

How to get Your Project Started

Executive Board
Chattanooga-Hamilton County/North Georgia
TPO

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How to get Your Project Started: **Presentation Outline**

- **Introduction**
- **TDOT Staff**
- **Eligibility**
- **Funds**
- **Project Selection**
- **Getting Started**
- **Contract Process**
- **Project Development Process**
- **Questions**



How to get Your Project Started: **Introduction**

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Transportation Coordinator

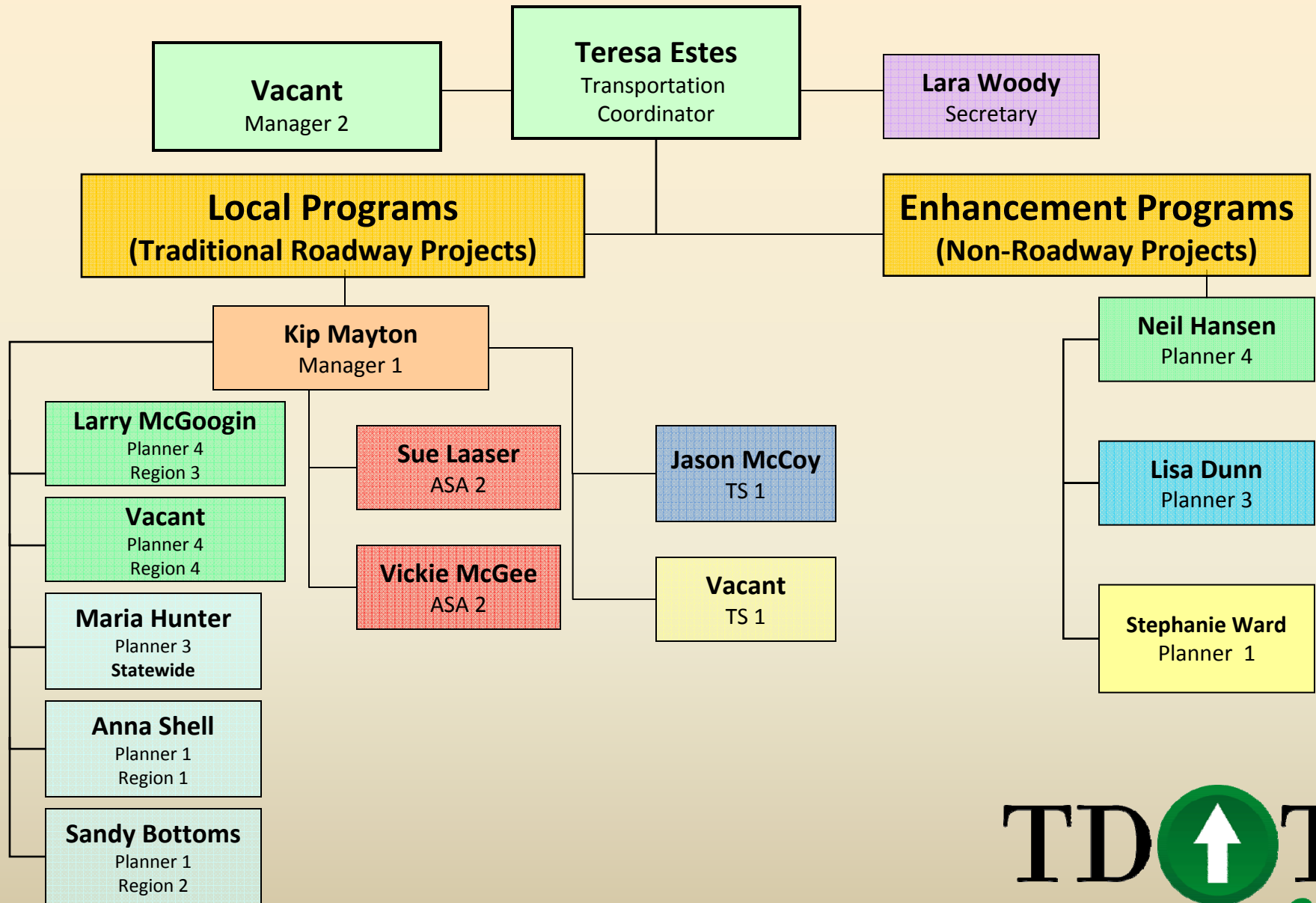
**TDOT Local Program Development
Office (LP)**

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Local Programs Organization Chart



How to get Your Project Started: Eligibility

Who Is Eligible For Funding?

- Local governments (cities and counties)

Who Is Not Eligible?

- Civic groups, non-profits, neighborhood groups and other interested parties are **ineligible**



How to get Your Project Started: **Funding**

- Surface Transportation Program (STP)
- Transportation Enhancement Program (STP)
- Congestion Mitigation and Air Quality Improvement Program (CMAQ)
- Bridge Replacement Program (BRZ)
- Spot Safety Improvement Program
- Interchange Lighting Program
- **State Industrial Access Road Program (SIA)**
- **Local Interstate Connector Program (LIC)**



How to get Your Project Started: **Project Selection**

All Federally Funded Projects being considered must be included in the Transportation Improvement Program (TIP) in the case of urban areas over 50,000 population

- **Functionally Classified Road greater than a rural minor collector or local road**
- **Must be eligible under funding source**
- **Must be in the TIP**



How to get Your Project Started: **Getting Started**

- 1. Request to Locally Manage**
- 2. Certification Acceptance Interview**
- 3. Contract Process**



How to get Your Project Started: **Getting Started**

1. Request to LP's to Manage the Project

- ❖ **Description of the project**
- ❖ **Project Location Map**
- ❖ **Purpose and Need**
- ❖ **TIP Page**
- ❖ **Third Party Affidavit**



How to get Your Project Started: **Getting Started**

2. Staffed and Equipped Interview

- One on One Interview
- Organization Chart
- Personnel/Names
- Duties
- Responsibilities
- Responsible Person in Charge of LMP
- Consultants
- Right of Way
- Procedures for Ad, Award, Exe. Contract
- General Questions
- Manual /ROW Training
- Other Federal Aid Projects
- Recommendation



Small Projects – Level One

- intersection improvements without significant right-of-way,
- resurfacing,
- striping,
- signing,
- guardrail installation,
- Signalization,
- some bridge replacement projects,
- Transportation Enhancement Projects,
- Roadscapes,
- Safe Routes to School



Requirements for Level One Projects:

- **Full-time employee of agency with experience in managing similar projects**
- **Must hire design and construction engineering and inspection (CEI) consultants from TDOT's pre-approved list**
 - **NOTE: No need for consultant CEI if local forces are qualified, experienced and pre-approved by TDOT**

Mid-Range Projects – Level Two:

- **Minor widening,**
- **Realignment of existing roadway,**
- **Signalization projects with the addition of turn lanes,**
- **Bridge replacement projects requiring significant land acquisition, or**
- **Projects with environmental requirements greater than a categorical exclusion but lesser than an EIS**

Requirements for Level Two Projects:

- **Professional engineer on staff**
- **Must hire design and construction engineering and inspection (CEI) consultants from TDOT's pre- approved list**

Large Projects – Level Three:

- **Construction of new facilities,**
- **Widening of existing roadways,**
- **Realignment of existing roadways that require significant land acquisition,**
- **Environmental clearances that require an EIS**

Requirements for Level Three Projects:

- Professional engineer on staff with extensive experience working with federal and state agencies**
- Experience in managing federally-funded transportation projects**
- Must hire design and construction engineering and inspection (CEI) consultants from TDOT's approved list**

How to get Your Project Started: Getting Started

3. Contract

Funding Source

Who will be developing the project

Who will be paying for each phase of development

- Local Program Development Office will issue a contract
- Local Agency reviews and signs Contract
- Local Agency returns Contract to LPO
- Commissioner signs Contract
- Copy of Fully Executed Contract returned to Local Agency
- Notice to Proceed to PE – NEPA is issued



How to get Your Project Started: **Process**

Notices to Proceed

- 1. Preliminary Engineering for Environmental Clearance and Hiring of the Design Consultant**
- 2. Preliminary Engineering for Final Design**
- 3. Right-of-Way (sent to TDOT Regional Right-of-Way Office only)**
- 4. Construction**



How to get Your Project Started: **Process**

- **TDOT Concurrence Points:**
 - **Environmental document**
 - **Design plans**
 - **Right-of-Way, utility certification and permits**
 - **Detailed cost estimate, advertisement and bid book approval**
 - **DBE approval and Title VI compliance**
 - **Bid tabulations and intent to award to lowest responsive bidder**
 - **Field inspections**



How to get Your Project Started: Contacts

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Questions?

