

## **CDTC TIP Application and Evaluation Update Project Status April 26, 2021**

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

### **Web Based Project Application**

- Following development of a discussion paper, CDTC staff held a meeting on April 27<sup>th</sup> with NYSDOT regarding the definition of preservation and beyond preservation projects. Discussion with the Planning Committee is expected at its May meeting.
- A draft application form has been developed and the road project component is being tested. A demonstration of the Jotform application will be shared with the Planning Committee during its May meeting.
- Additional testing and refinement of the TIP application form will be undertaken in May and June prior to the July Planning Committee meeting.

### **Merit Evaluation Score Sheet**

- The draft merit score sheet was shared with the Planning Committee at its April meeting. The score sheet is being revised based on Planning Committee comments. A revision will be shared at the July meeting.

### **Evaluation Data Management**

- Staff has selected Microsoft Access as the master database for TIP project data.
- Draft spreadsheets are being developed along with an internal project tracking spreadsheet.
- Update of project factsheets and summary data tables will be revisited following finalization of the application and merit score sheet.

### **Remaining Schedule**

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. Continue discussion on preservation versus beyond preservation project definitions. Review project application form and draft fact sheet and data table formats.

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.