

## **Memorandum**

To: Capital Area MPO Executive Board

From: CAMPO Staff

Date: August 4, 2016

Re: FFY 2018 LAPP Program

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Staff reviewed the issues brought up during the FFY 2017 LAPP cycle and provided recommendations to address those issues. The LAPP Committee met on Monday, May 23<sup>rd</sup> at 1:00pm-3:00pm and discussed the recommendations. At the August 4, 2016 meeting, the TCC recommended Executive Board approval of the following changes:

### **Issues addressed in this memo:**

- Definition for Operational Improvements
- Scheduling Standard for Program-wide Achievement of Shovel Ready Standards
- Minimizing the Number of Projects with Schedule Changes
- Designated Project Managers (design), ROW Agents/Managers, and Construction Managers
- Proven Demand Definition
- Transit Plan Compliance

### **Issue: Definition for Operational Improvements**

In recent years, CAMPO and FHWA staff identified a need for a more standard definition for Operational Improvements, due to the number of projects submitted.

**Staff Recommendations:** Since a standard Operational Improvement definition will require FHWA approval, staff recommends working on a draft definition with FHWA staff and convening the LAPP Committee at a future date to review the definition.

### **Issue: Scheduling Standards for Program-wide Achievement of Shovel Readiness**

A primary purpose of the LAPP Program is the utilization of federal funds within the year of appropriation to avoid loss of funding at the end of the federal fiscal year due to rescission or expiration of funding. The Selection Committee requested that staff review the issue of projects falling behind schedule and/or requesting a later programming or authorization date after funding is awarded, thereby negating the Shovel Ready Standards of the program.

**Staff Recommendations:** Shovel Ready projects can be the initial phases of Design and NEPA, in addition to the more complex submittals for Right-of-way and Construction. To fulfill the Shovel Ready Purpose of the program, staff recommends the following schedule standards:

- a) The agreement is executed at least 15 days prior to the start of the federal fiscal year for the phase and year the project was awarded. This deadline ensures that the applicant is ready to obtain authorization as soon as the NCDOT system re-opens in the new federal fiscal year. This deadline also allows CAMPO to re-program the funds on projects that are able to move forward immediately to execute an agreement.
- b) Final submittals are made to NCDOT prior to June 1 for all approvals required for authorization of the funded phase (the final funded phase if a multi-phase project). This deadline allows time for the applicant to complete the NCDOT review and approval process so that the requested project phase(s) are authorized at least 15 days prior to the end of the federal fiscal year for that funding round. The deadline also allows CAMPO to identify when available funding will not be utilized by the end of the federal fiscal year, allowing enough time to re-program the funds to achieve the program objectives.

**Issue: Minimizing the Number of Projects with Schedule Changes**

The Selection Committee requested staff explore options for minimizing the number of projects with schedule changes, while accommodating projects that are actively moving forward, but request schedule changes after approval that delay the project to a later federal fiscal year.

**Staff Recommendations:** Staff recommends a change to limit the number of new projects per agency:

1. Reduce the number of allowable new applications per agency per mode by the number of that agency's prior LAPP projects that did not meet authorization prior to the end of the federal fiscal year.

Staff also considered the following idea (and other ideas) but due to LAPP Committee member concerns, staff does not recommend the following change for FFY18:

1. Reduce the total amount of local priority points per agency per mode and the amount of local priority points allowed per new project, by the number of that agency's prior LAPP projects that did not meet authorization prior to the end of the federal fiscal year.

**Issue: Designated Design Project Managers, ROW Agents/Managers, and Construction Managers**

Some projects have gotten off-track due to changes in project managers, and/or the project being passed off to phase-specific managers (such as ROW agents or Construction Managers) that have not been trained on the various state and federal requirements of the funding source.

**Staff Recommendations:** All LAPP Projects require designation of local agency Project Managers for Design, ROW Acquisition and Construction Contract Administration within two weeks of the funding announcement. All managers are required to attend the Project Management training prior to work on the project.

**Issue: Proven Demand Definition**

During the 2017 LAPP Application process, more than one applicant identified the issue of the limitations in the Proven Demand definition. In some cases, a new pedestrian project serves foot traffic

where a footpath is not obvious. For instance, pedestrians may be utilizing the roadway itself or may be unable to access the most direct route (and desired location of the new facility) due to natural or built features.

**Staff Recommendations:** Staff recommends the following change to the definition for Proven Demand:

*Proven Demand* – If the project improves access to transit services by being within ¼-mile of transit services, or ~~if the project sidewalk~~ serves an obvious pedestrian/~~bicycle foot~~path on a residential collector or higher, ~~or if the project serves as an off-road pedestrian/bicycle parallel/alternate route to a residential collector or higher,~~ the project will receive 5 points. To receive these points, transit service locations must be provided on the project map or photos of obvious pedestrian footpaths ~~or user counts documenting the demand~~ must be submitted with the application.

#### **Issue: Transit Plan Compliance**

Much discussion occurred at the June TCC regarding the need for certain threshold requirements in addition to scoring components for Transit Plan Compliance. Currently, the transit planning process is underway and the final work products continue to evolve for Wake County and the overall Capital Area MPO. Consequently, all elements of the Wake Transit Work Plan and CAMPO's 2045 Metropolitan Transportation Plan (MTP) will not be adopted before scoring for FFY18 LAPP Projects occurs in November, 2016. Due to the parallel work effort on the Wake Transit Work Plan and the 2045 MTP, it is anticipated that most submittals will be operational, safety or security improvements to existing facilities rather than new capital projects.

**Staff Recommendations:** Staff recommends changes to the LAPP threshold requirements outlined in Section IV: Eligibility Requirements of the LAPP Handbook, as well as changing the Transit Scoring to utilize the Plan Compliance category. These recommended changes are consistent with the roadway threshold and scoring elements. Due to the evolving transit plans, if a project is awarded but later deemed to contradict the Transit Plan Compliance component prior to the project being programmed in the State and Metropolitan Transportation Improvement Programs, it is recommended that the project be returned to the Executive Board for reconsideration. Proposed changes are highlighted in red.

#### **Section IV: Eligibility Requirements**

##### **C. Metropolitan Transportation Plan (MTP) Compliant**

To be eligible for LAPP funding, a roadway project must be identified as an operational improvement, safety improvement, ~~2020~~ 1<sup>st</sup> horizon year project or ~~2030~~ 2<sup>nd</sup> horizon year project. A greenway/multi-use path or on-road bicycle project must be identified as a statewide, regional or local tier project on the ~~2040~~-MTP. Sidewalk projects are included in the MTP programmatically, and are eligible. Safe Routes to Schools (SRTS) Infrastructure projects are eligible. This criterion for eligibility of Sidewalk and SRTS Infrastructure Projects is in place because the length of time required to amend the MTP to include a new project will not allow for the project to have funds obligated under the program deadlines. Transit projects, excluding transit vehicles, are eligible. ~~In future years, it is anticipated that a transit plan will be completed and approved for the metropolitan area.~~ Transit projects must be infrastructure projects that are necessary for operational, safety or security improvements to existing facilities, or new capital projects identified in the adopted MTP or in adopted components of the Wake Transit Work Plan.

## ***TRANSIT EFFECTIVENESS – Maximum 50 Points***

Effectiveness scores will be comprised of ~~six~~ **five** elements, plus a multiplier. In each element, the applicant must describe how the project improves, enhances or benefits user experience, as follows:

*Safety & Security Concerns* – Enhances safety and security of the system, rider or user. The proposed project must address a documented safety or security concern or policy. If the project sponsor effectively demonstrates improved safety and security resulting from the project, the project will receive 5 points.

*Rider Experience* – Enhances amenities that contribute to a more comfortable and convenient user experience. The proposed project must improve or enhance the rider experience. If the project sponsor effectively demonstrates enhanced comfort or convenience of the rider, the project will receive 5 points.

*Connectivity* – Directly connects the transit user with other modes, routes, systems, or destinations. The project directly serves riders and provides new connections between the transit system and other modes, routes, systems or destinations. To qualify for these points, the other modes, routes, systems, or destinations must be existing, under construction at the time of application, or obligated for federal or state construction funding at the time of application. The project will receive one point for each connection made by the project, up to a maximum of 10 points.

*Improves Facilities* – Improves facilities that contribute to the system's state of good repair and/or supports improved operations and/or benefits users. The project will be scored based on the number of anticipated average daily ridership on the route(s) served by the improvement within 12 months of the improvement being completed. Scores will be awarded on scaled basis for all submitted projects with the top project receiving ~~15~~ **10** points.

*Reliability Improvements* – Improves time reliability and reduces delays across the system. The project will be scored based on the following formula:  
(travel time on the route after the improvement – travel time on the route before improvement) \* # average daily ridership on the route anticipated 12 months after the improvement is completed. Scores will be awarded on a scaled basis for all submitted projects with the top project receiving ~~15~~ **10** points.

*Transit Effectiveness Multiplier* – In order to direct LAPP funds toward highly effective solutions to current transportation problems, the effectiveness score of a submitted project will be multiplied by a project phase multiplier in order to determine its final score in this category. The multipliers are:

Construction, Capital, Maintenance, Operations Phase ...	100%
Right-of-Way or Land Acquisition Phase ...	50%
PE/NEPA Phase ...	10%

*Transit Benefit / Cost* - This will be calculated using the total transit effectiveness score compared to the cost of the project to the LAPP program: Transit Effectiveness / LAPP Cost. Scores will be awarded on a scaled basis for all submitted projects, with the top project receiving 10 points. By utilizing the cost to the LAPP program as the cost factor, this will give priority to projects submitted with a higher local match that use less in LAPP funding to achieve the project.

**PLANNING CONSISTENCY – ~~Maximum 10 Points Reserve Category for Future Use~~**

All new capital projects must be in the adopted Metropolitan Transportation Plan as 1<sup>st</sup> or 2<sup>nd</sup> decade projects or in the adopted components of the Wake Transit Work Plan. Transit infrastructure projects that are necessary for operational, safety or security improvements to existing facilities may be submitted. To further implementation of plan priorities, projects will be scored based on their horizon year in the document. The Transit Planning Consistency will be scored on the following scale:

2<sup>nd</sup> Horizon Year MTP Project... 5 Points

1<sup>st</sup> Horizon Year MTP Project / 1<sup>st</sup> Ten Years of Wake Transit Work Plan... 10 Points

Transit Infrastructure projects to existing facilities that are necessary for operational, safety or security improvement will be scored as 1<sup>st</sup> Horizon year projects.

~~This category is reserved for next year, after regional and/or local plans are completed, to promote the implementation of local and regional transit planning efforts in FFY17 LAPP projects (and beyond).~~