

**Transportation Improvement Program (TIP) Project Set-Aside Solicitation:
RG126 – Bridge Preservation Set-Aside for Non-State Roads
Project Justification Package
Part A: General Information and Instructions**

General Information: In order to apply for federal transportation funds a Project Justification Package (PJP) must be prepared for each project proposal. The PJP includes three parts:

- Part A describes PJP purpose, eligibility guidelines, deadlines, and contact information.
 - Part B asks for specific information about the proposed project.
 - Part C asks several questions about how the proposed project is related to the metropolitan transportation plan known as New Visions 2035 (www.cdtcmpo.org/rtp2035/2035.htm) and other local and statewide plans.
 - Part D provides an opportunity for attachments in support of the project.
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Purpose: The PJP asks for a variety of information that will be used by the CDTC staff to evaluate the merits of each candidate project. This information will be compiled and shared with the CDTC Planning Committee to guide the selection of new individual projects to be advanced within the 2013-18 Transportation Improvement Program’s “RG126 – Bridge Preservation Set-Aside for Non-State Roads.”

Project Sponsors: Project sponsors (the agencies designated to implement projects) are responsible for initiating requests for TIP programming, applying for programmed funds, and carrying their projects to completion. For this solicitation, project sponsors include the counties of Albany, Rensselaer, Saratoga and Schenectady, and the cities, villages, and towns within those counties with the exception of the Town of Moreau and the Village of South Glens Falls.

Funding and Eligibility: Bridge Preservation projects are eligible under this solicitation. Candidate bridges must be on Non-State, Federal Aid Roads. For more information regarding fund sources and associated eligibility see the Federal Aid Eligibility Criteria guidance document on the CDTC website (<http://www.cdtcmpo.org/tipdoc13/solicitation/eligible.pdf>).

In programming set-aside projects, CDTC will take into consideration the transportation funding expected to be available during the 2nd (2014-2015) and 3rd (2015-2016) years of the TIP. This funding may change when new federal transportation legislation is authorized or when existing legislation (MAP-21) is re-authorized.

Funding sources within the 2013-18 Transportation Improvement Program for eligible candidate projects in this solicitation include the following (dollar values are in \$ Millions):

<u>Fund Source</u>	<u>2014-15</u>	<u>2015-16</u>
NHPP	9.185 C	2.443 C
STP-Flex	0	2.101 C

- *NHPP funding may be applied to bridges located on the National Highway System (NHS).*
 - *STP-Flex funding is a flexible funding source which may be applied to bridges which are located on Federal-Aid Eligible roads and, for the programming of this set-aside, not located on the National Highway System (NHS).*
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CDTC Assistance: There will be no workshops for this solicitation. However, sponsors can at any time contact CDTC for assistance. If requested, CDTC staff will review your applications before submittal and offer suggestions for improvement. As always, our staff is available to answer any of your questions.

Project Evaluation and Selection: All submitted project proposals will be reviewed by CDTC staff, including but not limited to members of the Bridge Working Group. In addition, NYSDOT staff will assist in screening bridge preservation candidates for program eligibility and consistency. All project programming decisions for this set-aside will be made by the CDTC Planning Committee and Policy Board.

General information about CDTC’s TIP evaluation process is posted on the CDTC website (<http://www.cdtcmpo.org/tipdoc13/solicitation/solicitations.htm>). The evaluation for this RG126 Bridge Preservation Set-Aside for Non-State Roads includes consideration of all of the following information:

Agenda Item VII

- Non-State and Federal Aid Status. Only bridges located on Non-State, Federal-Aid roads will be evaluated. These will be funded by NHPP or STP-Flex funds, depending upon eligibility. This solicitation includes bridges located on the National Highway System (NHS) as well as bridges on Federal Aid Roads which are off the National Highway System (NHS).
- Bridge Condition. Only bridges that meet the following criteria will be evaluated for possible selection. For STP-Flex funding, bridge must have State Condition Rating (CR) of 5.5 or below, a Red/Yellow Flag, or element(s) deemed to be in near term risk (5 years) of failure. For NHPP funding, bridge must be on the National Highway System (NHS).
- Preservation Strategy. Only bridges which are targeted for element-specific repair will be evaluated for possible selection.
- Project benefit/cost ratio (to be calculated by CDTC).
- Whether bridge can be realistically obligated for construction in the year programmed. Projects which propose more limited repairs are more likely to meet this tight timeframe.
- Other information regarding the conditions and characteristics of the bridge and the proposed repairs.

Project Status: Making progress in implementing and completing local, federal-aid projects is critical. Too often local projects are not progressed, and very limited federal funding is not utilized. In order to urge local sponsors to progress projects, CDTC will continue a newly implemented rule for new projects awarded funding in this set-aside solicitation. If a sponsor does not obligate preliminary engineering funds in the federal fiscal year in which the project is programmed, the entire project will be removed from the TIP and federal funds will be returned to its source, in this case the appropriate regional set-aside. The project would then have no status. The CDTC Planning Committee can take action to approve exceptions to this rule at its discretion.

Electronic Information: A downloadable version of these forms in Microsoft Word and Adobe PDF format will be available on the CDTC website (<http://www.cdtempo.org>). The CDTC staff can provide additional applications via email or U.S. mail upon request.

Deadlines and Transmittal Instructions: One (1) hard copy and one (1) electronic copy of the completed PJP (Parts B & C) must be completed and returned to the CDTC office. Hard copies may be hand delivered or mailed and electronic copies may be provided via email to pjp@cdtempo.org or on CD/flash drive via hand delivery or regular mail.

Mailing address:	Michael V. Franchini, Executive Director	Phone: (518) 458-2161
	Capital District Transportation Committee	Fax: (518) 729-5764
	One Park Place, Main Floor	
	Albany, NY 12205	

CDTC Contact Information: For questions please contact Michael V. Franchini, Executive Director or David Jukins, Deputy Director of the CDTC staff at (518) 458-2161 or by email pjp@cdtempo.org.

**Transportation Improvement Program (TIP) Project Set-Aside Solicitation:
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Project Justification Package
Part B: Candidate Project Information**

Section 1: Sponsor Information

Project Name: _____

Project Location: _____

Project Sponsor (government body submitting the proposal): _____

Contact person with direct knowledge of the project (CDTC staff may need to contact this person for additional information)

Name: _____

Organization: _____

Title: _____

Street Address: _____

City/Zip: _____

County: _____

Telephone: _____

Email: _____

Place an "X" in the boxes to indicate that you have read and understand the following:

- _____ The sponsor has provided a signed cover letter from the chief elected official or equivalent along with this Project Justification Package.
 - _____ The sponsoring municipality or agency agrees to provide the minimum required local match (20% of the total project cost). NOTE: The 20% local match may be reduced depending on the project type, the federal fund source and the availability of Marchiselli funding.
 - _____ The sponsoring municipality or agency acknowledges that funds for locally administered federal aid projects will be provided on a reimbursement basis. The sponsor will be responsible for 100% of the upfront costs and will be reimbursed following completion of the project.
 - _____ The sponsoring municipality or agency acknowledges that any cost estimate may be adjusted by CDTC staff based on federal unit costs or other information related to federal aid projects.
 - _____ The sponsoring municipality or agency acknowledges that if preliminary engineering funds are not obligated in the federal fiscal year in which they are programmed, the entire project will be removed from the TIP and federal funds will be returned to their source, in this case the appropriate regional set-aside. The project would then have no status.
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Section 2: Project Information

1) Project Type:

Preservation of Bridges on Non-State Federal Aid Roads is the only project type applicable to this solicitation.

2) Project Purpose and Need:

Describe the general nature of the problem that the project intends to mitigate or fix. For example, what are the general deficiencies which currently exist? Are there additional safety, operational, historic preservation, or other issues which may impact the schedule or impact progressing the project under the strategy of an element specific repair? Are there additional studies which have made recommendations related to the proposed project?

3) Project Description:

Provide a description of the project including the key project elements. The specific preservation strategy should be identified.

4) Location Map:

Provide a location map that shows project boundaries, sketches, and/or renderings as an attachment to the completed Project Justification Package.

5) Existing and Proposed Conditions:

Please provide the following information for the existing conditions. Also note where proposed work alters these conditions. Indicate N/A if the data item is not present or is not applicable. (Attach detailed data summaries to this application, if needed.)

It is important that the existing and proposed conditions of the project area be provided as CDTC uses this information in the calculation of project benefits. Therefore, the answers to questions below should be provided as accurately as possible. If any project details vary by area within project or portion of project, provide information for each segment or location.

1. Is the project directly related to an existing federal aid project? If so, provided the PIN and TIP numbers: _____
2. BIN _____
3. County _____
4. Bridge Owner _____
5. Primary Maintainer _____
6. Road or Feature Carried _____
7. Road or Feature Crossed _____
8. Number of lanes and lane widths _____
9. Shoulder present? If yes, shoulder widths? _____
10. Sidewalks present? If yes, sidewalk widths? _____
11. Flags Present – list type(s) (Red/Yellow) _____
12. State Condition Rating (CR) _____
13. Other Known Issues Relating to Conditions, if any _____
14. On Federal Aid Road? (Y/N) _____
15. On National Highway System (NHS)? (Y/N) _____
16. Proposed Preservation Strategy to be Utilized (e.g., Rehabilitation, Element Specific Repairs, etc.) _____

17. Specific Component(s) to be Preserved, Repaired, or Replaced _____

18. All Federal-Aid transportation projects other than maintenance work must conform with New York State Complete Streets legislation. Describe how this applies to the proposed project. Describe any complete streets features that currently exist on the bridge itself and on the approaches as well as features which are proposed to be modified or added. Complete Streets features include sidewalks, lane striping, bicycle lanes, paved shoulders suitable for bicycling, etc. For more information please see <https://www.dot.ny.gov/programs/completestreets> _____

19. Any Ancillary Work Required to Complete Bridge Preservation Work _____

20. Are there any significant known safety issues proposed to be addressed with the element-specific preservation work? _____

21. Any Other Pertinent Details _____

6) Project Costs:

Accurate costs estimates are an important part of the benefit/cost scope of the project evaluation. Accurate cost estimates can prevent unintentional over-programming or under-programming of the TIP. It is equally important that the costs of the candidate projects be consistent so all projects are treated equally in evaluation. The latter indicates the value of an unbiased single source for all cost estimates.

Please provide a cost estimate and indicate its source. Preliminary cost information for project candidates has been produced by an engineering consultant within the scope of the Bridge Preservation study. This information is available from CDTC and may be utilized as the basis for the project cost estimate. Because local sponsors may possess additional knowledge, alternative or supplemental cost information may be used.

PROJECT COSTS - For all project types except as noted below:

A. Estimated Total Project Costs

Construction Costs (in 2015 \$)	\$ _____
+ Inspection Cost (10%)*	\$ _____
+ All Design Phases (10%)*	\$ _____
+ Right-of-Way	\$ _____
A.TOTAL**	\$ _____

B. Proposed Project Funding

Federal Funds Requested	\$ _____
+ Additional Local Funds	\$ _____
+ Funds from Other Sources	\$ _____
(Please list: _____)	
B. TOTAL**	\$ _____

Notes:

* Percentages shown are percentages of construction cost

** Total in A must equal Total in B.

All project cost estimates may be inflated by CDTC staff.

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Part C: Relationship to New Visions 2035 and Other Local & Statewide Plans**

Below, please briefly describe how the project is related to the long-range metropolitan transportation plan known as New Visions 2035 and its principles, strategies and actions. (<http://www.cdtcmpo.org/rtp2035/2035.htm>). It is assumed under this Bridge Preservation Set-Aside that the primary purpose of the candidate project is directly related to the Infrastructure Principle of New Visions. Therefore, please only describe whether the project addresses any of the following additional New Visions principles:

- Economic Development support
- Bicycle/Pedestrian transportation or transit improvement
- Safety and Security enhancement
- Traffic Reliability improvement
- Freight and goods movement support
- Environmental benefits/mitigation
- Any other New Visions principle

Is the candidate project related to any other local or statewide planning efforts? If so, please briefly describe.

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Part D: Attachments**

Please attach any additional relevant information as required in the application material or that will support the project application (i.e. engineering, planning studies, etc.)