

Call for Projects

for

KILLEEN – TEMPLE METROPOLITAN PLANNING ORGANIZATION

Proposal Description

Federal Highway Administration
Transportation Alternatives Program (FY15/16/17)

*Central Texas Council of Governments
2180 N. Main
Belton, Texas 76513
(254) 770-2210*

ISSUE DATE: January 25, 2016

RESPONSE DEADLINE: February 22, 2016 4:00 P.M. CST

**KILLEEN – TEMPLE
METROPOLITAN PLANNING ORGANIZATION
Call for Projects
Instructions**

The Central Texas Council of Governments on behalf of the Killeen – Temple Metropolitan Planning Organization, Belton, Texas is soliciting project proposals for:

Federal Highway Administration Transportation Alternatives Program (FY15/16/17)

General Information

The Killeen – Temple Metropolitan Planning Organization hereinafter referred to as KTMPO serves as the planning organization for the federally designated Transportation Management Area located in the Central Texas area. The KTMPO boundary covers all of Bell County and parts of Lampasas and Coryell Counties along with portions of Fort Hood. The Central Texas Council of Governments (CTCOG) serves as the lead agency staff for the KTMPO Transportation Planning Policy Board.

KTMPO is issuing a Call for Projects (CFP) to utilize federal funding available through the Transportation Alternatives Program (TAP). The TAP replaced several programs such as Transportation Enhancements, Recreational Trails, Safe Routes to Schools and several other discretionary programs, wrapping them into a single funding source. The CFP is available on the KTMPO website at www.ktmipo.org and describes detailed activities which need to be completed for submission of a project. Questions about the CFP may be sent via fax to: Christina Demirs, (254) 770-2363 or email to: christina.demirs@ctcog.org. A proposers' conference will be held 2:00 p.m., February 1, 2016 in the CTCOG offices located at 2180 North Main, Belton, Texas 76513. Questions regarding the CFP must be received by end of the proposers' conference. The final Q&A document will be posted on the KTMPO website by close of business on February 5, 2016.

One original of the project response must be received at the CTCOG **by 4:00 p.m. CST on February 22, 2016.** Email submissions are acceptable and must be received by the same deadline.

Submission of Project Proposals

By Mail

Central Texas Council of Governments
Attention: Christina Demirs
P.O. Box 729
Belton, Texas 76513

Hand Delivery

Central Texas Council of Governments
Attention: Christina Demirs
2180 North Main
Belton, Texas 76513

By Email: christina.demirs@ctcog.org

Project Proposals submitted must be marked: "Confidential – Transportation Alternatives Program".

Part I

Proposal Selection Process

The proposals will be evaluated by the KTMPO Technical Advisory Committee. Final approval of selected projects for funding will be made by the KTMPO Transportation Planning Policy Board. However, the KTMPO reserves the right to select an independent review team for the purpose of CFP evaluation should the need arise. The following considerations apply to the selection process:

- A. All proposals considered must be received on time and be responsive to the CFP instructions. Project submissions that do not meet the deadline or are not responsive will not be considered for scoring or selection. Factors that will deem a proposal as non-responsive are:
 - i Response does not meet the minimum matching fund requirements (minimum 20% non-federal funds); and
 - ii Failure to sign the agreement to meet TxDOT deadlines for “Advanced Funding Agreements.”
- B. Only one response per Lead agency will be scored. Partner agencies may participate with more than one responding Lead agency.
- C. Paper responses must be on 8 ½” x 11”, 8 ½” x 14” or 11” x 17” only.
- D. Electronic responses must be formatted for 8 ½” x 11”, 8 ½” x 14” or 11” x 17” output only.
- E. Responses may be submitted for all funding available or a portion of the budget shown in **Part IV**.
- F. KTMPO Technical Advisory Committee (TAC) members may have questions about respondent’s proposals as part of their review. Respondents must be available (either by phone or in person) during the KTMPO TAC meeting to address any questions committee members may have. Respondents will have the opportunity to provide a 5 minutes formal presentation if they desire; this is optional and not required. The KTMPO TAC meeting will be held: **March 2, 2016, 9:30 a.m., at the CTCOG offices, 2180 North Main, Belton, Texas 76513.**
- G. The KTMPO Transportation Planning Policy Board will base final selection on the evaluation factors exhibited in the evaluation criteria (Part II of this document).
- H. Final selections will be posted on the KTMPO website following the Policy Board’s approval (*anticipated March 16, 2016*).

Part II

**Killeen – Temple Metropolitan Planning Organization
Category 9
Transportation Alternatives Program
FY 15/16/17 Scoring Criteria**

Evaluation Category	Scoring Points	Factors
Connectivity	25	Connectivity to facilities such as: schools, business, existing trails, bike paths, bike lanes, sidewalks, transit stops, commuter lots, community centers, school loading zones
Elements of Project Design	20	Design includes facility enhancements such as: sidewalks, trails, trail heads, benches, trash cans, restrooms, showers, parking, shade/water stations, trail signage, drainage, erosion control
Elements of Safety	25	Safety considerations include project features such as: safety lighting, bike-friendly grates, pedestrian crossings, on-street bike lanes, improving sight distance, directional signage, correcting known safety/accident issues, grade separated crossings
Elements of Quality of Life	15	Provides elements that improve the aesthetics and air quality of the community such as: new plantings, removal of noxious weeds, xeriscaping, elimination of plants for fire breaks, grazing deterrent grasses, promoting physical activity, enhancing the cultural/scenic experience, enhancing community identity, reducing congestion
Partnerships/Community Collaboration	10	Lead agencies are encouraged to Partner with one or more agencies. A partnership entity is defined as an entity contributing financially at a minimum of 10% toward the total cost of a project. Scoring for this category is as follows: <ul style="list-style-type: none"> • No partners – 0 points • 1 - 2 partners – up to 5 points • 3 or more partners – up to 10 points
*Environmental Justice	5	<ul style="list-style-type: none"> • No benefit to EJ area – 0 points • Minor benefit to EJ area – 3 points • Significant benefit to EJ area – 5 points
Total	100	

*Maps depicting Environmental Justice areas in the KTMPO region available at http://bit.ly/KTMPO_2014EJ. Maps are also available on the KTMPO website at www.ktmpo.org, *Planning* page, *Download Plans* sidebar.

Part III

CFP Conditions

1. KTMPO reserves the right to accept or reject any or all proposals submitted.
2. This CFP does not commit KTMPO to pay for any cost. Selected Responses will be added to the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP). After completion of this task, all communication about contracts and funding will occur between the project sponsor/lead agency and the Texas Department of Transportation District Office.
3. The intent of this CFP is to identify the various project alternatives and estimates of costs. KTMPO is under no legal requirement to execute a contract from any response submitted.
4. Respondent agencies shall not make contact with, or make offers of gratuities or favors, to any officer, employee or member of the KTMPO. Questions should be directed only to the CFP contact person (see pg. 2). Violation of this instruction may result in immediate rejection of the proposed project.
5. All Responses received and their accompanying attachments will become property of KTMPO after submission and materials will not be returned.
6. The contents of a selected Response may become contractual obligations with the Texas Department of Transportation, if a contract is awarded. Failure of the proposer to accept those obligations may result in the cancellation of the Response for selection.
7. KTMPO reserves the right to select more than one Response from the Responses received.

CFP Background and Funds Available

KTMPO received authority to allocate certain federal transportation funds in Fiscal Years 2015, 2016, 2017. Moving Ahead for Progress in the 21st Century (MAP-21) legislation authorized federal transportation funds through the Federal Highway Administration for transportation needs within the boundaries of designated metropolitan planning organizations (MPOs) and transportation management areas (TMAs).

MAP-21 originally established the Transportation Alternatives Program (TAP) to provide for a variety of alternative transportation projects, including many that were previously eligible activities under separately funded programs.

When the Fixing America's Surface Transportation (FAST) Act was adopted in December 2015, the TAP program was repealed and replaced with the Surface Transportation Block Grant Program. FAST Act § 1109. However, the FAST Act reserved funds for transportation alternative projects for the years 2016-2020 and those funds can be obligated pursuant to MAP-21 rules.

Funding Features pursuant to MAP-21:

The TAP is funded by contract authority from the Highway Account of the Highway Trust Fund. Funds are subject to the overall Federal-aid obligation limitation.

An amount equal to 2% of the total amount authorized from the Highway Account of the Highway Trust Fund for Federal-aid highways each fiscal year (FY) is to be reserved for the TAP. 23 USC 213(a), repealed Dec. 4, 2015.

- The national total is divided among States based on each State's proportionate share of FY 2009 Transportation Enhancements funding.
- Within each State, the amount for the TAP is set aside proportionately from the State's National Highway Performance Program (NHPP), Surface Transportation Program (STP), Highway Safety Improvement Program (HSIP), Congestion Mitigation and Air Quality Improvement Program (CMAQ), and Metropolitan Planning apportionments.

The state of Texas may transfer up to 50% of its TAP funds to the local MPO's. TAP funds are available for obligation for a period of 3 years after the last day of the fiscal year for which the funds are authorized. (Example: FY 15 funds must be obligated prior to September 30, 2018).

Required let dates and completion dates will be set by TxDOT district upon coordination with the local government sponsors.

KTMPO should receive approximately \$800,000 of TAP funds for Fiscal Years 2015, 2016, and 2017.

Part IV

Eligible Projects:

Funds may be used for projects or activities that are related to surface transportation and described in the definition of “Transportation Alternatives.” [23 USC 101(a)(29)]

- Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation.
- 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.
- Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.
- Construction of turnouts, overlooks, and viewing areas.
- Community improvement activities, including—
 - Inventory, control, or removal of outdoor advertising;
 - Historic preservation and rehabilitation of historic transportation facilities;
 - Vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control; and
 - Archaeological activities relating to impacts from implementation of a transportation project eligible under 23 USC.
 - Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to address storm water management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff; or
 - Reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.
 - The recreational trails program under 23 USC 206.
 - The safe routes to school program under §1404 of SAFETEA–LU.
 - Planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.
 - Workforce development, training, and education activities. [§52004; 23 USC 504(e)]

Eligible Entities:

Under 23 USC 213(c)(4)(B), the eligible entities to receive TAP funds are:

- local governments;
- regional transportation authorities;
- 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 (other than a metropolitan planning organization or a State agency) that the State determines to be eligible, consistent with the goals of subsection (c) of section 213 of title 23.

Under TAP, nonprofits are not eligible as direct grant recipients of the funds. Nonprofits are eligible to partner with any eligible entity on an eligible TAP project, if State or local requirements permit. KTMPO encourages proposers to leverage funding for projects by partnering locally (See scoring criteria, page 4, “Partnerships/Community Collaboration”).

Project Selection:

Funds sub-allocated to urbanized areas over 200,000 must be on the Metropolitan Planning Organization (MPO) Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP). The MPO, through a competitive process, selects the projects in consultation with the State from proposed projects submitted by eligible entities. [23 USC 213(c)].

Part V

Order of Submission

All Responses submitted **must** be in the following order (please do not attach Parts I thru IV):

- **Exhibit A** - Proposal Summary Form.
- **Exhibit B thru B5** – Description of Project
- **Exhibit C thru C2**– Budget Form
- **Exhibit D** - Certification Form

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Exhibit A

**KTMPO
PROPOSAL SUMMARY FORM
FOR
Transportation Alternatives Program (FY15/16/17)**

Project Name:

Lead Agency

Address, City, State & Zip Code

Project Contact Name

*Phone Number

Project Contact Email Address

Authorized Signature

Printed Name

Date

		Exhibit B: Transportation Alternatives Program Description of Project		
Killeen-Temple Metropolitan Planning Organization				
PROJECT DETAILS				
Project Name				
Limits From				
Limits To				
Project Length		Miles		Feet
City		County		
Description of Work				
PROJECT STATUS/TIMELINE				
Estimated Let Date				
Estimated Completion Date				
	Preliminary Engineering	Right of Way	Utility Relocation	Environmental
Status*				
Progress (%)				
<i>*(Not Started, Underway, Complete, Not Applicable)</i>				
SCORING ELEMENTS (see Part II-Scoring Criteria for Factors)				
What regional connections does the project make?				
Describe facility enhancements of the project.				
What transportation safety issues and/or barriers does this project mitigate?				
How does this project promote an enhanced quality of life?				
Does this project have a partnership between one or more agencies? List all partners and their roles.				
How does the project have a positive, negative, or zero effect on established areas of Environmental Justice (EJ)?				

**Exhibit B1 thru B4
Transportation Alternatives Program
Description of Project
Required Attachments**

Please provide the following as attachments to this exhibit:

Exhibit B1 – Project Location Map

Exhibit B2 – Typical Cross Section Diagram

Exhibit B3 – Narrative of Project's impact on the Region (limit to one page)

Exhibit B4 – Any other supporting documentation such as; Right of Way District approval, Railroad agreement, engineering studies etc.

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Exhibit C: Transportation Alternatives Program Budget Summary

Killeen-Temple Metropolitan Planning Organization

	Agency Name	TAP Federal Funds	* Non-Federal Matching Funds		Total
		Dollar Amount	Source of Funds	Dollar Amount	
Lead Agency					
Partner Agency					
Partner Agency					
Partner Agency					
Partner Agency					
Partner Agency					
Partner Agency					
Partner Agency					
Partner Agency					
<i>SUB TOTALS</i>		\$ -		\$ -	
TOTAL					
<i>PERCENTAGES</i>					

** Must be a minimum Non-Federal match of 20%*

Exhibit C2
Killeen – Temple Metropolitan Planning Organization
Transportation Alternatives Program
Resolutions

Please provide the resolution form from the appropriate governing body that approved the Exhibit C financial commitments.

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Exhibit D

TRANSPORTATION ALTERNATIVES PROGRAM

TxDOT ADVANCED FUNDING AGREEMENTS

I, hereby acknowledge and understand that TxDOT requires “Advanced Funding Agreements” once a project has been selected by the KTMPO. I also understand that these agreements are time sensitive and will return them within the specified deadlines as designated by the TxDOT Waco/Brownwood District office.

Name of Authorized Representative

Title

Signature

Date