

Change to Project Selection Procedures

NYSDOT has requested that CDTC (and other NYSMPOs as needed) change their project selection guidelines to allow the flexibility to move projects among all four years of the TIP and to make project selections from the fourth year of the TIP. This change will be necessary in order to use year four of the current TIP/STIP in the event approval of a new STIP is delayed beyond October 1, 2010.

To accommodate this, CDTC staff has edited guideline 4(a) to say “four” instead of “three”. The entire updated text regarding project selection guidelines follows. After approval, the new guidelines will appear on the CDTC web site, replacing the current ones.

PROJECT SELECTION FROM, AND AMENDING, THE TIP

With adoption of the 1994-99 TIP in July 1994, CDTC incorporated new language into the TIP regarding "Project Selection for an Approved TIP". The project selection criteria provided broad latitude to implementers (primarily NYSDOT and CDTA) for amending project schedules within the first three years of the TIP. It also provided broad latitude for changing fund sources within highway categories. The project selection criteria were supplemented by a revised set of TIP Amendment procedures adopted in conjunction with its formal Public Participation Procedures in December 1994.

Responsibility to make changes to the TIP is shown in the chart below.

TABLE 6

GUIDELINES FOR TIP CHANGES

Amendments dependent on another amendment requiring a higher level of action, also requires that level of action.

Type of Change	Responsibility		
	CDTA or NYSDOT	Planning Committee ¹	Policy Board ²
(1) Addition or Deletion			
(a) Addition of project from regional set-asides	---	Approve	---
(b) Addition of project under or equal to \$0.250M	---	Approve	---
(c) Addition of project over \$0.250M	---	Recommend	Approve
(d) Addition of project element under or equal to \$0.250M ³	Approve	---	---
(e) Addition of project element over \$0.250M ³	---	Approve	---
(f) Addition of STP Enhancement Project after approval by state advisory committee	---	Approve	---
(g) Combining two or more existing projects	---	Approve	---
(h) Other	---	Recommend	Approve
(2) Scope and Cost			
(a) Over 25% (minimum \$250 k) or over \$500 k ⁴	---	Approve	---
(b) Over 50% (minimum \$1M) or over \$3M ⁴	---	Recommend	Approve
(c) Scope change necessitating recalculation of system-level air quality conformity of non-exempt project	---	Recommend	Approve
(d) Other significant scope change ⁵	---	Approve	---
(e) Other	Approve	---	---
(3) Fund Source Change			
(a) Change between Title I federal fund sources ⁶	Approve	---	---
(b) Change from federal to non-federal fund source	Approve	---	---
(c) Change from non-federal to federal fund source	---	Recommend	Approve
(d) Change between Title III federal fund sources	---	Approve	---
(e) Any other federal fund source change	---	Recommend	Approve
(4) Schedule Change			
(a) All affected project elements are contained in the first four years of the TIP before and after the schedule change ⁷	Approve	---	---
(b) Any other schedule change	---	Approve	---

¹Changes requiring Planning Committee action are minor TIP amendments. The Planning Committee may defer approval to Policy Board, if desired.

² Changes requiring Policy Board action are major TIP amendments.

³ A project element is a phase of the project, such as construction or right-of-way acquisition.

⁴ Percentages are percentages of total project five-year plus committed column federal cost.

⁵ A significant scope change is a significant change to the project limits, type or scope.

⁶ Change from a capital fund source to Metropolitan Planning Funds (PL) requires UPWP action by CDTC.

⁷ This includes funds programmed in the "Committed" column of the TIP that are not obligated by September 30 of the Committed fiscal year.

