review that it's correct. Obtain signatures, scan to a .pdf and upload to submit the application.

TIB Funding Timeline



Application deadline

- Applications must be postmarked no later than **August 16, 2019**

Board selection

- Staff presents recommended projects to Board
- At the **November 22, 2019** board meeting, the Board selects projects for funding

TIB Evaluation Process

- Initial review
- Field review
- Consistency review
- Jury process
- Final recommendation



June 2018



Initial review

- Enter project information into rating system
- Ensure all application information is provided
- Field review

Review existing conditions

- Verify information from application
- Evaluate proposed improvements

Consistency review

- Ensure ratings are uniform

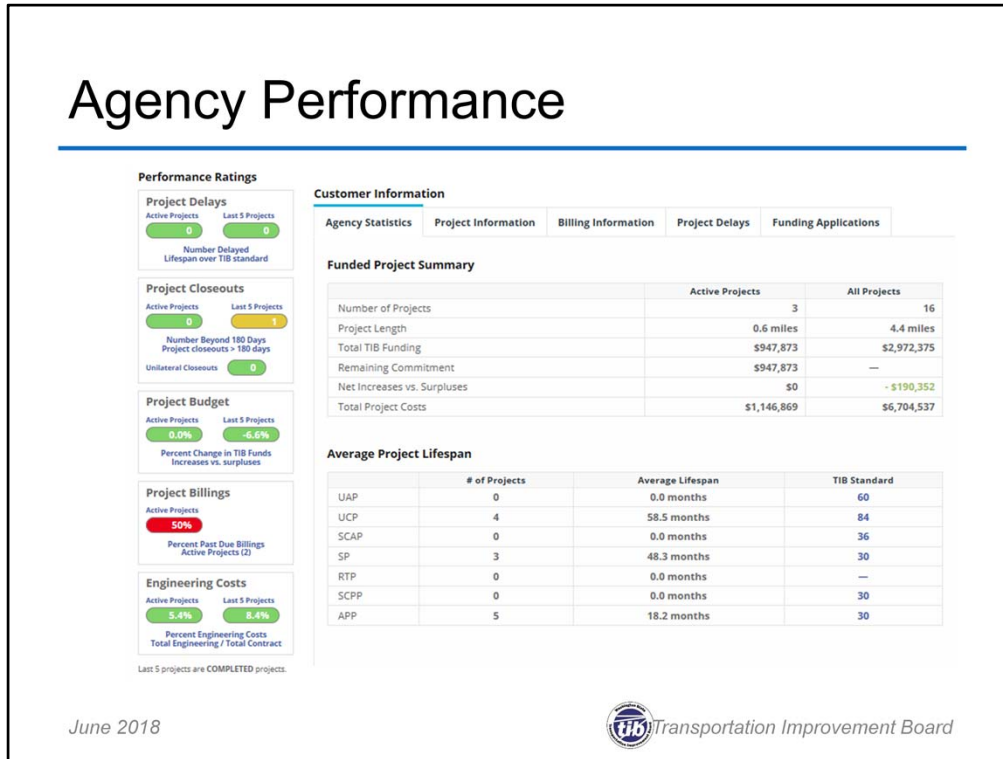
Jury process

- Staff discussion of project
 - How well does project address deficiencies
 - Review scope, schedule and budget
 - Review funding package
- Consider agency performance, inventory and ability

Final recommendation

- Staff recommendation presented to Board

Agency Performance



TIB monitors the following project trends for an agency:

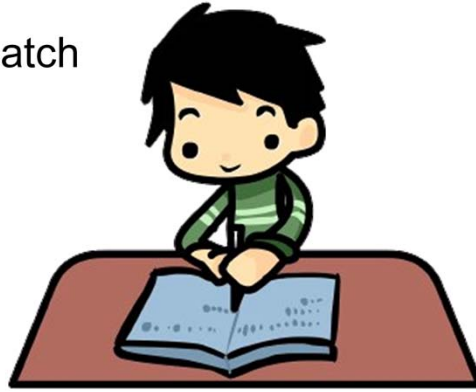
- Project delays
- Schedule extends beyond TIB standard
- Project closeouts
- Closeout not completed within 90 days of five percent remaining funds
- Project budget
- Change in cost from application to closeout
- Project billings
 - Payment requests on a regular basis
 - At least quarterly during design
 - Monthly during construction
- Engineering costs

$$\text{Engineering Percent} = \frac{\text{Engineering Costs}}{\text{Contract Cost}}$$

- WAC rules limit TIB participation for engineering to 30 percent of contract cost
- Application history
 - Last application submitted
 - Applications versus funded projects

How to Apply

- Eligibility
- Minimum local match



Eligibility

- Incorporated cities and towns with populations less than 5,000 are eligible to apply

Minimum local match

- Applies to all TIB small city funding programs
 - Local match can come from any source other than TIB includes contributions from your city, other agencies, federal and/or private sources
 - The local match requirement for your agency is shown when you select your agency name from the dropdown on the application form
 - Based on agency assessed valuation
- Updated annually by the Department of Revenue

Assessed Valuation

Under \$100 million
\$100 million to \$500 million
Over \$500 million

Minimum Match

0 percent
5 percent
10 percent

Know Before You Start...

- City goals
- Available funding
- Realistic requests



City goals

- Determine your needs
- Prioritize your needs
- Apply for projects that fit TIB program criteria

AND

- Are important priorities for your city

Available funding

- Do you have local funds available for required match?
- Do you need to seek out other funding sources?

Realistic requests

- Request TIB funding that is within typical range for the program
 - Large projects may have to be funded and constructed in stages
- Avoid overbuild
 - TIB promotes narrower travel lanes to minimize cost, drainage and future maintenance
 - Paved parking is not supported in residential areas
 - Choose the appropriate treatment – overlay, full depth reclamation (FDR) or reconstruction
- Utilities
 - What is the condition of the utilities in your project location?
 - How do you plan to fund needed utility improvements?

TIB Applications

- Download from TIB Website (www.tib.wa.gov)

- Excel format

- Submit application

- Hardcopy required

- Mail to TIB Office

- Email excel workbook

Overview of TIB Grant Programs

The Legislature created the Transportation Improvement Board to foster state investment in quality local transportation projects. The TIB distributes grant funding, which comes from the revenue generated by three cents of the statewide gas tax, to cities and counties for funding transportation projects. TIB's grant programs are categorized by the type of customer agency each program is intended to serve.

Urban Programs

Urban programs serve cities with a population of 5,000 or more and counties with urban unincorporated areas.

Small City Programs

Small city programs are designed to serve cities and towns with a population of less than 5,000.

Other Opportunities

Other TIB funding opportunities that may have specialized eligibility requirements.

Application Process

TIB typically issues a call for projects each June for the next year's funding program. The TIB application process follows these steps:

- Decide which TIB Funding programs your agency is eligible for.
- Download the appropriate funding application and complete a separate application for each project you want to be considered for funding. Funding applications are made available in June.
- Submit/mark your application by the application due date - typically near the end of August.
- TIB engineering staff will begin reviewing and scoring all applications in September. TIB uses a priority array process for each funding program to identify projects that best meet the intent of the program. Criteria are developed by the Board in cooperation with local agencies.
- TIB staff present a list of recommended projects to the board at the November meeting.
- If your project is selected, you will be contacted by TIB engineering staff about what steps to take next.

TIB Funding Workshops

During the call for projects, TIB engineering staff conduct funding program workshops at various locations throughout the state. The TIB funding workshops provide information about the funding programs TIB administers, the scoring criteria for each program and the application process. TIB's workshops are intended to increase the probability of a successful project application. For more information on workshops or to register, see the [TIB Training](#) page.



Transportation Improvement Board

Application forms

- Available on the TIB website
- Download the appropriate funding application
- Complete a separate application for each project you want to be considered for funding
- Keep a copy of your application package

How to submit your TIB applications

- Submit one originally signed application and attachments

AND

- Email your excel application workbook and roadway section to your TIB Engineer
- Mail the completed, signed hard copy application and required attachments to the TIB Office by the **August 16, 2019** deadline

TIB Mailing Address

Post Office Box 40901

Olympia, WA 98504-0901

How to submit your TIB applications (SP)

- Submit online application and attachments (certification can either be attached or mailed) by **August 16, 2019**.

Small City

ARTERIAL PROGRAM



SCAP Regional Distribution

\$12.0M Target Program

- East
- West
- Puget Sound



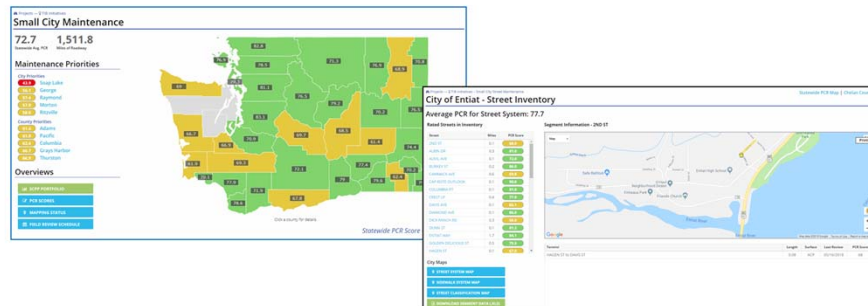
 Transportation Improvement Board

SCAP Funding is distributed regionally

- Three regions are used: East, Puget Sound and West
- Percentages are based on small city populations updated annually by the Office of Financial Management

Eligibility for SCAP Funding

- Eligible agencies
- Streets
 - Street condition maps



Eligible agencies

- Incorporated cities and towns with populations less than 5,000 are eligible

Eligible streets are:

- City owned
- Hard surfaced
- Do not include alley ways
- Do not include dead end streets unless they provide access to significant traffic generators
- New streets and gravel streets may be classified by the Board if project results in hard surfaced street

TIB street system maps indicating pavement condition are available for your agency at the following link:

<http://tibapp.tib.wa.gov/Dashboard/modules/SmallCityMaintenance/>

- From the state map click on your county
- Select your city from list

Select 'Street System Map' from the lower left hand corner of the screen

Define Your Project

- What are you trying to improve?
- Where is it located?
- What improvements do you plan?
- Are the improvements reasonable/eligible?
- What are your barriers to success?
- Are other funding sources available?



What are you trying to improve?

- Define the project limits
- Are the limits logical?

Where is it located?

- Type of development that exists in the project location

What improvements do you plan?

- Define the scope of work

Are the improvements reasonable/eligible?

- Check scope for eligibility
 - Right size your project to fit environment

What are your barriers to success?

- Determine issues that may affect full funding and completion of your project
 - Is the scope manageable
 - Is the schedule realistic
 - Do you have adequate funding
 - Do you need to acquire right of way
 - Are there other factors that may delay progress

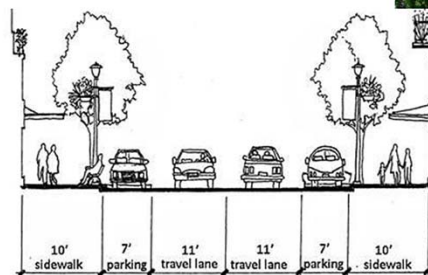
What funding is available?

- Search out other funding sources needed to fully fund project

Project Location

Central Business District

- Type of project
- Typical elements



Central Business District

Type of project

- Reconstruction
 - Rebuild roadway base and surfacing
 - Most expensive project type
- FDR with overlay
 - Stabilizes base at lower cost than reconstruction
 - Recycle existing surfacing to strengthen base with new hot mix asphalt surfacing
 - Not a viable option in cobbly soils
- Overlay
 - Pavement repair with hot mix asphalt surfacing
- New street - construct new connection in agency's street system
- Project may be a combination of types

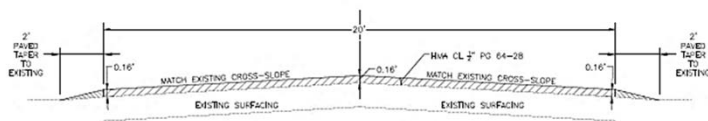
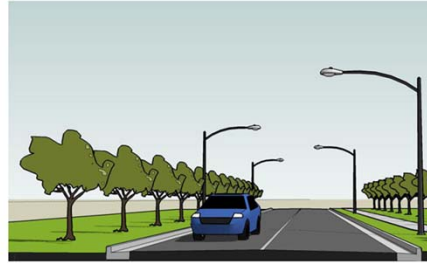
Typical elements

- Travel lane surfacing
- Paved parking on one or both sides
- Sidewalk on one or both sides with ADA ramps
- Drainage system
- Illumination
- Landscaping
- Bike lanes allowed if street is on adopted bike plan

Project Location

Residential Connector

- Type of project
- Typical elements



NOTE: Sidewalk on one side allowed only if it provides access between pedestrian generators



Residential Connector

Type of project

- Reconstruction
 - Rebuild roadway base and surfacing
 - Most expensive project type
- FDR with overlay
 - Stabilizes base at lower cost than reconstruction
 - Recycle existing surfacing to strengthen base with new hot mix asphalt surfacing
 - Not a viable option in cobbly soils
- Overlay
 - Pavement repair with hot mix asphalt surfacing
- New street - construct new connection in agency's street system
- Project may be a combination of types

Typical elements

- Travel lane surfacing
- Unpaved parking may be included
- No sidewalk or on one side only where pedestrian generator connection is provided
- Drainage system
- Illumination
- Landscaping

SCAP Application Considerations

- Local match
- Project cost estimate
- Project limits
- Typical grant amount
- WSDOT conceptual concurrence



Local match

- Noneligible costs are not considered part of your local match
- Local match can come from any source other than TIB
 - Local match includes contributions from your city, other agencies, federal and/or private sources
 - The local match requirement for your agency is shown when you select your agency name from the dropdown on the application form

Project cost estimate

- Ensure cost estimate includes all components of work
- Contingency should reflect project complexity and uncertainty
- Estimate must be reviewed and signed by a professional engineer registered in the state of Washington

Project limits

- Project should have logical limits
- Do not leave a short street section unimproved

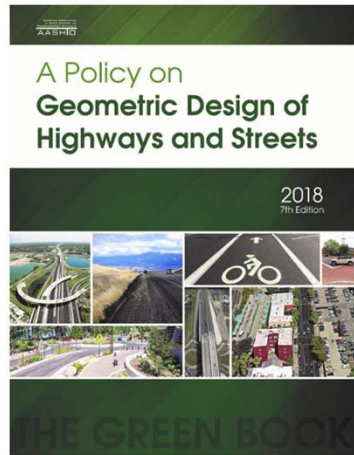
Typical Grant Amount

- Typical funding ranges from **\$300,000 to \$750,000** per project
- Contact your TIB Engineer if your application is outside of the typical funding range

WSDOT concurrence (if applicable)

- Required for projects on or connecting to a state highway right of way
- Written WSDOT concurrence of project concept required with application

SCAP Design Requirements



- Design standards
- Sidewalk
 - Requirements
 - Standards
- Sidewalk deviations



Design standards

- Proposed section must meet AASHTO standards at a minimum

Sidewalk is required only for reconstruction or full depth reclamation when:

- Project is located in the business district
- Project connects pedestrian destination with business district

TIB sidewalk standards

- Sidewalk must be ADA compliant
- Minimum width five feet clear
- Hard, smooth surface (concrete, asphalt)
- Separated from travel lanes with curb or physical barrier (e.g. drainage swale)

TIB considers sidewalk deviations at application

- Include your deviation request with the application
- Deviations are granted for locations where sidewalk is not needed or unsafe

Typical Project Elements

- Site prep
- Traffic control
- Roadway
- Drainage
- Illumination
- Landscaping
- Non-motorized components



Typical project elements include:

- Site preparation
 - Traffic control
 - Road base and surfacing improvements
 - Drainage improvements
 - Illumination
 - Use low energy lighting
 - Landscaping
 - Limited to five percent of the eligible contract cost
 - Landscaping must be maintainable by the agency
 - Consider low maintenance landscaping or hardscaping
- Elements considered as landscaping are:
- Trees, shrubs, sod, plantings, top soil, bark, irrigation, tree grates, public art, special surfacing treatment
- Not considered landscaping
 - Erosion control
 - Property restoration
 - Sidewalk
 - Sidewalk is required only for reconstruction or full depth reclamation projects located in or connected to the central business district
 - Bicycle lanes
 - Allowed if indicated by agency's adopted bicycle plan and supported by TIB staff

What SCAP Pays For...



- Design
- Right of way
- Construction



TIB can participate in the cost of the following:

Design

- Design engineering
- Engineering required to develop project plans, specifications and cost estimate
- Environmental permitting
- Cultural resource assessment

Right of way

- Acquisition of right of way required to construct the project
- Legal and administrative fees associated with right of way acquisition

Construction

- Construction engineering
 - Contract administration, construction inspection, surveying, ADA feature surveying and material testing
- Construction Other
 - Work completed by local forces, utilities and/or railroad outside of the primary contract
 - Agency purchase of signals, illumination or other approved components outside of the primary contract

Construction contract

- Contract to complete approved scope of work

What SCAP Does Not Pay For...

- Costs exceeding WAC limitations
- Excess property
- Work outside of limits or scope
- New utilities or utility upgrades



Engineering costs exceeding the limitations set in WAC 479-05-170

- Design and construction engineering cannot exceed 30 percent of the eligible construction contract plus construction other cost
- **Construction only** projects are limited to 20 percent of the eligible construction contract plus construction other cost
- Surveying and materials testing costs, even if part of the contract costs, are considered construction engineering
- Landscaping costs above the limitation set in WAC 479-05-130
 - Limited to five percent of the total eligible construction contract amount
- Right of way
 - Property in excess of what is needed to construct the project

Work outside of the project limits or approved scope

- Any scope or project limits change must be approved by TIB prior to construction

New utilities or utility upgrades

- TIB participates in relocation of utility lines impacted by project
- TIB cannot participate in cost to upsize pipes or place new utilities

SCAP Rating Criteria

Category	Points
Safety	35
Pavement Condition	30
Local support	25
Sustainability	10
Total Points	100

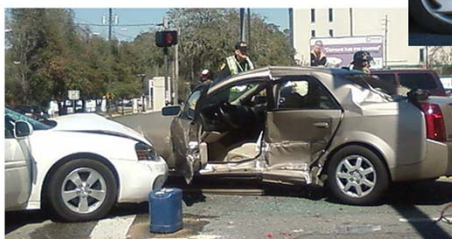


The TIB is considering adding banding to the SCAP program in future years.

Safety

35 point max

- Crash Data
- Safety Hazards
 - Hazards
 - Existing conditions



Collision data (15 point maximum)

- Property damage only
- Injury
- Fatality
 - Request crash data from WSDOT as soon as possible

Points

1 point per crash
3 points per injury
10 points per fatality

Potential safety hazards (20 point maximum)

- The project must eliminate or minimize the hazard to receive points
- Points are assigned in the following categories based on severity of the hazard: sight distance, existing drainage, skewed intersection, posted school zone, existing sidewalk condition, railroad crossing, control access and/or parking, obstructions, existing lighting, turn pockets, and adjacent terrain

Existing conditions (20 point maximum)

- Pavement width 0-15
- Truck route
 - T-1 to T-3 5
 - T-4 4
 - T-5 2
 - Signed local truck route 1
- Bus route (transit or school) 3

Pavement Condition 30 point max

- Existing pavement condition
 - Reconstruction or pavement rehabilitation
 - Overlay
- New street



Existing pavement condition (30 point maximum)	<u>Points</u>
<ul style="list-style-type: none"> • TIB evaluates the cost effectiveness of the proposed improvement Rehabilitation is preferred to full reconstruction 	
<ul style="list-style-type: none"> • TIB staff determine the pavement condition rating (PCR) Reconstruction or FDR projects <ul style="list-style-type: none"> – Projects with PCR between 0 and 65 receive points – Optimal range is 35 and below Overlay projects <ul style="list-style-type: none"> – Projects with PCR scores between 30 and 65 receive points – Optimal range is 40-50 	0-30
<ul style="list-style-type: none"> • New street <ul style="list-style-type: none"> – Points based on significance of the road 	10-15

Local Support

25 point max

- Local Match
- Network Development
- Connectivity
 - Direct access
 - Indirect access

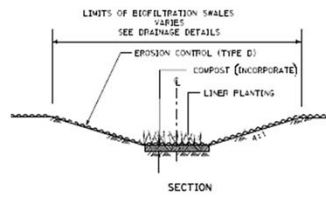


 Transportation Improvement Board

	<u>Points</u>
Local match (10 point maximum)	
• 1 point for every one percent above minimum match	0-5
– Non-eligible cost is not considered as local match	
• Adopted transportation benefit district or dedicated transportation funding by ordinance	2
• No federal funding	3
Network development (5 point maximum)	
• Extends improvements	0-3
• Completes gap	0-5
• New route	0-5
Connectivity (20 point maximum)	
• Direct access - facility is within the project limits	
• Indirect access - facility is within 2-3 blocks of the project limits on the same corridor	
– Central business district	0-5
– Commercial development (2 points per facility)	0-5
– Industrial area	0-3
– Schools (2 points per facility)	0-6
– Public facilities (2 points per facility)	0-6
– Medical facilities	0-5
– Senior housing	0-2

Sustainability

10 point max



Sustainability (10 point maximum)

	<u>Points</u>
• Adopted greenhouse gas emissions policy	1
• Adopted complete streets policy	1
• Appropriate sidewalk cross section	5
– Narrow lanes but provide adequate function	
– Sidewalk width appropriate for project location	
• Hardscaping or climate-appropriate plantings	1
– No permanent irrigation	
• Solar powered signage	1
• Recycled material usage	1
– Must be a full depth reclamation (FDR) project	
• Low impact drainage practices	2
– Use bio-swales, rain gardens or other low impact drainage practices	

Small City

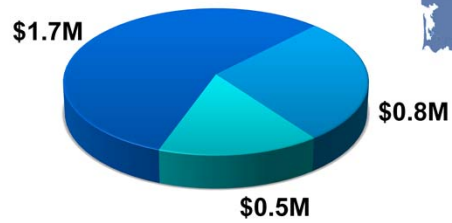
SIDEWALK PROGRAM



SCSP Regional Distribution

\$3.0M Target Program

- East
- West
- Puget Sound



 Transportation Improvement Board

SCSP Funding is distributed regionally

- Three regions are used: East, Puget Sound and West
- Percentages are based on small city populations updated annually by the Office of Financial Management

Sidewalk Program Requirements

- Eligibility
- Local match
- Sidewalk
- Typical Grant Size
- Project Cost Estimate
- WSDOT Conceptual Concurrence



Eligibility facilities

- Sidewalk adjacent to city owned street that is:
 - Paved and connected to other paved streets
 - Does not include alley ways or dead end streets unless they provide access to significant pedestrian generators

Local match

- Based on city assessed valuation updated annually by the Department of Revenue

<u>Assessed valuation</u>	<u>Minimum Match</u>
Under \$100 million	0 percent
\$100 million to \$500 million	5 percent
Over \$500 million	10 percent

Typical grant size

- Typical funding ranges from **\$150,000 to \$300,000** per project
- Contact your TIB Engineer if the application is outside of the typical funding range

Project cost estimate

- Ensure cost estimate includes all components of work
- Contingency reflects project complexity and uncertainty
- Estimate reviewed and signed by a professional engineer registered in the state of Washington

WSDOT concurrence (if applicable)

- Required for projects located on or that tie into state highways
- Written WSDOT concurrence of project concept required with application

Sidewalk Program Projects



- Design requirements
- Project request
- Project types

June 2018



Design requirements

- Minimum width of five feet with no obstructions
- Hard, smooth surface (e.g. concrete, asphalt)
- Comply with current ADA guidelines
- Separated from travel lanes with physical barrier (e.g. curb, bio-swale)
- Required on one side of the street

Typical project request

- Submit projects with logical limits

Project types

- New sidewalk construction
- Reconstruction - remove and replace existing sidewalk
- Project may be combination of new construction and reconstruction

Sidewalk Program Typical Scope

- Typical scope



June 2018



Typical scope

- Site preparation
 - Sidewalk
 - ADA ramps
 - Stormwater improvements necessary because of additional impervious surface
 - Pedestrian signals
 - Solar powered signals are encouraged
 - Illumination
 - Use low energy lighting
 - Landscaping (WAC 479-05-130)
 - Limited to five percent of eligible contract cost
 - Landscaping must be maintainable by the agency
 - Consider low maintenance landscaping or hardscaping
- Elements considered as landscaping are:
- Trees, shrubs, sod, plantings, top soil, bark, irrigation, tree grates, public art, special surfacing treatment
- Not considered landscaping
- Erosion control
 - Property restoration

What Sidewalk Program Funds...

- Design phase
- Construction phase



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The following activities are part of a sidewalk project:

- Design phase
 - Design engineering required to complete plans, specifications and engineer's estimate
 - Environmental permitting if required
 - Cultural resource assessment
- Construction phase
 - Construction engineering
 - Construction management to ensure adherence to project plans and specifications
 - Surveying and materials testing are considered part of construction engineering
 - Construction inspection
 - Construction contract
 - Construction other
 - Required project work completed under a separate contract (e.g. railroad crossing work)
 - Purchase of equipment or material outside of the primary contract (e.g. signal equipment)

What SCSP Does Not Pay For...

- Work outside approved scope or limits
- Costs above WAC limits
- Right of way/Easements
- Non-eligible improvements
 - Parking
 - Street widening
 - Utilities



Work outside of the project limits or approved scope

- Any scope or project limits change must be approved by TIB prior to construction

Costs exceeding WAC limits

- WAC 479-05-170 limits design and construction engineering to a maximum of 30 percent of the eligible construction contract plus construction other
 - Construction only projects are limited to 20 percent of the eligible construction contract plus construction other
- WAC 479-05-130 limits landscaping cost to five percent of the total eligible construction contract amount

Right of way acquisition is not eligible under the Small City Sidewalk Program

- TIB cannot participate for right of way acquisition cost
- Right of way acquisition cost cannot be used as local match

Sidewalk Program funding cannot be used for the following improvements:

- Parking
- Street widening
- Installation of utilities or utility upgrades (e.g. water, sewer, power)

Sidewalk Project Attributes

- Project types
- Typical scope



Project types

- Focus on completing sidewalk system on a corridor
 - Construction of new sidewalk
 - Completing gaps in an existing sidewalk system
 - Reconstruction of existing sidewalk
 - Sidewalk maintenance – panel and curb replacement
 - Project may be combination of all types

Typical scope

- Site preparation
- Sidewalk
- ADA ramps
- Stormwater improvements required because of sidewalk construction
- Pedestrian signals
 - Encourage use of solar-powered signals
- Landscaping
 - Limited to five percent of eligible contract

Sidewalk Program Rating Criteria

Category	Points
Pedestrian safety	50
Pedestrian connectivity	30
Sustainability	10
Local support	10
Total Points	100

June 2018



Pedestrian Safety

50 point max

Category	Points
Existing conditions	30
ADA barriers	3
Pedestrian incident history	20
Existing hazards	15

June 2018



The following factors are evaluated:

- | | |
|--|------------------------|
| • Existing conditions (30 point max) | <u>Points</u> |
| Posted speed | 0-10 |
| Where pedestrians currently walk | 0-20 |
| – Travel lane, shoulder or existing sidewalk | |
| • ADA barriers on existing sidewalk | |
| – All barriers must be eliminated by the project to receive points | 0-3 |
| • Pedestrian incident history (20 point max) | |
| – Pedestrian only incident | 5 points per incident |
| – Pedestrian/vehicle crash | 10 points per incident |
| – Request crash data from WSDOT | |
| Submit your request to WSDOT as soon as possible | |
| • Hazards attributed to crashes must be mitigated by the project to receive points | |
| – Crash report must be included with application to receive points | |
| • Existing hazards (15 point max) | 0-15 |
| – Must be corrected or improved by the project to receive points | |
| – Hazards evaluated for severity | |

Existing Hazards

- Sight distance
- Deep ditches
- Truck volumes
- Traffic volumes
- Obstructions
- Drainage/snow issues
- Posted school zone



June 2018

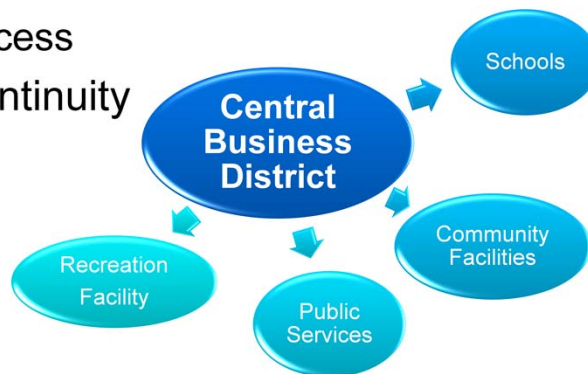


Existing Hazards (15 point max)	<u>Points</u>
• Sight distance	0-3
– Deficiencies in horizontal, vertical or irregular intersection alignment are evaluated	
– Points based on severity of condition	
• Deep ditches	0-3
– Depth and proximity to road evaluated	
• Truck volume	0-3
– Type of trucks (semi or delivery) and location of project considered	
• Traffic volume	0-3
– Routes with 2,500 vehicles/day and above receive points	
– Maximum points given for routes above 10,000 vehicles/day	
• Obstructions	0-3
– Project must move, eliminate or protect obstruction(s)	
– Points based on frequency and severity of obstruction to pedestrian	
– Obstructions include ditches, power poles, mail boxes, parked cars and vegetation	
• Drainage/snow issues	0-2
– Conditions obvious by visual inspection or include photographs showing issue(s)	
• Posted school zone	0-2
– Posted school zone must be within project limits	

Pedestrian Connectivity

30 point max

- Facilities served
 - Direct access
 - Indirect access
- Sidewalk continuity



Facilities served

- Direct access (30 point maximum)
 - To be considered direct access, the facility must be within the project limits
- Indirect access (15 point maximum)
 - The facility is outside the project limits but within 2-3 blocks of the project limits on the same corridor and is connected to the project by an ADA-accessible facility

	<u>Points</u>
Schools (3 points per facility)	0-9
Public facilities (2 points per facility)	0-6
Recreational facilities	0-5
Central business district	5
Commercial area (2 points per facility)	0-5
Industrial area	0-3
Medical facilities	0-3
Senior housing	0-2
High density housing	0-2
Signed transit stop	0-2
Sidewalk continuity (5 point maximum)	
• Completes gap	5
• Extends existing sidewalk	3

Sustainability

10 point max

Category	Points
Adopted greenhouse gas policy	1
Adopted complete streets ordinance	1
Appropriate sidewalk section	5
Hardscaping or climate appropriate planting	1
Low impact drainage practices	2

June 2018



Sustainability (10 point max)	<u>Points</u>
• Adopted greenhouse gas emissions policy	1
– Agency has adopted policy addressing greenhouse gas emission	
• Adopted complete streets ordinance	1
– Adopted ordinance must be submitted to TIB prior to application deadline	
• Appropriate sidewalk cross section	0-5
– Sidewalk is appropriate width and location to accommodate pedestrians	
• Hardscaping or climate appropriate planting	1
– No permanent irrigation required	
• Low impact drainage practices	0-2
Points assessed for incorporating low impact drainage practices	
– Rain gardens and bio-swales	

Local Support

10 point max

Category	Points
Local Match	0-6
TBD or dedicated transportation funding	1
No federal funding	3
Utilities Relocated or not required	2

June 2018



	<u>Points</u>
Local match	0-6
<ul style="list-style-type: none">• Noneligible cost is not considered as part of your local match	
TBD or dedicated transportation funding	1
<ul style="list-style-type: none">• TBD must be adopted• Other transportation funding must be by ordinance	
No federal funding	3
Utilities relocated previous to project, or no relocation required	2

Small City

PRESERVATION PROGRAM



SCPP Requirements

- Eligibility
- Requirements



Eligible agencies

- Incorporated Cities with a population under 5,000

Eligible streets

- Hard surfaced public streets within the city limits

Non-eligible streets

- Gravel streets
- Alleys
- State highways

Minimum local match

- Based on city assessed valuation updated annually by the Department of Revenue

<u>Assessed Valuation</u>	<u>Minimum Match</u>
Under \$100 million	0 percent
\$100 million to \$500 million	5 percent
Over \$500 million	10 percent

- ADA Ramps

- Overlay projects must upgrade existing ADA ramps to current standards

- WSDOT concurrence (if applicable)

- Required for projects that intersect a state highway

- Written concurrence from WSDOT of the project required with the application

SCPP Project Development

- Design Engineering
- Construction Engineering
- Construction Contract



Design Engineering

- Design required to develop project plans, specifications and cost estimate

Construction Engineering

- Construction inspection and contract administration

Construction Contract

- Contract to complete approved scope of work

SCPP Project Type

- Overlay
- Chip Seal



Overlay

- Overlay of existing surface
 - Limited to **two-inch depth**
- Pavement repair and crack sealing
- Striping
- Drainage adjustments
- Requires ADA ramp upgrade to current standards

Chip Seal

- Chip seal of existing surface
- Pavement repair and crack sealing
- Sweeping
- Striping
- Drainage adjustments

SCPP Overlay

Category	Points
Segment Rating	80
Agency Rating	20
Total Points	100

- Typical grant amount \$100K-\$250K
 - Logical project limits
- Include prep work and striping in estimate
- ADA ramps must be upgraded if out of compliance



Overlay –

	<u>Points</u>
Segment rating (80 point maximum)	
• Pavement condition rating (PCR)	0-60
– PCR between 30 and 65	
– Less than 25 percent medium and high severity alligator cracking	
– Higher points for lower PCR and lower percent alligator cracking	
• Type of route	
– Major street	10
– Minor street	5
• Sidewalk maintenance	0-10
Agency rating (20 point maximum)	
• Economy of scale	10
– Documented response from provider required with application	
• Funded local street improvement	5
Deliverability (10 point maximum)	
• Past performance of TIB projects	0-10

SCPP Chip Seal

Category	Points
Segment Rating	80
Agency Rating	20
Total Points	100

- Typical grant amount \$25K-\$100K
- Include prep work, sweeping and striping in estimate
- Sidewalk maintenance not eligible
- ADA ramps not required



Chip Seal

Segment rating (80 point maximum)

- Pavement Condition Rating
 - PCR range is 40 to 90
 - Less than 25 percent medium and high severity alligator cracking
 - Higher points for midrange PCR and lower percent alligator cracking

Points
0-80

Agency rating (20 point maximum)

- Economy of scale
 - Documented response from provider required with application
- Deliverability (10 point maximum)
 - Past performance of TIB projects

10
0-10

Pavement Condition Rating



June 2019



Pavement Condition Rating

- TIB staff determine your application pavement condition rating by evaluating the severity and extent of the following distresses:
 - Alligator cracking
 - Transverse cracking
 - Longitudinal cracking

Other Funding Opportunities

SMALL CITY FEDERAL MATCH PROGRAM



Small City Federal Match Program

- TIB funds the required local match for fully-funded federal transportation project
 - Up to 10% of the Small City Arterial Program in TIB funding available annually
 - Apply during the regular application cycle under the Small City Arterial Program (SCAP)
- To be considered as a Federal Match project, your project must meet all threshold following requirements:
 - Federal funding is 86.5 percent of the federal-eligible project cost
 - TIB funding is limited to 13.5 percent of federal-eligible project cost
 - Project must be listed in the Statewide Transportation Improvement Program (STIP) showing construction funding
 - Maximum TIB request for the Federal Match Program is **\$125K**
 - City is responsible for any cost that is not federal-eligible
 - If the project receives an increase in federal funding, an increase in TIB funding is **not** automatic
- Project must meet eligibility requirements for Small City Arterial Program (SCAP)
 - Complete a SCAP application indicating Federal Match Project
 - Include the page from the Statewide Transportation Improvement Program (STIP) showing the project construction funding

If your federally funded application does not meet all requirement for the Federal Match Program, you can apply under the Small City Arterial Program

Other Funding Opportunities

RELIGHT WASHINGTON



Relight Washington

- Working with all energy providers that will provide a savings to cities
- PUDs are approved - except Lewis, Cowlitz, and Grant
- If is not converted and can prove savings, contact your TIB Project Engineer

Other Funding Opportunities

COMPLETE STREETS AWARD PROGRAM

June 2018



Tentative Complete Streets Award Timeline

July 2020

- Nomination process opens

December 2020

- Nominations due to TIB

January 2021

- TIB evaluates nominations

February 2021

- TIB staff develop works plans with agency staff

March 2021

- Board selects awardees

June 2019



What to do now?

- Adopt a complete streets ordinance, if your agency currently does not have one
- Update weak or aging ordinances
- Forward a copy to your TIB engineer

July 2020

- Nominators invited to submit nominees for Complete Streets award
- Agencies must submit their adopted ordinance to TIB to be eligible for nomination

March 2021

- Board selects Complete Streets awardees at March 2021 meeting

2019 TIB Funding Program

ADMINISTRATIVE DETAILS



Project Administration

- Submit within one year of selection
 - Project Funding Status Form
 - Fuel Tax Agreements
 - Adopted TIP
- Engineering



Within one year of project selection submit the following

- Signed project funding status form confirming that the funding partners are fully committed in accordance with RCW 47.26.084
- Signed fuel tax agreements
- Adopted six-year transportation improvement program (TIP)
- Selected SCAP and SCSP projects must be included in the local agency Six Year TIP prior to receiving TIB authorization to proceed with project work
 - You are not required to include SCPP projects on your adopted TIP

Engineering

- Submit design and construction consultant agreements/supplements to TIB for review and approval **prior** to signing
 - TIB will not review construction supplement /agreement until after bids have opened and contract cost is known
- Design and Construction engineering is limited to a maximum of 30% construction cost plus construction other
 - Construction only projects are limited to 20 percent engineering
 - Simple projects are expected to require less than the 30 percent maximum
- Design engineering cost recommended to be no more than 15% of engineer's estimate including contingencies

Project Administration



- Project issues
- Project billings



Contact your TIB Project Engineer to discuss any issues that affect schedule, budget or scope:

- Schedule delays
- Funding shortfalls
- Changes to approved scope/project limits
- Change orders during construction

TIB expects agencies to request payments regularly during the life of the project

- Submit billing requests as costs are incurred
- Design phase
 - Submit payment requests to TIB at least quarterly during design phase
- Construction phase
 - Request payment from TIB monthly during construction of the project

TIB Region Engineers



TIB Region Engineers
Updated: April 2019



-  Greg Armstrong
GregA@tib.wa.gov
(360) 586-1142
-  Chris Langhoff
ChrisL@tib.wa.gov
(360) 586-1157
-  Gloria Bennett
GloriaB@tib.wa.gov
(360) 586-1143
-  Christa Draggie
ChristaD@tib.wa.gov
(360) 586-1157



Transportation Improvement Board

APPENDIX



Transportation Improvement Board

Project Cost Classifications

PROJECT COSTS ARE ELIGIBLE ONLY AFTER TIB PHASE APPROVAL

Design Phase

Design phase costs are those incurred after TIB approval of design phase and end at award of the contract

DESIGN ENGINEERING

- Development of plans, specifications and cost estimate
- Geotechnical services
- Environmental/Permitting costs
- Advertisement for consulting services and/or contract
- Project-specific supplies, equipment or services
- Cultural resource assessment (if required)
- Value engineering study (if required)
- Other project-related study when justified

RIGHT OF WAY

- Preparation of right of way plans
- Appraisal costs
- Parcel acquisition costs
- Legal and administrative fees associated with acquisition

Construction Phase

Construction phase costs are those incurred after award of the contract through contract completion

CONSTRUCTION ENGINEERING

- Construction management
- Construction inspection
- Construction surveying
- Materials testing

CONSTRUCTION OTHER

- Work completed outside the primary contract but part of approved scope
- Procurement of equipment/materials outside of the primary contract but part of approved scope

CONTRACT AMOUNT

- Primary contract cost
- Eligible change order costs

ENGINEERING COSTS INCLUDE:

All consultant agreement costs, WSDOT review/inspection, local agency management, materials testing, construction surveying, engineering-related work and supplies



TIB PROJECT GUIDANCE

APPLIES TO UAP, USP, SCAP & SCSP PROGRAMS

<p>TIB Matching Ratio</p>	$= \frac{\text{Total TIB Funds}}{\text{Eligible Project Cost}}$ <ul style="list-style-type: none"> • This ratio is set at project selection • Usually does not change during project life
<p>TIB Reimbursement Ratio</p>	$= \frac{\text{Total TIB Funds}}{\text{Total Project Cost}}$ <ul style="list-style-type: none"> • This ratio is different than the TIB Matching Ratio if the project has non-eligible cost • Changes during the life of the project as the non-eligible cost increases or decreases
<p>Engineering Costs</p>	<p>Design & Construction Phase Projects</p> <ul style="list-style-type: none"> • Engineering costs in excess of 30 percent of the Contract plus Construction Other costs are not eligible for TIB participation <p>Construction Phase Only Projects</p> <ul style="list-style-type: none"> • Engineering costs in excess of 20 percent of the eligible Contract plus Construction Other costs are not eligible for TIB participation <p>Engineering Costs include:</p> <ul style="list-style-type: none"> • All consultant agreements, WSDOT review/inspection, material testing, local agency management <p>No Incidental Engineering Costs</p> <ul style="list-style-type: none"> • Record drawings, construction survey or other engineering-related items cannot be incidental to other bid items
<p>Consultant Agreement</p>	<p>SCAP & SCSP Only</p> <ul style="list-style-type: none"> • Use the TIB Consultant Agreement and TIB Consultant Agreement Supplement forms • Must be reviewed by TIB Project Engineer before execution • For projects with STP or TAP funding, use the Local Agency Guidelines (LAG) Consultant Agreement and Supplement forms • Submit the draft TIB Consultant Agreement Supplement for review at the same time the Bid Opening Updated Cost Estimate draft is forwarded to TIB
<p>Design Guidance</p>	<ul style="list-style-type: none"> • Recommend use of current <i>AASHTO Green Book - A Policy on Geometric Design of Highways and Streets</i> for design guidance
<p>Executive Order 05-05</p>	<ul style="list-style-type: none"> • Department of Archaeology & Historic Preservation (DAHP) determines if a project requires a Cultural Resource Assessment (CRA) • Project CRA concurrence letter from DAHP is required prior to advertising the project
<p>Sidewalk Requirements</p>	<ul style="list-style-type: none"> • Hard surfaced facility with a minimum width of five feet with no obstructions • Five foot width can include the top of the curb • Sidewalk is physically separated from the travel lanes with curb, ditch or swale
<p>ADA Access</p>	<ul style="list-style-type: none"> • Use the most current design standards for sidewalk and sidewalk ramps

Applies to UAP, USP, SCAP & SCSP Programs
TIB PROJECT GUIDANCE

Bicycle Facilities	<ul style="list-style-type: none"> • TIB participates in the cost for bicycle facilities only if route is on local agency adopted Bicycle Plan or Comprehensive Plan • Bicycles facilities need to extend or fill a gap in the existing bicycle system
Right of Way Acquisition	<p>UAP & SCAP Only</p> <ul style="list-style-type: none"> • Only right of way necessary for construction of the project is eligible for TIB participation • Right of way costs are not eligible under the Sidewalk Program
Landscaping	<ul style="list-style-type: none"> • Landscaping costs that exceed five percent of the eligible Contract cost are not eligible for TIB participation
Minor Changes	<ul style="list-style-type: none"> • Costs are considered non-eligible until Contract Completion • At Contract Completion, TIB reviews costs to determine if eligible
Measurement & Payment	<ul style="list-style-type: none"> • All bid items measurement and payment must be as indicated in the current WSDOT Standard Specifications (e.g. HMA in tons)