



2020-2023  
Transportation Improvement Program

# Submitting for TIP Funding through DRCOG

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Transportation Planning  
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**DRCOG**  
**TIP Training**  
August 2018



# Topics to be Covered

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What does it mean to receive federal funds?

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2020-2023 TIP Policy overview

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Regional Share application



# Why are we *(required to be)* here?

## **Now**

- Increase project readiness
- Increase accuracy of cost estimate
- Increase knowledge of potential risk areas/mitigate risks
- Plan for the unplanned
- Right project to federalize?

## **Later**

- Reduce project delays
- Decrease potential cost overruns



# What is a TIP?

- Short-term planning program with specific and dedicated funding
  - vs. RTP (long-term “reasonably-assumed” funding)
- Contains all projects with federal and state transportation funding
- New TIP every 2 years, with DRCOG Calls for Projects every 4 years

**Current 2018-2021 TIP –**  
FY18 and FY19 contains DRCOG-allocated projects from previous call 4 years ago

**New 2020-2023 TIP –**  
Adoption in August 2019



# Federalizing a Project

- Rule of thumb: takes longer and costs more
- Be prepared for surprises
- Is this a good project to be “federalized”?
- Must define specific scope, budget, and schedule

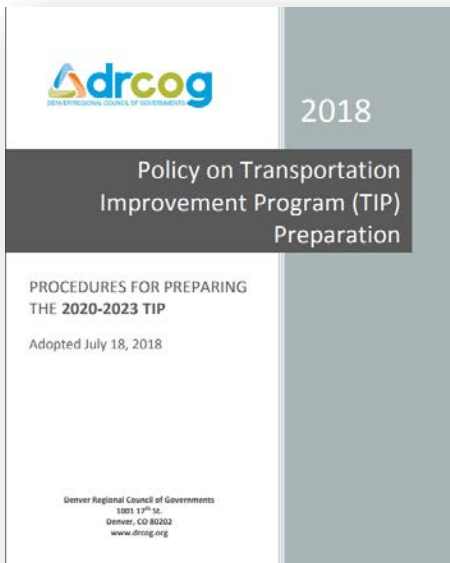


# Receiving Federal Funds

- Not a grant; reimbursable contract.  
You pay upfront
- No matter how big or small, it's no longer a "local" project
- Subject to all appropriate federal/state
  - statutes
  - guidelines
  - regulations



# TIP Policy Overview

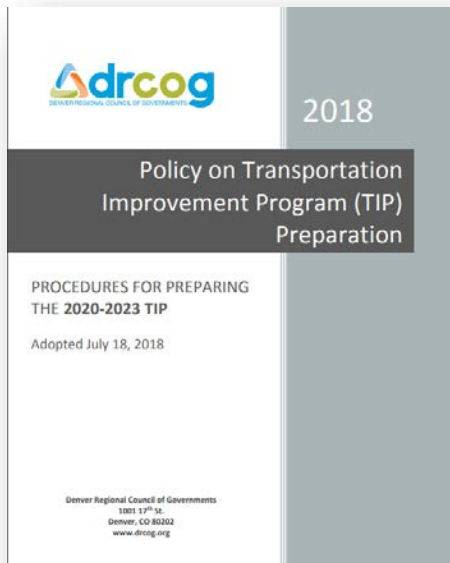


## The Policy on Transportation Improvement Program (TIP) Preparation:

- Establishes the “rules” for the TIP process
- Defines the process for both calls for projects
- Technical and policy input for a new process – “Dual Model”



# TIP Policy Document Overview of Sections



## 1. Introduction

- *Purpose, MV/MVRTP connections*

## 2. Agency Roles/ Requirements

- *Eligibility for all projects*

## 3. Initial Programming

- *Funding assessment, set-asides, other commitments*

## 4. Calls for Projects

- *Eligibility for all DRCOG-selected projects, Regional Share, Subregional Share*

## 5. TIP Document

- *Development, adoption, revisions*

## Appendices





# Dual Model Project Selection– Overview

## Previous TIP

A centralized  
Call for Projects

## Dual Model

A centralized  
Call for **Regional** Projects

**Plus**  
8 decentralized **Subregional**  
Calls for Projects



# Dual Model Project Selection – Overview

## **Set-Asides**

- “Off-the-top” Regional programs, most with Calls for Projects

## **Regional Share**

- Transformative with benefits to the entire region; 20% of available funds. Submitted through subregions

## **Subregional Share**

- 80% of available funds. Subregions receive targeted amounts
- Subregions submit, evaluate, select, and recommend projects to the DRCOG Board



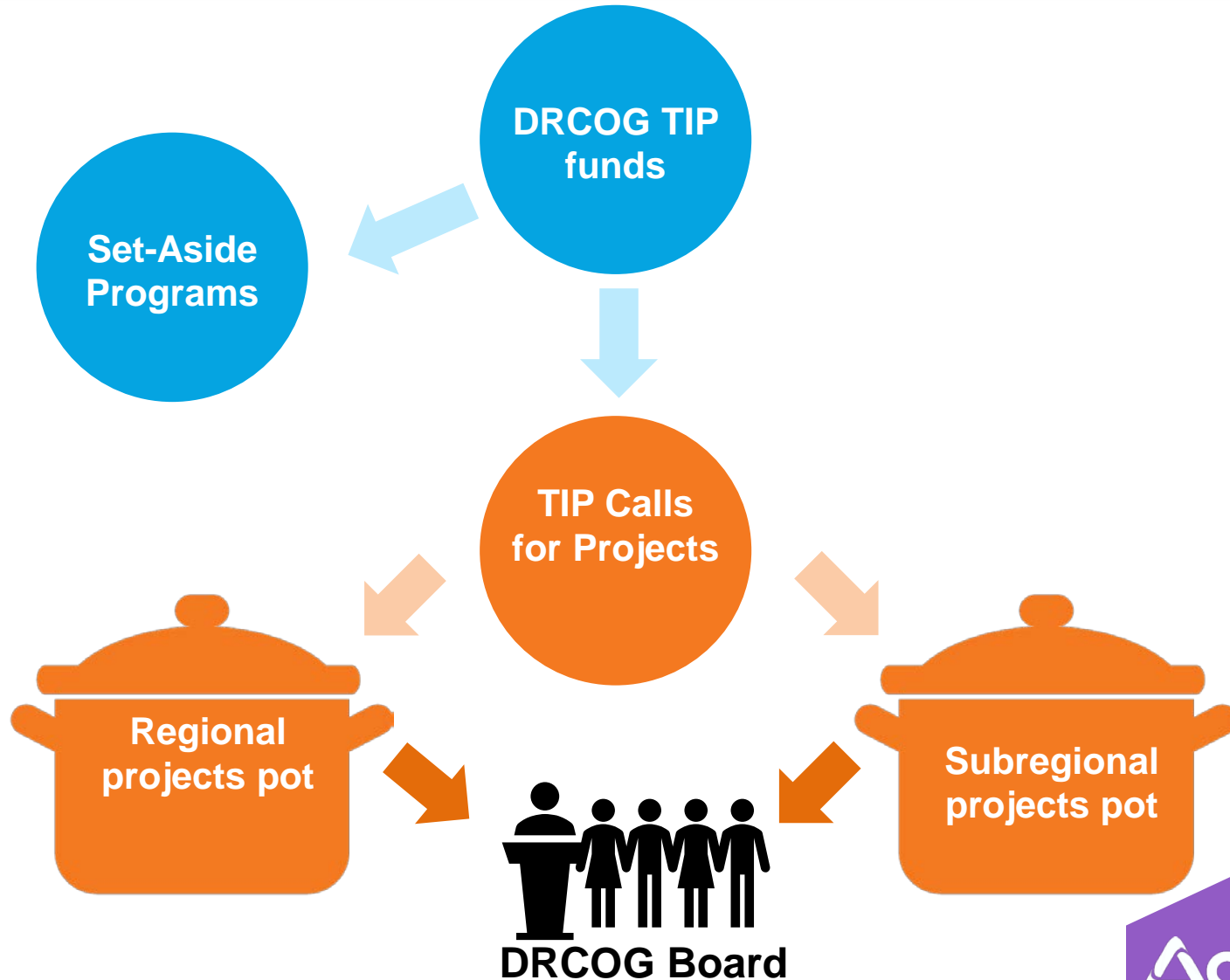
# TIP Set-Asides

\$49.4 million total over 4 years

<b>Community Mobility Planning &amp; Implementation</b>	\$4.8 mil.	Combination of the current STAMP/UC Set-Aside and small infrastructure projects from the current TDM Set-Aside
<b>TDM Services</b>	\$13.4 mil.	Rebranded to include the TMA partnerships, non-infrastructure TDM projects, and Way to Go
<b>Regional Transportation Operations &amp; Technology</b>	\$20 mil.	<ul style="list-style-type: none"><li>• 25% to staff DRCOG Traffic Signal Program</li><li>• Remaining for project solicitation</li></ul>
<b>Air Quality Improvements (to RAQC)</b>	\$7.2 mil.	
<b>Human Service Transportation</b>	\$4 mil.	New set-aside to improve service and mobility options for vulnerable populations



# Dual Model Concept Visualized





# All DRCOG-Selected Projects

## **Eligible Applicants**

- Local governments
- Regional agencies (RTD, RAQC, TMO/As)
- The State (CDOT, public colleges/universities)

## **CDOT/RTD Concurrence**

- Must receive if on CDOT roadway or within ROW
- RTD: run service, access property
- Regional Call form: was due August 1
- Subregional Call form: dates TBD, but early 2019



# All DRCOG-Selected Projects

## **Transportation Technology**

- Electronics/devices, communications, information processing
- Federal regulations (23 CFR Part 940.11) require:
  - DRCOG Regional ITS Architecture
  - Systems engineering analysis

<http://www3.drcog.org/documents/its/architecture/index.htm>



## **Transportation Technology (cont.)**

- Regional ITS Architecture
  - What portion(s) of the regional architecture am I implementing?
  - Document project elements in architecture
- Systems engineering analysis
  - Agency roles, alternatives analysis, procurement options, procedures, and resources necessary for operation
  - Account for in scoping, scheduling, budgeting, preliminary engineering, design, testing, and project implementation



# All DRCOG-Selected Projects

## **Project Scope**

- Describe the actual project, not the reasons or benefits (or fluff 😊)
- Complete the submitted scope at a minimum; final project may do more, but not less
- Cost overruns must be covered by non-DRCOG-allocated funds

## **Project Implementation Schedule**

- Reflect reality (delays will cost you!)
- Think multi-year (up to 4); no single-year-funded construction projects
- Sponsors identify phase to initiate in each year of DRCOG-allocated funding

## **Funding**

- Inflation – year of expenditure in cost estimate
- Use 3% increase/year from 2018





# All DRCOG-Selected Projects

## Project Delays

**Must initiate project phase by end of each fiscal year DRCOG-allocated funding is identified (design, environ, ROW, CON, etc.)**

- **If not initiated** by end of fiscal year (Oct 1), sponsor appears before committees and explain delay
- **If phase still not initiated** by the following July 1:
  - determined to be sponsor-caused: unreimbursed funding is returned
  - other agency/outside factor: action/penalty at discretion of Board



# All DRCOG-Selected Projects

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**Design**

IGA executed with CDOT AND if consultant – consultant contract executed and Notice To Proceed (NTP) issued; if no consultant – design scoping meeting held with CDOT project staff

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**Environmental**

IGA executed with CDOT AND if consultant – consultant contract executed and NTP issued; if no consultant – environmental scoping meeting held with CDOT project staff

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**ROW**

IGA executed with CDOT AND ROW plans turned into CDOT for initial review

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**Construction**

Project publicly advertised

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**Study**

IGA executed (with CDOT or RTD) AND kick-off meeting has been held

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**Bus Service**

IGA executed with RTD AND service has begun

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**Equipment Purchase  
(Procurement)**

IGA executed AND RFP/RFQ/RFB (bids) issued

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**Other**

IGA executed AND at least one invoice submitted to CDOT/RTD for work completed

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# Calls for Projects

Topic	Regional Call	Subregional Call
Call Dates	July 30-September 21	Approximately late-January to mid-March
Funding Amount	\$32.5 million	\$230.1 million; sub-targets to each forum
Project Funding Size	\$20 million maximum Regional Share request	\$100,000 minimum Subregional Share request; subregions can increase
Required Match (more later...)	50%	20% (50% for MMOF); each forum can increase if they wish
Funding Types	Defined by staff after projects selected; sponsor can request specific type	Targets provided to each forum before call; sponsor can request specific type
Submittal Limits	3 per subregion; two each from RTD and CDOT	No limit; each forum may limit if they wish



# Calls for Projects

Topic	Regional Call	Subregional Call
Eligibility	<ul style="list-style-type: none"><li>• Rapid transit (FCRTP)</li><li>• Bike/ped (local plan or RTP map)</li><li>• Roadway projects on freeways/MRAs</li><li>• Managed lanes (FCRTP)</li><li>• New RR grade separations</li><li>• Studies</li><li>• Multimodal (transit, TDM, bike/ped, mobility projects w/new technology)<ul style="list-style-type: none"><li>❖ See Table 3 in TIP Policy</li><li>❖ Capacity projects must be in FCRTP</li></ul></li></ul>	<ul style="list-style-type: none"><li>• Anything eligible under funding types listed in Appendix B in policy</li><li>• Major exceptions:<ul style="list-style-type: none"><li>• On arterial or higher</li><li>• Capacity projects in FCRTP</li></ul></li></ul>
Criteria	Adopted by Board; included within TIP Policy (more later...)	<ol style="list-style-type: none"><li>1. Use Regional Share criteria as is, or</li><li>2. Use Regional Share criteria but adjust weightings and/or add criteria specific to subregional values</li></ol>



# Calls for Projects

Topic	Regional Call	Subregional Call
Eligibility Review	DRCOG staff	
Project Scoring	DRCOG staff	Subregional Forums DRCOG staff can assist on a limited basis
Waiting Lists Development	<ul style="list-style-type: none"><li>• Review panel: evaluate and rank order top submittals equal to 200% of funding target</li><li>• Those not funded become the waiting list</li></ul>	<ul style="list-style-type: none"><li>• Each forum: evaluate and rank order top submittals equal to 200% of funding target</li><li>• Those not funded become the forum waiting list</li></ul>
Project Review/ Selection	<u>Project Review Panel</u> <ul style="list-style-type: none"><li>• Identifies top submittals</li><li>• Sponsor presentations</li><li>• Recommendation to MPO committee process</li></ul>	Subregional Forums recommend suite of projects to be funded equal to funding target to MPO committee process



# Regional/Subregional Share

Topic	Regional <b>Share</b>	Subregional <b>Share</b>
Returned Funds from Projects	Funding returned to where it was originally programmed; funds projects off waiting list(s)	
Funding Increases	Receives 20% of new revenues to fund waiting list projects	Receives 80% of new revenues (then further suballocated) to fund waiting list projects
Change in Project Scope	Project Review Panel will review/agree on change	Individual forum will review/agree on change



# Regional and Subregional Share Match

## Match Guidelines

### Regional Share

- DRCOG Regional Share allocation must equal 50% or less of total project cost
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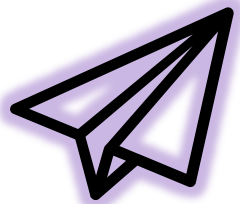
### Regional and/or Subregional Share

- MMOF must equal 50% or less of total project cost and requires a minimum 50% match of non-MMOF funds (local/CDOT/RTD, federal)
- All federal funding (regional, subregional, non-DRCOG) must equal 80% or less of total project cost
- Subregional Share funds can be used to match Regional Share funds, as long as these principles are met



# Regional Share Applications

**Applications due September 21 no later than 3 p.m. to [tcottrell@drcog.org](mailto:tcottrell@drcog.org)**



- Applications accepted by subregional forums, CDOT, and RTD
- Project sponsors of applications must have attended a TIP training and have CDOT/RTD concurrence

*Data requests to DRCOG due August 31*





# Regional Share Application Criteria

Regional Share application is broken into 3 parts

<b>Part 1</b> Base information	<b>Part 2</b> Evaluation criteria, questions, and scoring	<b>Part 3</b> Project data Worksheet – calculations / estimates
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# Regional Criteria Part 1: Basic Information

## Foundational project information

Name

Location

Key elements

Scope

Cost

- YOE of 3% per year
- choose phase
- will attempt to program in requested year

## Problem Statement

**Define the regional problem the project will address** (not what the project will do); i.e.,

- traffic congestion
- lack of connectivity
- air quality



## Regional Criteria 2-A: Regional Significance (40%)

Qualitative with quantitative evidence

### **Questions include:**

- Regional importance?
- Cross and/or benefit multiple municipalities and subregions?
- How the specific transportation problem (as in Part 1) will be addressed?
- Connectivity to different travel modes?
- Project/program partnerships?



## Regional Criteria 2-B: TIP Focus Areas (30%)

Qualitative with quantitative evidence

### **Focus Areas - Describe how the project will:**

- Improve mobility infrastructure and services for vulnerable populations
- Increase reliability of existing multimodal transportation network
- Improve transportation safety and security



# Consistency with Metro Vision Objectives (20%)

Qualitative with quantitative evidence

## Metro Vision Transportation-focused Objectives (selective)

Help locations designated for urban development	Connect people to natural resource or recreational areas
Increase housing and employment in urban centers	Increase access to amenities that support healthy choices
Improve/expand multimodal network	Improve access to opportunity
Improve air quality	Improve the region's competitive position



# Regional Criteria 2-D: Leveraging (10%)

## What percent of non-DRCOG-allocated Regional Share funding does the project have?

- Assumes a high amount of outside funds will be contributed

D. Project Leveraging		WEIGHT	<b>10%</b>
9. What percent of outside funding sources (non-DRCOG-allocated Regional Share funding) does this project have?	<input type="text" value=""/> %	80%+ outside funding sources .....	High
		60-79% .....	Medium
		59% and below .....	Low



# Project Data – Calculations and Estimates

Worksheets to determine usage or benefits (current and predicted)

- Enter information only for a project's key elements
- Results are used in Part 2 to validate qualitative responses
- Some entries auto-calculate (gray boxes)
- Space provided to enter different values other than suggested
- Data entered is not scored



# Regional Application Scoring by DRCOG

- DRCOG staff will initially score eligible applications
- Staff will give each question/section a rating of H-M-L as compared to other applications received
- Scoring details will be provided to the Project Review Panel



QUESTIONS/COMMENTS

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