



## Local Programs

**October 2, 2017**

**Virginia Asphalt Association – Fall Asphalt Conference**

**Julie Brown**

**Director, Local Assistance Division**

# Local Assistance Division

## Mission

The Local Assistance Division (LAD) will promote and facilitate partnerships between localities and VDOT to successfully deliver transportation programs and projects.

## Organizational Objective

LAD will develop and interpret policy dealing with local roads and locality issues, serve as liaison with local government organizations, manage ....programs... and coordinate with internal and external customers to successfully carry out our Mission.

# Local Assistance Division

Revenue  
Sharing

Access  
Programs  
(EDA, Rec,  
Airport)

Transportation  
Alternatives

Rural Rustic  
Roads

Virginia  
Byways

Local System  
(Urban/  
Secondary)

Federal Lands  
Access  
Program

Coal  
Severance

Urban  
Construction  
Initiative

SGR/Primary  
Extension

Locally  
Administered  
Projects (LAP)/  
Programs

ARC Access

Compliance  
Assessments  
LAP

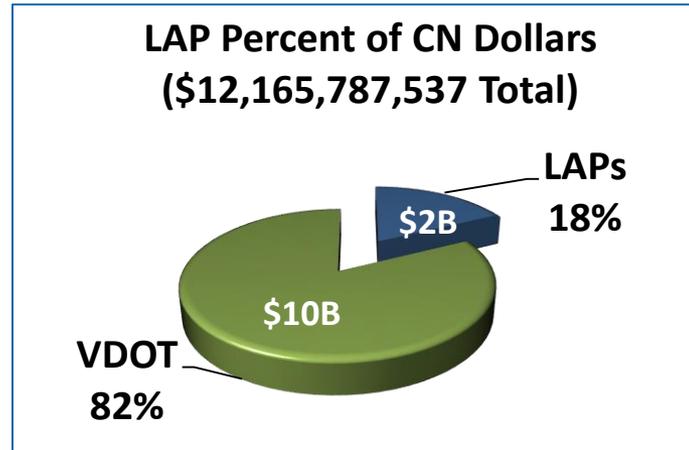
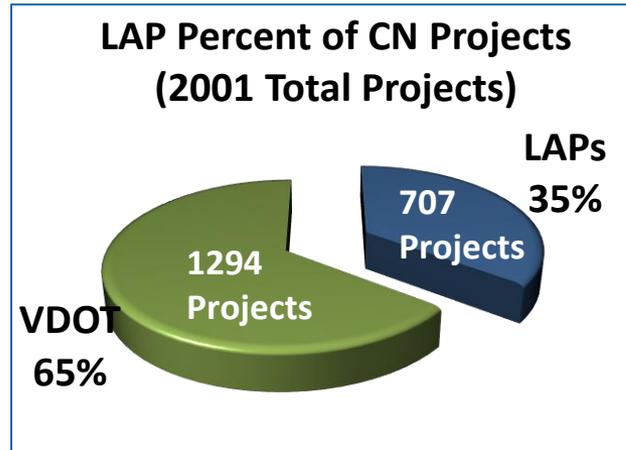
High Volume  
Unpaved  
Roads

Maintenance  
Payments

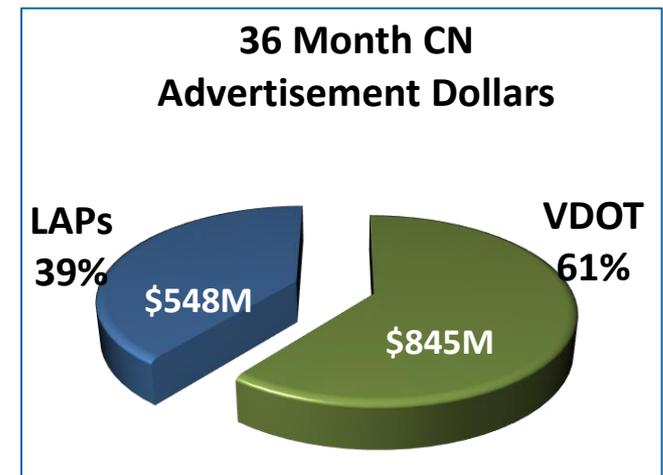
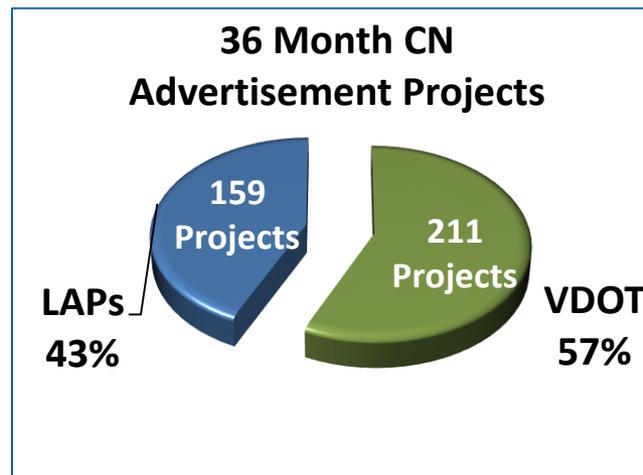
Outreach

# LAP Program – Today and Tomorrow

## Today – volume of all Active projects



## Tomorrow – looking 3 years out



# LAP Program

## Construction Advertisement Commitments

This list represents locally administered projects committed and delivered within the respective calendar year.

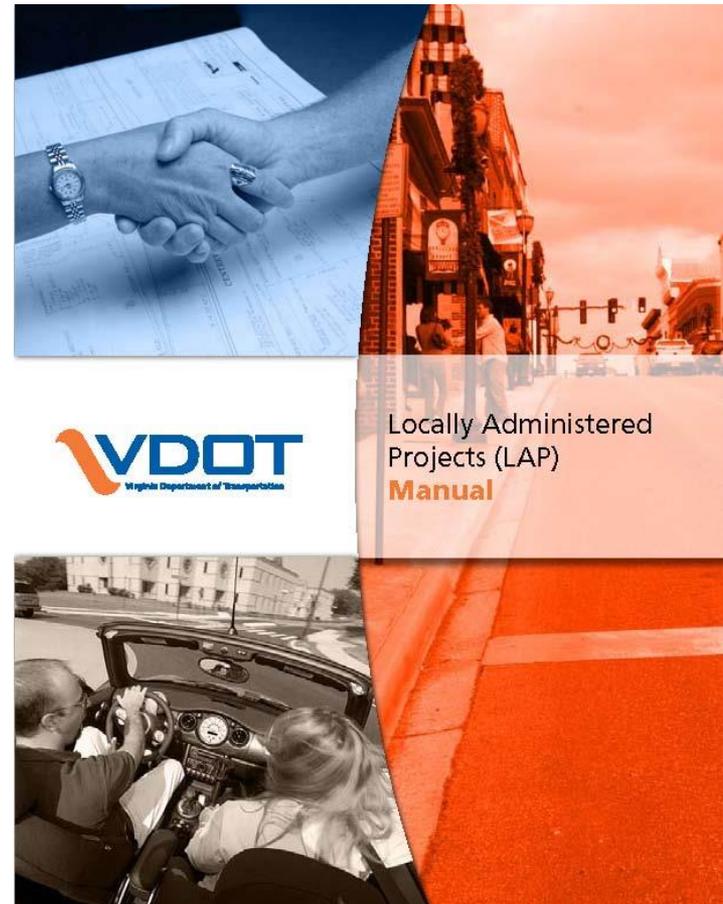
<b>CY2016 -</b>	<b>147 projects</b>	<b>\$326M Construction value</b>
<b>CY2015 -</b>	<b>168 projects</b>	<b>\$288M Construction value</b>
<b>CY2014 -</b>	<b>191 projects</b>	<b>\$249M Construction value</b>
<b>CY2013 -</b>	<b>186 projects</b>	<b>\$284M Construction value</b>
<b>CY2012 -</b>	<b>184 projects</b>	<b>\$560M Construction value*</b>
<b>CY2011 -</b>	<b>127 projects</b>	<b>\$226M Construction value</b>
<b>CY2010 -</b>	<b>78 projects</b>	<b>\$180M Construction value</b>

\* Includes Dominion Boulevard (Chesapeake) valued at \$320M

# Locally Administered Projects (LAP)

## LAP Manual –

- Comprehensive “One-stop Shop” with Detailed Explanations
- Chapters arranged by “discipline” and includes flowcharts, tables, checklists, and forms
- Outlines major and sub-processes
- Includes VDOT Oversight Responsibilities
- Focuses on federally funded projects and includes applicability of requirements for each area



# Locally Administered Projects (LAP) Manual

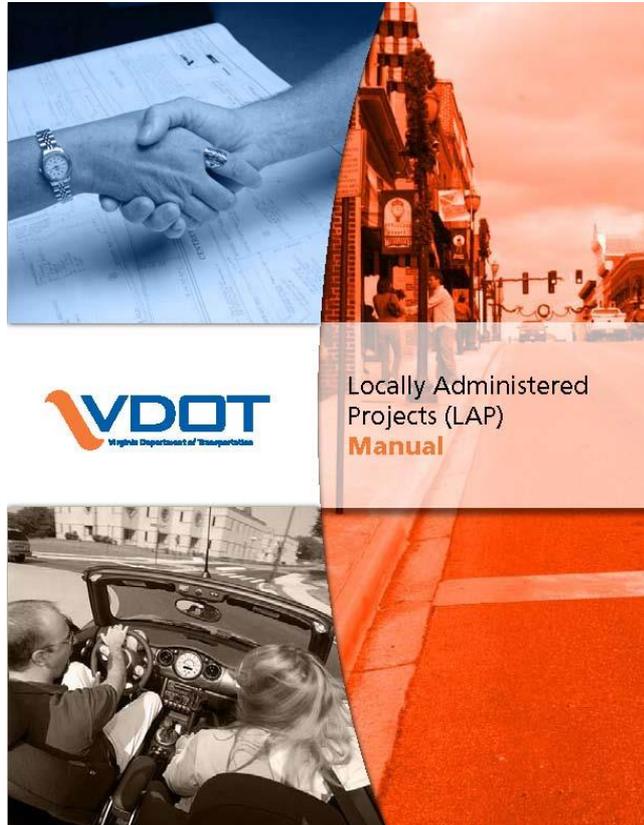


Locally Administered  
Projects (LAP)  
**Manual**



- LAP Manual is divided into 4 major topic areas, 19 chapters
- LAP Manual has been formatted for easy searching
- Download/search by individual chapters or Parts 1 – 3 together.
- Chapter 4 includes submittal examples

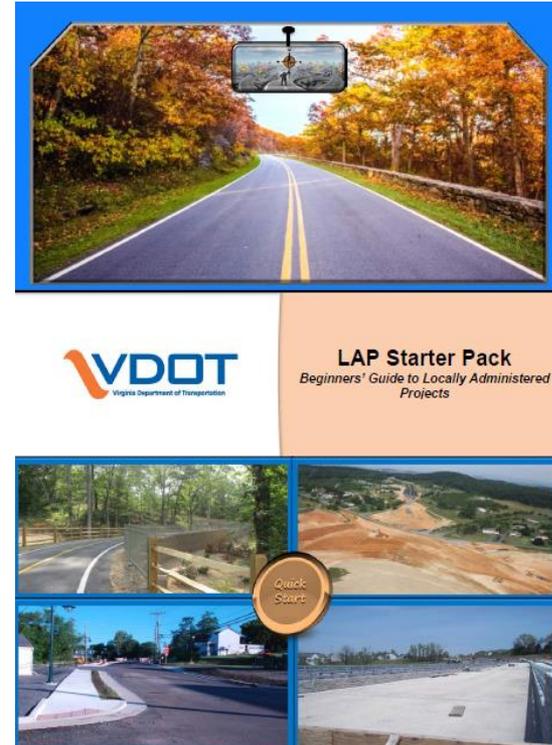
# LAP Manual



- **Chapter 13.2 – Materials Quality Assurance**, outlines the requirements and processes for **Materials**
- **Section 13.2.2 – Materials Acceptance**, must meet VDOT requirements for **Federal aid and/or VDOT maintained facilities**
- **Appendix 13.2-G – Materials Testing Methods and Frequencies**, provides tables for sampling/testing frequencies for **D-B-B LAPs**

# LAP Starter Pack

- A “getting started” guide to local administration of a transportation project
- Does NOT replace the LAP Manual!
- Outlines the Project Development Process with Links to LAP Manual



# Roles and Responsibilities Locality/LPA

**LPA's are fully responsible for the administration of their projects and are required to provide a full-time local government employee responsible for the project.**

**The LPA must also provide a professional engineer, licensed in Virginia, who may be contracted, in the position of the Responsible Charge Engineer (RCE) during design and construction of the project.**

**LPA is also responsible for providing adequate construction inspection to ensure that the project is constructed in accordance with the contract documents and specifications.**

# Roles and Responsibilities VDOT

**VDOT has an oversight role for all federally funded locally administered projects**

**VDOT will assign a project coordinator (PC) to work with the LPA and to provide guidance, as needed, for all aspects of project development.**

**VDOT's Construction Project Monitor (CPM) assumes the role as VDOT's project coordinator once the project has been awarded and proceeds to construction.**

**The LPA and the VDOT CPM need to identify critical milestone/activities when VDOT staff will be on-site to observe construction activities and agree as to notification requirements to ensure this occurs.**

# Risk-Based Oversight

Not every project needs the same level of review and oversight

NFO	<b>FHWA</b>	FO
Non-NHS	<b>Facility</b>	NHS
State	<b>Funding</b>	Federal
Locality	<b>Owner</b>	VDOT
Type I	<b>Project Category</b>	Type V
Extensive	<b>Experience</b>	Minimal



# LAD Webpage

## ▶ Local Assistance Division

[About](#) | [Access Programs](#) | [Local Partnership Initiatives \(2005 General Assembly\)](#) | [Training-Outreach](#) | [Local Projects](#) | [Other Programs](#)  
[Revenue Sharing](#) | [Rural Rustic Roads](#) | [Scenic Byways](#) | [State Programs](#) | [Transportation Enhancement/Transportation Alternatives](#)  
[Urban Construction Initiative](#) | [Devolution](#) | [Urban Highways](#)

The Virginia Department of Transportation's (VDOT) Local Assistance Division develops policy and provides guidance for special funding programs and other programs that impact work performed by localities, and serves as a liaison to local governments.

The division also:

- Manages several special funding programs
- Manages urban system changes
- Manages the local assistance payments program
- Provides oversight for locally administered projects
- Coordinates the urban construction program

### Email Update Sign-up

VDOT's Local Assistance Division offers email notifications when we update our web pages. Sign up to be notified when we post revised guidance, letters to local governments or training opportunities. [Sign up!](#)

## Network for Success Local Programs Workshop



Save the dates for the 2017 Local Programs Workshop Sept. 12 - 14, 2017, at the Founders Inn in Virginia Beach!

For 2017 workshop materials and info, click [here](#).

<http://www.virginiadot.org/business/local-assistance.asp>



## Local Programs

**October 2, 2017**

**Virginia Asphalt Association – Fall Asphalt Conference**

**Julie Brown**

**Director, Local Assistance Division**