

AGENDA

Peoria-Pekin Urbanized Area Transportation Study (PPUATS) Technical Committee

Wednesday, January 16, 2019 at 9:00 am

****Please note the change in location****

Gateway Building, 200 NE Water Street, Peoria, IL 61602
Peoria, IL 61602

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1. Call to Order
 2. Roll Call
 3. Public Comment
 4. Approval of Minutes, October 22, 2018 Joint Meeting
 5. Recommend to Policy Committee December Financial Report and Performance Report – *Memo*
 6. Recommend to Policy Committee Transportation Alternatives (TAP) Projects – *Memo*
 7. Recommend to Policy Committee TIP Amendments – Projects CL-19-02 through CL-19-08 CityLink Program Modifications – *Attachment*
 8. Recommend to Policy Committee Annual Safety Performance Measure Targets – *Handout*
 9. Discussion of FYs 2023-24 Surface Transportation Block Grant (STU) Funding
 10. Discussion of Bob Michel Bridge Bicycle/Pedestrian Accommodations
 11. Updates
 - a. Long-Range Transportation Plan Process
 - b. IDOT Local Roads
 12. Other
 - a. Next meeting scheduled for February 20, 2019
 13. Adjournment

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AGENDA

Peoria-Pekin Urbanized Area Transportation Study (PPUATS)

Joint Policy-Technical Committee Meeting

Monday, October 22, 2018 at 9:00 am
201 Clock Tower Dr, Fondulac Room
East Peoria, IL 61611

1. Call to Order

Chairman Morris called the meeting to order at 9:00 a.m.

2. Roll Call

Member	Present	Absent	Member	Present	Absent
Karen Dvorsky IDOT	x		Nick Stoffer* City of Peoria	x	
Terrisa Worsfold* IDOT		x	Ross Black* City of Peoria		x
Tom O'Neill Peoria County	x		Leon Ricca Village of Bartonville		x
Stephen Morris Peoria County		x	Bob Lawless* Village of Bartonville		x
Greg Sinn Tazewell County	x		James Dillon City of West Peoria		x
Mike Harris Tazewell County		x	Kinga Krider* City of West Peoria	x	
Greg Menold* Tazewell County	x		Jeff Kauffman Village of Morton		x
Doug Huser Woodford County	x		Ginger Herman* Village of Morton		x
Donald White City of Chillicothe	x		Dustin Sutton V. of Peoria Heights	x	
John McCabe City of Peoria	x		Mike Casey* V. of Peoria Heights		x
Mark Rothert* City of Peoria		x	Fred Lang Village of Creve Coeur		x
Dave Mingus City of E. Peoria		x	Terry Keogel* Village of Creve Coeur		x
Jeff Eder* City of E. Peoria	x		Gary Manier City of Washington		x
Jim Ardis City of Peoria		x	* City of Washington		
Scott Reeise City of Peoria	x		Sharon McBride CityLink	x	
Patrick Ulrich City Manager		x	Doug Roelfs* CityLink		x
Jane Gerdes* City of Peoria		x	Mike Hinrichsen V. of Germantown Hills	x	

*Alternate

Representative	Present	Absent	Representative	Present	Absent
Amy Benecke-McLaren, Peoria County	x		Ed Andrews, City of Washington	x	
Jeff Gilles, Peoria County	x		Jon Oliphant, City of Washington	x	
Vacant* Peoria County			Patrick Meyer, Village of Bartonville	x	
Craig Fink, Tazewell County		x	Terissa Worsfold, IDOT	x	
Dan Parr, Tazewell County		x	Karen Dvorsky, * IDOT	x	
Conrad Moore, Woodford County	x		James Dillon, Village of West Peoria	x	
Bill Lewis, City of Peoria	x		Henry Strube, Jr., * Village of West Peoria		x
Nick Stoffer, City of Peoria		x	Craig Loudermilk, Village of Morton	x	
Stephen Letsky, City of Peoria	x		Frank Sturm, * Village of Morton		x
Jane Gerdes, * City of Peoria	x		Kenneth Coulter, City of Chillicothe	x	
Andrea Klopfenstein, City of Peoria		x	Courtney Allyn, Village of Creve Coeur	x	
Michael Guerra, City of Pekin	x		Doug Roelfs, City Link	x	
Josie Esker*, City of Pekin		x	Joe Alexander, * City Link	x	
Rick Semonski, City of East Peoria	x		Gene Olson, MAAP		x
Ty Livingston, City of East Peoria	x		Eric Miller, TCRPC	x	
Mike Casey, Peoria Heights	x		Rich Brecklin, Village of Germantown Hills	x	
Dustin Sutton, * Peoria Heights	x				

Staff: Lees, Bruner, Harms, Abi-Akar, and Martin. Also: Doug Delille-IDOT, Simon Alwan- IDOT

3. Public Comment- none
4. [Technical] Approval of Minutes, September 19, 2018 meeting
Casey moved to approve the September 19, 2018 Technical minutes and Semonski seconded.
Motion carried.
5. [Policy] Approval of Minutes, September 5, 2018 meeting
O'Neill moved to approve the September 5, 2018 Policy minutes and Hinrichsen seconded.
Motion carried.
6. [Policy] Chairman's Report
Chairman Morris thanked everyone who attended and that there will not be a PPUATS Policy meeting in November.

7. [Policy] Financials

- a. Approval of August Financial Report and Performance Report – *Memo*

White moved to approve August Financial Report and Performance Report and O’Neill seconded. Motion carried.

Harms reported the total budget for FY19 is \$817,417 and as of the end of August PPUATS has used 20% which is right on track.

- b. Approval of Resolution 19-02 Hoovers Data Purchase – *Attachment*

Hinrichsen moved to approve Resolution 19-02 Hoovers Data Purchase and O’Neill seconded. Motion carried

Harms explained this is to purchase Dunn & Bradstreet (D&B) Hoovers data for an amount not to exceed \$5,000. This is a demographic and economic data the will prove vital when updating the region’s federally-required transportation plan, as well as support other ongoing land-use planning and transportation planning projects.

- c. Approval of Resolution 19-03 IDOT Fall Planning Conference – *Attachment*

Huser moved to approve Resolution 19-03 IDOT Fall Planning Conference and Urich seconded. Motion carried.

Morris explained that with no quorum earlier this month the committee did agree unanimously for staff members to attend.

8. [Technical] Recommend to Policy TIP Amendments

- a. Project S-19-26 US-24 Equipment Installation – *Handout Stricken*

- b. Project S-19-27 I-155 Pavement Preservation – *Handout*

Casey moved to recommend to Policy TIP amendment Project S-19-27 I-155 Pavement Preservation and Guerra seconded. Motion carried.

Harms explained the reason for the amendment was to add a project to route and seal cracks and joints along I-155 as a pavement preservation measure. A portion of the project is in the 20- year planning boundary. The project is scheduled for the March 8, 2019 letting.

9. [Policy] Approval of TIP Amendments

- a. Project 5310-18-02 Peoria Pedestrian/Bus Improvements – *Attachment*

- b. Project 5310-18-03 CityLink Bus Stop Upgrades – *Attachment*

The reason for (a) and (b) Tip amendments is due to the FY18 project(s) were not authorized and must be added to FY19 program.

Hinrichsen moved to approve item a and b and Dillon seconded. Motion carried.

- c. Project S-19-26 US-24 Equipment Installation – *Handout Stricken*

- d. Project S-19-27 I-155 Pavement Preservation – *Handout*

Reese and O’Neil moved to approve TIP amendment project S-19-27 I-155 Pavement Preservation due to adding this project to route and seal cracks and joints along I-155 as a pavement preservation measure. A portion of the project in the 20-year planning boundary. The project is scheduled for March 8, 2019 letting.

10. [Policy] Approval of FY 2019 Special Transportation Studies – *Attachment*
McBride moved to approve FY 2019 Special Transportation Studies and McCabe seconded.
- Harms updated the funding requests for the three Tier 1 studies total \$109,000, greater than the \$92,076 set aside in the FY 19 PPUATS Unified Work Program (UWP) for special studies. The Review Subcommittee asked staff for alternatives to awarding partial funding. Staff identified \$30,000 in recently uncommitted State Metropolitan Planning Funds. Staff recommended utilizing \$15,924 of these funds to fill the gap and fully grant all Tier 1 study requests. The solution left \$14,076 in State Metropolitan Planning Funds still uncommitted.
 - On November 11, 2017, PPUATS Technical reached consensus that the Bartonville Street Light Inventory should receive special consideration for FY19 Special Studies funding. The Technical Committee voted unanimously to forward the Review Committee’s recommendation to the Policy Committee, with the amendment that \$14,076 in remaining State Metropolitan Planning Funds go to the Bartonville Street Light Inventory.
 - The other recipients are: Peoria Thoroughfare Plan and Map- \$40,000; Pekin Traffic Signal Modernization- \$48,000; and Peoria County Regional Digital Inclusion Plan- \$20,000.
11. [Technical] Recommend to Policy Performance Measure Targets – *Memo*
Becklin moved to recommend to Policy the Performance Measure Targets and Casey seconded. Motion carried.
Martin explained that FHWA monitors the States’ targets/ State DOT’s monitor MPO targets. Only states are assessed for significant progress made toward established targets.
12. [Policy] Approval of Performance Measure Targets – *Memo*
Hinrichsen moved to approve the Performance Measure Targets and O’Neill seconded. Motion carried.
13. Presentation of FY 2018-2020 Transportation Alternatives (TAP) Applications – *Memo*
Harms explained the FY2018-2020 Transportation Alternatives (TAP) applications. As an MPO with an urbanized population over 200,000. PPUATS receives an annual allotment of Transportation Alternatives (TAP) funds program. TAP funds are federal dollars intended for projects that expand transportation options for non-drivers and that improve quality of life by enhancing the cultural, historic, and environmental aspects of existing transportation infrastructure. PPUATS’ FY18 allotment is \$293,959 and FY20 is estimated to \$293,959. Staff released a call for projects on July 18, 2018, which ended September 21, 2018. PPUATS received 7 applications. A subcommittee needs to be established. The following persons are the subcommittee to review applications: Hinrichsen, Brecklin, Loudermilk, Casey, and Stoffer.

14. Updates

a. FY 2022-2023 Surface Transportation Block Grant (STU) Funding Round

Delille mentioned it should be years 2023-2024.

Harms mentioned the funding round.

b. IDOT Local Roads

Simon Alwan- IDOT updated on the TARP application for November 22- safety roads to school; FY19 Local Rail and TIER 2 Transit provider

15. Other

a. Next Technical meeting scheduled for November 21, 2018

b. Next Policy meeting scheduled for December 5, 2018

16. Adjournment

Adjourned at 9:40 a.m.

Submitted by:

Eric Miller

Executive Director

Recorded and transcribed by: Debbie Ulrich



MEMORANDUM

TO: PPUATS Technical Committee
FROM: Staff
SUBJECT: December 2018 Financial Report and Performance Report
DATE: January 16, 2019

Action needed by Technical Committee:

Recommend to Policy Committee approval of December 2018 Financial Report and Performance Report.

Background:

The total budget for FY19 is \$817,417. As of the end of August 2018, PPUATS has expended approximately 51% of its budget.

FY19 PL/FTA Budget – December 2018

	FY19	Dec-18	YTD	% USED YTD	REMAINING
Salaries	\$331,409	\$25,593	\$187,047	56%	\$144,362
Fringe Benefits	\$84,809	\$7,320	\$53,077	63%	\$31,732
TOTAL SALARIES	\$416,217	\$32,913	\$240,124	58%	\$176,093
INDIRECT COSTS	\$232,624	\$18,365	\$133,989	58%	\$98,635
Other Direct Costs					
Travel/Training/Conferences	\$15,000	\$4	\$7,082	47%	\$7,918
APWA Conference	\$7,500		\$0	0%	\$7,500
Computer Hardware & Software	\$25,000		\$21,364	85%	\$3,636
Contractual - Special Projects	\$92,076		\$95	0%	\$91,981
Audit	\$24,000		\$16,156	67%	\$7,844
Misc (Legal Notices, Printing)	\$5,000	\$11	\$396	8%	\$4,604
Retroactive Pay	\$0		\$0	0%	\$0
TOTAL OTHER DIRECT COSTS	\$168,576	\$15	\$45,093	27%	\$123,483
TOTAL	\$817,417	\$51,293	\$419,205	51%	\$398,212

PPUATS MONTHLY PERFORMANCE REPORT

December 2018

Management and Administration

- Prepared financial records and developed drawdown request for IDOT funds
- Attended Peoria Chamber Transportation Committee meeting
- Attended Pekin Chamber Transportation Committee meeting
- Participated in monthly conference call of statewide HSTP Coordinators
- Attended CityLink Board meeting
- Participated in CityLink ADA Committee

Data Development and Maintenance

- Continued to maintain GIS system for the region
- Continued work on TCRPC/PPUATS website update
- Responded to technical assistance requests for GIS

Long Range Planning

- Continued to implement Regional Bicycle Plan
- Developed work plan for 2020-2045 Long-Range Transportation Plan
- Facilitated FY18-20 Transportation Alternatives (TAP) review subcommittee meeting

Short Range Planning

- Monitored final progress of FY17 and FY18 Special Projects funds
- Released RFQs for FY19 Special Studies
- Researched and projected Safety performance measure targets for next interval
- Monitored and made administrative changes to TIP



MEMORANDUM

TO: PPUATS Technical Committee
FROM: Staff
SUBJECT: Transportation Alternatives (TAP) Project Selection
DATE: February 17, 2016

Action Needed by Technical Committee

Recommend to Policy Committee FY2018-2020 Projects

Recommendation from Transportation Alternatives (TAP) Subcommittee

City of Peoria Pedestrian Infill	\$111,387
City of Peoria Willow Knolls Rd	\$224,569
City of Washington Bus-24 Shared Use Path	\$293,959
Total Recommended	\$629,915
Temporarily Uncommitted	\$251,962

TAP Subcommittee Meeting and Project Scoring

The TAP Subcommittee met in full on December 17, 2018. They began by reviewing the projects and discussing the two subjective criteria, both of which relate to Public Benefit. Those criteria are Anticipated Usage (“How many users will there be?”) and Public Value (“What will the project bring to the community or area?”). After discussion, the subcommittee members awarded up to 10 points for each project based on anticipated usage and up to 5 points based on value. All point totals were reached by consensus. A table detailing the project scoring is on the following page.

After scoring each project for Usage and Value, the subcommittee considered the point totals. Three submissions—Washington US Business-24 Shared Use Path, Peoria Pedestrian Infill, and Peoria Willow Knolls Pedestrian Accommodations—stood apart as Tier-1 submissions. After discussion, the subcommittee determined that these projects will carry significant local and regional significance. The subcommittee voted unanimously to recommend funding these projects at their requested levels.

Of the remaining submissions, the subcommittee identified two projects—Peoria PeoriaCorps Bicycle & Stormwater Improvements and Chillicothe Bicycle Route—as worthy submissions requiring additional planning. The subcommittee advised PPUATS staff to work with the communities to strengthen the projects’ applications in a future funding round. Staff agreed to consult with the Cities of Peoria and Chillicothe to optimize the scope and budgets of the projects for future consideration.

FY18-20 TAP Project Scoring Table

Project	Request	Regional Planning Document (10)	Local Planning Document (10)	Co-Sponsorship (10)	Public Involvement (10)	Letters of Support (10)	Connectivity (10)	Infrastructure / Facilities (10)	Safety Factors (10)	Schedule & Readiness (5)	Self-Scored Criteria Subtotal	Anticipated Usage (10)	Public Value (5)	Reg. Significance Subtotal	TOTAL
Washington Business-24 Path	\$293,959	10	10	5	10	10	10	10	10	5	80	8.0	3.0	11.0	91.0
Peoria Pedestrian Infill	\$111,387	10	10	5	10	2	10	7	10	5	69	10.0	5.0	15.0	84.0
Peoria Willow Knolls Rd	\$224,569	10	10	10	5	4	10	10	10	5	74	5.5	4.0	9.5	83.0
Peoria PeoriaCorps	\$83,333	10	10	10	10	4	6	10	7	5	72	3.0	3.0	6.0	78.0
Chillicothe Bike Route	\$33,120	10	10	5	5	10	10	4	4	3	61	4.0	3.0	7.0	68.0
Peoria Townline Rd	\$240,530	10	10	0	5	0	6	10	10	5	56	6.0	4.5	10.5	66.0
Pekin Street Signals	\$293,959	5	10	10	10	4	4	7	7	2	59	4.0	2.0	6.0	65.0

Background

In FY 2019, PPUATS released a call for projects seeking eligible non-motorized transportation projects from its member entities. Applicants were asked to fill out an interactive PDF application and attach supporting documents (e.g. letters of support, maps). The call for projects was issued on July 18, 2018 and closed on September 21, 2019. Staff received seven applications for TAP funds. At their joint meeting on October 17, 2018, PPUATS Policy and Technical assembled a subcommittee to review each project application and recommend projects for funding to the Technical Committee. The subcommittee was composed of:

- Rich Brecklin, Village of Germantown Hills
- Mike Casey, Village of Peoria Heights
- Mike Hinrichsen, Village of Germantown Hills
- Craig Loudermilk, Village of Morton
- Nick Stoffer, City of Peoria

Staff developed a 100-point scale to aid subcommittee members when selecting projects for funding. Up to 85 points were awarded objectively based on the project application, and the remaining 15 points were awarded by the subcommittee based on the potential public benefit of each project. **These points are intended as a guide** to aid in developing a recommendation.

Call for Projects

Fiscal Years 2018-2020 Transportation Alternatives (TAP) Funding

Introduction

The Peoria-Pekin Urbanized Area Transportation Study (PPUATS)—the metropolitan planning organization (MPO) for the Peoria-Pekin Urbanized Area—announces the availability of Transportation Alternatives (TAP) funding for transportation projects. These funds come from the Federal Highway Administration (FHWA) and are administered through the Illinois Department of Transportation (IDOT). As an MPO with an urbanized population over 200,000, PPUATS receives an annual allotment of TAP funds to program. PPUATS' FY18 allotment is \$293,959, FY19 is estimated to be \$293,959, and FY20 is estimated to be \$293,959.

TAP funds projects that expand transportation options for non-drivers and that improve quality of life by enhancing the cultural, historic, and environmental aspects of existing transportation infrastructure.

Background

The Fixing America's Surface Transportation (FAST) Act replaced the former Transportation Alternatives Program (TAP) with a set-aside of funds under the Surface Transportation Block Grant Program (STBG). For reduce confusion, PPUATS will refer to the set-aside as TAP funds. TAP authorizes funding for programs and projects defined as transportation alternatives, including on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, community improvement activities such as historic preservation and vegetation management, and environmental mitigation related to storm water and habitat connectivity; recreational trail projects; safe routes to school projects; and projects for planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former divided highways.

How to Apply

The call for projects begins July 18, 2018 and ends at 4:30pm on Friday, September 21, 2018. Applications received after this date will be considered ineligible for TAP funding.

The application and all relevant materials will be posted at <https://tricityrpc.org/funding-programs/tap>. To apply, one must complete the application and submit it along with all relevant materials to rharms@tricityrpc.org in PDF format. Applications are also accepted by mail. The mailing address is: 456 Fulton Street, Suite 401, Peoria, IL 61602.

Eligible Applicants

All projects applying for TAP funding must be sponsored by one or more of the PPUATS member entities. Other governmental entities within the MPO planning area are eligible only with co-sponsorship by one of the PPUATS member entities. A map of the MPO planning area may be found at the end of this document.

Examples of Non-PPUATS eligible project co-sponsors include:

- Local governments;
- Transit agencies;
- Natural resource or public land agencies;
- School districts, local education agencies, or schools;
- Tribal governments; and
- Any other local or regional governmental entity with responsibility for oversight of transportation or recreational trails.

Eligible Projects

A project must demonstrate a relationship to surface transportation to be eligible for TAP funding. TAP projects must enhance the transportation system either by serving a transportation need or providing a transportation use or benefit and not be solely for recreational use. Projects must be consistent with the goals of PPUATS' Long-Range Transportation Plan, the FAST Act, and *BikeConnect HOI* Regional Bicycle Plan. In addition, projects need to be constructed in reasonable, useable segments and provide logical termini.

Activities are not eligible if they are routine maintenance projects such as re-striping a trail, cleaning up debris or repairing a broken curb. Please be advised if your project involves sidewalk work you most likely will be required to update the facility to meet current ADA Accessibility Standards. That would include, but not be limited to, curb cuts and handicapped ramps at intersections and corrective measures to fix cross slopes that exceed the ADA standards.

The MPO follows guidance from the Federal Highway Administration (FHWA). The FHWA has prepared a document, *Transportation Alternatives Guidance*, which may be publicly accessed at the website:

https://www.fhwa.dot.gov/environment/transportation_alternatives/guidance/guidance_2016.cfm. Included in this website are all the eligible activities. IDOT also offers TAP guidance on their website at <http://www.idot.illinois.gov/transportation-system/local-transportation-partners/county-engineers-and-local-public-agencies/funding-opportunities/ITEP>.

Under 23 U.S.C. 213(b), eligible activities under the TAP program consists of:

1. Transportation Alternatives as defined in 23 U.S.C. 101(a)(29) (MAP-21 §1103):
 - A. Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990 (42 USC 12101 et seq.).
 - B. Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
 - C. Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.
 - D. Construction of turnouts, overlooks, and viewing areas.
 - E. Community improvement activities, which include but are not limited to:
 - i. inventory, control, or removal of outdoor advertising;
 - ii. historic preservation and rehabilitation of historic transportation facilities;
 - iii. vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control; and
 - iv. archaeological activities relating to impacts from implementation of a transportation project eligible under title 23.
 - F. Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to:
 - i. address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described in sections 133(b)(11), 328(a), and 329 of title 23; or
 - ii. reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.
2. The recreational trails program under section 206 of title 23.
3. The safe routes to school program eligible projects and activities listed at section 1404(f) of the SAFETEA-LU:
http://www.fhwa.dot.gov/environment/safe_routes_to_school/overview/legislation.cfm

Safe Routes to School was formerly a stand-alone program, but is now one of the eligible activities under TAP:

- A. Infrastructure-related projects.
 - B. Non-infrastructure-related activities.
 - C. Safe Routes to School coordinator.
4. Planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.
 5. An urbanized area with a population of more than 200,000 to use up to 50% of its suballocated TA funds for any STBG-eligible purpose (but still subject to the TA-wide requirement for competitive selection of projects); and [23 U.S.C. 133(h)(6)(B)]

TAP funds cannot be used for:

- Promotional activities, except as permitted under the SRTS.
- General recreation and park facilities, playground equipment, sports fields, campgrounds, picnic areas and pavilions, etc.
- Routine maintenance and operations.

Eligible Project Phases and Costs

The sponsor must prepare (or have prepared by an engineering or architectural firm) an accurate cost estimate for all types of work involved with the TAP project. Agencies or their consultants should be knowledgeable about estimating these types of project costs and the requirements of utilizing Federal funds.

- The costs eligible for reimbursement are:
- Preliminary engineering
- Utility relocations
- Right-of-way and easements
- Construction engineering
- Construction

Preliminary engineering is divided into two phases. The Phase I Engineering (PE I) is the design and environmental study that determines the best overall approach to and the location of a project, addresses environmental concerns, prepares an estimate of cost and defines the scope of work. The Phase II Engineering (PE II) consists of preparation of final construction plans, summary of quantities, specifications and final cost estimate.

Utility relocations include any costs not covered in an existing utility agreement for relocation of power lines, telephone lines, gas lines and other utilities affected by the TAP project. Right-of-way (ROW) or easements include acquiring land or rights necessary for the construction of the project. Buildings cannot be purchased with enhancement funds. Construction Engineering (CE) involves the supervision of construction. Construction includes all materials and labor costs necessary to complete the construction of the project.

Any costs associated with the project that are necessary for implementing the TAP project are eligible. For example, costs for environmental mitigation required for the project would be eligible costs of a project.

Feasibility and planning studies are not project specific and therefore are ineligible costs. Projects can have enhancement eligible items and ineligible items implemented in the same project as long as the project elements are similar in construction procedures. The eligible and ineligible project elements must be separated in the local or interagency agreements, summary of quantities, plans and contract.

The project sponsor is responsible for 100 percent of any ineligible costs.

Federal Share and Matching Funds

TAP is a reimbursable program. The Federal share for TAP projects is as follows:

- Preliminary engineering, utility relocations, construction engineering and construction are eligible for funding at an 80/20 match; i.e., 80 percent is TAP matched by 20 percent sponsor share.
- Acquisition of right-of-way and easements are eligible for funding at a 50/50 match; i.e., 50 percent is TAP funding matched by 50 percent sponsor share.
- Street lighting, unless in a designated historical area, also requires a 50 percent local match. In a designated historic area, street lighting may qualify for 80 percent TAP with a 20 percent local match.
- Local match is a minimum of 20 percent of the total funds being requested. The local match does not necessarily have to be provided directly by the sponsor, but it must be a non-federal source to qualify as match. Submission of an application commits the applicant to the required match.

Project Scoring and Evaluation Criteria

The scoring and evaluation criteria included in the TAP application are included below:

Criterion	Maximum Points Available
<i>Self-Scored on Application</i>	
Consistency with Envision HOI: Heart of Illinois Long Range Transportation Plan	10
Jurisdiction's Long Range or Comprehensive Plan	10
Co-Sponsorship	10
Documented Public Involvement	10
Documented Community Support	10
Intermodal Connections	10
Infrastructure and Facilities	10
Safety Factors	10
Project Schedule and Readiness	5
<i>Determined by Subcommittee</i>	
Public Benefits - Usage	10
Public Benefits - Value	5
TOTAL	100

Programming Process

All TAP project applications submitted by the deadline will be evaluated for funding. All project submittals will be reviewed by staff to ensure project eligibility and application completeness and accuracy. Staff will verify all documentation for points, such as the LRTP or local comprehensive plans. When developing the proposed program, timely implementation will be considered as a major factor in project selection as TAP funds do lapse within three years. For example, the FY 2018 TAP funds must be obligated by September 30, 2021. Staff may request to have discussions with sponsors to verify project details and assess complications that might affect project readiness.

A TAP subcommittee consisting of selected Technical Committee members will evaluate each application and assigns scores to the "Public Benefits" section of the application, for a maximum of 15 points total. **IMPORTANT: The total point scores are a guide for programming decisions.** The subcommittee may recommend funding a lower-scoring project over a higher-scoring project. It is at the discretion of the subcommittee to determine their reasoning for a recommendation, if not solely relying on point totals. However, any reasoning must be clearly documented and articulated in the final recommendation to the Technical Committee.

Following program approval by the PPUATS Technical and Policy Committees, the sponsor(s) will then be requested to work with IDOT and PPUATS staff to initiate the projects.

Additional TAP funds will not be available beyond the initial programmed amounts without approval of the Policy Committee; any increases in project costs will be the responsibility of the sponsors. Likewise, if a jurisdiction changes the scope of a project, after the funds are awarded, the project must be reviewed again and approved by the Policy Committee before previously awarded funds are used for activities not included in the original scope of work.

Programming Schedule

Date	Action
July 18, 2018	Issue call for projects and send applications to jurisdictions
August 15, 2018	Hold application informational session during Technical meeting
September 21, 2018	TAP applications due to TCRPC staff by 4:30pm
Week of Sept 24, 2018	Staff reviews applications, ensuring completeness and validity
October 17, 2018	Project proposals presented during Technical meeting
October 17, 2018	Establish subcommittee during Technical meeting
October 24, 2018 (est.)	Subcommittee convenes, reviews applications, assigns scores to 'Public Benefits' section and makes recommendation to Technical
November 21, 2018	Technical considers subcommittee recommendation
December 5, 2018	Policy considers Technical recommendation

