

2019-2022 Project Call: Question and Answer

Updated: January 9, 2017

	Comment	Response
1	For the Benefit/Cost Analysis, how are proposed bridge and grade-separation projects evaluated for safety need with regard to the Statewide Accident Rate statistics?	<p>Proposed bridge and grade-separation projects are evaluated using the same Benefit/Cost Analysis evaluation criteria as other roadway projects, which is based on average crash rates per vehicle mile traveled by facility class type and jurisdiction.</p> <p>As detailed in the three regional workshop presentations and at TAC, the criteria is not meant to replace the Highway Safety Improvement Program administered by TxDOT and FHWA, and which has its own separate, related funding source and regular call for projects and is able to use a more specific and robust application process that CAMPO does not have access to for TIP calls.</p>
2	With regard to corridor projects that include several improvements that could be standalone (e.g., intersection improvements, shoulders, added capacity, etc.), or have logical termini construction segments, will CAMPO award only for all the requested corridor-wide improvements, will CAMPO also award for individual stand-alone improvements within the corridor, and will CAMPO also award for an amount of funding (partial of the total requested funding) to be used at the sponsor’s discretion with regard to which individual standalone improvements would be constructed?	CAMPO will consider awarding funding for corridor projects or stand-alone improvement projects. The sponsor has the discretion to submit projects as they see fit, either together or separately. CAMPO will only be awarding funding based on the projects as they are submitted and evaluated. CAMPO will not be awarding funding to be used at the sponsor’s discretion.
3	If sponsor has the ability to let on-system project for construction, will CAMPO allow sponsor to let?	Yes, however CAMPO will not award funding to sponsors unless they have concurrence from TxDOT for on-system projects.
4	Has clarification been made on eligibility of right-of-way acquisition and utility relocation expenses? Will CAMPO follow TxDOT expense eligibility and share (local match) based on roadway classification?	Expense eligibility and cost-share requirements will follow state and federal requirements as applicable to the funding type awarded. Utility relocation expenses are not reimbursable under state law. Right-of-way is not currently going to be considered for funding in this project call.
5	If application is approved in May 2018 and project sponsor expends funds on eligible expenses between that time and Fiscal Year for which funding has been requested, will CAMPO consider those as eligible project expenses and reimburse project sponsor when Fiscal Year funds are made available?	Eligible expenses are not subject to reimbursement until the Advanced Funding Agreement (AFA) with TxDOT is executed.
6	Can support materials be submitted to CAMPO after February 9 call deadline to supplement an application (e.g., local government/agency resolutions/letters of support, economic development data, etc.)?	Support Materials that do not impact the evaluation of the planning factors and the cost/benefit analysis will be accepted after the deadline, which is now moved to January 18 th .
7	Will questions and answers be posted to the CAMPO website on a rolling basis?	Yes, the FAQ will be updated as needed. Please refer to the website for the most recent version.
8	Has a decision been made regarding the number of applications one entity may submit?	There are no limitations on the number of applications a sponsor may submit.
9	Will funds expended by project sponsors prior to application approval/award of funds be considered towards local match/overmatch?	Funding expended prior to the award will not be considered towards the local match.
10	How is the daily VHT calculated for projects with an open year after 2020, since these projects aren’t included in the 2020 travel demand model?	<p>As detailed in the three regional workshops, for projects in the roadway category, projects will be tested in the travel demand model in the 2020 and 2040 year. The 2020 model will be run both with and without the project to determine the VHT benefit difference. For projects not able to be included in the travel demand model, due to project type or size, a synchro style analysis will be used to estimate the order of magnitude benefits,</p> <p>Based on the year entered in the first tab of the spreadsheet for ‘year open to traffic’, the spreadsheet then either includes the year of benefits as a value saving for that year, or not – see column “O” on Tab 3.</p>

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11	Why does the annual VHT savings calculation begin in 2018 instead of the project open year? The spreadsheet shows that the annual VHT savings for years prior to the project open year won't be used in the analysis. However, by starting the savings calculation in 2018 and applying the demand growth factor to each year after 2018, the VHT savings for the open year appear to be inflated, which also inflates the value of delay savings.	Values 'inflated' with demand growth factors such as wage growth rate over time, or increased demand from growth of traffic over time as detailed by the growth in the model, are properly 'deflated' with a net present value calculation, as is common with benefit/cost analysis of the travel time benefits for transportation projects.
12	Does a negative annual VHT savings number and negative value of delay savings number mean that there aren't any VHT and value of delay savings, and that VHT and delay are increasing?	A 'negative' savings result is certainly worth review with the sponsor. Without additional details on the project, how the numbers were created in the model, ADT and capacities, it's not clear what is causing the result.
13	How to I select the most appropriate application for my project?	Some project are not clearly category specific or may include combinations for categories. To select the most appropriate application, please review the planning factors in the context of the project and select the category that would produce the highest score for the project. If the project still does not readily fit into a category, you can select the 'Other' Category and customize the application, however these projects will not be scored traditionally.
14	How do we determine the type of environmental document and how long would it take to complete?	Questions regarding the environmental process should be directed to TxDOT. The Local Government Project Procedures has guidance on the Environmental Process: http://www.txdot.gov/government/processes-procedures/lgp-toolkit/environmental/general.html and the Environmental Coordinator at TxDOT-Austin District is Shirley Nichols: Shirley.Nichols@txdot.gov .
15	Where can I find the regional crash data?	The regional crash data is available in the CBA spreadsheet which can be downloaded from the project call webpage.
16	Do resolution needs to be included in the Coordination and Agreements section?	The support documentation for the Funding Commitment and Coordination/Agreements does not need to be a resolution. We will evaluate whatever support you provide, as long as it definitively demonstrates the necessary information it will be accepted.
17	How will a lead- and co-sponsor application work with the AFA? Is it a three-party agreement? Or, a two-party agreement between Sponsor and TxDOT with the Sponsor responsible for compliance of the co-sponsor?	The AFA agreement will only be between the lead sponsor and TxDOT. The lead-sponsor and co-sponsor are responsible for any agreements between them, but the co-sponsor will not be involved with the AFA and are not party to any of the AFA contractual obligations. From the Project Call perspective, we will be evaluating and awarding the project under the lead-sponsor only, though co-sponsor support can play a factor in readiness and funding support.
18	For ITS and TDM projects, what is the expectation for the location map: a boundary of the area benefiting from the project which could be city-, and/or county- wide?	The location map should adequately represent the project-specific location. Whether this is dots on a map regarding signal improvements or service area provided, format is at the judgement of the sponsor based on the project. Additionally, you can add as many maps as you like in the Appendix.
19	Should we only submit ITS/TDM projects that can be evaluated by TOPS-BC? If not, how will others be evaluated?	Projects that cannot be evaluated with TOPS-BC tool will still receive a Cost/Benefit Analysis. CAMPO will evaluate the project type and then determine the best industry-standard methodology in which to evaluate the project. In this regard, the project sponsor can provide any information or suggested methodology to help CAMPO complete the evaluation.

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20	Is there flexibility with the deadline?	The deadline for submittal is January 18 th by 5:00 p.m. CT. Applications will not be accepted after the deadline so please be sure to submit your application package before the deadline.
21	The application form is not opening properly and says I need to update my Adobe Acrobat.	You will get this error message if you open the PDF form in your internet browser. Most browsers such as Chrome and Firefox will open the PDF by default even after download. Download the form to your desktop, hard-drive, or thumb drive and open it with your PDF program.
22	For the Active Transportation Cost-Benefit Analysis, if a given project is defined as a “service area” rather than a specific point or line, will the quarter-mile buffer used in the calculation of the number of TAZs influenced be drawn around that service area as we define it? The term “project limits” is used in the Project Criteria Manual Appendix B (p.35); how does this term differ from “service area” for the purposes of this call?	Without knowing more about the project proposed, if the proposed ‘service area’ as defined is meant to include walking-distance to the service, then it would appear to not be appropriate to also include an additional buffer. For example, during the testing phase of prior TIP projects, an application for multiple pedestrian-heads involved multiple TAZs, and so the multiple TAZs were included in the score.
23	The Project Selection Criteria manual notes that TDM Cost/Benefit Analysis data source and methodology is the Project Sponsor. Is there a time frame in which we should submit our methodology for TDM c/b analysis to you for review/approval?	To be fair to other applications, the material is due upon submittal of the application. To not do so puts reviewing staff and other jurisdictions at a disadvantage at not also having additional time to consider additional material, and also may put the TAC and TPB at disadvantage of not having the additional review or time to evaluate materials. Please consider the readiness criteria and the spirit of the Policy Board direction, that if the material is not readily available from a prior planning effort or off-the shelf reference material, that the project or program may be better suited to go through a planning process then apply for TIP implementation funding in the near-term.
24	Another municipality has a stake in a bridge project and though they won’t be contributing to the project, they are planning on passing a resolution affirming their support of our project. For our application, is a resolution enough to show support, or do we also need a letter of support in addition to the resolution?	A resolution will work fine. There is flexibility in coordination materials such as letters of support/resolutions etc. We don’t have any specific requirements for the coordination material, the materials just need to readily and conclusively confirm the appropriate information that we need for evaluation.
25	Would it be helpful to have letters of support from non-profit organizations for these projects in addition to letters of support we receive from other government entities?	Letters of support, though helpful in giving community context to projects, do not provide technical support to a project application and so they will not actually be considered in the scoring process as they do not directly impact the planning factor data analysis or whether a project is ready.
26	Is Right-of-Way eligible for funding in the project call?	Generally, Right-of-Way acquisition will not be considered for funding especially stand-alone acquisition requests. However, the sponsor can request Right-of-Way acquisition in their application by editing the drop-down boxes and addressing ROW in the Project Readiness section of the project. CAMPO will review the ROW funding request in the context of the overall project, how it affects implementation, whether we can accurately assess the ROW completion, amount other factors.
27	What constitutes a co-sponsorship?	Unless the co-sponsor is TxDOT, co-sponsors do not factor into the applications for the Project Call, TDCs, and subsequent agreements and obligations should funding or TDCs be awarded. This is because the Advanced Funding Agreement (AFA), federal awards, and TDCs can only be instituted through one sponsor only, and that sponsor is the one legally responsible for all provisions of the AFA, federal, state and TDC policies. The nature of the relationship that constitutes a co-sponsorship other than TxDOT is between the local governments and can take whatever form they choose as it is an agreement between them. For purposes of this call and applications we will be considering the applications, awards, and responsibilities through the lens of a single sponsor.

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<p>28</p>	<p>There appears to be some kind of image embedded in this form, but it's not clear what we're supposed to do here. Are we supposed to upload an image showing a map of what we're proposing?</p>	<p>Yes. There is an image-field in the form which you click and it will prompt you to select an image. The map must clearly show the limits or operational area of the project.</p>
<p>29</p>	<p>Can we use TDCs for the Financial Requirements section?</p>	<p>TDC are not considered match and so they will not meet the qualifications for the financial requirements. In order for federal funding to be awarded, sponsors must have committed funding for the match. Only when they have provided the local match, can TDCs be applied to allow the recipient of the federal funding to spend that match on a comparable transportation project. Additionally, the process for TDCs is separate from the project call, and though we will be evaluating TDCs concurrently, projects must meet the individual requirements of the project call and TDC policy separately.</p>
<p>30</p>	<p>What type of Cost-Benefit material do I need to provide for Transportation Demand Management projects?</p>	<p>The TDM category was not detailed during the TPB adoption process, but there was discussion that the provided material would be provided to the TAC and TPB with a staff evaluation and recommendation. Helpful supportive material to arrive at a recommendation should include cost-benefit material for similar situated program type, referenced pilot program, or result of a program development plan for a regional TDM. The application would do well to address the spirit of cost-benefit analysis in general, if not a recommendation to include before and after evaluation as part of the program. Reference(s) to measured outcomes from similar programs would be positive for the sponsor in this category, and it is likely in the applicant's interest to quantify those benefits to the extent possible so that they can be distributed and evaluated. In the unlikely chance that there are more than one TDM program application requests, the more complete proposal with supporting material and preliminary planning will be more highly considered.</p>
<p>31</p>	<p>There is a form on CAMPO's website regarding submission of an application that looks like a way to put files together, etc. Do we need to do it through that system or can we just e-mail it to you?</p>	<p>Applications must be submitted through the online portal provided. Emailed applications will not be accepted.</p>
<p>32</p>	<p>If a roadway project overlaps over several project category types, should we evaluate them as such and provide multiple analyses (e.g. both a safety cost analysis and the VHT monetized benefits)?</p>	<p>CAMPO is conducting the Cost-Benefit Analysis for submitted projects. For roadway projects we will be conducting a safety and VHT analysis. And again if the project is a primarily a roadway project but has other elements such as active transportation, submit under the roadway project application as the planning factors take multimodal elements into consideration. Again pick the most appropriate application for the project with consideration to its primary scope of work activities, CAMPO will provide the analysis based on the information in the applications.</p>
<p>33</p>	<p>Is there a method to combine HSIP Work Codes? If not, should we assume the best match based on the provided Safety Cost Benefit worksheet? Additionally, if two roadways with unique improvements are included within one single project, can those work codes be combined?</p>	<p>Please select only one HSIP Work Code. The one you select should be the one with the highest score that applies to the project. If there are two roadways with unique improvements under a single project, again pick the work activity with the highest score.</p>

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34	If we are going to do an “Other” form of application, how do we calculate the potential score of an “Other” application to see if it is the best fit for our project? When I fill in a sample of the “Other” application, I get yes/no questions but I do not see a generated “Planning Factors Score” similar to what is shown in the other formats. If we cant compare scores to scores, how do we determine the best format for an application?	The Other application form will not be scored traditionally. CAMPO will evaluate the application based on the merit of the information provided and make a general yes or no recommendation on the project. There is no numeric score assigned.
35	How do I determine project and sponsor eligibility?	Please review the <i>Guide to Federal Aid Programs and Projects</i> for specific eligibility questions (Page 172 to 188). During the review process CAMPO will look at the work activities of the project and determine which of the funding types we have available that the project is eligible for, which could be from all to none so it would be prudent to review the eligibility criteria to make sure your projects are eligible for at least one type of funding.