Regional Planning Affiliation 8 (RPA 8)

Small City Surface Transportation Program

APPLICATION INSTRUCTIONS

For Federal Fiscal Year 2022

Note:

The Application should be mailed to the address below on or before 3:00 PM of April 30th, 2018.

Prepared By:
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7600 Commerce Park
Dubuque, IA 52002

Website: www.eciatrans.org/rpa8

General RPA Funding Guide to Transportation Surface Transportation Block Grant (STBG) Projects

The Regional Planning Affiliation (RPA) tech Committee oversees the program that provides funds to sponsors of transportation projects that expand travel choices and enhance the transportation experience. This committee reviews, scores, and recommends project applications requesting Surface Transportation Block Grant Program (STBG) funds. Their recommendations are given to the RPA Policy Committee for approval. The committee consists of a rotating balance of local government and public works officials in the region.

The RPA Tech committee follows the rules and regulations pertaining to the program as set forth in the Federal Highway Administration. However, some additional restrictions have been placed to make the program more efficient and maximize the federal dollars used for construction activities.

Project Obligation:

The project should be obligated (The money for a project becomes "obligated" once the moneys have gone from the "promise" to actually being in an account) **within two Federal Fiscal years which includes the Federal Fiscal year that the funding got programmed in RPA 8 Transportation Improvement Program (TIP). The Federal Fiscal year starts on October 1st of the current calendar year and goes until September 30th of the next calendar year. If funds have not been obligated at the end of the two year time period the funds will be returned to RPA 8.**

FHWA Authorization of Construction Costs

As part of the letting process, the Iowa DOT obtains FHWA Authorization for the costs of the proposed construction contract. FHWA Authorization will be requested based on the plans, specifications, and estimate (PS&E) submitted by the Local Public Agency (LPA). If the bids come in significantly higher or lower than the estimate, the FHWA Authorization may be adjusted accordingly, provided that sufficient Federal funds are available for the project. The Iowa DOT requires that the LPA budget sufficient funds and be prepared to award a contract for bids that are up to 110% of the LPA's estimate. The RPA 8 will not be providing additional funding then approved if the bids comes higher than anticipated.

Please see below for FEDERAL AID PROJECT DEVELOPMENT GUIDE

http://www.iowadot.gov/local_systems/publications/im/guide.pdf

Sponsor/Applicant Agency: _____

Project Title: _____

SURFACE TRANSPORTATION BLOCK GRANT PROGRAM APPLICATION

GENERAL INFORMATION

Sponsor/Applicant Agency: _____

Lead agency in multi-jurisdictional project: _____

Contact Person (Name and Title): _____

Mailing Address: _____

City: _____ Zip: _____

Phone Number: _____ Fax Number: _____

E-Mail Address: _____

PROJECT INFORMATION

Project Title: _____

Location of Facility: _____

Distance: (indicate miles or feet) _____

From: _____ To: _____

Classification of project (check those that apply):

- ☐ Construction, reconstruction, resurfacing, restoration, and rehabilitation
- ☐ Capital costs for transit projects for publicly or privately owned intra-city or inter-city bus terminal or facilities
- ☐ Highway and transit safety or facilities
- ☐ Capital and operating costs for traffic management and control
- ☐ Surface transportation planning, highway and transit technology transfer activities, and research and development
- ☐ Operational improvements
- ☐ Fringe and corridor parking facilities
- ☐ Most transportation control measures in the Clean Air Act

- ☐ Development and establishment of management systems
- ☐ Environmental Provisions (i.e., natural habitat mitigation, storm water retrofit, and anti-icing and deicing)
- ☐ Modifications of sidewalks to meet ADA requirements
- ☐ Infrastructure based ITS capital improvements

Provide a detailed project description including existing conditions, concept of the proposed project and work to be performed, and the public input process that has been or will be followed:

_____

Describe the work plan and schedule for project completion including current project status if project has previously begun or has multiple phases (no more than half a page).

_____

Describe to what extent other components of the project have been completed or implemented and the funding for those components (no more than half a page).

_____

PROJECT INVESTMENT INFORMATION

Project Title (As stated on Page 2): _____

BUDGET:

Cost	Amount	Percent
Acquisition of Land	$	%
Construction Engineering	$	%
Preliminary Engineering	$	%
Construction/Materials Costs	$	%
Utility Relocation	$	%
In-Kind Contribution*	$	%
Other*	$	%
Total Cost of Project	**$**	**%**

* Explain the use of any in-kind contributions or other costs that are associated with this project:

_____

FUNDING:

Funding Source	Amount	Percent
Region 8 Federal STBG Funds (Not to exceed 80% of total project funds)	$	%
Other Federal, STBP, or TAP Funds*	$	%
State Funds*	$	%
Local or Other Match (Not less than 20% of total project funds)	$	%
Total Project Funding	**$**	**%**

*** Explain the use of any state or other federal funds that are being used for this project:**

_____

ECONOMIC DEVELOPMENT INFORMATION

Describe how this project promotes general economic development locally and regionally.

_____

Does this project enhance or improve tourism? If yes, please explain.

_____

Does this project specifically improve or enhance or maintain movement of freight and services? If yes, please explain.

_____

Does this project improve or enhance or maintain the movement of workers? If yes, please explain.

_____

Does this project improve or maintain access to jobs and opportunities? If yes, please explain.

_____

Does this project Improves access to other transportation facilities including air, water, rail, truck, multimodal, etc? If yes, please explain.

_____

SYSTEM PRESERVATION INFORMATION

What is the current surface type of the facility?

- ☐ Gravel
- ☐ Sealcoat, poor base
- ☐ Low type asphalt, good base
- ☐ Pavement, asphalt, portland

What is the current pavement condition of the roadway? (Entered by RPA 8)

Please enter most current AADT count (Entered by RPA 8):

Please enter a 10-Year Projected Traffic Volume (Entered by RPA 8):

What is the current total number of lanes on the roadway? _____

SAFETY INFORMATION

Please complete the accident analysis below and the following questions.

List any documented safety problems related to the project:

_____

List any safety improvements related to the project. Safety improvements must be listed on the approved safety improvements list on pages 9, 10, and 11.

_____

What is the ratio of total project cost to cost of safety improvements? (Highlight safety improvements costs in Attachment D Itemized Cost Estimate)

Total Project Cost: $

Safety Improvement Cost: $

Ratio: %

ACCESSIBILITY AND MOBILITY INFORMATION

Current Volume/Capacity Ratio (Entered by RPA 8): _____

Projected Volume Capacity Ratio after project completion (Entered by RPA 8): _____

As mandated by FAST ACT, projects are intended to compliment intermodal transportation serving jurisdictions within RPA 8 (Clinton, Delaware, Dubuque, and Jackson Counties). Please state in your own words to what extent this project fulfills the intent of FAST ACT (no more than half a page).

_____

INTEGRATION AND CONNECTIVITY INFORMATION

Will the proposed project (please check all that apply):	YES	NO
▪ Provide bus stop pull-outs or shelters	☐	☐
▪ Separate bicycle and/or pedestrian roadways and sidewalks	☐	☐
▪ Increase freight carrying potential	☐	☐
▪ Improve access to meet ADA requirements	☐	☐
▪ Create a designated turning lane	☐	☐
▪ Create additional shoulder space	☐	☐
▪ Upgrade or improve any rail crossings	☐	☐
▪ Improve roadways adjacent to a barge terminal	☐	☐
▪ Improve airport access	☐	☐
▪ Be located on or improve a transit route	☐	☐

Provide a brief geographic description of the project, including but not limited to: description of project area, relationship of project to local and regional transportation system (no more than half a page).

Local and Regional Factors Information

Does the proposed project conform with any local, regional or state planning document?

☐ Yes ☐ No If yes, please list documents: _____

Does the project involve more than one project sponsor? ☐ Yes ☐ No

If yes, please list other project sponsors: _____

Explain how this project will contribute to both the local and regional transportation system.

_____

Documentation and Narrative Information

The following documents and narratives must be attached to this application. In the upper right-hand corner of each document or narrative write the corresponding letter shown below.

☐ **A.** A **MAP** identifying the location of the project (11 x 17 or smaller).

☐ **B.** An **OFFICIAL ENDORSEMENT** from the authority stating its commitment of matching funds and commitment of project maintenance. For the project maintenance portion of the resolution, it should state, "The Sponsoring Agent shall maintain, or cause to be maintained, the completed improvements in a manner acceptable to the IDOT and the FHWA."

☐ **C.** A **TIME SCHEDULE** for the total project development.

☐ **D.** An **ITEMIZED BREAKDOWN** of the total project costs. If safety improvements are part of this project, be sure to include and highlight these improvements in the cost estimate.

☐ **E.** **DIGITAL PHOTOGRAPHS** showing the existing conditions and the location of the project.

APPROVED SAFETY IMPROVEMENTS LIST

1. Provide advance warning signs
2. Provide advance guide signs and street name signs
3. Provide all-red clearance at signalized intersections
4. Provide more protected left signal phases at busy intersections
5. Improve roadway delineation
6. Replace painted channelization with raised channelization
7. Improve lighting at intersections, horizontal curves, and railroad grade crossings
8. Reduce intersection skew angle
9. Remove, relocate, or shield driver from trees, utility poles, or other obstructions in hazardous locations
10. Modify roadside clear zone in the vicinity of trees
11. Install profiled thermoplastic stripes for centerlines
12. Provide center two way left turn lanes for two and four lane roads
13. Reallocate total two lane roadway width (lane and shoulder) to include a narrow "buffer median"
14. Use alternating passing lanes or four lane sections at key locations
15. Install median barriers for narrow width medians or multilane roads
16. Provide wider cross sections on two lane roads
17. Provide bypass lanes on shoulders at T-intersections
18. Restrict or eliminate turning maneuvers by signing
19. Restrict or eliminate turning maneuvers by providing channelization or closing median openings
20. Eliminate parking that restricts sight distance
21. Retime adjacent signals to create gaps at stop controlled intersections
22. Improve visibility of intersections by providing enhanced signing and delineation
23. Install larger regulatory and warning signs at intersections
24. Provide dashed markings (extended left edge lines) for major roadway continuity at divided highway intersections
25. Provide pavement markings with supplementary messages, such as Stop Ahead
26. Install flashing beacons at stop-controlled intersections
27. Provide all way stop control at appropriate intersections

28. Post appropriate speed limit on intersection approaches
29. Provide turn path markings
30. Provide a double yellow centerline on the median opening of a divided highway at intersections
31. Provide lane assignment signing or marking at complex intersections
32. Implement driveway closures, relocations, or turn restrictions
33. Provide left turn lanes at intersections
34. Provide longer left turn lanes at intersections
35. Provide offset left turn lanes at intersections
36. Provide right turn lanes at intersections
37. Provide longer right turn lanes at intersections
38. Provide offset right turn lanes at intersections
39. Provide full width paved shoulders in intersection areas
40. Convert offset T-intersections to four legged intersections
41. Realign intersection approaches to reduce or eliminate intersection skew
42. Use indirect left turn treatments to minimize conflicts at divided highway intersections
43. Improve pedestrian and bicycle facilities to reduce conflicts between motorists and non motorists
44. Install splitter islands on the minor road approach to an intersection
45. Provide traffic calming on intersection approaches through a combination of geometrics and traffic control devices
46. Close or relocate high risk intersections
47. Change horizontal and/or vertical alignment of approaches to provide more sight distance
48. Avoid signalizing on through roads
49. Provide roundabouts at appropriate locations
50. Provide enhanced delineation of sharp curves
51. Provide enhanced pavement markings
52. Remove/relocate objects in hazardous locations
53. Provide skid resistant pavements
54. Eliminate shoulder or edge drop offs
55. Provide should treatments or four lane sections at key locations
56. Design safer slopes and ditches
57. Improve roadside hardware
58. Improve barrier and attenuation systems
59. Improve horizontal curve geometry
60. Provide advance warning of unexpected changes in horizontal alignment
61. Install rumble strips on shoulder, centerline, midlane, or intersection approaches
62. Provide grooved pavement
63. Provide lighting of the curve
64. Provide dynamic curve warning system
65. Add or improve roadside hardware
66. Improve design and application of barrier and attenuation systems
67. Widen the roadway
68. Improve or restore super elevation
69. Install automated anti-icing systems
70. Design safer slopes and ditches to prevent rollovers
71. Apply traffic calming measures to reduce speeds

72. Place utilities underground
73. Provide crosswalk enhancements
74. Implement road narrowing measures
75. Install signals to alert motorists that pedestrians are crossing
76. Install or upgrade traffic and pedestrian signals
77. Provide pedestrian refuge islands and raised medians
78. Provide vehicle restriction/diversion measures
79. Implement lighting/crosswalk illumination measures
80. Provide sidewalks/walkways with curb ramps
81. Install overpasses/underpasses
82. Clear sight triangles
83. Improve visibility of intersection on approaches
84. Improve visibility of signals and sign at intersections
85. Remove unwarranted signal
86. Restrict cross median access near intersections
87. Employ signal coordination
88. Provide/improve left turn channelization
89. Provide/improve right turn channelization
90. Improve drainage in intersection and on approaches
91. Provide skid resistance in intersection and on approaches
92. Redesign approaches

Surface Transportation Block Grant Program Evaluation Criteria

Economic Vitality: 200 Points (20%)

System Preservation: 400 Points (40%)

Safety: 200 Points (20%)

Integration and Connectivity: 75 Points (7.5%)

Local and Regional Factors: 125 Points (12.5%)

TOTAL POINTS AVAILABLE: 1000 (100%)

The process for project prioritization and ratings will be the following:

1. Projects are submitted to RPA 8, with all required information no later than final submittal date set by RPA 8.

2. Applications will be compiled for the Subcommittee for STP funding distribution. The Subcommittee will then meet and rank the projects based on the evaluation criteria adopted by the Board. The subcommittee will submit the list to RPA 8 Tech and Policy Boards.

3. The Tech Board will provide their input to Policy Board. The Policy Board will review the ranking list and associated documentation and prepare a draft Transportation Improvement Program for inclusion into the Iowa State Transportation Improvement Program.

Please refer to the Application Guide for additional information on scoring criteria.

EVALUATION CRITERIA

This section will provide information specifically for the competitive rating section of the Region 8 STP Application. The information is ordered by rating criteria developed from the seven MAP 21 planning factors that are meant to guide federal-aid projects funded by MAP 21 legislation.

The Transportation Advisory Committee will rank the projects according to subjective and objective scoring factors. All scores will be sent to the Policy Board for review and TIP construction.

ECONOMIC VITALITY

200 Total Points Available

The Economic Vitality section of the application is designed to measure the economic impact that a proposed project will have locally and regionally. All of the rating in this section is subjective. Members of the Transportation Advisory Committee will rate the effects that the proposed project will have on the rating criteria based on the merits of the project. Below illustrates how the 200 points are distributed for each project:

50 Points - Project promotes general economic development.
30 Points - Project specifically enhances or improves tourism.
30 Points - Project specifically improves or enhances movement of freight and services.
30 Points - Project improves or enhances movement of workers.
30 Points - Project improves access to jobs and business opportunities.
30 Points - Project improves access to other transportation facilities including air, water, rail, multimodal, etc.

SYSTEM PRESERVATION

400 Total Points Available

Points are awarded based on current surface type, current pavement condition, current AADT, and future AADT. The information for each of the previously mentioned

categories is plugged into a formula and the point value is determined by where the formula solution fits into the points range. Below is an example of how the system preservation formula may be applied to a proposed project:

1) Surface Type: Portland Concrete 1
2) Facility Condition: 2
3) Existing AADT: 5,800
4) 10-year projected AADT: 6,400

Formula 1: [(Existing AADT + 10 Year AADT)/1000/2]
Formula 2: [(Formula 1 Answer/2)*(Surface Type)*(Facility Condition)]

Formula 1: [(5,800 + 6,400)/1,000/2] = 6.1
Formula 2: [(6.1/2)*(1)*(2)]= 6.1 = **Project awarded 52 Points as shown in the table below**

System Preservation Scoring Criteria

Range	Points	Range	Points
<.50	4	12.51-13.00	112
0.51-1.00	8	13.01-13.50	124
1.01-1.50	12	13.51-14.00	136
1.51-2.00	16	14.01-14.50	148
2.01-2.50	20	14.51-15.00	160
2.51-3.00	24	15.01-15.50	172
3.01-3.50	28	15.51-16.00	184
3.51-4.00	32	16.01-16.50	196
4.01-4.50	36	16.51-17.00	208
4.51-5.00	40	17.01-17.50	220
5.01-5.50	44	17.51-18.00	232
5.51-6.00	48	18.01-18.50	244
6.01-6.50	52	18.51-19.00	256
6.51-7.00	56	19.01-19.50	268
7.01-7.50	60	19.51-20.00	280
7.51-8.00	64	20.01-20.50	292
8.01-8.50	68	20.51-21.00	304
8.51-9.00	72	21.01-21.50	316
9.01-9.50	76	21.51-22.00	328
9.51-10.00	80	22.01-22.50	340
10.01-10.50	84	22.51-23.00	352
10.51-11.00	88	23.01-23.50	364
11.01-11.50	92	23.51-24.00	376
11.51-12.00	96	24.01-24.50	388

12.01-12.50	100	24.51-25.00	400

SAFETY

200 Total Points Available

Safety is designed to measure how accidents on the proposed facility compare with state rates and what proportion of the project cost will go towards safety improvements. The Transportation Advisory Committee will rank projects based on factual numbers supplied by applicants and their corresponding point ranges.

Data used in this section includes accident rates and cost of safety improvements of the proposed project. Applicants will acquire accident data from the previous five years and complete the accident rate calculation located in the application. The end result should be a ratio in units of accidents per hundred million vehicle miles (HMVM) of the calculated rate for the proposed project to the state rate for cities or counties. Points will be awarded based on the accident rate as shown in the table below:

Accident Rate Scoring Criteria

Accident Ratio	Points
<0.49	0
0.50-0.99	20
1.00-1.99	40
2.00-2.99	60
3.00-3.99	80
4.00-<	100

The proportion of the total project cost to cost of safety improvements uses data from the applicant that should specifically describe what parts of the project are for safety improvements. All safety improvements must be located on the approved safety improvement list included at the end of this document and in the STP Application. The cost for safety improvements should then be divided by the total cost for the safety improvement cost/total cost ratio. Points are awarded based on the proportion of funding put towards making safety improvements as shown below.

Safety Improvement Scoring Criteria

Percent	Points

<15%	0
15-25%	20
25-35%	40
35-45%	60
45-55%	80
55-65%	100

INTEGRATION AND CONNECTIVITY

75 Points Total Points Available

Integration and Connectivity is designed to measure what impact the proposed project will have on connecting and integrating the transportation system. The Transportation Advisory Committee will rank projects based on factual numbers and on the committee member's feelings on how the proposed project will impact the transportation system in this category. Below illustrates how the 75 points are distributed for the integration and connectivity category.

25 Points - Project improves or maintains connectivity to a road classified as arterial or higher?

25 Points - Project improves connectivity for freight transportation including air, water, rail, and truck?

25 Points - Project integrates multiple modes of transportation including transit, trail, and auto?

LOCAL AND REGIONAL FACTORS

125 Total Points Available

Local and regional factors will evaluate what planning documents the proposed project are consistent with, the amount of local match involved, how the proposed project will impact the transportation system, and if there is more than one sponsor involved.

The adopted planning document could include a long range transportation plan, comprehensive plan, capital improvements plan, or any other local, regional, or state planning document. 25 points will be awarded based on the number of planning documents in which a project conforms with and the significance of the planning document.

Projects will be awarded a maximum of 50 points based on the amount of local match ratio contributed to the project. Projects that have match ratios in between the ratios listed as point ranges will be grouped in the point range above the actual ratio. For

instance, if a proposed project has a federal/local match of 72/28, that project will be grouped in the 80/20 range. A proposed project that has a federal/local match ratio of 68/32 will be grouped in the 70/30 range.

Local Match Ratio Scoring Criteria

Fed/Local Match	Points
80/20	0
70/30	17.00
60/40	33.25
50/50	50

In addition, points will be awarded based on the following questions:

25 Points - Project will contribute to the local *AND* regional transportation system.
25 Points - Proposed project involves more than one project sponsor.