

TIB Funding Workshop

Urban Programs
June 2019



Washington State
Transportation Improvement Board

Workshop Agenda

- TIB Emphasis
- Program Changes
- Online Application (Sidewalk)
- Eligibility/Match
- Funding Timeline
- Application/Project Expectations
- Program Overview
- Project Administration

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TIB 2019 Emphasis

- **Appropriate Roadway Sections**
 - Narrow roads have advantages (safer for pedestrians, cheaper to build and maintain and controls motor vehicle speeds)
- **Financial Condition**
 - Increases are the exception not expectation
 - TIB is watching the estimates closer
- **Utilities**

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-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".

The TIB will managing projects more tightly and increases will be less likely.

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 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

-UAP-

- Commercial Growth and Development Band
 - Emphasis on private vs public support
- Mobility Band
 - Provide a Traffic Study
 - If NOT a mobility project, opt out of the band.

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COMMERCIAL GROWTH & DEVELOPMENT (65 pt max)

-Maximizes commercial development potential and appropriate project locations.

-Criteria scoring are based on the scale of the development site (number of jobs anticipated, acreage developed, etc.), developer support, necessity, and location. Criteria also evaluate the likelihood the development will occur based on whether or not zoning is in place, permits are issued, and private investment is leveraged.

PUBLIC SUPPORT (10pt max)

Utilities onsite 0-10

PRIVATE SUPPORT (30 pt max)

Percent permits issued 0-15

Development agreement status 0-10

Private investment in public infrastructure 0-15

MOBILITY (65 pt max)

-Contributes to traffic and modal capacity and network connectivity

-Projects will be scored based on current level of service compared to anticipated level of service post-project provided in a Traffic Study stamped by a Washington State Professional Engineer. The mobility criteria address current congestion problems, whereas future mobility issues will be addressed within the growth and development band.

CONGESTION AND LEVEL OF SERVICE (35 pt max)

Significant congestion problem 0-10

Increase in LOS within project limits or New route 0-20

Addresses congestion on the system or adjacent routes 0-10

High volume or significant route 0-5

-Submit the traffic Study with your application.

Changes for 2019

-APP-

- Agency Rating
 - Reward agency performance
- Sidewalk Maintenance/ADA Ramps

Total number of ADA ramps required _____

Total requested number of ADA ramps funded by TIB _____

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AGENCY RATING (15 pt max)

Economy of Scale (10 pt max)

Documented response from Provider 0-10

Letter or email with application

Deliverability (5 pt max)

Past performance of TIB projects 0-5

Number of ADA ramps TIB is funding:

None 10

1-5 7

6-9 5

10+ 0

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.

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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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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	
Urban Arterial Program	---
Arterial Preservation Program	---
Urban Sidewalk Program	---
Small City Arterial Program	---
Small City Preservation Program	---
Small City Sidewalk Program	---

2019 Call for Projects - Schedule	
Preliminary call site presented to board	May 17, 2019
Applications posted online	---
Funding Workshops	---
Deadline for applications to be postmarked	August 16, 2019
Application evaluation and field reviews	Sept. to Oct. 2019
Final call site/project list presented to board	November 21-22, 2019

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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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. At the top, there are two input fields for 'Number of Pedestrian crashes involving vehicles' and 'Number of Pedestrian ONLY crashes', both containing the value '0'. Below these are three deficiency entries. The first is 'Obstruction', the second is 'Truck Volume', and the third is 'Excessing high pressure outdoor light are inefficient and have poor uniformity'. A modal window is overlaid on the form, titled 'Your submission generated notification messages.' It contains a yellow warning icon and the text: 'Notifications Generated: No pedestrian crashes involving vehicles indicated. No pedestrian only crashes indicated. Notifications WILL NOT prevent application submission.' At the bottom of the modal are two buttons: 'ACKNOWLEDGE NOTIFICATIONS & SAVE SECTION' and 'CANCEL AND RETURN TO FORM'.

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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 ✓ 201905101322090.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 ✓ 201905101352872.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) ✓ 2019051013523387.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

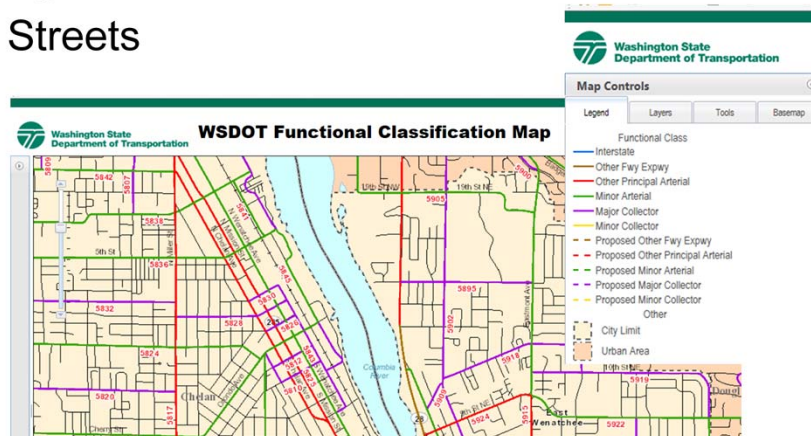
If applicable provide:

- 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.

Eligibility for TIB Urban Funding

- Agencies
- Streets



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Agencies

- Cities 5,000 and over population
- Counties with federal urban areas

Streets

- Federally classified urban streets within federal urban areas
- Streets must be classified before any TIB funds can be spent

Required Minimum Local Match

City Assessed Valuation	Local Match
Under \$1.0 billion	10 percent
\$1.0 to \$2.5 billion	15 percent
Over \$2.5 billion	20 percent

County Road District Valuation	Local Match
Under \$3.0 billion	10 percent
\$3.0 to \$10.0 billion	15 percent
Over \$10.0 billion	20 percent

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Required Minimum Local Match based on assessed valuation applies to **all** TIB urban funding programs

Local match can come from any source other than TIB

- Local match includes contributions from the lead agency, 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
- Noneligible cost is not considered part of your local match

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/openmark 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.



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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 (UAP and APP)

- Submit one originally signed application and attachments to TIB

AND

- Email your excel application workbook and roadway section(s) 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

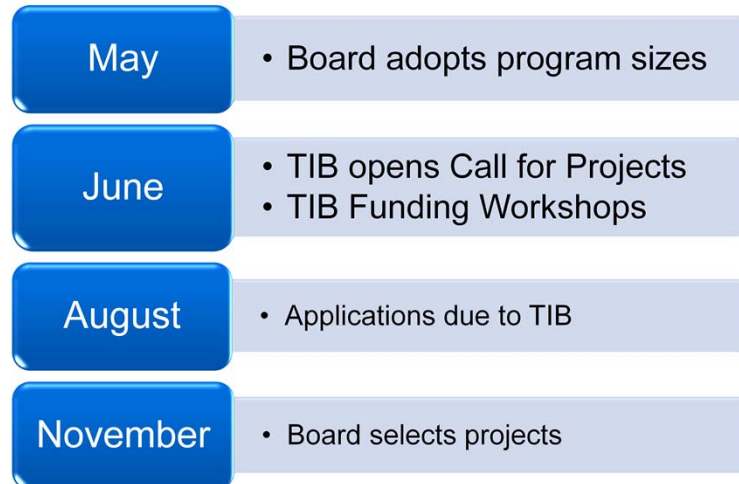
Post Office Box 40901

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**.

TIB Funding Timeline



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Application deadline

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

Application evaluation

- Applications are entered and scored by TIB engineers
- TIB engineers review application information in field
- Application ratings are reviewed for accuracy and consistency

Board selection

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

TIB Evaluation Process

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



Scoring	
Safety	54
Mobility	63
Growth & Development	87
Physical Condition	54

Criteria Ratings	
Safety	21
Mobility	30
Growth & Development	54
Physical Condition	21
Sustainability	10
Constructability	23

Rated By

Checked By

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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

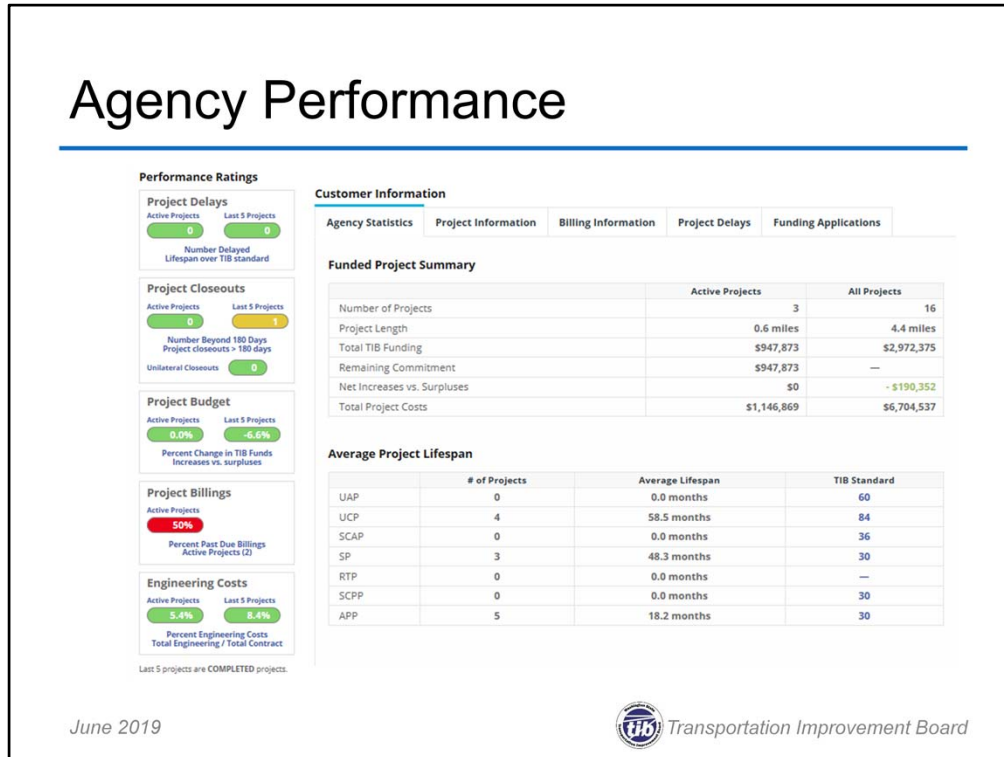
Jury process

- 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
 - EngineeringPercent = $\frac{\text{Engineering Costs}}{\text{Contract Cost}}$
 - WAC rules limit TIB participation for engineering to 30 percent of contract cost
 - For construction only projects, engineering is limited to 20 percent of contract cost
- Application history
 - Last application
 - Applications versus funded projects

TIB Application Expectations



- Agency priority
- Full funding
- Project schedule
- Project cost estimate

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Project priority

- Submit applications for important agency priorities

Project funding

- Submit applications with a high certainty for full funding
- Other funding in place
- High probability to receive funding from other sources within one year of selection
- Sufficient local match available for all applications submitted

Project schedule

- Apply for projects where you plan to start spending TIB funds within one year of selection
- Schedule should reflect a realistic timeframe for the project

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

TIB Project Expectations

- Grant agreement execution
- Engineering oversight



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Grant agreement execution

- RCW 47.26.084 specifies an agency must provide written certification of full project funding by returning the signed grant agreements to TIB within one year of selection

Staff expects execution within three months of selection

- Must have full project funding
- Project on agency-adopted Six Year Transportation Improvement Program (TIP)
- TIB cannot execute grant agreement until adopted TIP shows selected project
 - Street must be federally classified with an urban designation before TIB executes the grant agreement

Engineering oversight

- WAC 479-05-030 specifies a professional engineer registered in the state of Washington is required to oversee urban projects
- Engineering is limited to 30 percent of eligible contract cost plus construction other
- **Construction only** projects are limited to 20 percent of eligible contract cost plus construction other
- Engineering for less complex projects is expected to be less than the maximum

TIB Project Expectations

- Project schedule
- Project funding
- Project issues
- TIB payment requests



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Project schedule

- Unrealistic project schedules adversely impact TIB cash flow
- Agency should begin work on the project immediately after execution of grant agreement
- Simple projects should not take the maximum time allowed for design and construction

Project funding

- Contact your TIB engineer if funding partners or amount of commitment changes

Project issues

- Contact your TIB engineer to discuss issues that affect scope, schedule or budget
- Do not amend project scope, schedule or limits without approval from TIB

Payment requests

- During design, request quarterly payments
- During construction, request monthly payments
- Five percent of TIB funds are held until contract completion paperwork is processed

URBAN ARTERIAL PROGRAM (UAP)

June 2019



Urban Arterial Program Goals

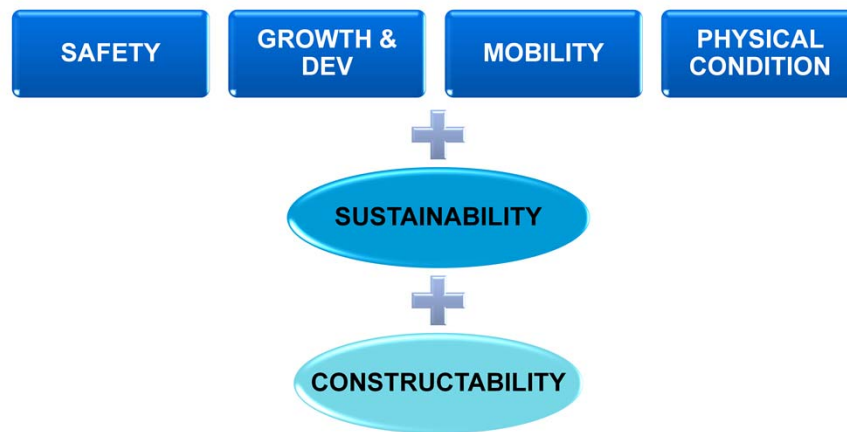
- Improve safety
- Support commercial growth and development
- Improve mobility
- Improve physical condition

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- Goals align with legislative charter
- Ensure projects that support state transportation policy goals receive funding

Application Scoring



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Each application are scored in all four of the following bands

- Safety
- Growth & Development
- Mobility
- Physical Condition
 - 65 point max for each criteria band

All applications receive a score for

- Sustainability
 - 10 point max
- Constructability
 - 25 point max

Band score is determined by the following equation:

- Criteria Band Score + Sustainability Score + Constructability Score
- 100 point max

Projects are ranked based on their band score in each criteria band

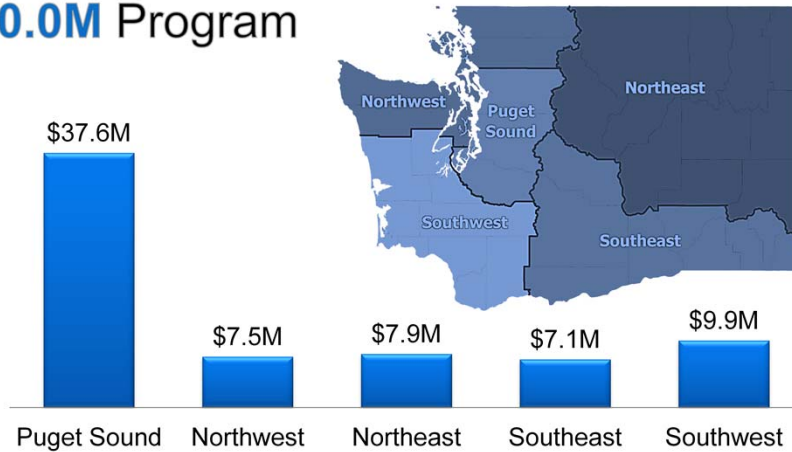
- Number of projects funded from a band is not limited
- Funding for a band stops when
 - Regional allocation is expended

OR

- All good projects in the band are funded

2019 UAP Funding

\$70.0M Program



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Program size based on Board action, may be adjusted due to project activity

- Regional allocation based on population and lane miles
- Allocations updated annually

URBAN Application Requirements

- Federally classified urban street
- In agency's adopted six-year TIP (except APP)
- Consistent with other plans
- Application review
- Project cost estimate
- WSDOT conceptual concurrence

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TIB requires the following for an application to be considered for funding:

- Street must be classified as an urban principal arterial, urban minor arterial or urban collector on the Federal Functional Classification System
- Federal urban route numbers do not contain letters
- Project is included on the agency's adopted Transportation Improvement Program (TIP)
 - TIB cannot execute grant agreement until you submit the adopted TIP showing project

Project is consistent with agency and regional plans

Application review

- Ensure application is reviewed thoroughly before signature
- Individual signing application must have authority to indent your agency

Project cost estimate indicates all components of work for the project

- The estimate is reviewed and signed by an engineer licensed 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

UAP Project Attributes

- Design considerations
- Typical grant amount
- Project types



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Design considerations

- Street section meets AASHTO standards at a minimum
- Sidewalk is required on both sides of the street
 - Must be hard surfaced (e.g. concrete, asphalt)
 - Must be separated from travel lane with physical barrier (e.g. curb, buffer strip)
 - Minimum five foot width with no obstructions
 - Must be ADA compliant
- TIB will consider sidewalk deviations at application
 - Include your deviation request with the application
 - Deviations are granted when omitting sidewalk makes sense
- Consider all users when scoping improvements
 - Include non-motorized, transit and freight improvements where appropriate

Typical grant amount

- Projects typically range from \$1 million to \$6 million
- Request the lowest amount needed to secure full funding between logical limits
- Funding limited by regional distribution

Project types

- Full reconstruction - rebuild roadway base and surfacing
- Pavement rehabilitation – recycle the existing roadway
- Overlay – provide pavement repair and add surfacing
- New street - construct new connection in agency's street system

Typical Project Elements



- Roadway
- Signalization or roundabout
- Drainage
- Multimodal
- Illumination
- Landscaping

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Typical project elements are:

- Road base and surfacing
- Signalization or roundabout
- Drainage
 - Stormwater facilities required to adequately service the project
 - TIB does not pay for regional stormwater improvements
- Multimodal
 - Sidewalk
 - Bicycle facilities
 - Route must be on adopted agency bicycle plan to be eligible
 - Transit accommodations
 - Bus pullouts, transit stops, transit only lanes are allowed
- 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
 - Local share of utility undergrounding

Not considered landscaping

- Erosion control
- Wetland mitigation
- Property restoration

What UAP Can Fund...

DESIGN PHASE

- PS&E development
- Right of way
- Permitting
- Cultural resource assessment
- Value engineering study
- Advertising costs



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Eligible design phase work

- Development of contract plans, specifications and engineer's estimate (PS&E)
- Right of way
 - Acquisition of property required to construct the project
 - Administrative and legal costs associated with right of way acquisition
- Permitting
 - Environmental approval
 - Other agency approval
- Cultural resource assessment
- Value engineering study (if required)
- Advertising costs
 - Engineering services advertisement
 - Contract advertisement

What UAP Can Fund...

CONSTRUCTION PHASE

- Construction engineering
 - Construction management
 - Materials testing and surveying
- Construction contract
- Construction other

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Eligible construction phase work

- Construction engineering
 - Construction management to ensure adherence to project plans and specifications
 - Surveying and materials testing are considered part of construction engineering
- Construction contract
- 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

What UAP Does Not Pay For...



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

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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

Landscaping cost above the limitation set in WAC 479-05-130

- Limited to five percent of the total eligible construction contract

Right of way in excess of what is needed to construct the project

Work outside of the project limits or approved scope

New utilities or utility upgrades

UAP Criteria Band

SAFETY

June 2019



- Evaluate cause of crashes and the implementation of safety improvements using countermeasures

Safety

65 point max

- Crash History
- Countermeasures



June 2019

 Transportation Improvement Board

Safety (65 point max)

- | | <u>Points</u> |
|--------------------------------------------------------------------|--------------------|
| • Crash data | |
| – Use data from the three most current years | |
| – Crash history must be correctable to be included in the analysis | |
| – Request data from WSDOT as soon as possible | |
| • Crash History (40 point max) | |
| – Incidences with fatalities | 20 pts each |
| – Incidences with injuries | 5 pts each |
| – Property damage only incidences | 1 pt each (max 15) |
| • Countermeasures (25 point max) | |
| – Access control | |
| – Intersection control | |
| – Increases sight distance | |
| – Corrects offset/skewed intersection | |
| – Grade separation | |
| – Adds pedestrian facilities | |

UAP Criteria Band

COMMERCIAL GROWTH & DEVELOPMENT

June 2019



Aligns with economic development opportunities for commercial or industrial growth

- Project location appropriate to serve specific development site
- Development is imminent

Commercial Growth & Development 65 point max



- Public support
- Private support
- Permitted development activity
- Location

June 2019



Commercial Growth & Development (65 point max)

- Points are awarded for site specific development or redevelopment
- No points awarded if the improvement is already in place

Public support (10 point max)

- Utilities onsite

Points
0-10

Private support (30 point max)

- Percent permits issued 0-15
- Development agreement status 0-10
- Private investment in public infrastructure 0-15
 - Highest private investment receives 10 points
- Permitted development activity (15 point max)
 - Dwelling units constructed in the development 0-5
 - Acreage of the development being developed 0-5
 - Jobs created by the development based on square footage/type 0-15
- Location (10 point max)
 - Development location 0-5
 - Project proximity 0-4
 - Dependence of development on the project 0-3

UAP Criteria Band

MOBILITY

June 2019



- Provides congestion relief
- Adds mobility components
- Improves network connectivity

Mobility

65 point max

- Congestion and Level of Service
- Network connectivity



June 2019



Mobility (65 point max)

- TIB will compare current level of service compared to the anticipated level of service post-project provided in a Traffic Study stamped by a Washington State Professional Engineer.
- The following factors influence the mobility rating: adding lanes or capacity, average daily traffic (ADT) of mainline and minor and major intersection legs
- Congestion and Level of Service (35 point max)

	<u>Points</u>
– Significant congestion problem	0-10
– Increases LOS within project limits or New route	0-20
– Addresses congestion on the system or adjacent routes	0-10
– High volume or significant route	0-5
- Network Connectivity (10 point max)

– Complete/extend corridor improvements	0-6
– Complete gap/extend improvements	0-4
– What does the project connect to? (highest classification)	0-4
- Modal Access (10 point max)

– Improve transit access	0-4
– Improve connections to non-motorized access	0-2
– Improve freight facilities	0-6
- Features (10 point max)

– Relieves bottleneck	0-2
– Improves access to CBD or urban center	0-6
– Traffic signal interconnect	0-2

UAP Criteria Band

PHYSICAL CONDITION

June 2019



- Corrects physical and structural deficiencies

Physical Condition

65 point max

- Existing condition
- Non-pavement condition



June 2019



Physical Condition (65 point max)

• Existing Condition (30 point max)	<u>Points</u>
Pavement condition rating (PCR) as rated by TIB engineer	0-30
Bridge condition based on sufficiency rating	0-30
– Only for bridges with full federal bridge funding	
• Non-pavement condition (10 point max)	
– Walls	0-4
– Storm water conveyance	0-4
– Bridges or culverts	0-6
– Slope stability	0-2

Physical Condition

65 point max



- Existing attributes
- Loading
- Sidewalk condition

June 2019



Physical Condition (65 point max)	<u>Points</u>
• Existing attributes (12 point max)	
– Fixed objects	0-2
– Access control	0-2
– Alignment	0-5
– Channelization	0-2
– Turning radius	0-2
– Sight distance	0-2
– Completes or extends improvements	0-4
• Loading (10 point max)	
– Volume	0-4
– Truck Route Classification	0-4
– Buses	0-4
– NHS Route	0-3
• Sidewalk condition (5 point max)	
– Does not meet standards	0-3
– Overall sidewalk condition	0-3

Sustainability

10 point max



- Modal measures
- Energy measures



June 2019



Sustainability is part of every application's score

- Evaluates inclusion of sustainable design and well-tested, reliable techniques to minimize environmental impacts

Sustainability (10 point max)

Points

- Modal measures (8 point max)
 - Adopted complete streets ordinance 1
 - Adds queue jump or transit only lane 1
 - Peak hour transit buses (one point for every 2 buses) 0-3
 - Appropriate sidewalk cross section 0-3
 - Bicycle facilities 0-3
- Energy measures (4 point max)
 - Install roundabout versus in place of warranted signal 2
 - Convert signalized intersection to roundabout 3
 - Convert stop controlled intersection to roundabout 1
 - Solar powered signage 1

Sustainability

10 point max

- Environmental measures
- Pavement recycling



June 2019

 Transportation Improvement Board

Sustainability (15 point max)

Points

- Environmental measures (8 point max)
 - Adopted greenhouse gas emission policy 1
 - Low Impact drainage practices or enhanced treatment 2
Incorporate bio-swales, rain gardens or other low impact drainage practices
 - Hardscaping or native planting 1
 - No permanent irrigation or use of non-potable water for irrigation 1
 - Appropriate roadway cross section 0-3
- Pavement recycling (4 point max)
 - In-place pavement recycling 4

Constructability

25 point max

- Applies to all applications
- Funding
- Construction readiness
- Ease of implementation



June 2019



Constructability is part of every application's band score

- Evaluates the likelihood the project will successfully reach construction

Constructability (25 point max)

	<u>Points</u>
• Funding (11 point max)	
– Overmatch (1 point for every 4% above minimum)	0-5
– Adopted TBD or locally dedicated transportation funding by ordinance	1
– Full funding in place	5
• Construction readiness and ease of implementation (14 point max)	
– Plans, specifications and estimate complete	0-3
– Permitting complete	0-2
– Cultural resource assessment complete	2
– Right of way certified or not required	0-3
– No federal funding	3
– No sensitive areas or issues pending	0-2
– Use of accelerated construction methods	0-2
– If Road Closure not planned, provide justification	
– No railroad impact	1
– Utility upgrades status	0-2

UAP Application

2019 Urban Funding Application
for Urban Arterial Program (UAP)

Mail ONE signed application and required attachments to the TIB Office postmarked no later than August 16, 2019.
The mailing address for the TIB Office: Post Office Box 40901 • Olympia WA 98504-0901

Agency Name _____ Legislative District(s) _____
 Arterial Name _____ Congressional District(s) _____
 Project Limits _____ [Find Districts](#)

Length in Miles _____ Average Daily Traffic (ADT) _____ Speed Limit _____
 Functional Class _____ Federal Route _____
 Agency Contact _____ Phone Number _____
 Email Address _____

PROJECT INFORMATION

Fill out this section before continuing the rest of the application.

Enter Requested Total TIB Funds _____
 Project Type _____
 Is this project an intersection only? _____
 Is this project construction ready? _____
 Does the project support a specific commercial development site? _____
 Is this a National Highway System (NHS) Route? _____

Enter completed or target dates

<small>Enter completed or target dates</small>	<small>Date</small>
Start Design Engineering	_____
Environmental Documentation Complete & Permits Approved	_____
Right of Way Acquisition Complete	_____
PS&E Complete	_____
Contract Advertisement	_____
Contract Completion	_____

June 2019

Transportation Improvement Board

Use the dropdown fields where provided on the application form

- Fill out the information in the Project Information section before completing the remainder of the application
 - Your answers will determine the sections and tabs of the application to complete
- If you select no for “Does this project support a specific economic development site?”
 - Do not complete the Commercial Growth and Development section
- If you select yes for “Is this project construction only?”
 - Plans, specifications, engineer’s estimate, right of way certification and environmental review must be complete at the time of application
 - Project construction must start in 2019

Required for all applications

- Application
 - General project information including estimated project cost, funding partners, schedule, description of existing conditions and project scope
- Crash analysis

Complete the following tabs if applicable

- Additional Intersections
 - Enter data on this tab if you have more than two intersections
- Additional Segments
 - Complete this tab if you have more than two segments

Segments and Intersections

ROADWAY GEOMETRICS & FEATURES

Fill out the segment details below and intersection details in rows 138 to 148

Significant difference in cross section or ADT constitute a new segment. Additional segments can be added on the "Additional Segments" tab. If the project is an intersection only, skip this section

	SEGMENT ONE		SEGMENT TWO	
Segment Termini	1st St to 2nd St		2nd St to 4th St	
Length (in feet)				
Average Daily Traffic Volume				
	Existing	Proposed	Existing	Proposed
Pavement Width Curb to Curb or Edge to Edge				
Number of General Purpose Lanes				

INTERSECTION GEOMETRICS & FEATURES

Enter the existing and proposed geometrics for each intersection

	INTERSECTION ONE		INTERSECTION TWO	
Intersection location	Maple & 1st St		Maple & 2nd St	
Major Approach Average Daily Volume				
Minor Approach Average Daily Traffic Volume				
	Existing	Proposed	Existing	Proposed
Intersection control				

Application / Intersection Configuration / Additional Intersections / Additional Segments / Crash Analysis

June 2019



Roadway geometrics & features

- Enter information for each segment
- Create a new segment when:
 - Existing or proposed street geometrics change (e.g. two lane to three lane)
- OR
- Average daily traffic (ADT) changes significantly

Intersection geometrics & features

- Enter information for all intersections with functionally classified street

If you complete the Additional Segments tab

- After printing the application, add the additional data pages following the Segments section (application page 6)

Crash Analysis

- Select each crash by location
- Crashes cannot be grouped

TIB Urban Crash Analysis Worksheet Agency _____
Project Name _____
for Urban Arterial Program (UAP)

INSTRUCTIONS

- Fill out the roadway geometrics and features (segments and intersections) information on application first
- Use crash data from the three most current years
- Fill out one line per crash
- Enter the location from the dropdown the appropriate intersection or segment where the crash occurred
- Specify if it is a Property Damage Only (PDO) crash or the number of Injuries and Fatalities for each crash
- Enter the number of Vehicles involved
- Enter the Primary Countermeasure to eliminate or mitigate the crash

Select Crash Location (Choose from intersections and segments identified in application)	Select Crash Type	Is this a PDO crash?	Enter Number of Injuries	Enter Number of Fatalities	Number of Vehicles involved	Enter Primary Countermeasure

Application | Intersection Configuration | Additional Segments | Additional Intersections | < | > | =

June 2019



Crash location

- Select crash location from dropdown list
- Dropdown list shows all segments and intersections entered in the application

Enter information and countermeasures for each crash on a separate line

- Do not skip lines when entering data

URBAN SIDEWALK PROGRAM (SP)

June 2019



Urban Sidewalk Program Goals

- Improve pedestrian safety
- Create system continuity
- Link pedestrian generators



June 2019

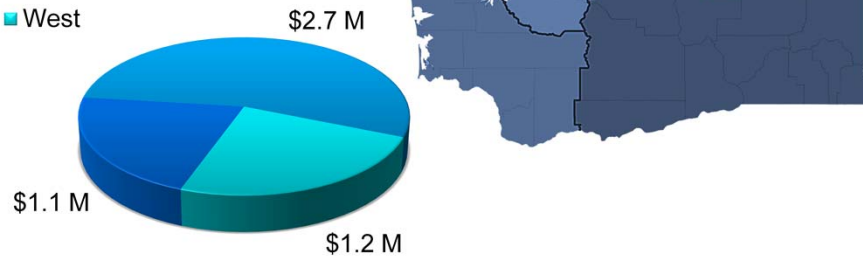


- Improve pedestrian safety and enhance pedestrian mobility by providing access, system continuity and connectivity
- Projects provide facilities for transportation not recreation
- Projects should focus on a corridor within an urban activity center or between pedestrian generators

Urban Sidewalk Program Size

\$5.0M Target Program

- East
- Puget Sound
- West



June 2019

 Transportation Improvement Board

Sidewalk Program funding is distributed to three regions

- Regional allocation based on population and lane miles
- Allocations updated annually

Sidewalk Program Projects



- Design requirements
- Project funding
- Project types

June 2019



Design requirements

- Sidewalk must:
 - Have a minimum width of five feet with no obstructions
 - Have a hard 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
- Typical project requests range from **\$100K to \$400K**
- Limited by regional funding distribution

Project types

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

Sidewalk Program Typical Scope

- New Sidewalk
- Re-Construction
- ADA Ramps
- Minor Drainage



June 2019



Typical scope

- Site preparation
- Sidewalk
- ADA ramps
- Stormwater improvements necessary because of additional impervious surface
- Pedestrian signals
 - Solar powered signals are encouraged
- 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



June 2019



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
 - Contract to complete approved scope
- 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 SP does not Pay For...

- Work outside approved scope or limits
- Right of way
- Non-eligible work



June 2019

 Transportation Improvement Board

Work outside of the approved scope or project limits is not eligible

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

Right of way

- Right of way acquisition is not eligible under the Urban Sidewalk Program
- 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 Program Rating Criteria

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

June 2019



Pedestrian Safety

50 point max

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

June 2019



The following factors are evaluated:

- Existing conditions (30 point max) Points
 - 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
 - WSDOT crash report must be included with application to receive points
- Existing hazards (15 point max) 0-15
 - Must be corrected by the project to receive points
 - Hazards evaluated for severity

Existing Hazards

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



June 2019



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

Pedestrian Destination	Points
CBD or commercial development	0-5
Industrial area	0-3
Schools	0-9
Public facilities	0-6
Recreational facilities	0-5
Medical facilities	0-3
Senior center or housing	0-2
High density housing	0-2
Signed transit stop	0-2
Sidewalk connectivity	0-5

June 2019



Pedestrian connectivity (30 point max)

- Sidewalk projects should focus on a corridor that provides access within a urban activity center or between pedestrian generators
- Improved or added pedestrian access to destinations to create continuous systems
- Projects that provide or improve pedestrian access to or within activity centers meet the program goals

Pedestrian destinations

- Points assigned based on type and number of facilities and access provided
- Direct access
 - Facility is within the project limits
- Indirect access
 - Facility is within 2-3 blocks of the project limits on the same corridor
 - Project extends access to facility outside of project limits served by ADA-accessible sidewalk
- Sidewalk connectivity (5 point max)

	<u>Points</u>
– Completes gap(s) in sidewalk system	5
– Extends existing sidewalk system	3

Sustainability

10 point max



June 2019

 Transportation Improvement Board

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 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 previous or not needed	2

June 2019



	<u>Points</u>
Local match	
• Noneligible cost is not considered part of your local match	0-6
TBD or dedicated transportation funding	1
• 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

ARTERIAL PRESERVATION PROGRAM (APP)

June 2019



Arterial Preservation Program (APP)

- Target program size **\$8.0 million**
- Who is eligible?
- Which streets are eligible?
- Local match
 - Cannot be used to match federal project
 - Cannot be combined with a federal project
- WSDOT Conceptual Concurrence

June 2019



Target program is \$8.0 million

- Regional allocation based on population and lane miles
- Allocations updated annually

Who is eligible?

- Urban cities with assessed valuation less than \$2 billion - currently 58 cities eligible
- Eligibility evaluated annually from the Washington State Department of Revenue

Which streets are eligible?

- Must be a city-owned street
- Streets classified as one of the following urban federal functional classifications:
 - Principal arterial
 - Minor arterial
 - Urban collector

Minimum local match required

- Assessed valuation under \$1.0 billion, required local match is 10% of project cost
- Assessed valuation of \$1.0 billion to \$2.0 billion, required local match rate is 15% TIB expects an agency to commit city funds as the local match source
- APP funds cannot be used as match for OR combined with a federally-funded project

WSDOT concurrence (if applicable)

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

Typical Project Development

- Design phase
- Construction phase
- Typical project scope



June 2019

 Transportation Improvement Board

Design phase

- Design engineering to develop plans, specifications and engineer's estimate

Construction phase

- Construction management to ensure adherence to project plans, specifications and scope

Construction contract

- Typical project scope
 - Road preparation and repair
 - Surfacing
 - Overlay
 - Overlays limited to two inch depth
 - Grind and overlay
 - Full depth reclamation
 - ADA ramp upgrade
 - Existing ramps must be upgraded to current standards

Non-eligible elements

- Landscaping
- Drainage (except for small adjustments)
- Illumination
- Construction of new sidewalk
- Guardrail
- Signing

APP Rating Criteria

Criteria	Max Points
Agency Rating	15
Segment Rating	85

June 2019



Agency rating (15 point max)	<u>Points</u>
• Economy of scale	0-10
– Requires written response from provider	
– Up to 10 points awarded	
• Deliverability	0-5
Segment rating (85 point max)	
• Each segment score based on existing pavement condition rating (PCR)	0-60
Route classification	
– Principal arterial	15
– Minor arterial	10
– Urban collector	5
Number of ADA ramps TIB is funding	
– None	10
– 1-5	7
– 6-9	5
– 10+	0

Overlay Rating

- Optimum project
 - PCR between 30 and 65
 - No or low severity alligator cracking
- OR
- Less than 13 percent medium or high severity alligator
- Conditional project
 - PCR between 30 and 65
 - 13-25 percent medium or high severity alligator cracking

June 2019



Overlay Rating	<u>Points</u>
Each segment scored based on its pavement condition rating (PCR)	
Segments with PCR between 30 and 65	10-60
<ul style="list-style-type: none">• Maximum points given for segments with<ul style="list-style-type: none">– No or low percent of alligator cracking– Pavement condition ratings at lower end of range– Not recommended for segments with over 25 percent medium or high severity alligator cracking	

Full Depth Reclamation Rating

- Optimum project
 - PCR less than 60
 - More than 25 percent medium or high severity alligator cracking
- Conditional project
 - PCR less than 60
 - Less than 25 percent medium or high severity alligator cracking

June 2019



Full Depth Reclamation (FDR) Rating	<u>Points</u>
Each segment scored based on its pavement condition rating (PCR)	10 -60
Segments with PCR below 60	
• Maximum points given for segments with:	
– Over 25 percent medium or high severity alligator cracking	
– Lower pavement condition ratings	
– Suitable if roadway base is failing	

Pavement Condition Rating



June 2019

 Transportation Improvement Board

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

PROJECT ADMINISTRATION

June 2019



Project Administration

- Delayed projects
- Other project issues



June 2019



Delayed projects are defined in WAC [479-05-211](#)

- Urban Arterial Program projects become delayed if contract award is not achieved within 4½ years of selection
- “Construction only” projects are considered delayed if construction does not begin within one year of project selection
- Urban Sidewalk Program projects become delayed if contract award is not achieved within 2½ years of project selection
- Arterial Preservation Program projects become delayed if contract award is not achieved within 1½ years of project selection
- Stage 1 - Delayed project
 - TIB staff reports the delayed project to the Board
 - Project delay explanation and commitment date required from local agency
- Stage 2 - Contingency project
 - If project fails to meet agreed upon date(s) or deadline set in the Stage 1 review, placed in Contingency status
 - The board must restore a contingency project to active status
 - Projects at contingency status for twelve months will have grant funds terminated

Contact your TIB Engineer if any of the following issues arise:

- Schedule delays, funding shortfalls, funding partner changes, changes to approved scope/project limits, change orders during construction

Transportation Improvement Board

**COMPLETE STREETS
AWARD PROGRAM**

June 2019



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 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 2019 meeting

TIB Project 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

June 2019



Transportation Improvement Board

Your TIB Engineer contact is shown on all TIB application forms

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

TIB Matching Ratio	$= \frac{\text{Total TIB Funds}}{\text{Eligible Project Cost}}$ <ul style="list-style-type: none"> • This ratio is set at project selection • Usually does not change during project life
TIB Reimbursement Ratio	$= \frac{\text{Total TIB Funds}}{\text{Total Project Cost}}$ <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
Engineering Costs	<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
Consultant Agreement	<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
Design Guidance	<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
Executive Order 05-05	<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
Sidewalk Requirements	<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
ADA Access	<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)