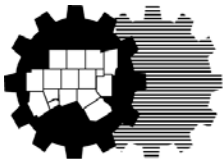


# TRANSPORTATION IMPROVEMENT PROGRAM (TIP) PROJECT IMPLEMENTATION WORKSHOP

Presented by  
North Central Texas Council of Governments  
and  
Texas Department of Transportation  
Friday, August 22, 2014



# TIP PROJECT IMPLEMENTATION WORKSHOP TOPICS

- Introductions
- Purpose, Objectives, and Responsibilities
- Project Delivery Expectations
- Funding Programs and Project Eligibility
- Project Selection and Development Process
- Project Guidance
- Project Modifications, Tracking, and Close-out
- Questions/Comments

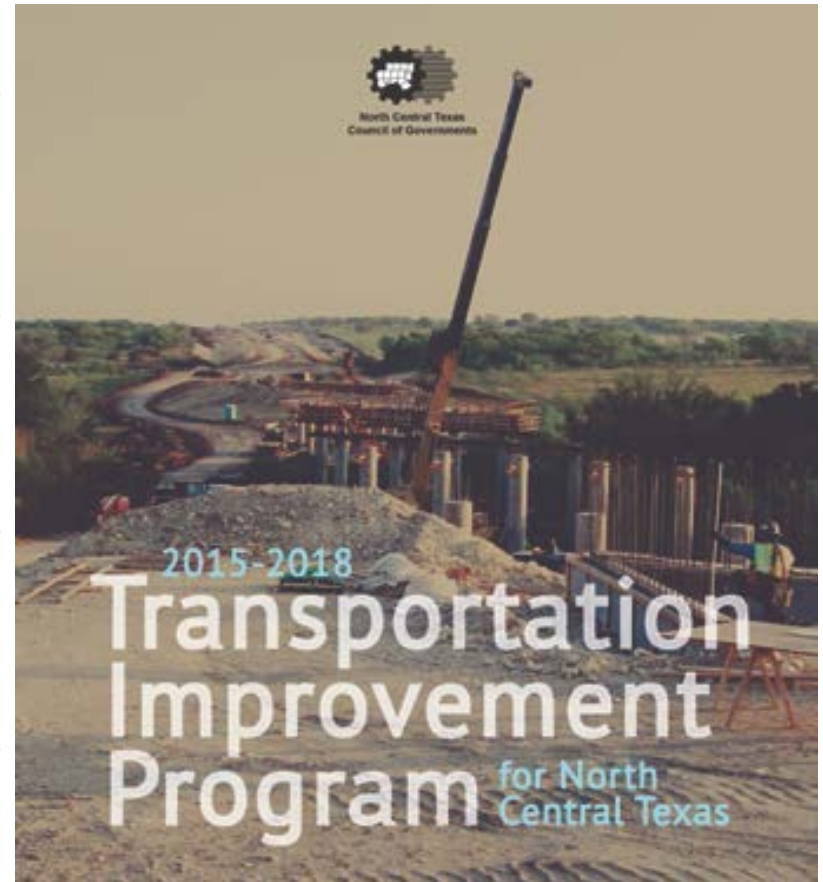
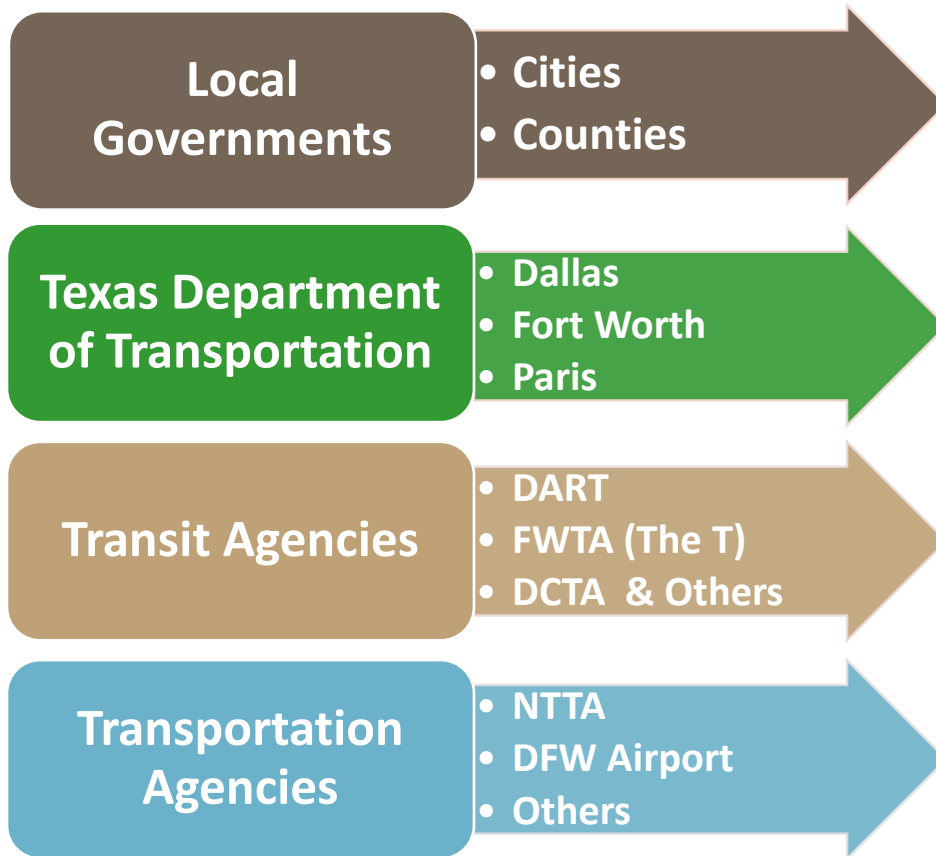
# **PURPOSE, OBJECTIVES, AND RESPONSIBILITIES**

# PURPOSE AND OBJECTIVES

- Provide a refresher on the TIP project implementation process
  - Transportation needs
  - Sources of funding
  - Project selection and development
  - TxDOT & NCTCOG construction/implementation guidelines
  - Project tracking and closeout processes for TxDOT and NCTCOG
- Emphasize the importance of expedient and efficient project delivery practices

# TRANSPORTATION FUNDING AND PROJECT IMPLEMENTATION

## A COLLABORATIVE EFFORT



# MAIN PROGRAMMING FUNCTIONS

## RTC ROLES

- Project selection and funding
- TIP documents, currently 2013-2016
  - Transportation Improvement Program (TIP)
  - Statewide Transportation Improvement Program (STIP)
  - 2015-2018 pending State and federal approval
- Quarterly modifications to the TIP/STIP

# PROJECT IMPLEMENTATION

## NCTCOG STAFF RESPONSIBILITIES

- Evaluates, selects and recommends projects for RTC approval
- Develops the TIP document and quarterly modifications
- Provides project implementation assistance
- Aids in the implementation and tracking of all active and completed projects
- Provides guidance/assistance through the process
- Determines eligibility of project elements (in coordination with TxDOT and federal agencies)
- Implements RTC funds and policies consistently
- Acts as a steward of public funds

# PROJECT IMPLEMENTATION

## TXDOT STAFF RESPONSIBILITIES

- Funding of TxDOT categories including the provision of State matches
- Project tracking
- Fund tracking and reporting
- Agreements
- Invoicing



# PROJECT DELIVERY EXPECTATIONS

# PROJECT DELIVERY EXPECTATIONS

- RTC expects that all project phases will adhere to the schedules as reported by the agencies
  - Data collected through TIP modifications and TIP Development
- Insufficient or inaccurate communication on the project schedule results in the following:
  - Project delays
  - Financial constraint problems
  - Increase in number of TIP modifications to accommodate fiscal year changes

TIP Modification Cycle	FY 2013	FY 2014
May	6	8
August	39	35
Total	45	43

# PROJECT DELIVERY EXPECTATIONS

## TXDOT STIP ACCOUNTABILITY REPORT

- State legislative mandate to ensure timely project delivery
- It is a State performance measure

	Percentage of Projects that Let On Time by TxDOT District		
Fiscal Year	Dallas	Fort Worth	Paris
2009	40%	64%	43%
2010	49%	40%	30%
2011	58%	61%	33%
2012	85%	68%	100%

# PROJECT DELIVERY EXPECTATIONS

## INACTIVE PROJECTS

- Federal Highway Administration Inactivity List
  - Projects that do not have charges at least four months after agreement execution
  - Engineering obligations over 10 years old
  - Right-of-way obligations over 20 years old
- Timely billings for Federal reimbursements are needed to remain off the inactive projects list
  - Bill regularly to avoid being flagged as inactive

# **FUNDING PROGRAMS AND PROJECT ELIGIBILITY**

# FUNDING SOURCES/CATEGORIES

- STP-MM
- CMAQ
- CMAQ “Flex”
- Metropolitan Corridor
- RTC/Local
- Texas Mobility Funds
- Toll Bonds
- Regional Toll Revenue
- Proposition 14
- Proposition 12
- Transportation Development Credits
- Transportation Enhancement Program
- Transportation Alternatives Program
- Category 12 Strategic Priority (Category 5 & 7 Reconciliation)

# FUNDING SOURCES/CATEGORIES

## SURFACE TRANSPORTATION PROGRAM- METROPOLITAN MOBILITY (STP-MM)

- Known as “Mobility Funds”
- Federal funds
- Selected by the RTC
- Used on capacity increasing projects (Freeway/HOV improvements, arterial street widenings/extensions, traffic flow improvements, air quality projects, etc.)
- Receive \$89M/year on average

# FUNDING SOURCES/CATEGORIES

## CONGESTION MITIGATION AND AIR QUALITY IMPROVEMENT PROGRAM (CMAQ)

- Known as “Air Quality Funds”
- Federal funds
- Selected by the RTC
- Used on projects with emissions benefits (Traffic flow improvements, bus/rail transit expansion, other air quality projects)
- Receive \$74M/year on average



# FUNDING SOURCES/CATEGORIES

## CMAQ “FLEX” PROGRAM

- MAP-21 legislation enabled up to 50% of CMAQ funds to be converted to a more flexible source
- Federal funds
- Selected by TxDOT and the RTC
- Fund eligibility similar to STP-MM funds
- Variable amount of funding (only \$25M to date for our region)

# FUNDING SOURCES/CATEGORIES

## METROPOLITAN CORRIDOR FUNDS

- Also known as “Category 2 Funds”
- Combination of federal and State funds
- Selected jointly by the RTC and TxDOT (generally through the Unified Transportation Program or UTP approval process)
- Used on capacity increasing projects along major urban highway corridors
- Only available to projects on the state highway system
- Variable amount of funding per year

# FUNDING SOURCES/CATEGORIES

## RTC/LOCAL FUNDS

- Local funds created by and available to the RTC
- Selected by the RTC
- Primarily used for Air Quality and Sustainable Development projects
- \$83M in authorized funds exist and is mostly programmed
- Hope to develop future partnerships that will refuel this fund

# FUNDING SOURCES/CATEGORIES

## TEXAS MOBILITY FUNDS (TMF)

- Funded by registration/user fees
- Used on major transit and highway projects
- Selected by the RTC with final approval by the Texas Transportation Commission (TTC) or just by the TTC
- Variable amount of funding

# FUNDING SOURCES/CATEGORIES

## TOLL BONDS

- Funded by North Texas Tollway Authority (NTTA) or through Comprehensive Development Agreements (CDAs) [CDAs are also known as public-private partnerships]
- Toll bonds typically used to finance projects that produce revenue such as toll roads and HOV/managed lane projects
- Variable amount of funding

# FUNDING SOURCES/CATEGORIES

## REGIONAL TOLL REVENUE (RTR) FUNDS

- Funded with toll proceeds from toll projects--NTTA or CDA
- Source of funds:
  - Up-front payment by tolling entity,
  - Excess revenue payment by tolling entity, or
  - Interest accrued on these funds
- May be spent on state highway system, public transit, or air quality projects
- Selected by the RTC with strong participation levels from local agencies (cities, counties, etc.)
- Final approval by the Texas Transportation Commission
- Variable amount of funding—to date, the region has ≈ \$3.6 billion in RTR funds from SH 121 and SH 161
- \$2.19 billion spent as of June 2014

# FUNDING SOURCES/CATEGORIES

## PROPOSITION 14

- Revenue bonds backed by future dollars in Fund 6
- Fund monies may be spent to acquire right-of-way, build, maintain and police public roadways, and to enforce traffic and safety laws
- Helps to advance projects to reduce project backlog
- Does not bring new money to the table (debt financing)
- Variable amount of funding

# FUNDING SOURCES/CATEGORIES

## PROPOSITION 12

- Backed by funds from the State's general fund
- Fund monies may be spent to acquire right-of-way, build, maintain and police public roadways, and to enforce traffic and safety laws
- Helps to advance projects to reduce project backlog
- Does not bring new money to the table (debt financing)
- Variable amount of funding



# FUNDING SOURCES/CATEGORIES

## TRANSPORTATION DEVELOPMENT CREDITS (TDCs)

- TDCs are “earned” by the region when toll revenues are used to fund capital projects on public highways
- TDCs are not money or cash
- They do not increase funding for a given project
- Eligible “match” to federal funding award
- 465 million credits available presently in DFW region
- 131.46 million TDCs programmed to date

# FUNDING SOURCES/CATEGORIES

## CATEGORY 12 STRATEGIC PRIORITY

- Projects with specific importance to the State
- Funds projects that:
  - Promote economic opportunity
  - Increase efficiency on military deployment routes
  - Retain military assets in response to the federal military base realignment and closure reports
  - Maintain the ability to respond to both man-made and natural emergencies
- Provide pass-through toll financing for local communities
- Projects are selected by TxDOT

# FUNDING SOURCES/CATEGORIES

## CATEGORY 12 STRATEGIC PRIORITY (CMAQ & STP-MM RECONCILIATION)

- NCTCOG staff in coordination with TxDOT staff work to reconcile the Category 5 and 7 funds annually.
- These funds represent a periodic reallocation of funds identified as part of the annual reconciliation
- Funds are placed into the following subcategories
  - Category 12 (S) for Category 7 (STP-MM) Reconciliation
  - Category 12 (C) for Category 5 (CMAQ) Reconciliation
- Shown as Category 12 (S) and Category 12 (C) in the TIP/STIP
- Variable amount of funding

# ELIGIBILITY FOR FEDERAL FUNDS

## FEDERAL FUNCTIONAL CLASSIFICATION SYSTEM

<b>Functional Classification Eligibility</b>	
Principal Arterials (Rural/Urban), Including Interstates	Eligible
Minor Arterials	Eligible
Major Collectors	Eligible
Minor Collectors	Not Eligible
Local Streets	Not Eligible
Local Roads	Not Eligible

Projects must be on the Federal-aid Highway System, and  
Facility must be functionally classified above a major collector

# PROJECT SELECTION AND DEVELOPMENT

# PROJECT SELECTION

## Occurs through:

- Calls for projects
- Funding initiatives

## Involves:

- Competitive project selection (technical review),
- Strategic project selection (based on priorities), or
- Partnerships (“roundtable discussions”)

## Timing:

- Federal funds = every 2-3 years or as funds become available
- Regional Toll Revenue, RTC/Local = as funds become available

# PROJECT SELECTION

## Projects Can Be Submitted:

- Through calls for projects
- In between calls for projects, agencies can request project funding; however, there is no guarantee that the project will be funded between calls

## Future Calls for Projects:

- Anticipate funding the Metropolitan Transportation Plan (MTP) in the future
- In this scenario, there would be no large calls for projects
- Instead, Staff and the RTC would review the staging of the MTP to identify the next subset of projects to fund

# APPROVAL PROCESS

- Staff review & recommendation
- Public Involvement
- STTC Action
- RTC Action
- Commission approves projects through UTP
- Commission concurrence on RTR-funded projects
- Add projects to TIP/STIP
- Local agency signs agreement with TxDOT



# PRIORITIZATION OF IMPROVEMENTS IN THE MOBILITY PLAN

**Maintenance and Operation of Existing Facilities**

**Improve Efficiency of Existing Facilities**

Trans. System Management  
Intelligent Trans. Systems

**Remove Trips From System**

Carpool/Vanpool Program  
Pedestrian/Bicycle Facilities

**Induce Switch to Transit**

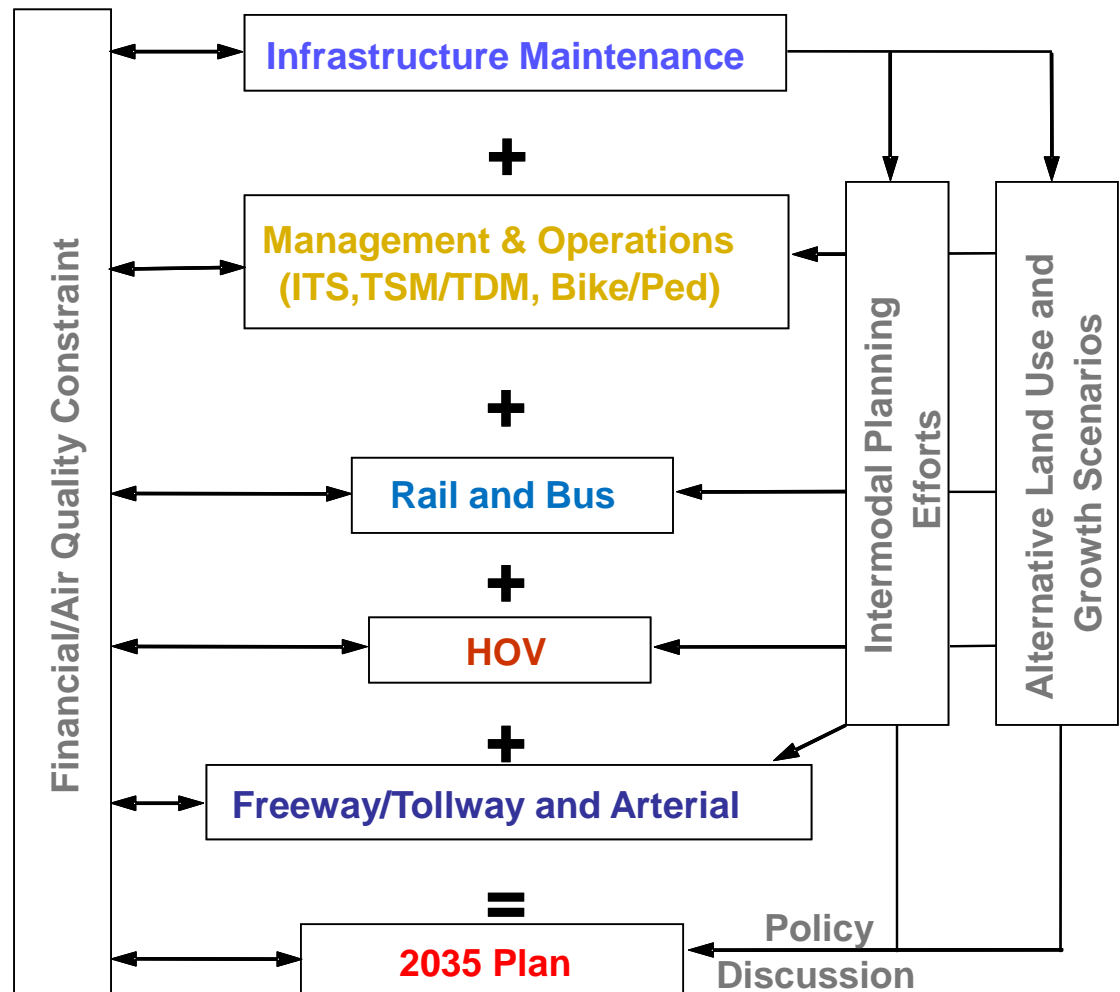
Bus/Commuter Rail/Light Rail

**Increase Auto Occupancy**

HOV System

**Additional Single Occupant Vehicle Capacity**

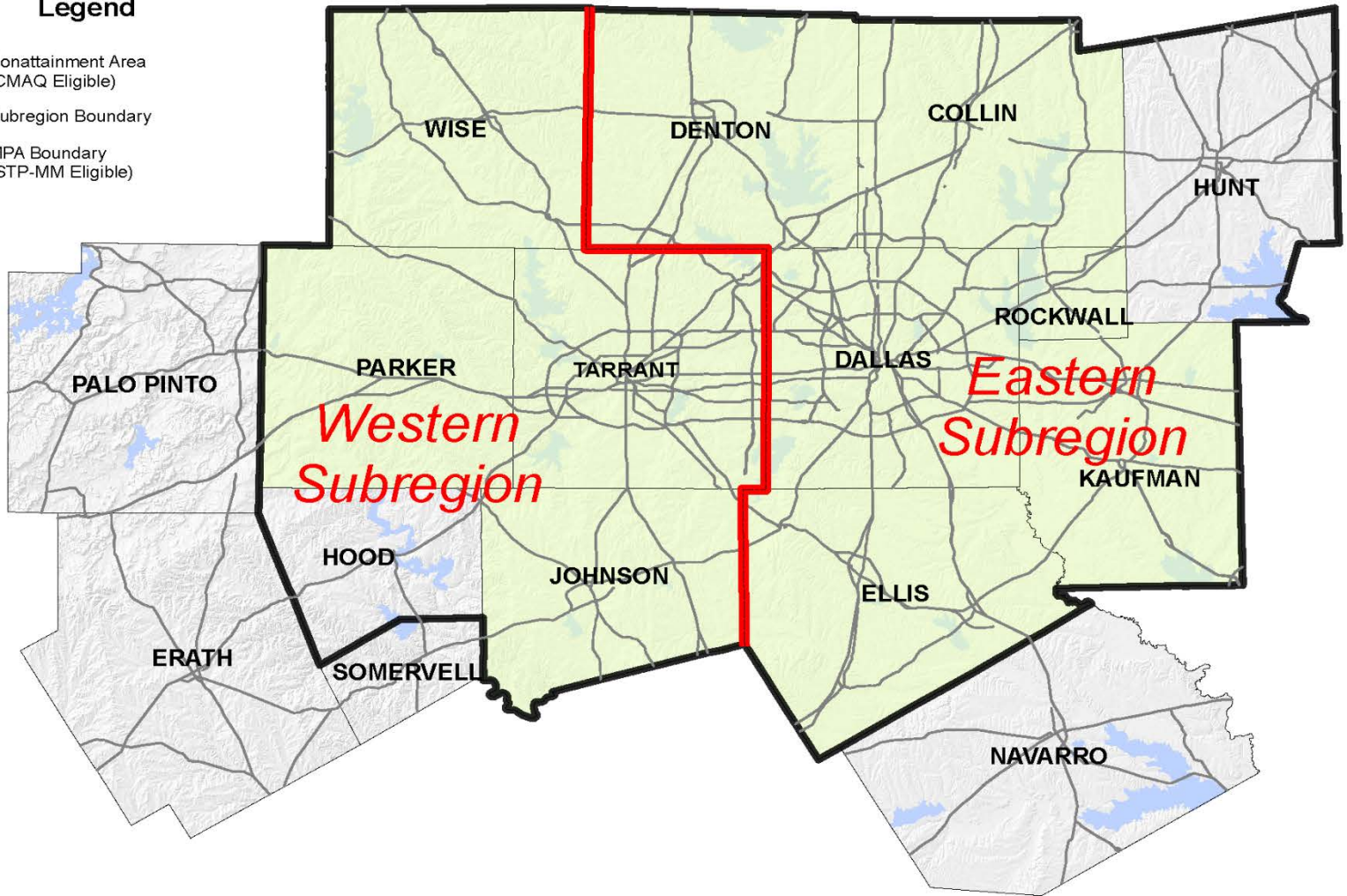
Freeway/Tollway  
Regional Arterial



# MPO PLANNING AREA AND SUBREGIONS

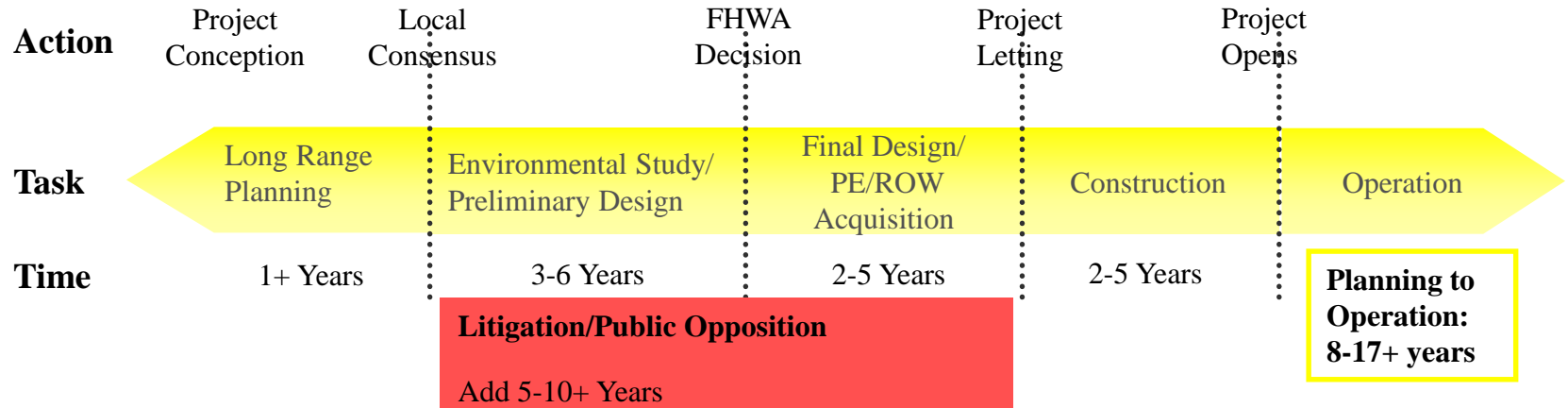
## Legend

-  Nonattainment Area (CMAQ Eligible)
-  Subregion Boundary
-  MPA Boundary (STP-MM Eligible)

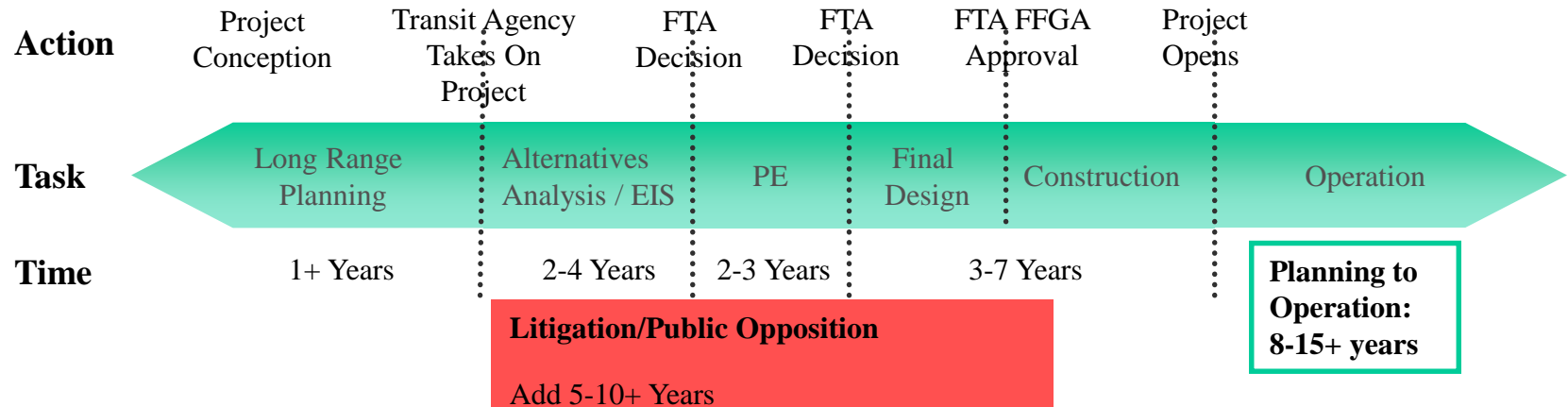


# PROJECT DEVELOPMENT SCHEDULES

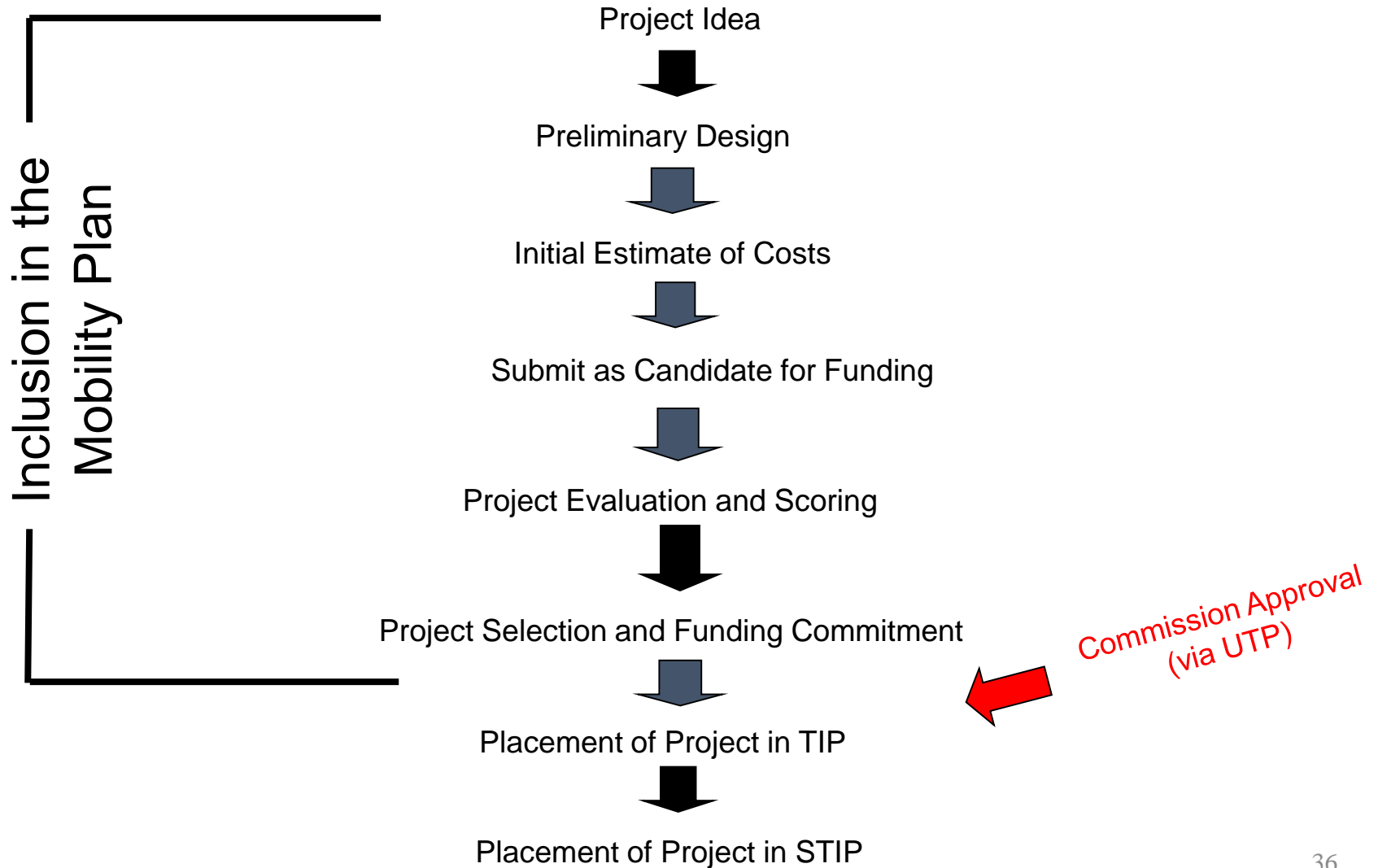
## Typical Roadway Project Development Process



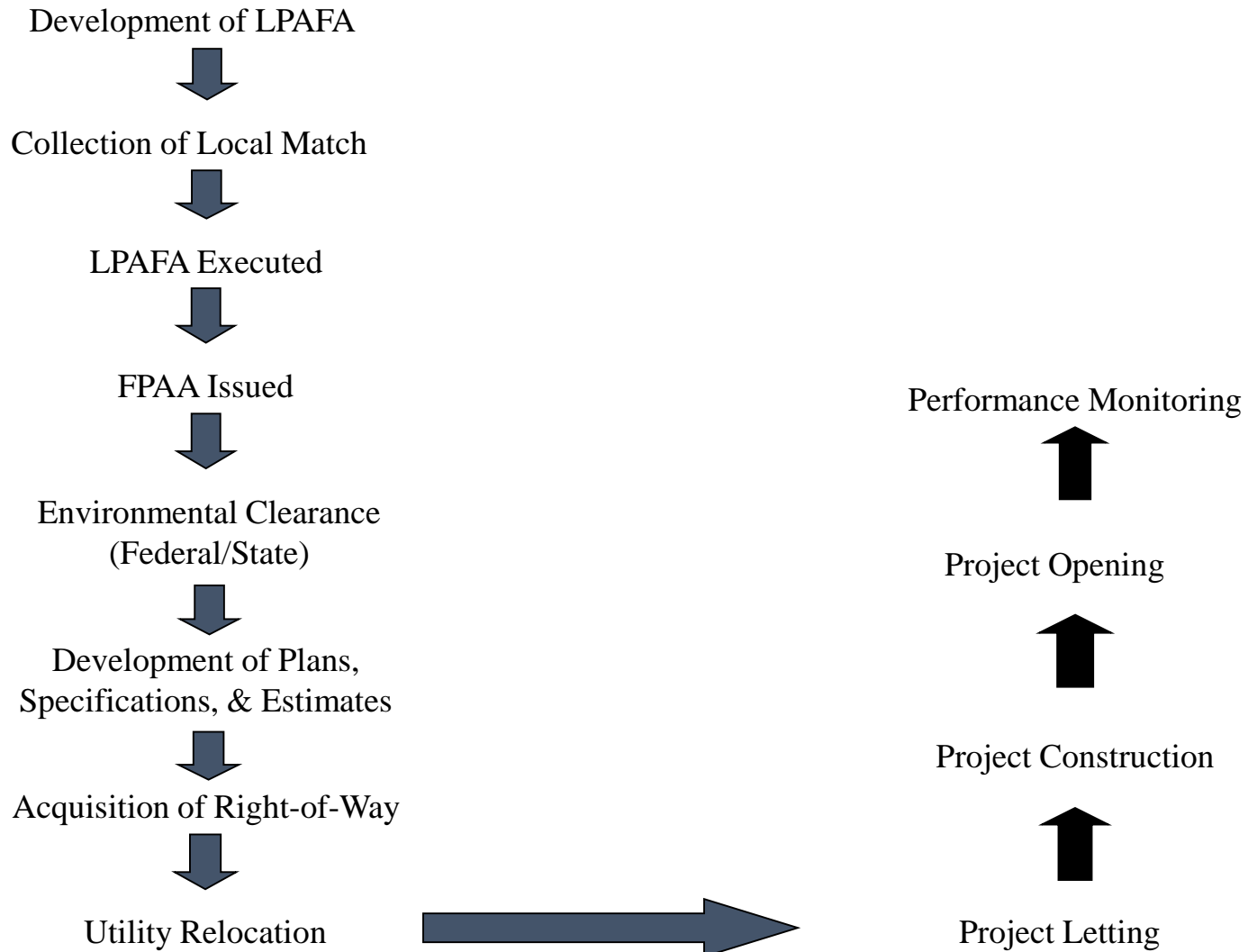
## Typical Transit Project Development Process



# PROJECT DEVELOPMENT PROCESS



# PROJECT DEVELOPMENT PROCESS (Continued)



# PROJECT GUIDANCE



# COST ESTIMATES

- Specify Requested Funding by Phase (i.e., Environmental, PE, ROW, Utilities, Construction, E&C)
  - Ranges/Estimates provided in packet, used by staff when reviewing project requests
  - Utilities (Eligibility, Match Agreement)
- Provide Cost Breakdown by Phase
- Provide Date of Latest Cost Estimate
- Show Roadway and Non-Roadway Costs
  - Landscaping
  - Mitigation
  - Pedestrian Amenities
- Eligible project costs and construction cost ranges available in packet



# COST ESTIMATES

## (CONTINUED)

- Amenities and Landscaping
  - One percent (1%) threshold (construction costs) for On-System Projects
  - Above 1% may be eligible for federal funding, but not eligible for State match for On-System Projects
  - Some amenities may be 100% local and not apply toward 20% Match
- E&C Charges
  - What are they?
  - When do they apply?
  - Estimate is given as an average, as they change every year
  - Make sure to account for them in project cost estimates
  - See handout in packet for general guidelines



# PROJECT COSTS

- Pros and cons of using federal funds for PE and ROW
  - Federal/TxDOT design standards
  - Federal procedures
  - Timing
- Pros and cons of using local funds for PE and ROW
- Items typically funded 100% locally on federal projects
  - May not count toward the local match requirement
  - Examples include environmental mitigation - hazardous waste, tree mitigation, wetlands
  - Cost for zoning/ordinances required above TxDOT standards
- Guidance regarding eligible project costs is available in the packet

# LOCAL MATCH

- Generally a 20% local match is required for federal funds
  - Cash match is best
  - In-kind match is possible, but difficult to implement or justify
  - Local funds spent prior to LPAFA execution does not count in the 20% match calculation
- Regional Toll Revenue and RTC/Local funds have varying local match requirements
  - Cash match up to 20% generally required
  - In-kind matches may be accepted on a project by project basis

# UTILITIES

- Federally funded, On-System, non-interstate project (i.e., SH, US, FM, BUS), in which utilities are in State's ROW—if utilities must be moved to widen facility, owner must move at owner's or local government's expense
- Federally funded, On-System, non-interstate project in which utilities are in own easement—if Roadway encroaches upon easement, federal and State funds can pay for relocation
- Federally funded, On-System, interstate project—utility relocation funded with 100% federal funds
- Federally funded, Off-System project, in which utilities are located in easement—relocation reimbursed with federal funds



# UTILITIES

## (CONTINUED)

- Federally funded, Off-System project, in which utilities are located in easement—relocation funded 100% locally
- Federally funded, Off-System project, in which utilities are not in easement—relocation funded 100% locally
- Federal or state funded, bridge program—local entities must buy ROW and pay for relocation costs (100% local)
- RTC/Locally Funded project—relocation not eligible
- Burying utilities—not eligible
- Additional information available in workshop materials and on TxDOT's local government web page



# OTHER REQUIREMENTS

- ITS Architecture statement required for all ITS projects
- See handout in packet for details

# CONTRACTING WITH TXDOT

- Applies to all federally and State-funded projects
- Local agreement execution process
  - Once project is approved in TIP/STIP, implementing agency should contact district representative
  - District sends draft LPAFA to implementing agency
  - Implementing agency sends executed LPAFA to district with first installment of local match
  - District sends final LPAFA to TxDOT Austin
  - TxDOT sends request to FHWA for FPAA
  - FPAA is received from FHWA
  - Project initiation
    - TxDOT Fort Worth initiates kickoff meeting
    - Agencies in TxDOT Dallas District should initiate kickoff meeting
    - TxDOT Paris District works in coordination with agencies to initiate kickoff meeting

# CONTRACTING WITH TXDOT

## (CONTINUED)

- Timeline
- Supplemental agreements
- Implementing agencies must sign standard agreement
  - LPAFA (example in handout)
  - Right-of-Way Participation Agreement (example in handout)
  - Terms are not negotiable
- Link and Table of Contents for TxDOT's Local Government Project Procedures Manual is provided in the packet

# CONTRACTING FOR RTR PROJECTS

- On-system Projects—Some or all work on the State Highway System
- Off-system Projects—Projects are entirely off the State Highway System
- Sustainable Development RTR Projects
  - Three party agreement between TxDOT, NCTCOG, and Agency
  - Guidance is available online at:  
<http://www.nctcog.org/trans/sustdev/landuse/funding/CFP09.asp>
- Templates available in the packet



# CONTRACTING FOR RTC/LOCAL PROJECTS

- Coordinate with NCTCOG staff to initiate the agreement process
- Ensure that the Agency's policy board has taken all necessary actions to receive RTC/Local funds
- Require before and after photos to close out (if applicable)

# FEDERAL STANDARDS/PROCESS

- TxDOT standards and specifications required on all federally and State-funded projects
- Required even if project is locally let
- If paying for PE 100% locally, agencies must still use Federal/TxDOT standards on federal projects
- If paying for ROW 100% locally, agencies must still follow federal/TxDOT requirements on federal projects



# ENVIRONMENTAL DOCUMENTATION

## Types of Environmental Documentation

- Categorical Exclusions (CE):
  - ALL Approved at District Level (since Feb of 2014)
    - Examples of **c-Listed** projects: bike/ped; safety projects; landscaping; signal work; pavement markings
    - Examples of **d-Listed** projects: Adding shoulders, auxiliary lanes; bridge replacement/reconstruction; changes in access control
  
- Environmental Assessments (EA) and Environmental Impact Statement (EIS):
  - Both will be approved at ENV Level pending NEPA Assignment (anticipated by the end of 2014)
    - EA Example: Added Capacity
    - EIS Example: Toll Road
    - More collaboration will occur between Districts and ENV in developing these documents
    - Early coordination and approval of Technical Memorandums prior to submittal of the formal document

# ENVIRONMENTAL DOCUMENTATION (Continued)

- Environmental Document must be completed **Before** project can go to letting or project **Will Be Delayed**
- Early coordination with respective district ENV Coordinators is essential to the project schedule
  - Project scoping needs to be done prior to beginning any ENV work
  - Communication between environmental and design staff is crucial to project development
  - Engineering plans cannot pre-determine the outcome of the Environmental Documentation
- Implementing agencies should be **Proactive** in completing their Environmental Documentation
  - Coordination should begin at the very beginning of the process and not the end
- Depending upon the type of document, the timeframe can vary from 6 months to as long as 36 months

# ENVIRONMENTAL DOCUMENTATION (Continued)

- Items to be included in Environmental Documents are now accessible via the Environmental Compliance Toolkit on TxDOT's website
  - search for the keyword “environmental compliance”
  
- If a consultant is performing the Environmental Documentation, we recommend that they are Pre-certified in the TxDOT Work Categories,
  - If the Implementing Agency is not seeking federal reimbursement, Pre-Certification is not necessary, but Highly Recommended
  - search for the keyword “precertification” on TxDOT's website for more information
  
- ROW Acquisition cannot occur prior to Environmental Clearance, unless not seeking federal reimbursement for ROW Expenses



## Environmental Handbook

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### Air Quality

This handbook outlines the process steps necessary to comply with the Clean Air Act (CAA), the National Environmental Policy Act (NEPA), and the Federal-Aid Highways code in regards to potential project effects on air quality.

TxDOT Environmental Affairs Division  
Release Date: 2/2014  
210.01.GUI  
Version 1

- Replaced the Environmental Manual
- Covers 20 Subjects
- Focused on process steps necessary to develop Environmental Documents
- Released on-line in the Environmental Toolkits

# Environmental Compliance Toolkits

Official ENV Division Documents are only found here in the “*Environmental Compliance Toolkits*”

The screenshot shows the Texas Department of Transportation website. The header includes the TxDOT logo and navigation links for 'A - Z Site Index', 'Contact Us', and 'Español'. Below the header is a search bar and a secondary navigation bar with links for 'Driver', 'Government', 'Business', and 'Inside TxDOT'. The main content area is titled 'Environmental Compliance Toolkits' and includes a breadcrumb trail: 'Home > Inside TxDOT > Divisions > Environmental Affairs'. The page text states: 'TxDOT Environmental Compliance Toolkits provide subject-specific guidance, technical advice and helpful information about transportation and the environment, and federal and state environmental requirements related to transportation projects. Environmental practitioners can use these tools and resources to determine and comply with appropriate environmental requirements. We welcome feedback to help improve the toolkits. Email us with comments.' A list of toolkits is provided, including Air Quality, Archeological Sites and Cemeteries, Bicycle and Pedestrian Accommodation, Coastal Barrier Resources Act, Community Impacts Assessment, Ecological Resources, Farmland Protection Policy Act, Hazardous Materials, Historic Resources, Indirect and Cumulative Impacts, Section 6(f) Land and Water Conservation Fund Act, National Environmental Policy Act (NEPA) and Project Development, Chapter 26, Parks and Wildlife Code, Public Involvement, and Traffic Noise. A left sidebar lists various divisions such as Aviation, Bridge, Communications, Construction, Design, Environmental Affairs, Finance, General Services, Human Resources, Information Technology, Maintenance, Maritime, Occupational Safety, Professional Engineering, Procurement Services, Public Transportation, Rail, and Right of Way.

Go to [www.txdot.gov](http://www.txdot.gov)  
Search for the key word “environmental compliance”

# TxDOT Websites that you should be aware of:

- You can access the Environmental Compliance Toolkits at <http://www.txdot.gov/inside-txdot/division/environmental/compliance-toolkits.html>
- Presentation at TxDOT's NEPA Assignment Workshop, July 2014 (639 slides) at <http://ftp.dot.state.tx.us/pub/txdot-info/env/txdot-nepa-workshop-071014.pdf>
- 2014 Environmental Conference at <http://www.txdot.gov/inside-txdot/division/environmental/professionals/2014-conference.html>
- Training and Development (Non-TxDOT staff, consultants or contractors may attend the following events or training classes) at <http://www.txdot.gov/inside-txdot/division/environmental/professionals.html>
- NEPA and Project Development Toolkit at <http://www.txdot.gov/inside-txdot/division/environmental/compliance-toolkits/nepa.html>



# ENVIRONMENTAL DOCUMENTATION FOR RTR PROJECTS

- All RTR projects require environmental review per 43 TAC, Part 1, Chapter 2, Subchapter A.
- The type depends on if the project is on the federal or state highway system and if the project also has federal and state monies.
- Purpose is to ensure that the implementing agency is complying with applicable state and federal laws and regulations.
- The environmental process must be completed before monies for either right-of-way acquisition or construction are distributed by TxDOT.

# LOCAL ENVIRONMENTAL REVIEW FOR RTR PROJECTS



- Documentation can be submitted based on your own local environmental review process.
- Checklist can be completed before funding agreement is signed with TxDOT.
- Send to NCTCOG via regular mail or e-mail, but document needs to include a signature. NCTCOG review averages about two weeks.
- The approval should follow typical approval process for each implementing agency (i.e., city council or board approval).
- Following approval, submit letter or resolution to NCTCOG.

# LOCAL ENVIRONMENTAL REVIEW CHECKLIST

- Many local governments do not have a formal local environment review process for transportation projects.
- To assist in fulfilling the local environmental review requirements, NCTCOG has developed two local environmental review checklists with instructions.



North Central Texas  
Council of Governments  
Transportation  
Department

Environmental Review  
Checklist for

ENVIRONMENTAL INFORMATION	
29. Are there any state threatened or endangered species and/or their habitat located within the proposed project area? If no, go to 30.	<input type="radio"/> Yes <input type="radio"/> No
29A. Has coordination been initiated with TPWD?	<input type="radio"/> Yes <input type="radio"/> No
29B. If yes, explain the results of the coordination efforts and attach all relevant correspondence. If no, when will coordination be initiated?	
<b>MIGRATORY BIRD TREATY ACT</b>	
30. Based on field observations, are migratory birds located in the proposed project area?	<input type="radio"/> Yes <input type="radio"/> No
31. Are old or abandoned migratory bird nest located in the proposed project area? State the type of nest and abundance.	<input type="radio"/> Yes <input type="radio"/> No
32. Will the construction plans include specifications that will require compliance with the Migratory Bird Treaty Act?	<input type="radio"/> Yes <input type="radio"/> No
<b>FARMLAND</b>	
33. Does the proposed project area cross any prime or unique farmlands that is not already in or committed to urban development? If yes, fill out form CPA-106 and submit to the NRCS and attach a copy to this form.	<input type="radio"/> Yes <input type="radio"/> No
<b>WETLANDS/WATERS OF THE US</b>	
34. Will the project impact any USACE wetlands, water bodies, or streams? If no, go to 35.	<input type="radio"/> Yes <input type="radio"/> No
34A. Will the impacts be authorized under a NWP? If no, go to 34B.	<input type="radio"/> Yes <input type="radio"/> No
34A.i Will a PCN be required?	<input type="radio"/> Yes <input type="radio"/> No
34A.ii Specify what NWP will be used and the include date (or anticipated date) of permit.	NWP: _____ Date: _____
34B. Has the USACE issued the IP? List the date (or anticipated date) of permit. Attach all relevant correspondence.	<input type="radio"/> Yes <input type="radio"/> No Date: _____
<b>WATER QUALITY</b>	
35. Will the project require a USACE permit? If no, go to 36.	<input type="radio"/> Yes <input type="radio"/> No
35A. Are the impacts covered under the USACE permit equal to or greater than three acres of water bodies or wetlands or equal to or greater than 1,500 linear feet of stream? If no, go to 35B.	<input type="radio"/> Yes <input type="radio"/> No
35A.i. Has a Tier II Section 401 water quality certification been submitted to the TCEQ?	<input type="radio"/> Yes <input type="radio"/> No
35A.ii Have BMPs been included in the construction plans? Go to 36.	<input type="radio"/> Yes <input type="radio"/> No
35B. Has a Tier I Section 401 water quality certification checklist been completed for the permit and sent to the USACE with the PCN or IP (if applicable)?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Applicable
36. Will the project disturb more than one acre but less than five acres? If no, go to 37.	<input type="radio"/> Yes <input type="radio"/> No
36A. Do the construction plans comply with the TPDES General Permit for Construction Activity and include a SW3P?	<input type="radio"/> Yes <input type="radio"/> No
37. Will the proposed project disturb more than five acres? If no, go to 38.	<input type="radio"/> Yes <input type="radio"/> No
37A. If yes, has a NOI been filed with the TCEQ detailing the SW3P for the project?	<input type="radio"/> Yes <input type="radio"/> No

# WHICH CHECKLIST SHOULD BE USED?

- Full Checklist (8 pages)
  - Use if a project requires right-of-way, major construction, or permitting or is controversial.
- Simplified Checklist (1 page)
  - Use if a project would have little or no environmental impacts based up the type of work that is performed under normal circumstances.
  - Typical projects that may qualify include landscaping, fencing, signing, pavement markings, sidewalks, and traffic signals.

**BEFORE** using the *Simplified Checklist*, please call Nathan Drozd or Sandy Wesch to verify it is appropriate.



# HELPFUL HINTS

- If hiring a consultant, make them aware of the checklist and/or contact NCTCOG to help develop the scope for the environmental work
- If using the checklist, the document needs to include a signature
- If a NEPA document was approved for the project prior to the funding change to RTR, submit the document and approval letter to fulfill the environmental requirement
- Attach additional pages, as necessary, to answer the questions

# TxDOT REVIEW OF PLANS

- Every federal or state funded project requires TxDOT review of plans
- 30% Plans
  - Implementing agency sends to TxDOT District
  - TxDOT reviews plans
- 60% Plans
  - Implementing agency sends to TxDOT District
  - TxDOT reviews plans
- 90-95% Plans
  - Implementing agency sends to TxDOT District

# TXDOT REVIEW OF PLANS (CONTINUED)

- 100% Plans (Final Review)
  - Implementing agency sends to TxDOT District
  - Plans are processed for letting
- Other review requirements
  - Bridge layouts
  - Railroad crossings
- Timeline of the plan review process is available in the packet





# LOCAL LETS

- What is a locally let project?
- TxDOT makes the decision regarding ability to locally let a project upfront
- Differences between TxDOT let and locally let projects
- Process/Requirements
  - Implementing Agency Requests Local Letting
  - TxDOT Staff Must Sit in on Bid
  - Inspected Periodically to Verify Billing Submittals
  - Plans Must Meet AASHTO Standards
- Timeline
- Local agency has to attend the TxDOT Local Government Project Procedures training

# PROJECT MODIFICATIONS, TRACKING, AND CLOSE-OUT

# DEVELOPMENT OF THE TIP

*[www.nctcog.org/trans/tip/](http://www.nctcog.org/trans/tip/)*

- Inventory of funded projects
- Identifies
  - Scope of work
  - Approved funding types, amounts, and phases
  - Approved timing for projects
- Approved by the RTC
- Included in the Statewide TIP (STIP)
- Financially constrained using allocations from the Unified Transportation Program (UTP)

# MODIFICATION OF THE TIP

- Governed by Regional Transportation Council TIP modification policy
- Includes RTC action items, administrative amendments, previous action items, and staff action items
- Quarterly cycle (Feb., May, Aug., & Nov.)
- Information on the TIP modification process is available at <http://www.nctcog.org/trans/tip/modification.asp>
- Requests for adding, deleting, or modifying projects must be submitted online in the Revenue and Project Tracking System (RAPTS) at <http://rtrinternal.nctcog.org>
- TIP modification submittal workshop was held in July 2014; detailed information available online:
  - <http://www.nctcog.org/trans/tip/TIPModSubWkshp.pdf> (Handouts)
  - <http://nctcog.swagit.com/play/07082014-536> (Video Recording)

# TIP MODIFICATIONS

## (CONTINUED)

- STIP Revision Policy
  - Only Applies to Certain Modifications
  - Entails Federal and State Review (two additional months of review time)
- Types of changes that require a TIP modification are:
  - Changes in fiscal year
  - Funding revisions
  - Scope, limits, or facility changes
  - Others (See policy)
- Fixed Funded Projects
  - Sustainable Development
  - ITS



# TIP MODIFICATIONS

## (CONTINUED)

- Established “TIP Points of Contact” must enter TIP modifications
- TIP Modifications deadlines must be met and are available in your packet and continually updated at <http://www.nctcog.org/trans/tip/modification.asp>

# PROJECT VERIFICATIONS

- Verification of project status should be completed by local partners throughout the project development process.
- Specifically, agencies should check the TIP/STIP six months prior to:
  - Environmental clearance
  - Starting any phase of the project (includes engineering, ROW acquisition, utilities, and construction)
  - Letting
- Lack of planning can cause significant project delays

www.nctcog.org/trans/tip/

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transportation  
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**Transportation Funding and the Transportation Improvement Program**

Within metropolitan areas across the country, regional transportation projects are tracked through Transportation Improvement Programs. The Transportation Improvement Program (TIP) is a staged, multiyear program of projects approved for funding by federal, state, and local sources within the Dallas-Fort Worth area. Every two to three years, the North Central Texas Council of Governments (NCTCOG), in cooperation with the Texas Department of Transportation (TxDOT), local governments, and transportation agencies, develops a new TIP.

Select Language

**General Information**

- [Frequently Asked Questions about the TIP](#)
- [How are transportation projects funded?](#)

**RAPTS - TIP Modification Submittal System**

- [TIP Modification Submittal Workshop Handout](#)
- [Video Recording of TIP Modification Submittal Workshop](#)

**2013-2016 TIP**

- [RTC approved on April 12, 2012](#)
- [FHWA and FTA approved on November 1, 2012. See Appendix G for federal approval letter.](#)
- [Modification of the TIP - policies, procedures, archived modifications](#)

**2015-2018 TIP--pending State and federal approval**

**Previous TIPs**

[2011-2014 TIP - 2011 Amendment](#) (Federal Highway Administration and RTC-approved)  
[2008-2011 TIP - 2009 Amendment](#)

**Annual Project Listings**

**RAPTS** - Revenue and Project Tracking System (Current as of May 2014) - click on icon below:



**TIPINS** - Transportation Improvement Program Information System (Current as of August 2014)

- [Project Search Engine](#)

**Funding Initiatives/Calls for Projects**

**2013-2016 TIP**

**2015-2018 TIP  
pending State and  
federal approval**



# FINDING PROJECT-SPECIFIC INFORMATION

Print this page

## Transportation Funding and the Transportation Improvement Program

Within metropolitan areas across the country, regional transportation projects are tracked through Transportation Improvement Programs. The Transportation Improvement Program (TIP) is a staged, multiyear program of projects approved for funding by federal, state, and local sources within the Dallas-Fort Worth area. Every two to three years, the North Central Texas Council of Governments (NCTCOG), in cooperation with the Texas Department of Transportation (TxDOT), local governments, and transportation agencies, develops a new TIP.

### General Information

- [Frequently Asked Questions](#) about the TIP
- [How are transportation projects funded?](#)

### RAPTS - TIP Modification Submittal System

- [TIP Modification Submittal Workshop Handout](#)
- [Video Recording of TIP Modification Submittal Workshop](#)

### 2013-2016 TIP

- [RTC approved on April 12, 2012](#)
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- [Modification of the TIP - policies, procedures, archived modifications](#)

### 2015-2018 TIP--pending State and federal approval

### Previous TIPs

[2011-2014 TIP - 2011 Amendment \(Federal Highway Administration and RTC-approved\)](#)  
[2008-2011 TIP - 2009 Amendment](#)

### Annual Project Listings

RAPTS - Revenue and Project Tracking System (Current as of May 2014) - click on icon below:



### TIPINS - Transportation Improvement Program Information System (Current as of August 2014)

- [Project Search Engine](#)

Funding Initiatives/Calls for Projects

**TIPINS**  
**Transportation Improvement Program Information System**  
▪ **Project Search Engine**

# TIPINS HOMEPAGE

<http://nctcog.org/trans/tip/tipins>

The screenshot shows a Microsoft Internet Explorer browser window displaying the TIPINS homepage. The address bar shows the URL <http://www.nctcog.org/trans/tip/tipins/index.asp>. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. Below the menu bar are various utility buttons like Convert, Select, Contribute, Edit in Contribute, and Post to Blog. The browser's toolbar shows a search box with the Google logo and a search button. The page content features the NCTCOG logo (North Central Texas Council of Governments) and a search bar labeled "Search NCTCOG" with a "GO" button. A navigation menu includes links for Programs, Topics A-J, Topics K-Z, Departments, Services, and About Us. The main content area has a blue header with the word "transportation" and a breadcrumb trail: Home > Transportation Home > Transportation Funding / Transportation Improvement Program (TIP). Below this is the title "TIPINS: Transportation Improvement Program Information System" and a "Print this page" link. The main text welcomes users to TIPINS and provides information about the system's purpose and last update. A photograph of a water tower is shown. Below the text, there is a section titled "Please select one of the following methods to begin your TIP search:" followed by two bullet points: "Query using parameters that you input (such as city and project type)" and "Use interactive map to identify projects in your area of interest (this takes you to our dfwmaps.com site; look under Transportation -> Improvement Project section for layer controls and legends)". At the bottom of the page, there is a footer with contact information: "CONTACT US | SITE MAP | LEGAL | SYSTEM REQUIREMENTS" and "North Central Texas Council of Governments | 616 Six Flags Drive P.O. Box 5888 Arlington, TX 76005-5888 Main Operator: (817) 640-3300 | Fax: (817) 640-7806".

TIPINS: Transportation Improvement Program Information System - NCTCOG.org - Microsoft Internet Explorer provided by NCTCOG

<http://www.nctcog.org/trans/tip/tipins/index.asp>

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TIPINS: Transportation Improvement Program Inform...

Home Feeds (1) Print Page Tools

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Search NCTCOG GO


Programs > Topics A-J > Topics K-Z > Departments > Services > About Us

transportation

Home > Transportation Home > Transportation Funding / Transportation Improvement Program (TIP)  
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## TIPINS: Transportation Improvement Program Information System

Welcome to TIPINS, NCTCOG's Transportation Improvement Program Information System! These pages are designed to provide information about the Transportation Improvement Program (TIP) projects in the Dallas-Fort Worth metropolitan planning area. The system was last updated in May 2010 and includes projects selected or programmed by the Regional Transportation Council, TxDOT, and local agencies. [What is the TIP?](#)



Please select one of the following methods to begin your TIP search:

- Query using parameters that you input (such as city and project type)
- Use [interactive map](#) to identify projects in your area of interest (this takes you to our [dfwmaps.com](#) site; look under Transportation -> Improvement Project section for layer controls and legends)

6/21/2010 05:29/2009 LMP

CONTACT US | SITE MAP | LEGAL | SYSTEM REQUIREMENTS

North Central Texas Council of Governments | 616 Six Flags Drive P.O. Box 5888 Arlington, TX 76005-5888  
Main Operator: (817) 640-3300 | Fax: (817) 640-7806

# RTR PROJECT CLOSEOUTS

- RTR projects must be closed out properly so that any remaining funds are placed back in the appropriate accounts and made available for future programming.
- Information on the closeout process is available at the following web address.
  - <http://nctcog.org/trans/rtr/Aug2012Wrkshp2.pdf> (Handouts)
  - <http://nctcog.swagit.com/play/08242012-530> (Video Recording)
- Sample RTR closeout checklist provided in the packet

# RTR HOMEPAGE

<http://nctcog.org/trans/rtr/>

transportation

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[Regional Toll Revenue \(RTR\) Program](#)


[Events and Timeline](#)

[Fund and Project Tracking System](#)

[Transportation Home](#)

[Agency Administration Home](#)

## Regional Toll Revenue Funding Initiative Overview

 [Receive updates with RSS](#)



The Regional Toll Revenue funding initiative expedites transportation projects by providing desperately needed funding.

The Texas Legislature enabled the Texas Department of Transportation to consider public- and private-sector partnerships to finance roadways. The result is a completed project with a toll component and revenue for transportation projects.

Reliance on traditional funding sources will not be sufficient to meet mobility needs of the growing region.

Increasing costs, an aging infrastructure system and decreasing revenue contribute to a funding shortfall. A general summary of how transportation projects move from idea to funding to implementation is [available](#).

[+ SH 121 and Other Transportation Projects](#)

[+ RTR Calls for Projects](#)



# RTR TRACKING SYSTEM

<http://rtr.nctcog.org/>



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## My Projects

No Projects have been added to My Projects.

## SH 121 RTR Funding Balances as of June 30, 2014

Description	Account 1	Account 2	Total
<b>RTR Initial Allocation</b>	\$2,459,931,000	\$737,173,248	\$3,197,104,248
<b>Interest Received</b>	\$187,446,273	\$45,576,519	\$233,022,792
<b>Equity Reclassifications</b>	\$14,724,988	-\$9,243,652	\$5,481,336
<b>Loan Payoffs Received</b>	\$8,000,000	\$280,438,490	\$288,438,490
<b>Project Disbursements</b>	-\$1,432,592,514	-\$625,917,155	-\$2,058,509,669
<b>RTR Investment Balance</b>	\$1,237,509,747	\$428,027,450	\$1,665,537,197
<b>Advances to Local Entities</b>	\$732,992,654	\$49,915,267	\$782,907,921
<b>Local Entity Interest</b>	\$15,123,424	\$90,571	\$15,213,995
<b>Local Entity Expenditures</b>	-\$287,779,798	-\$21,853,694	-\$309,633,492
<b>RTR Funds Balance as of 6/30/2014*</b>	<b>\$1,697,846,027</b>	<b>\$456,179,594</b>	<b>\$2,154,025,621</b>

\* = Spent to Date amounts are less than TxDOT reported expenditures to reflect the unused advance balances being held by Local RTR Entities by \$473,274,429

## SH 121 RTR Project Commitments

Description	Account 1	Account 2	Total
<b>RTR Initial Balances</b>	\$2,459,931,000	\$737,173,248	\$3,197,104,248
<b>Interest Earned</b>	\$187,446,273	\$45,576,519	\$233,022,792
<b>Equity Reclassifications</b>	\$14,724,988	-\$9,243,652	\$5,481,336
<b>Current Committed Projects*</b>	-\$2,728,068,482	-\$557,763,143	-\$3,285,831,625
<b>Loan Committed Projects*</b>	-\$136,858,400	-\$527,533,394	-\$664,391,794
<b>Loan Payoffs Received</b>	\$8,000,000	\$280,438,490	\$288,438,490
<b>Funds for Future projects</b>	<b>-\$194,824,621</b>	<b>-\$31,351,932</b>	<b>-\$226,176,553</b>

\* = Committed Funds are as of May 1, 2014

\*\*Negative Available Funds are Committed Loans to be paid back in near term.

# RTR REPORT SAMPLE

<http://rtr.nctcog.org/>



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## SH 121 RTR Funding Balances By County as of June 30, 2014

County	RTR Initial Allocation	Interest Received	Spent To Date	Reclassifications	Ending Balances
<a href="#">COLLIN</a>	\$873,675,036	\$72,616,130	\$416,288,335	\$25,746,766	\$555,749,597
<a href="#">DALLAS</a>	\$509,618,479	\$26,758,496	\$537,005,572	\$78,338,587	\$77,709,990
<a href="#">DENTON</a>	\$1,608,602,851	\$120,026,720	\$566,280,973	\$19,907	\$1,162,368,505
<a href="#">ELLIS</a>	\$3,568,674	\$917,737	\$27,642,701	\$24,100,000	\$943,710
<a href="#">HOOD</a>	\$0	\$0	\$0	\$0	\$0
<a href="#">HUNT</a>	\$0	\$0	\$0	\$0	\$0
<a href="#">JOHNSON</a>	\$4,198,212	\$211,437	\$0	\$-4,409,649	\$0
<a href="#">KAUFMAN</a>	\$2,727,555	\$431,562	\$12,330,350	\$9,094,826	\$-76,407
<a href="#">PARKER</a>	\$3,411,047	\$171,877	\$0	\$-3,582,839	\$85
<a href="#">ROCKWALL</a>	\$8,490,069	\$1,166,903	\$41,716,074	\$23,142,344	\$-8,916,758
<a href="#">TARRANT</a>	\$117,812,324	\$5,933,437	\$0	\$-120,234,516	\$3,511,245
<a href="#">WISE</a>	\$0	\$0	\$0	\$0	\$0
<a href="#">EAST SET ASIDES</a>	\$37,600,000	\$3,405,917	\$4,343,962	\$2,048,488	\$38,710,443
<a href="#">WEST SET ASIDES</a>	\$27,400,000	\$1,382,579	\$0	\$-28,782,579	\$0
<a href="#">VARIOUS</a>	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$3,197,104,247</b>	<b>\$233,022,795</b>	<b>\$1,605,607,967</b>	<b>\$5,481,335</b>	<b>\$1,830,000,410</b>

## SH 121 RTR Project Commitments By County

County	RTR Initial Allocation	Interest Received	Reclassifications	Project Commitments	Loan Commitments	Funds for Future Projects
<a href="#">COLLIN</a>	\$873,675,036	\$72,616,130	\$25,746,766	\$968,903,434	\$19,102,758	\$-15,968,260
<a href="#">DALLAS</a>	\$509,618,479	\$26,758,496	\$78,338,587	\$485,810,065	\$626,186,279	\$-497,280,782
<a href="#">DENTON</a>	\$1,608,602,851	\$120,026,720	\$19,907	\$1,670,792,457	\$19,102,757	\$38,754,264
<a href="#">ELLIS</a>	\$3,568,674	\$917,737	\$24,100,000	\$28,400,000	\$0	\$186,411
<a href="#">HOOD</a>	\$0	\$0	\$0	\$0	\$0	\$0
<a href="#">HUNT</a>	\$0	\$0	\$0	\$0	\$0	\$0
<a href="#">JOHNSON</a>	\$4,198,212	\$211,437	\$-4,409,649	\$0	\$0	\$0
<a href="#">KAUFMAN</a>	\$2,727,555	\$431,562	\$9,094,826	\$27,259,438	\$0	\$-15,005,495

# RTR PROJECT SEARCH

<http://rtr.nctcog.org/>

**Revenue and Project Tracking System**



REGIONAL TOLL REVENUE

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## Search for Projects By...

Search By:

Agency

Agency:

- ADDISON
- ALEDO
- ALLEN
- ANNA
- ARGYLE
- ARLINGTON
- AZLE
- BENBROOK
- BOYD
- BRIDGEPORT
- BURLESON
- CARROLLTON
- CEDAR HILL
- CELINA
- CLEBURNE

### Searching for Projects

1. Select the search type in the pull-down.
2. Select one or more items in the lower list.

Note: When searching by county, the search is performed based upon project location rather than funding county.

Note: To select multiple items, hold the control key while clicking on items in the list.

### Search By Map



[Go to map search](#)

## Search Results

Select Report:

Project List

# TIP TEAM CONTACT INFORMATION

[www.nctcog.org/trans/tip](http://www.nctcog.org/trans/tip)

<u>Name</u>	<u>Title</u>	<u>Phone</u>	<u>E-mail @nctcog.org</u>
Christie Gotti	Sr. Program Manager	817 608 2338	cgotti
Laura Person	Administrative Assistant	817 608 2349	lperson
<b>Information Systems</b>			
Omar Barrios	Sr. Transportation Planner	817 608 2337	obarrios
<b>Strategic Initiatives; Regional Toll Revenue Projects &amp; Funding</b>			
Adam Beckom	Prin. Transportation Planner	817 608 2344	abeckom
Andrew Malkowski	Transportation Planner I	817 608 7353	amalkowski
Michael Overton	Transportation Planner II	817 704 2548	moverton
Angela Smith	Transportation Planner III	817 695 9254	asmith2
<b>TIP/STIP and Federal/State Projects</b>			
Kenneth Bunkley	Sr. Transportation Planner	817 695 9288	kbunkley



# NCTCOG CONTACT INFORMATION

[www.nctcog.org/trans/tip](http://www.nctcog.org/trans/tip)

<u>Name</u>	<u>Title</u>	<u>Phone</u>	<u>E-mail @nctcog.org</u>
<b>Streamline Project Delivery (Environmental)</b>			
Sandy Wesch	Project Engineer	817 704 5632	swesch
Nathan Drozd	Transportation Planner III	817 704 5635	ndrozd
<b>Sustainable Development &amp; Bike/Pedestrian</b>			
Patrick Mandapaka	Sr. Transportation Planner	817 704 2503	pmandapaka
Trey Ingram	Transportation Planner II	817 704 2505	tingram
<b>Fiscal Management Team</b>			
Emily Beckham	Grants and Contract Supervisor	817 608 2308	ebeckham

# TXDOT CONTACT INFORMATION

<u>Name</u>	<u>Title</u>	<u>Phone</u>	<u>E-mail @txdot.gov</u>
<b>TxDOT Dallas District</b>			
Wes McClure	Advanced Transp Plan Director	214 320 4461	wes.mcclure
Sandra Williams	Environmental Specialist	214 320 6686	sandra.williams2
Chelsea Dilday	Contract Specialist	214 320 6124	chelsea.dilday
Tamelia Spillman	Transp Planner	214 320 4476	tamelia.spillman
Dan Perge	Asst Advanced Project Engineer	214 320 6283	dan.perge
<b>TxDOT Fort Worth District</b>			
Loyl Bussell	Director of Transp Plan & Dev	817 370 6532	loyl.bussell
Michael Bolin	Advanced Transp Plan Director		michael.bolin
Shannon Hawkins	Transp Funding Specialist	817 370 6948	shannon.hawkins
Sara Finch	Transp Funding Specialist	817 370 6868	sara.finch
<b>TxDOT Paris District</b>			
Rick Mackey	Director of Transp Plan & Dev	903 737 9375	ricky.mackey
Penny Sansom	Transportation Planner	903 737 9373	penny.sansom

# QUESTIONS/COMMENTS