

TIB Funding Workshop

Urban and Small City Programs 2021

June 2021



Transportation Improvement Board

Welcome by TIB Executive Director

Ashley Probart

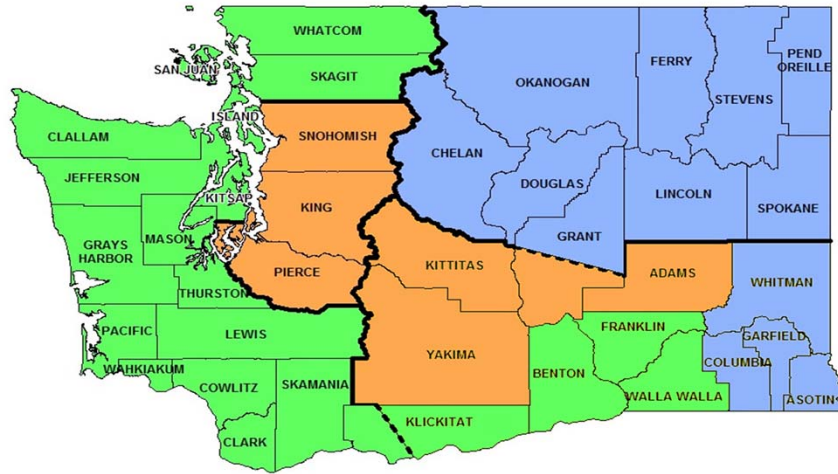
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TIB Region Engineers
Updated: March 2021



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ON MILITARY LEAVE
Region Temporarily Reassigned

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Introduction by TIB Engineer Manager

Chris Workman

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Workshop Agenda

- TIB Emphasis
- Program Changes
- TIB funding timeline
- How to apply
- Available TIB funding administrative details
- SCPP/APP online application demo

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TIB 2021 Emphasis

- Do NOT include non-eligible schedules in the application
- Provide Realistic Schedules
- On-line SCPP/APP Application
- SCPP Maintenance
- Change orders
- Pavement design review

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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.

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

Construction Ready: The project only requests TIB funding in construction AND the project will be advertised within 1 year of award.

Traditional SCPP projects (Chip Seal and Overlay Project) will be submitted using on-line portal

TIB will be offering SCPP maintenance projects (Crack Seal and Pavement) project will be submitted using paper application

Change orders- Notify TIB ASAP. If this requires a scope change or additional funding, the Board may need to approve at the next scheduled meeting. Increases in funding should not be assumed.

Please forward your pavement design for review and comments before 60% design. Waiting until final design review may cause additional design time and/or delay in advertising.

TIB Funding Timeline

May 28

- Board adopts program sizes

June 1

- TIB opens Call for Projects
- TIB Funding Workshops

August 13

- Applications due to TIB

November 19

- Board selects projects

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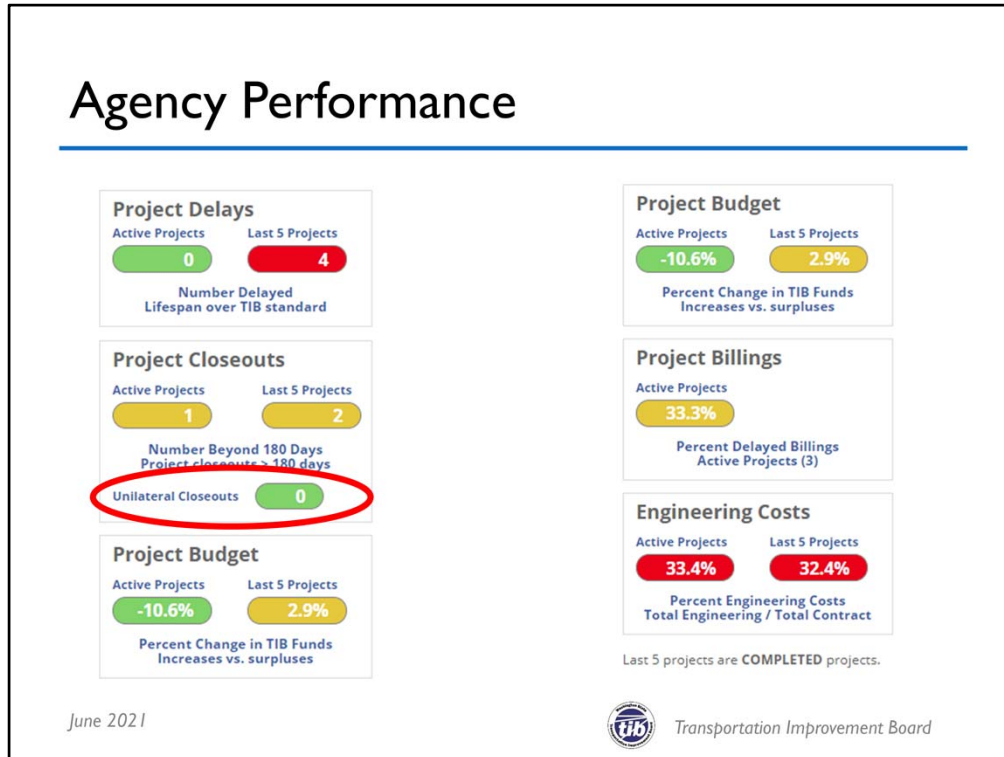
Application deadline

- Applications must be postmarked no later than **August 13, 2021**

Board selection

- Staff presents recommended projects to Board
- At the **November 19, 2021** board meeting, the Board selects projects for funding

Agency Performance



TIB monitors the following project trends for an agency:

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

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

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

TIB Application Expectations



- Agency priority
- Full funding
- Project schedule
- Project cost estimate
- Assume Cultural Resource Assessment (CRA)

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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

Assume CRA- For the initial estimate, assume cultural resource will be required except for preservation projects.

TIB Project Expectations

- Grant agreement execution
- Engineering oversight
- Apply for the proper treatment
- No “bait and switch”



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Grant agreement execution

- Return the signed grant agreements to TIB within one year of selection

Staff expects execution within three months of selection

- Must have full project funding
- Street must be federally classified with an urban designation before application.

Engineering oversight

- A professional engineer registered in the state of Washington is required to oversee projects

Apply for the correct treatment- Submit pavement design before 60% design.

No applying for a chip seal and changing the request to a “more appropriate” overlay.- This is a scope change that required Board approval.

Know Before You Start...

- Your goals
- Available funding
- Realistic requests



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Your goals

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

AND

- Are important priorities for your city

Available funding

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

Realistic requests

- Request TIB funding that is within typical range for the program
 - Large projects may have to be funded and constructed in stages
- Avoid overbuild
 - TIB promotes narrower travel lanes to minimize cost, drainage and future maintenance
 - Paved parking is not supported in residential areas
 - Choose the appropriate treatment – overlay, full depth reclamation (FDR) or reconstruction
 - Fiber is not an approved item eligible for reimbursement

Define Your Project

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

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What are you trying to improve?

- Define the project limits
- Are the limits logical?

Where is it located?

- Type of development that exists in the project location

What improvements do you plan?

- Define the scope of work

Are the improvements reasonable/eligible?

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

What are your barriers to success?

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

What funding is available?

- Search out other funding sources needed to fully fund project

2021

PROGRAM FUNDING

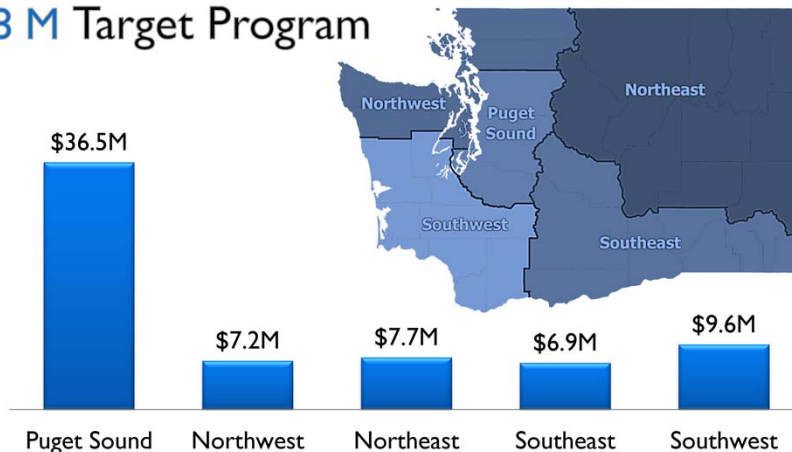
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2021 UAP/APP Funding

\$68 M Target Program



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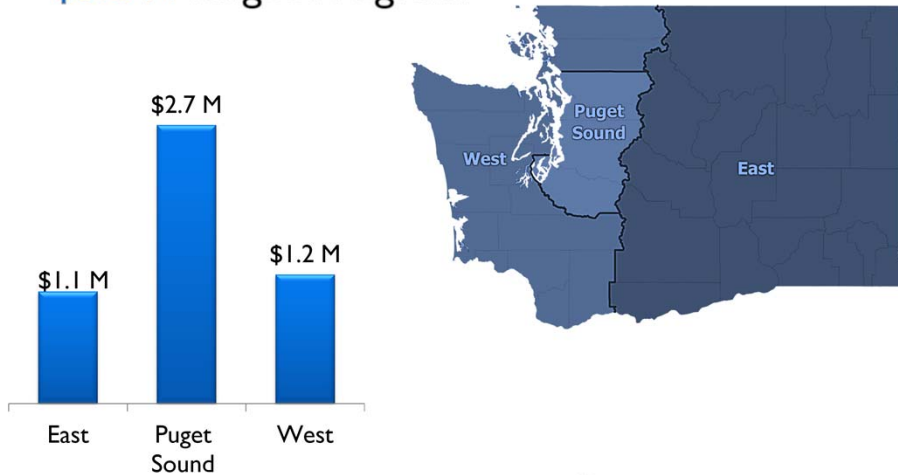
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\$68M Program size includes both UAP and APP. The TIB will evaluate projects and determination on which projects get funded.

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

2021 Urban Sidewalk Funding

- \$5.0 M Target Program



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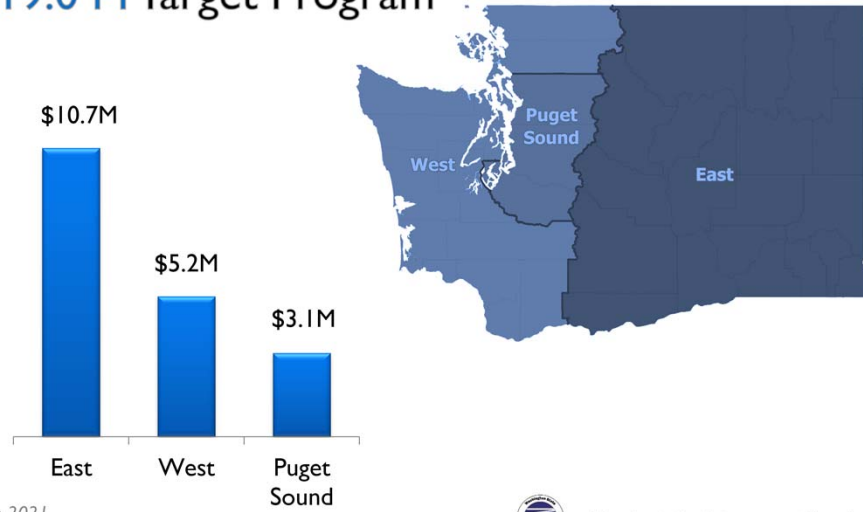
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Sidewalk Program funding is distributed to three regions

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

2021 SCAP/SCPP Funding

\$19.0 M Target Program



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SCAP Funding is distributed regionally. 15 Million dollars for SCAP. May be combined with up to \$4M of SCPP funds.

Three regions are used: East, Puget Sound and West

- Percentages are based on small city populations updated annually by the Office of Financial Management

2021 SCSP Funding

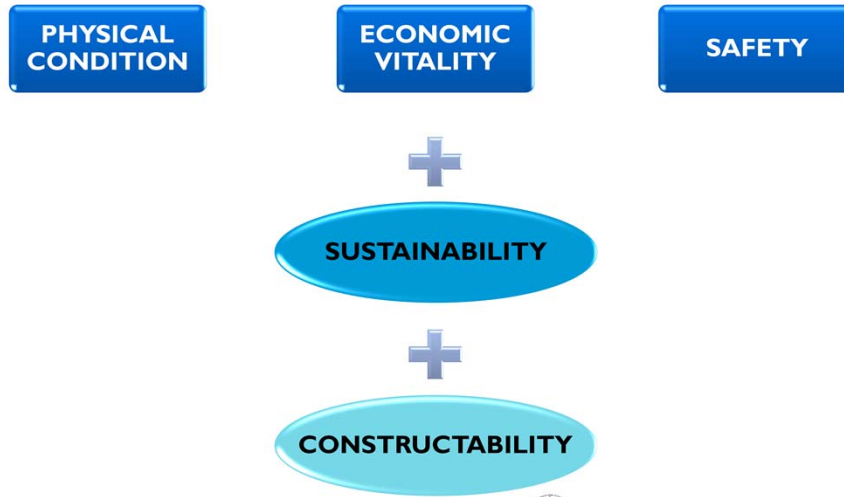
- **\$3.0 M** Target Program



SCSP Funding is distributed regionally

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

SCAP Banding



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Added "new street" to Physical condition band

Small City

PRESERVATION PROGRAM

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\$19 Million dollars between SCAP and SCPP programs.

Small city preservation

- Coordination with county work



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- Early contact with county to schedule
- Understand and coordinate preparation
- Understand Bid Auth process (make sure prep work and county work is within budget)

Small city maintenance



- Crack seal
- Fog seal
- Pavement repair

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- Potential requirement prior to applying for overlay/chip seal work in the future
- Apply by submitting the paper application
- \$100,000 or less depending on the size of the city and the need.
- Only apply for current needs

Other Funding Opportunities

SMALL CITY FEDERAL MATCH PROGRAM

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- Apply during the regular application cycle under the Small City Arterial Program (SCAP)
- To be considered as a Federal Match project, your project must meet all threshold following requirements:
 - Federal funding is 86.5 percent of the federal-eligible project cost
 - TIB funding is limited to **13.5 percent** of federal-eligible project cost
 - Maximum TIB request for the Federal Match Program is **\$125K**
 - City is responsible for any cost that is not federal-eligible
 - If the project receives an increase in federal funding, an increase in TIB funding is **not** automatic

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

Other Funding Opportunities

RELIGHT WASHINGTON



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If you still have needs and are an agency with an assessed value of \$2 Billion or less, contact your Region Engineer.

Other Funding Opportunities

**COMPLETE STREETS
AWARD PROGRAM**



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Nominations open July 1st and are due Dec 1st.

See TIB website for nominator contact information and other details.

How to apply

Program	Online	Paper	Nomination
Urban Arterial (UAP)		X	
Arterial Preservation (APP)	X		
Sidewalk (SP & SCSP)	X		
Small City Arterial (SCAP)	X		
Small City Preservation (SCPP)	X		
Small City Preservation (SCPP)- Maintenance		X	
Relight WA		X	
Complete Streets			X

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UAP scheduled for online in 2022.

Project Administration

- Submit for Design approval
 - Project Funding Status Form
 - Fuel Tax Agreements
 - Adopted TIP
- Engineering



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

Engineering

- Submit design and construction consultant agreements/supplements to TIB for review and approval **prior** to signing
 - TIB will not review construction supplement /agreement until after bids have opened and contract cost is known
- Design and Construction engineering is limited to a maximum of 30% construction cost
- Design engineering cost recommended to be no more than 15% of engineer's estimate not including contingencies and should consider CRA costs.

Project Administration



- Project issues
- Project billings

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

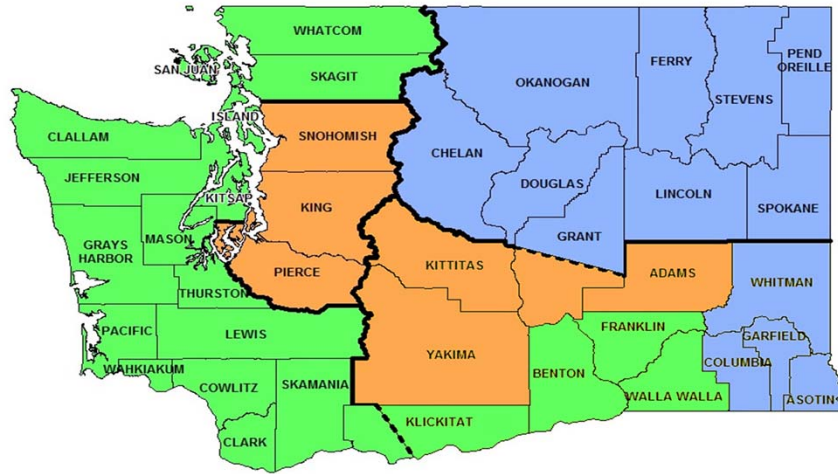
- Schedule delays
- Funding shortfalls
- Changes to approved scope/project limits
- Change orders during construction

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

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



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Preservation Program Online Application

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For those wanting to see a demo of the SPCP/APP online applications, please stick around.