

TRANSPORTATION ALTERNATIVES (TA) SET-ASIDE 2019 SOLICITATION GUIDANCE – **FINAL 3/25/19**

PROJECT ELIGIBILITY

Per CTDOT guidance, 2019 solicitation applications may be submitted for the following types of projects: on-and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, community improvement activities, multi-use trail projects, and safe routes to school projects. For a project to receive TA funding it must:

1. Be submitted by an eligible entity with a complete application;
2. Be deliverable in FFY2021-2025 (design complete/construction started); and
3. Have a minimum cost of \$500,000 (projects are not to be combined to meet this minimum).

PROJECT FUNDING

The maximum federal share for TA Set-Aside projects is 80% for all phases (Design, ROW, and Construction), and therefore a minimum local funding commitment of 20% of project costs is required. Municipalities should plan to fund the entire local share.

As a result of this solicitation, CRCOG plans to select, approve, and submit to CTDOT approximately four new TA Set-Aside projects for funding. Because prioritized projects must be submitted by Transportation Management Area (TMA), CRCOG's Transportation Committee has agreed that one such project will be from the Naugatuck Valley Council of Governments (NVCOG) with the remainder coming from CRCOG towns.

CTDOT requires a minimum project size of \$500,000. All projects that meet or exceed this threshold will be considered. However, in order to fully utilize the available funding across approximately four projects, a project cost of \$1.5-\$2 million (federal share of \$1.2-\$1.6 million) is encouraged. Projects larger than \$2 million should demonstrate a local match significant enough to maintain a federal share of \$1.6 million. The final number of projects that will be advanced to CTDOT will be based upon project costs and available funding allocations.

NOTE: While this solicitation assumes the continuation of current funding levels and project eligibility, future legislation will dictate the number and type of projects that will be initiated under this program. Therefore, selection under this solicitation does not guarantee project eligibility or funding.

SCHEDULE

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| May 6, 2019 | Applications to CRCOG <u>by 3:00pm</u> |
| May 20, 2019 | Short List Selected and Notified / NVCOG Project Submitted to CRCOG |
| June 3, 2019 | Special Transportation Committee Meeting / Short List Presentation |
| June 17, 2019 | Approval by Transportation Committee, Acting as Policy Board |

CRCOG'S EVALUATION, SELECTION, AND RANKING PROCESS

CRCOG will conduct the following evaluation to select the candidate projects that will be submitted to CTDOT:

1. Review of Proposals and Selection of Candidate Project Short List

CRCOG staff will review and rate all proposals. Staff will identify the best 5-7 projects that will be invited to participate in the second phase of the process that is described below. The factors CRCOG staff will consider include:

- Eligibility of the project and how well the project fits the general program guidelines
- Completeness of the application, including how well the project is described and the quality of the cost estimate
- Evidence of local commitment to the project (match funding, public support, etc.)
- Consistency with regional planning documents such as CRCOG's Metropolitan Transportation Plan, Pedestrian and Bicycle and Plan, etc.

CRCOG Staff will notify applicants of their selection status by May 20, 2019.

2. Transportation Committee Review and Program Selection

The finalists will be invited to a Special Transportation Committee meeting to each give a brief (10-15 minutes) presentation on their proposals. Following each presentation, Committee members will be allowed to ask questions. This meeting will be held on June 3, 2019.

Following the presentations, each Committee member will rank the projects from first to last. It will be suggested that the Committee consider the following when ranking the projects:

- High number of potential users
- Safety benefit
- Cultural, historic, and aesthetic enhancement
- Length of useful life
- Relationship to other projects/future projects
- Economic development benefit
- Regional/statewide significance
- Environmental benefit/minimization of impact
- Supports multi-modal travel

3. Project Ranking

CRCOG staff will collect the evaluation forms from the Special Transportation Committee meeting, and each project's average ranking will be calculated. The CRCOG projects with the best average rankings will be advanced as funding allocations allow. It is anticipated that at least three CRCOG projects will be selected. While this process identifies the CRCOG projects and their relative priority, NVCOG will conduct its own solicitation for its best project, which must be included alongside the CRCOG projects in a single, prioritized list for the Hartford TMA.

CRCOG Staff will review the NVCOG project against the prioritized CRCOG projects that have been selected and ranked by the Transportation Committee. Using the same criteria as was used by Committee members for ranking the CRCOG projects, Staff will recommend what ranking the NVCOG project should receive. CRCOG Staff **will not** propose any changes to the relative order of the CRCOG projects against each other, but rather will identify where the NVCOG project

should be placed within the existing priority list, thereby adjusting the ranking of all projects at or below the NVCOG project's recommended ranking down by one position. CRCOG Staff will coordinate with NVCOG staff as needed to understand the regional significance of the NVCOG project. The recommended priority list will be shared with Transportation Committee for endorsement at the meeting on June 17, 2019.

4. Transportation Committee Endorsement / Policy Board Approval

CRCOG's Transportation Committee will endorse a final prioritized list of TA Set-Aside projects, including one from NVCOG, at their meeting on June 17, 2019. Because of the timing of this action, the Transportation Committee will also approve the recommendation in their capacity as the acting Policy Board. CRCOG will forward the approved projects to CTDOT as the TMA's prioritized recommendations for funding under the Transportation Alternatives Program.