Workshop Agenda

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

-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.
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.
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 __________

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

June 2019

Transportation Improvement Board
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

Transportation Improvement Board
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 ordinaries (e.g., 19th)
- When entering text in description fields, only uppercase/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 the document by clicking the COMPLETE button and upload the new version. The previously uploaded document will be replaced.

June 2019

Transportation Improvement Board
Online Sidewalk Application

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

2019 Call for Projects

Online Funding Applications

The Transportation Improvement Board (TIB) is currently accepting applications for the Urban Funding Workshop for the 2019-2021 biennium. The following projects are eligible for funding:

- Sidewalk Program
- Demonstration Projects
- Local Improvement Programs
- Small City Program
- Economic Development Projects
- Transit Access Improvement Projects

Applications are due by August 14, 2019. The TIB will announce the projects to be funded on September 24, 2019.

June 2019

Transportation Improvement Board
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.
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
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.
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

**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 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.

<table>
<thead>
<tr>
<th>City Assessed Valuation</th>
<th>Local Match</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under $1.0 billion</td>
<td>10 percent</td>
</tr>
<tr>
<td>$1.0 to $2.5 billion</td>
<td>15 percent</td>
</tr>
<tr>
<td>Over $2.5 billion</td>
<td>20 percent</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>County Road District Valuation</th>
<th>Local Match</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under $3.0 billion</td>
<td>10 percent</td>
</tr>
<tr>
<td>$3.0 to $10.0 billion</td>
<td>15 percent</td>
</tr>
<tr>
<td>Over $10.0 billion</td>
<td>20 percent</td>
</tr>
</tbody>
</table>
TIB Applications

• Download from TIB Website (www.tib.wa.gov)
  – Excel format
• Submit application
  – Hardcopy required
  – Mail to TIB Office
  – Email excel workbook

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.
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
  - 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
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
  - For construction only projects, engineering is limited to 20 percent of contract cost
- Application history
  - Last application
  - Applications versus funded projects
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

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

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)
Urban Arterial Program Goals

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

- Goals align with legislative charter
- Ensure projects that support state transportation policy goals receive funding
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
Program size based on Board action, may be adjusted due to project activity
- Regional allocation based on population and lane miles
- Allocations updated annually
TIB requires the following for an application to be considered for funding:

- 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

Project is consistent with agency and regional plans

Application review

- Ensure application is reviewed thoroughly before signature
- Individual signing application must have authority to indebt 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
  - 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 are:
- Roadway
- Signalization or roundabout
- Drainage
- Multimodal
- Illumination
- Landscaping

Typical project elements:
- 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
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
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

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
• Evaluate cause of crashes and the implementation of safety improvements using countermeasures
Safety (65 point max)

• 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)
  – Incidents with fatalities 20 pts each
  – Incidents 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
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

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

MOBILITY

• Provides congestion relief
• Adds mobility components
• Improves network connectivity
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)
  - 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
• Corrects physical and structural deficiencies
Physical Condition (65 point max)

- Existing condition
- Non-pavement condition

Physical Condition (65 point max)
- Existing Condition (30 point max)  
  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

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

• Modal measures
  – 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 (15 point max)

• 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

Points
Constructability is part of every application’s band score
• Evaluates the likelihood the project will successfully reach construction

Constructability (25 point max)
• 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
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
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**

**INSTRUCTIONS**
- Fill out the roadway geometry and features (segments and intersections) information on application first
- Only crash data from the three most recent years
- Enter the location from the dropdown list 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 if Primary Countermeasures to address or mitigate the crash

<table>
<thead>
<tr>
<th>Select Crash Location (Choose from intersections and segments entered in application)</th>
<th>Select Crash Type</th>
<th>Is this a PDO crash?</th>
<th>Enter number of injuries</th>
<th>Enter number of fatalities</th>
<th>Number of vehicles involved</th>
<th>Select Primary countermeasure</th>
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</thead>
<tbody>
<tr>
<td>Application</td>
<td>Intersection Configuration</td>
<td>Additional Segments</td>
<td>Additional Injuries</td>
<td>PDO</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**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)
Urban Sidewalk Program Goals

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

- 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
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

**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

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
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

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

<table>
<thead>
<tr>
<th>Category</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pedestrian safety</td>
<td>50</td>
</tr>
<tr>
<td>Pedestrian connectivity</td>
<td>30</td>
</tr>
<tr>
<td>Sustainability</td>
<td>10</td>
</tr>
<tr>
<td>Local support</td>
<td>10</td>
</tr>
<tr>
<td><strong>Total Points</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>
The following factors are evaluated:

- **Existing conditions (30 point max)**
  - 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)**
  - 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**

## Existing Hazards (15 point max)

<table>
<thead>
<tr>
<th>Hazard</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sight distance</td>
<td>0-3</td>
</tr>
<tr>
<td>- Deficiencies in horizontal, vertical or irregular intersection alignment are evaluated</td>
<td></td>
</tr>
<tr>
<td>- Points based on severity of condition</td>
<td></td>
</tr>
<tr>
<td>Deep ditches</td>
<td>0-3</td>
</tr>
<tr>
<td>- Depth and proximity to road evaluated</td>
<td></td>
</tr>
<tr>
<td>Truck volume</td>
<td>0-3</td>
</tr>
<tr>
<td>- Type of trucks (semi or delivery) and location of project considered</td>
<td></td>
</tr>
<tr>
<td>Traffic volume</td>
<td>0-3</td>
</tr>
<tr>
<td>- Routes with 2,500 vehicles/day and above receive points</td>
<td></td>
</tr>
<tr>
<td>- Maximum points given for routes above 10,000 vehicles/day</td>
<td></td>
</tr>
<tr>
<td>Obstructions</td>
<td>0-3</td>
</tr>
<tr>
<td>- Project must move, eliminate or protect obstruction(s)</td>
<td></td>
</tr>
<tr>
<td>- Points based on frequency and severity of obstruction to pedestrian</td>
<td></td>
</tr>
<tr>
<td>- Obstructions include ditches, power poles, mail boxes, parked cars and vegetation</td>
<td></td>
</tr>
<tr>
<td>Drainage/snow issues</td>
<td>0-2</td>
</tr>
<tr>
<td>- Conditions obvious by visual inspection or include photographs showing issue(s)</td>
<td></td>
</tr>
<tr>
<td>Posted school zone</td>
<td>0-2</td>
</tr>
<tr>
<td>- Posted school zone must be within project limits</td>
<td></td>
</tr>
</tbody>
</table>
Pedestrian Connectivity  30 point max

<table>
<thead>
<tr>
<th>Pedestrian Destination</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>CBD or commercial development</td>
<td>0-5</td>
</tr>
<tr>
<td>Industrial area</td>
<td>0-3</td>
</tr>
<tr>
<td>Schools</td>
<td>0-9</td>
</tr>
<tr>
<td>Public facilities</td>
<td>0-6</td>
</tr>
<tr>
<td>Recreational facilities</td>
<td>0-5</td>
</tr>
<tr>
<td>Medical facilities</td>
<td>0-3</td>
</tr>
<tr>
<td>Senior center or housing</td>
<td>0-2</td>
</tr>
<tr>
<td>High density housing</td>
<td>0-2</td>
</tr>
<tr>
<td>Signed transit stop</td>
<td>0-2</td>
</tr>
<tr>
<td>Sidewalk connectivity</td>
<td>0-5</td>
</tr>
</tbody>
</table>

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)  
  - Completes gap(s) in sidewalk system  5
  - Extends existing sidewalk system    3
Sustainability (10 point max)

- Adopted greenhouse gas emissions policy 1 point
- Agency has adopted policy addressing greenhouse gas emission 1 point
- Adopted complete streets ordinance 1 point
  - Adopted ordinance must be submitted to TIB prior to application deadline
- Appropriate sidewalk cross section 0-5 points
  - Sidewalk is appropriate width to accommodate pedestrians
- Hardscaping or climate appropriate planting 1 point
  - No permanent irrigation required
- Low impact drainage practices 0-2 points
  Points assessed for incorporating low impact drainage practices
  - Rain gardens and bio-swales
Local Support  

<table>
<thead>
<tr>
<th>Category</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Match</td>
<td>0-6</td>
</tr>
<tr>
<td>TBD or dedicated transportation funding</td>
<td>1</td>
</tr>
<tr>
<td>No federal funding</td>
<td>3</td>
</tr>
<tr>
<td>Utilities relocated previous or not needed</td>
<td>2</td>
</tr>
</tbody>
</table>

Local match

- Noneligible cost is not considered part of your local match  
  Points: 0-6

TBD or dedicated transportation funding

- TBD must be adopted
- Other transportation funding must be by ordinance
  Points: 1

No federal funding
  Points: 3

Utilities relocated previous to project, or no relocation required
  Points: 2
ARTERIAL PRESERVATION PROGRAM (APP)
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

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
  • 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

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Max Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency Rating</td>
<td>15</td>
</tr>
<tr>
<td>Segment Rating</td>
<td>85</td>
</tr>
</tbody>
</table>

### Agency rating (15 point max)
- **Economy of scale**
  - Requires written response from provider
  - Up to 10 points awarded
- **Deliverability**

### 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

Each segment scored based on its pavement condition rating (PCR)

Segments with PCR between 30 and 65

- Maximum points given for segments with
  - 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

Each segment scored based on its pavement condition rating (PCR)

Segments with PCR below 60
- **Points**
  - 10 - 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

- TIB staff determine your application pavement condition rating by evaluating the severity and extent of the following distresses:
  - Alligator cracking
  - Transverse cracking
  - Longitudinal cracking
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
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
Your TIB Engineer contact is shown on all TIB application forms
APPENDIX
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
• Environmental/Permitting costs
• 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** |

<table>
<thead>
<tr>
<th><strong>TIB Matching Ratio</strong></th>
</tr>
</thead>
</table>
| \[
\text{TIB Matching Ratio} = \frac{\text{Total TIB Funds}}{\text{Eligible Project Cost}}
\] |

- This ratio is set at project selection
- Usually does not change during project life

<table>
<thead>
<tr>
<th><strong>TIB Reimbursement Ratio</strong></th>
</tr>
</thead>
</table>
| \[
\text{TIB Reimbursement Ratio} = \frac{\text{Total TIB Funds}}{\text{Total Project Cost}}
\] |

- 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

<table>
<thead>
<tr>
<th><strong>Engineering Costs</strong></th>
</tr>
</thead>
</table>

**Design & Construction Phase Projects**
- Engineering costs in excess of 30 percent of the Contract plus Construction Other costs are not eligible for TIB participation

**Construction Phase Only Projects**
- Engineering costs in excess of 20 percent of the eligible Contract plus Construction Other costs are not eligible for TIB participation

**Engineering Costs include:**
- All consultant agreements, WSDOT review/inspection, material testing, local agency management

**No Incidental Engineering Costs**
- Record drawings, construction survey or other engineering-related items cannot be incidental to other bid items

<table>
<thead>
<tr>
<th><strong>SCAP &amp; SCSP Only</strong></th>
</tr>
</thead>
</table>

**Consultant Agreement**
- 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**
- Recommend use of current *AASHTO Green Book - A Policy on Geometric Design of Highways and Streets* for design guidance

**Executive Order 05-05**
- 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**
- 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**
- Use the most current design standards for sidewalk and sidewalk ramps
<table>
<thead>
<tr>
<th>Topic</th>
<th>Description</th>
</tr>
</thead>
</table>
| Bicycle Facilities                | • 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 |
| UAP & SCAP Only                   | • 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                       | • Landscaping costs that exceed five percent of the eligible Contract cost are not eligible for TIB participation |
| Minor Changes                     | • Costs are considered non-eligible until Contract Completion  
• At Contract Completion, TIB reviews costs to determine if eligible |
| Measurement & Payment             | • All bid items measurement and payment must be as indicated in the current WSDOT Standard Specifications (e.g. HMA in tons) |