CDTC TIP Application and Evaluation Update Project Status
March 30, 2021

CDTC staff continues to update the Transportation Improvement Program (TIP) application and evaluation process. The following summarizes the project status and the remaining schedule.

Web Based Project Application

- Reviewed and recommended the use of RSForms Pro! for the new project application.
- A draft application is being developed and will be reviewed at the May Planning Committee.
- Definitions for preservation versus beyond preservation project types are being developed and will be reviewed with the Planning Committee in May.

Merit Evaluation Score Sheet

- Staff internally reviewed proposed changes to the merit score sheet.
- The first draft will be reviewed with the Planning Committee at its April meeting and revised thereafter based on Planning Committee comments.

Evaluation Data Management

- Staff is developing a more efficient and faster ("one-touch") method to produce fact sheets and candidate project data tables using MS Access and Excel.
- The content of the fact sheets and candidate project data tables will remain as is, with some formatting changes.
- Draft fact sheets and candidate project data tables will be shared with the Planning Committee in May.

Remaining Schedule

May 5, 2021 Planning Committee Meeting – Present the draft application questions and share selected web based application tool; present draft project fact sheet and data table formats; additional merit score sheet discussion, if needed.

June 3, 2021 Policy Board Meeting – Provide an update on the project; gather input.

July 7, 2021 Planning Committee Meeting – Finalize and approve updated merit score sheet and recommend Policy Board approval.

August 4, 2021 Planning Committee Meeting – Finalize and approve updated application and recommend Policy Board approval; finalize the project fact sheet and data table formats.

September 2, 2021 Policy Board Meeting – Approve all changes recommended by the Planning Committee for use in the TIP solicitation, expected to begin in fall 2021.