



Friday, April 20, 2018 at 2:30 PM
Planning Conference Room
City Hall, 6 East 6th Street
Lawrence, Kansas 66044

TECHNICAL ADVISORY COMMITTEE - AGENDA

1. Call Meeting to Order, Welcome and Introductions

2. Public Comment

The public is allowed to speak to any items or issues that are not scheduled on the agenda after first being recognized by the Chair. Each person will be limited to 5 minutes for public comment.

3. Discussion Item: KDOT Competitive CPG Funding Opportunity (Attached)

KDOT is conducting a call for projects for the Consolidated Planning Grant (CPG) carry-over from 2015, 2016, and 2017. Grant applications are due by May 31st. This discussion is to determine which projects the MPO should submit for funding. Draft applications will be prepared for TAC approval at the May 1st meeting.

4. Next Meeting: May 1, 2018 or another date set by the TAC

Special Accommodations: Please notify the Lawrence-Douglas County Metropolitan Planning Organization (L-DC MPO) at (785) 832-3150 at least 72 hours in advance if you require special accommodations to attend this meeting (i.e., qualified interpreter, large print, reader, hearing assistance). We will make every effort to meet reasonable requests.

The L-DC MPO programs do not discriminate against anyone on the basis of race, color, national origin, sex, age, or handicap/disability, according to Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI Complaint Form, see www.lawrenceks.org/mpo/title6 or call (785) 832-3150.

KDOT Competitive Funding Process

Overview

KDOT allows each MPO to carryover their excess funds for 3 years. At the end of the third year the balance of excess funds will be split with 80% of the funds being recaptured by KDOT and the remaining 20% will be retained by the MPO. The excess funds retained by KDOT will enter the Metro Pot Fund. This funding source will be available to all Kansas MPOs to compete for planning projects through a competitive selection process. These funds may be used for any CPG eligible planning activity and must be programmed along with the annual allocation in an approved UPWP.

Competitive Fund Request:

The Competitive Fund Process allows any Kansas MPO to apply for excess funds that are recaptured by KDOT. The MPOs will be given an opportunity to submit formal requests to KDOT between the dates of **April 1st and May 31st, 2018**. Final project selections regarding the use of competitive funds will be made by KDOT by **June 30th, 2018**. Please note competitive funds can only be used for CPG planning eligible activities; local cash will be the only acceptable form of match.

Guidelines for Requesting Competitive Funds

MPOs seeking competitive funds must submit the "Request for Competitive Funds" form along with documentation that provides description of proposed project scope and justification for the project. Please prioritize the projects your MPO submits on the form if there are more than one submission. Once a project is selected and incorporated into the UPWP, a Special Projects Agreement will be executed between KDOT and the MPO. Reimbursement requests for the project must be submitted separately from the CPG reimbursement requests (but can be concurrent). The project must be specifically identified as being a part of the Special Projects Agreement (KDOT will provide a project number that should be documented on the paperwork). In addition, if competitive funds are awarded to the MPO, it must be identified in the UPWP of the identified program year(s) as using "Competitive Funds" including the project description, activities, and schedule. It may be necessary to split the funding over UPWPs depending on project completion timeframe.

Project Evaluation

All Competitive Fund requests will be evaluated based on several criteria including the relevancy or necessity of the project to the MPO program, the MPO's ability to complete the project as demonstrated from prior work and current staff expertise, status of core work elements, ability to provide cash match, and the planning principles of the project. It should be noted that project selection will not solely be based on the highest score received from the project scoring sheet. KDOT will also use other qualitative factors along with the project score to assist in the final determination.

Fund Availability

The funds will become available after notice of award, execution of an agreement, and approval of the appropriate UPWP. A change from past opportunities for this funding will be the ability to begin work on the eligible planning activities prior to the start of 2019. Flexibility will be given on project timelines so they best fit within your planning efforts for 2018 and 2019.

CPG Competitive Request Form

MPO:

MPO Contact Person:

Project Name:

Amount of Competitive Funds Requested \$

Cash match provided (at least 20%) \$

Timeframe in which all requested funds are expected to be expended

Start Date:

End Date:

Project Prioritization: _____ of _____

If you are submitting multiple projects please rank them according to your preference of award.

Please attach a preliminary scope of work in addition to addressing the questions below.

- 1) Are all core work products in compliance, current, and/or currently being updated?
☐ MTP ☐ PPP ☐ UPWP
☐ TIP ☐ CMP (if applicable)
- 2) Does the proposed project support one of the core work products? If so, please explain.
- 3) Is the proposed project identified in or directly complement the MTP? If so, please explain.
- 4) Does the MPO have the availability/capacity to complete this project in a timely fashion? Please briefly describe other major activities/ tasks the MPO is undertaking in 2018/19?
- 5) Please explain how this project addresses the following:
 - a. Enhances the regional transportation system
 - b. Promotes innovative transportation ideas and initiatives for the region
 - c. Creates or promotes interagency coordination/cooperation
 - d. Contains multimodal elements (transit, bike/ped, freight/rail)
- 6) If the request for funds is primarily for data acquisition, please describe how the data could be shared and/or procured jointly for the benefit of multiple MPOs and KDOT.

Competitive CPG Fund Request Evaluation Form

MPO: _____

Project: _____

Reviewer _____ Date _____

A. Relevancy/ Necessity: (*Total points possible = 40*) _____

1. The MPO has completed or is in the process of completing all core work elements. (10pts) _____
2. The proposed project builds off and/or supports a core work element. (10 pts) _____
3. The proposed project directly complements the goals and objectives in the MTP. (10 pts) _____
4. The MPO has illustrated sound financial management of existing CPG funds. (10 pts) _____

B. Project Completion: (*Total points possible = 30*) _____

1. The project sponsor has the staff availability and resources in their work program to complete and/or manage the project (10 pts) _____
2. The project sponsor has a strong history of completing projects on time based on MPO annual reports and expenditure reports. (10 pts) _____
3. The proposed project is a reasonable and pragmatic transportation project. (10 pts) _____

C. Planning Principles (*Total points possible = 30*) _____

1. The proposed project promotes **Innovative** transportation ideas for the region. (10 pts) _____
2. The proposed project entails a comprehensive **Planning Process**. (10 pts) _____
3. The proposed project contains an **Implementation** strategy that will put the plan into action. (10 pts) _____

TOTAL POINTS SCORED: _____/100

(Points assigned to each question represents the maximum available not the minimum.)