



Local Assistance Division Newsletter

Providing guidance for localities and serving as a liaison to local governments throughout the state

Volume 7, Issue 2

Summer 2016

Local Programs Workshop ■ September 13- 15, 2016, Roanoke, Virginia



"Network for Success"

The fifth annual Local Programs Workshop will be held at the Hotel Roanoke. This workshop will focus on providing an overview of local programs and provide training for program management and project development. In addition to the plenary sessions, the workshop will feature 16 breakout sessions, scheduled in four concurrent tracks, over the two-day workshop. This workshop is intended for those within local public agencies that have oversight of locally administered projects, in addition to Transportation Alternatives project sponsors, consultants and VDOT staff involved in locally administered projects.

Check out <http://www.cpe.vt.edu/lpw/index.html> for registration details, schedule and more!

Sponsorship Opportunities

This will be an excellent learning and networking experience for both the public and the private sector. A limited number of workshop sponsorships are available to the private sector. Key information regarding those sponsorships can be found on our [Sponsor page](#).

Mobile Workshops

On Tuesday, September 13, we are offering mobile workshops which highlight projects in the Roanoke Valley as well as a trip to the Smart Road in Blacksburg. For information, check our [webpage](#).

Project Showcase

As part of the Local Programs workshop, we will be having a project showcase and we are looking for submissions of projects to highlight. To submit a project for inclusion in the showcase visit the [Project Showcase page](#) for details on how to have your project highlighted.



Charity Golf Tournament

In conjunction with the Local Programs Workshop, Volkert Inc. will host a charity golf outing the day before the Workshop, Tuesday, September 13th at Hanging Rock Golf Course. If you are interested in a fun day of golf and networking with local partners visit the [webpage](#) for details and registrations.

HSIP Webinar

VDOT's Traffic Engineering Division (TED) will be accepting HSIP Proposals for locally-administered safety projects on locally-maintained roads again this fall. Funds are available for safety projects on locally-maintained roadways beginning with VDOT Fiscal Year (FY) FY2020 through FY2023. A total of approximately \$45M of HSIP funds is available for locally administered safety projects. TED has scheduled a Webinar on July 6, 10:00 AM, to provide an overview of available funding, submittal requirements and deadlines, and eligibility. Additional details on how to access the webinar will be provided to all eligible localities in the near future.



For more information or if you have questions please contact: Mark Cole at Mark.Cole@VDOT.Virginia.gov or (804) 786-4196 or Tracy Turpin at Tracy.Turpin@VDOT.Virginia.gov or (804) 786-6610.

Urban Maintenance Inventory - UCP Project Update

The Urban Conversion Project (UCP) is complete. Over the past two years, the Local Assistance Division (LAD) contacted each municipality to report and resolve road inventory discrepancies in the Urban Maintenance Inventory System (UMIS). Data gathered from each locality as a part of this reconciliation effort has been incorporated in UMIS. The next phase to add UMIS data as a geospatial layer to the Roadway Network Systems (RNS) is in the preliminary stages. LAD is currently working with IT to complete this next phase.

If you have questions, or would like additional information, contact Todd Halacy at (804)786-3438 or Yolanda Newton at (804) 786-0334.

2016 Road and Bridge Specifications

The VDOT [2016 Road and Bridge Specifications](#) are now available. The 2016 Specifications may be used for projects with advertisement dates after July 1, 2016, while the 2007 Specifications may continue to be used for projects with advertisement dates until December 31, 2016. The 2007 Specifications will no longer be used on projects with advertisement dates after December 31, 2016.



FUNDING PROGRAMS

Primary Extension/State of Good Repair Paving Programs

This year the Primary Extension applications submitted had the opportunity to be funded with both CTB formula funds and State of Good Repair (SGR) funds. Applications were scored and ranked Statewide and District wide since the SGR paving funds were allocated to each District with a specific amount identified for locally maintained primary extensions. The SGR funds were allocated first and then CTB Formula funds. Projects that received partial funding for SGR funds were also considered for CTB formula funds based on their relative statewide score. In total 136 applications were scored with 59 projects in 29 localities receiving funding. A total of \$16,887,136 was distributed to the selected projects. A list of the approved FY17 projects can be found at the Primary Extensions [website](#).

As a reminder, projects must be advertised within 6 months of receiving funds or be subject to deallocation. If you have questions, please contact Yolanda Newton at (804) 786-0334.

High Volume Unpaved Road Funds/Unpaved Roads

The Code of Virginia (§33.2-358) authorizes the set-aside of unpaved road funds for providing a hard-surface to unpaved roads with traffic volumes over 50 vehicles per day. In June 2014, the Commonwealth Transportation Board (CTB) began to set aside a portion of these funds to address high volume unpaved roads, which are defined as unpaved roads with a traffic count greater than 500 vehicles per day. Allocations are awarded annually by the CTB based on applications submitted by Counties. At their June 14, 2016 meeting, the CTB approved \$705,000 for three projects. A list of these projects, as well as previously funded projects, can be found on our High Volume Unpaved Roads [website](#). In addition, VDOT will be updating its Unpaved Road Policy effective July 1st to address legislative changes providing additional flexibility in the use of unpaved road funds. The updated policy will be posted on the Local Assistance Division webpage.

Transportation Alternatives Program (TAP)

With passage of the FAST Act in December 2015, the TA Program became the “Transportation Alternatives Set-Aside” which is part of the larger Surface Transportation Block Grant Program (STBG) formerly the Surface Transportation Program (STP). With exception of the name change, the program remains essentially the same—same eligible activities and same federal requirements. The FY17 Transportation Alternative selections were formally approved by the CTB at their June meeting. A total of 64 projects received funding. A list of these projects is available on the LAD [website](#).



Applicant Workshops have been scheduled for the following dates and locations:

July 26, 2016	VDOT Culpeper District Auditorium	Culpeper
August 3, 2016	Wytheville Heritage Preservation Center	Wytheville
August 9, 2016	South Street Conference Center	Farmville
August 17, 2016	Smithfield Center	Smithfield

A new on-line submission process beginning with the FY18 funding round will be discussed, so please plan on attending.

Revenue Sharing Program

The Commonwealth Transportation Board (CTB) approved the FY2017 Revenue Sharing Program at its June 14, 2016 action meeting. This approval provided approximately \$172 million for 223 projects. Because requests exceeded the available funding, funding was prioritized in accordance with Virginia Code requirements and CTB Policy in the following manner: applications for existing revenue sharing construction projects were funded at 100%; applications for construction projects that would meet a transportation need identified in the Statewide Transportation Plan or projects that would be accelerated in a locality's capital plan were funded up to the first \$1M (per locality) and then pro-rated (at 61%) for funds exceeding that amount. The list of approved projects is posted on the Local Assistance Division [website](#). For FY18, the Department will be implementing a new on-line application process. We will reach out to all our stakeholders as new information and training becomes available.

VDOT's Local Assistance Division has begun its review of project candidates for the annual de-allocation process for the Revenue Sharing Program. Any project that has not been initiated within two years of receiving the allocation or has not incurred expenditures within the past 24 months is a candidate for the de-allocation of funds. We strongly encourage localities with existing projects to ensure those projects are progressing and funding is being spent within the established timeline. More information on the de-allocation process can be found on our [website](#).

Economic Development Access Program

At its April 20th meeting, the Commonwealth Transportation Board (CTB) extended its moratorium, an additional six months, on existing bonded Economic Development Access Program projects. This action impacted projects where the period for establishing qualifying investment ended or ends between July 1, 2010 and July 1, 2016. It is anticipated that this will be the last such action by the CTB to grant relief to localities across the state in addressing projects which had been approved in the aftermath of the economic downturn.

Federal Lands Access Program

The Federal Lands Access Program (FLAP) provides funding for projects that improve transportation facilities which provide access to, are adjacent to, or are located within federal lands. The program is administered by the Eastern Federal Lands Highway Division (EFLHD) of the Federal Highway Administration (FHWA) and projects are selected by a Programming Decision Committee in each state as part of an application process. EFLHD recently announced that the next application period will open August 15, 2016 and will continue through November 15, 2016. For additional information please visit the Local Assistance Division's website located <http://www.virginiadot.org/business/local-assistance-special-federal-programs.asp> and the FHWA website located at <http://flh.fhwa.dot.gov/programs/flap/>. An estimated total of \$6M will be available for programming in Virginia.

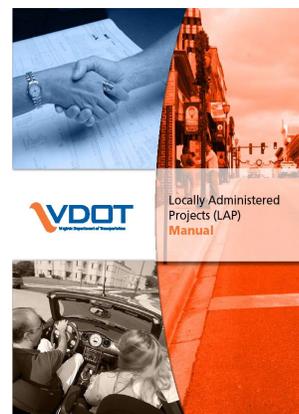
If you have any questions regarding FLAP, please contact Jeff Tipton, LAD FLAP Program Manager at (804) 786-7399.

LOCALLY ADMINISTERED PROJECTS

LAP Manual Updates

Local Assistance Division (LAD) recently completed significant updates to the LAP Manual. Many of these changes are due to federal and state requirement changes or additions, changes in VDOT processes or clarifications. The latest updates are summarized and can be found by clicking [here](#).

Please consult the latest version available on LAD's external LAP Manual website.



Appendix A and Bullet Updates

The Appendix A Excel templates are now updated to streamline bullet identification and usage, as well as to add bullets applicable to Smart Scale (HB2) funded locally administered projects. In addition to the "Standard Bullets" tab, new tabs have been created for each program area's (Revenue Sharing, TAP, Access, etc.) respective bullets. An additional "Smart Scale (HB2) Bullets" tab was added specific to Smart Scale (HB2) funded local projects, and a "General Instructions" tab added to overview the necessary items prior to submission of the agreement package. The Appendix A templates are located on the VDOT external forms site at: <http://vdotforms.vdot.virginia.gov/SearchResults.aspx?lngDivisionID=37>.

Good News !

2016 Transportation Project Management Institute (TPMI) Graduates

Local Assistance Division (LAD) congratulates Austin Anderson (City of Hopewell), Dee Braswell (York County), Todd Flippen (City of Colonial Heights), and Rick Schwartz (Henrico County), for graduating from TPMI on May 19, 2016. Additionally, our local government graduates were joined by VDOT Project Coordinators Gregg Allen and Greg Parsons (Lynchburg District), Adam Czesnowski (Salem District), Steve Damron (Staunton District), and Greg Tkac (Fredericksburg District). 2016 TPMI had a total graduating class of 33 Locality, VDOT and Industry participants to complete another successful institute at UVa's Darden School of Business.



On-Time Advertisement of LAP's

On-time project delivery is a key performance measure for both VDOT and locally administered projects. We periodically report on-time advertisement of locally administered projects as a measure of program success. This information is tracked in two ways—real time via VDOT's Dashboard and also by tracking advertisements planned by calendar year on what we call our "commitment list". The CY2016 Commitment List is posted on our webpage. Our statistics utilizing both tracking methods as of March 31, 2016 are shown below. We have additional performance data available by locality on our "Outside VDOT" team site. If you would like access to the team site, please contact John Simmers at (804)786-2571.

Localities are reminded to use the scheduling templates for locally administer projects to ensure good schedules are developed at the beginning of the project!

Dashboard On-Time Advertisements—End of 3Q FY16 (March 31, 2016)

Target 70% Actual 77%

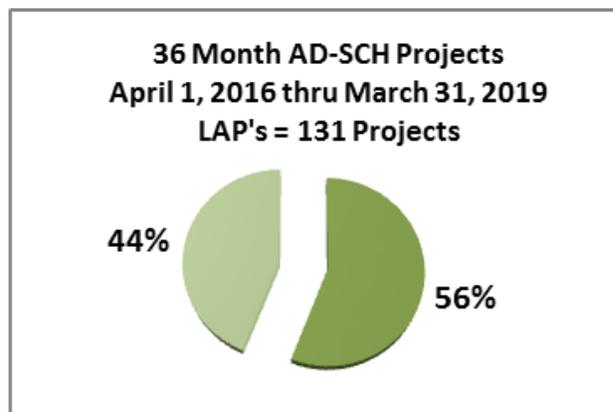
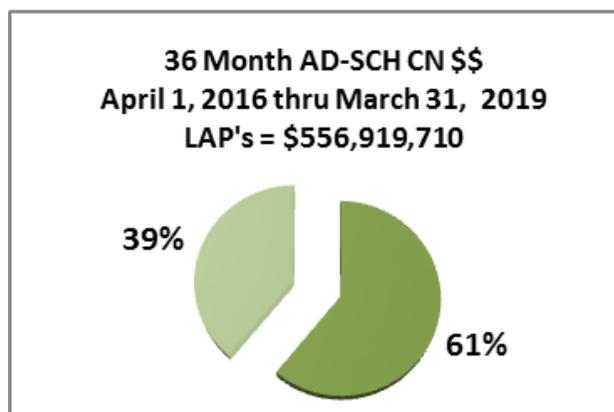
CY16 Commitment List—Projects Committed for Advertisement

Planned 163 Actual (thru 06/15/16) 66

CY16 Commitment List—\$ Value of Projects Committed for Advertisement

Planned \$299M Actual (thru 06/15/16) \$115M

We also continue to report quarterly on the size and scope of the local program relative to VDOT administered projects. Those statistics as of March 31, 2016 are shown below.



Visit us on the web!

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