

Local Strategic Initiatives Program: 2021 Application

Idaho Local Highway Jurisdictions

Submittal Deadline: TBA



Local Highway Technical Assistance Council

3330 Grace Street
Boise, Idaho 83703
208-344-0565
Fax 208-344-0789
www.lhtac.org



INCLUDED IN THIS PACKET

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1. APPLICATION INFORMATION

1.1 PROGRAM BACKGROUND

During Governor Little's 2021 State of the State address he requested one time funding for transportation projects through the Strategic Initiative's Program fund. For 2021, the total local share of the one-time funding is approximately \$47.2M LHTAC will administer the local share through a Local Strategic Initiatives Program. *Per the law, eligible projects must be related to maintenance, and address safety and mobility.*

ELIGIBLE PROJECTS:

Projects should have all bid documents ready within 90 days of award and be completed by TBA. All Local Strategic Initiatives (SI) projects should be on the local system, and be maintenance of existing roadway/bridge facilities.

All Local Highway Jurisdictions are eligible to apply.

APPLICATION:

The application for the Local SI Program is included in this package, and can be found on the LHTAC website, www.LHTAC.org, under the **Programs** heading. The submittal package consists of the application sheet, the signed program agreement, pictures of proposed project, a plan set (if applicable) and a schedule to complete the project.

The application is due TBA and should be submitted electronically to applications@lhtac.org. The applications will be scored by members of the Local Highway Technical Assistance Council and Staff. Applicants will be notified of award when funds become available TBA.

Limit one application per Local Highway Jurisdiction (LHJ). Jurisdictions with over 200,000 in population may submit up to 2 applications.

FUNDING:

Funding for this program will be awarded as a grant, with a maximum of award of \$1M. The awarded LHJ is responsible for the administration of the project, and for completing the project within the timeframe given. The grant funds CANNOT be used for project match, or to reimburse the LHJ for any equipment or employee cost. Engineering cost (design and inspection) are limited to 10% of total grant amount on roadway projects and 20% of total grant amount on bridge projects.

Projects will be awarded based on total cumulative score. Funding will be provided when bid plans are received and approved by LHTAC. A mid-project written update is required by TBA. If bid plans are not received within 90 days of award notification, award funds may be granted to the next highest rated project with bid documents ready as determined by LHTAC staff. If the mid-project review is not received, the LHJ may be in jeopardy of receiving future grant funds.

Project close-out documentation and pictures are due by TBA.

For additional information, please contact LHTAC at (208) 344-0565.

2. PROGRAM GUIDANCE

2.1 PROGRAM GUIDANCE FOR 2021

Statement of Purpose: To publish guidelines for the new Local Strategic Initiatives Program.

Team: Local Highway Technical Assistance Council

Proposed guidelines and/or rules:

Basic Structure:

- All Local Highway Jurisdictions (LHJs) are eligible to apply
- Application available in **TBA**
- Application due **TBA** with a signed program agreement
- Projects should have all bid documents ready within 90 days of award, approximately **TBA**
- Project completed by **TBA**, with proper close-out documentation submitted

Application:

- Submit application via email to applications@lhtac.org

Scoring:

- Scored by members of LHTAC Council and Staff
- LHTAC staff to provide project recommendations to the LHTAC Executive Council

Funding:

- Fund approximately **\$47.2M** in projects
- Maximum award of \$1M (maximum project size can only be 1.5 x award amount)
- Provided as a “grant” for project that is awarded
- Unused funds must be returned
- No match required however local is responsible for project administration (bidding, awarding contract, documentation of project – before, during, and after)

Eligible use of funds:

- Hire contractor to perform work (state procurement rules must be followed)
- 10% of grant funds can be used for engineering services on a roadway project
- 20% of grant funds can be used for engineering services on a bridge project
- CANNOT be used for salaries, equipment fees, or to reimburse sponsor agency for any work
- CANNOT be used to reimburse or pay for any design or construction completed prior to award notification
- CANNOT be used for other project match, education, or outreach

Eligibility:

- Must be local highway jurisdiction to receive funds
- Maintenance or replacement of roadways or bridges
- Failure to complete project or comply with terms could jeopardize the opportunity for future funds

3. APPLICATION

3.1 APPLICATION QUESTIONS

Project Title: _____

Check One: Road Project: (maximum award \$1M)

Bridge Project: (maximum award \$1M)

Local Highway Jurisdiction Name: _____

Mailing Address (This can be a PO Box): _____

Also include a Physical address as we cannot send checks FedEx to a PO Box: _____

*Contact Name: _____

Phone: _____

Email: _____

*Please list the person from your LHJ we should call if we have any questions on this project application.

Amount Requesting: _____

Total Amount of Project: _____

Amount and source of other funds: _____

Please provide the following supportive information in the order listed below.

1. Provide a description of the proposed project. Include the importance and need of the project, the regional benefit, and the overall safety impact to the system. (limit 1 page).
2. Please provide project scope, construction limits and permits, schedule and an estimate.
3. Do you have all right-of-way (R/W) for your project? Explain (limit ½ page) and provide documentation of R/W, easements or commitments.
4. Are your engineering plans ready to bid or will they be ready by TBA? Provide explanation of progress to date, and evidence of current project development (plan set).
5. How does your project address safety? Do you have evidence or data to support your answer? (limit 1 page)
6. How does your project address mobility? Please explain mobility aspect. (limit ½ page)
7. Is the project on a critical commerce route? Please explain. (limit ½ page)
8. Do you have community support for your project? Please include unique letters of support from the community including fire department, police department, school district, etc. (Limit – 5 single page letters)

3.2 PROGRAM AGREEMENT FORM

Please complete the form and have a signing authority sign the bottom of the form.
Return this form with your completed application.

Local Highway Jurisdiction: _____

Signing Authority: _____

Position: _____

Project Name: _____

Receiving this grant requires the Local Highway Jurisdiction agree to the following program requirements;

- Provide bid documents to LHTAC by **TBA**.
- Prepare mid-project update to LHTAC by **TBA**.
- Provide LHTAC with a construction schedule before construction begins.
- Follow State Procurement Rules for advertising, bidding and award of contracts
- Provide accounting, before and after pictures and close-out summary form upon project completion
- Complete project construction by **TBA**.

ACKNOWLEDGED BY

SIGNATURE

4. SCORING

4.1 SUGGESTED SCORING

1. Description of project; 15 pts
 - a. Excellent description including need, agency & financial benefit + Safety; 15 pts
 - b. Excellent description including need, agency & financial benefit, 10-14 pts
 - c. Adequate description of need/benefit, 5-9 pts
 - d. Poor description of need/benefit, 0-4 pts
2. Scope, limits, estimate; 15 pts (staff to score)
 - a. Feasible scope/schedule, project size, necessary permits/environmental agreements, reasonable estimate; 11-15 pts
 - b. Some concerns with scope, schedule, estimate etc.; 6-10 pts
 - c. Major concerns with scope, estimate; 1-5 pts
3. R/W or easements; 10 pts
 - a. If no additional R/W is needed (own property, have executed property use agreements/easements, etc.); 10 pts
 - b. May need property use agreement for small amount of work on property, or if LHJ has letters of commitments; 5-9 pts
 - c. R/W needs to be acquired including # of parcels; 1-4 pts
4. Bid Ready; 20 pts (staff to score)
 - a. Plans in hand, ready to bid; 17-20 pts
 - b. 75% plans or feasible to develop by April 1, 2018 (verified by scope); 12-16 pts
 - c. 50% plans, needs considerable; 8-11 pts
 - d. 25% plans; 4-7 pts
 - e. Concept/less; 1-3 pts
5. Safety; 10 pts
 - a. If answer includes hard data (crashes, reported near misses, skid marks, etc.) and does an excellent job of explaining safety impacts; 9-10 pts
 - b. If answer includes soft data, and excellent job of explaining safety impacts; 5-8 pts
 - c. If answer includes no data, and does an excellent job of explaining safety impacts; 3-4 pts
 - d. If answer does an adequate job of explaining safety impacts; 1-2 pts
6. Mobility; 10 pts
 - a. Does it improve mobility for all users; trucks, passenger vehicles, and alternative transportation users; 8-10 pts
 - b. Does it improve mobility for 2 of the 3 users; 4-7 pts
 - c. Does it improve mobility for any users; 1-3 pts
7. Commerce; 10 pts
 - a. If the project is to improve a travel way that is currently restricting commerce; 9-10 pts
 - b. If project is on the route that serves as the primary active travel way for manufacturing, agriculture, federal lands or the business district; 5-8 pts
 - c. Other explanation; 1-4 pts
8. Support; 10 pts
 - a. Unique, diverse, and excellent letters or statements of support; 8-10 pts
 - b. Form letters or non-diverse letters of support; 4-7 pts
 - c. Poor community support; 1-3 pts

Children Pedestrian Safety Program: 2021 Application

Idaho Cities, Counties and Highway Districts

Submittal Deadline: TBA



Local Highway Technical Assistance Council

3330 Grace Street

Boise, Idaho 83703

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4. [SCORING](#)

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1. APPLICATION INFORMATION

1.1 PROGRAM BACKGROUND

During Governor Little's 2021 State of the State address he requested one time funding for bicycle and pedestrian projects, herein called Children Pedestrian Safety. For 2021, the amount available for Children Pedestrian Safety Program projects is \$2M. The Local Highway Technical Assistance Council (LHTAC) will administer the Children Pedestrian Safety Program. Per the law, eligible projects must be related to maintenance, and address safety and mobility.

Similar to the Local Strategic Initiatives program the project should be "shovel ready" and construction must be completed by late fall/early winter 2021.

ELIGIBLE PROJECTS:

Projects should be "bid ready" within 90 days of award. The bicycle and pedestrian projects must still be considered maintenance. This includes but is not limited to;

- paths/sidewalks along or adjacent to an existing roadway
- connecting sidewalks/paths between two terminal points
- ADA ramps
- pedestrian crossing facilities across an existing roadway including signing and/or signalization
- paving an existing pathway

APPLICATION:

The application for the Children Pedestrian Safety Program is included in this package, and can be found on the LHTAC website, www.LHTAC.org, under the Programs Heading. The submittal package consists of the application sheet, the signed program agreement and a schedule to complete the project.

The application is due TBA and should be submitted electronically to applications@lhtac.org. The applications will be scored by members of the Transportation Alternatives Program (TAP) Selection and Evaluation Committee. Applicants will be notified of award TBA, with funds available shortly thereafter.

Limit one application per City, County, or Highway District.

FUNDING:

Funding for this program will be awarded as a grant, with a maximum of award of \$250k. The awarded agency is responsible for the administration of the project, and for completing the project within the timeframe given. The grant funds CANNOT be used for development services fees, project match, education/outreach, or to reimburse the local agency for any equipment or employee cost.

All expenditures of these funds must follow the Idaho Local Governments "Procurement and Public Works Contracting" guidelines available on the LHTAC website in the Local SI section. Idaho Statutes for Public Works Contractors and Idaho Code for procurement must be followed. For additional information, please contact LHTAC at (208) 344-0565.

2. PROGRAM GUIDANCE

2.1 PROGRAM GUIDANCE FOR 2021

Statement of Purpose: To share guidelines for the new program addressing Children Pedestrian Safety per House Bill 334.

Team: Idaho Transportation Department & Local Highway Technical Assistance Council

Proposed guidelines and/or rules:

Basic Structure:

- Application available by TBA
- Application due TBA
- Projects should be “bid ready” within 90 days of award, approximately TBA
- Project completed by TBA
- City, County, or Highway District required to submit a signed agreement with terms of program
- Projects along state route will require concurrence from the ITD District, and include a maintenance agreement

Application:

- One joint (state and local) application process for the program
- Applications can be on the local system, state system, or both systems
- Limit of one application per City, County, or Highway District

Scoring:

- Transportation Alternatives Program (TAP) Selection and Evaluation Committee to score applications
- LHTAC staff to provide project recommendations to the LHTAC Council

Funding:

- Fund up to \$2M in projects
- Funding anticipated in early spring 2021 (dependent on legislature)
- Maximum award of \$250K
- Provided as a “grant” for project awarded
- Unused funds to be returned
- No match required however local is responsible for project administration
- Local can contribute in-kind services to stretch limits of the project

Eligible use of funds:

- Purchase material (state procurement rules must be followed)
- Hire contractor to perform work (state procurement rules must be followed)
- CANNOT be used for salaries, equipment fees, or to reimburse sponsor agency for any work
- CANNOT be used for other project match, education, or outreach
- CANNOT be used for project development services or fees

Eligibility:

- Must be local agency to receive funds
- Must be “maintenance” of existing pedestrian facility or adjacent to an existing roadway
- Failure to complete project or comply with terms could jeopardize the opportunity for future funds

3. APPLICATION

3.1 APPLICATION QUESTIONS

Project Title: _____

City, County, or Highway District Name: _____

Mailing Address (This can be a PO Box): _____

Also include a Physical address as we cannot send checks FedEx to a PO Box: _____

*Contact Name: _____

Phone: _____

Email: _____

*Please list the person from your agency we should call if we have any questions on this project application.

Amount Requesting: _____

Total Amount of Project: _____

Amount and source of other funds: _____

Include a copy of the project **Schedule**.

Include a copy of the **Program Agreement and Maintenance Agreement if applicable**.

Please provide the following supportive information in the order listed below.

1. How does your project provide direct impact to children pedestrians? (limit ½ page)
2. How does your project address safety? Do you have evidence or data to support your answer? (limit 1 page)
3. How does your project address mobility? Does it tie into an existing pedestrian system and/or provide connectivity? Is it supported by a transportation and/or pedestrian plan? (limit ½ page)
4. Do you own the right-of-way or easements for your project? If not, do you have commitment letters and/or agreements to ensure the right-of-way or easements can be acquired timely for assurance that the project can be completed within the specified time frame?
5. Do you have support from your community and/or neighboring agencies? Limit 5 pages (can be letters, emails, etc.).
6. Do you have letters of commitment from other partners to perform work or donate services/material to complete the project (beyond project funds)?

3.2 PROGRAM AGREEMENT FORM

Please complete the form and have a signing authority sign the bottom of the form.
Return this form with your completed application.

City, County or Highway District: _____

Signing Authority: _____

Position: _____

Project Name: _____

Receiving this grant requires the City, County, or Highway District agrees to the following program requirements;

- Receive concurrence from ITD if the project is in the state right-of-way or along a state route (provide verification with your application).
- Pay for and/or complete project design and plans.
- Provide LHTAC with a construction schedule before construction begins.
- Prepare mid-project update to LHTAC by **TBA**.
- Follow State Procurement Rules for advertising, bidding and award of contracts.
- Provide accounting, before and after pictures and close-out summary form upon project completion.
- Complete project construction by **TBA**.

ACKNOWLEDGED BY

SIGNATURE

4. SCORING

4.1 SUGGESTED SCORING

1. Children; 20 pts
 - a. If project primarily impacts children; 16-20 pts
 - b. Equal number of children and other users; 8-15 pts
 - c. Primarily other recreational users; 1-7 pts
2. Safety; 20 pts
 - a. If answer includes hard data (crashes, reported near misses, skid marks etc) and does an excellent job of explaining safety impacts; 16-20 pts
 - b. If answer includes soft data, and excellent job of explaining safety impacts; 10-15 pts
 - c. If answer includes no data, and does an excellent job of explaining safety impacts; 3-9 pts
 - d. If answer does an adequate job of explaining safety impacts; 1-2 pts
3. Mobility; 20 pts

** If project is supported by a transportation/pedestrian plan, add 1 pt to score below **

 - a. If project is connecting existing pedestrian system; 16-19 pts
 - b. If project is providing connectivity between destinations/locations or improving existing facilities; 12-15 pts
 - c. If project enhances mobility at a crossing; 8-11 pts
 - d. ADA Ramps and/or other projects; 1-7 pts
4. R/W or easements; 10 pts
 - a. If no R/W is needed (own property, have executed agreements, etc); 10 pts
 - b. If agency has letters of commitments; 4-8 pts
 - c. R/W needs to be acquired; 1-3 pts
5. Support; 10 pts
 - a. Unique, diverse, and excellent letters or statement of support; 8-10 pts
 - b. Form letters or non-diverse letters of support; 4-7 pts
 - c. Poor community support; 1-3 pts
6. Partners; 5 pts
 - a. Various commitments, letters, services, etc; 1-5 pts