

NORTHERN VIRGINIA TRANSPORTATION AUTHORITY

MEMORANDUM

FOR: Members, Northern Virginia Transportation Authority

FROM: Chairman Martin E. Nohe, Planning and Programming Committee

DATE: October 4, 2017

SUBJECT: Approval of the Call for Regional Transportation Projects for the FY2018-23 Six Year Program

1. **Purpose.** To seek Northern Virginia Transportation Authority (NVTa) approval of the Call for Regional Transportation Projects (CfRTP) for the FY2018-23 Six Year Program (SYP).
2. **Suggested Motion:** *I move Authority approval of the Call for Regional Transportation Projects for the FY2018-23 Six Year Program.*
3. **Background.** At its October 4, 2017 meeting, the NVTa's Planning and Programming Committee (PPC) received a briefing on the development of the FY2018-23 Six Year Program. Specifically, the PPC discussed the CfRTP.
4. **Discussion.** Development of the Authority's inaugural FY2018-23 Six Year Program is based on the Six Year Program Framework approved by the Authority in May 2017 after extensive consultation with appropriate Committees. The Framework highlighted that the next step in the development of the FY2018-23 Six Year Program would be a CfRTP, issued by the Authority in October 2017.

NVTa staff has developed a CfRTP, largely based on that used for the Authority's FY2017 Program. The CfRTP encourages applicants to consider how well candidate projects support the regionalism integral to TransAction, i.e. the TransAction vision, goals, objectives, and weighted performance measures, together with feedback from public engagement and a technical analysis based on eleven regional multimodal corridors divided into 28 corridor segments.

The CfRTP application forms are attached to this memorandum.

5. **Six Year Program Evaluation Process.** All projects considered for regional revenues are subject to a comprehensive regional evaluation process:
 - a. **Eligibility.** Projects must be included in TransAction (which incorporates HB 599), but may be a subset of a TransAction project;

- b. TransAction Analyses.** Includes technical analyses from TransAction such as corridor segment and project level ratings;
 - c. Congestion Reduction Relative to Cost (CRRC).** As required by law, the Authority must give priority to projects with the highest CRRC ratios;
 - d. Qualitative Considerations.** Takes into account factors that cannot easily be considered in a formula, such as geographic and modal balance; leveraging of other funding sources, project readiness, and past performance;
 - e. Public Comment.** A Public Hearing will be held on the Six Year Program, including a period for public comment, Open House, Town Hall meetings, etc.
- 6. Next steps.** Subject to Authority approval of the CfRTP, NVTA staff will immediately post the CfRTP and appropriate application form and commence the development of the Authority's FY2018-23 Six Year Program. A Public Hearing will likely be held in May 2018, and the Six Year Program is scheduled for adoption by the Authority in June 2018.

Thereafter, the Six Year Program will be updated every two years, with the first update scheduled to be adopted by the end of CY2019. This is synchronized with, but lagging six months behind, the corresponding Smart Scale adoption cycle.

Attachment: Call for Regional Transportation Projects for the FY2018-23 Six Year Program application form.



XII. ATTACHMENT

Northern Virginia Transportation Authority
The Authority for Transportation in Northern Virginia

FY 2018-2023 SIX YEAR PROGRAM Project Application Form

The FY2018-2023 Six Year Program is a competitive program for Northern Virginia Transportation Authority Regional Revenues. The Authority's project selection process is comprised of five complementary components: preliminary screening, TransAction analyses, congestion reduction relative to cost analysis, qualitative considerations (such as leveraging of other funds excluding NVTa regional revenues, geographic and modal balance, project readiness, past performance, etc.), and public input.

General Instructions:

- **Deadline for application is noon, December 15, 2017.**
- **Deadline for resolution(s) of support is noon, January 19, 2018.**
- Applications must be submitted electronically to Sree Nampoothiri at Sree.Nampoothiri@TheNoVaAuthority.org. (Please provide applications in word and pdf formats not to exceed a total 6MB attachment size in each email. Also provide any GIS files or other supporting documentation. For large file sizes, contact Sree Nampoothiri, in advance).
- Incomplete applications, and applications received after the deadline, will be rejected; however draft applications may be submitted for review by NVTA staff by noon, November 9, 2017.

For assistance please contact Sree Nampoothiri at Sree.Nampoothiri@TheNoVaAuthority.org



Northern Virginia Transportation Authority
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FY 2018-2023 Six Year Program Project Application Form
TransAction ID:

Submitting Jurisdiction/Agency: _____

1) General Project Information

1.1 TransAction Project Title(s), ID(s), and page number(s) of Project in TransAction Plan¹ (Include corridor and corridor segment numbers. Please provide TransAction ID in the header too.):

1.2 Project Sub-Title (If applying for a subset of a TransAction project or a combination of multiple TransAction projects):

1.3 Project Location, including terminal points (If applicable):
(Add location map marking project extent. Provide GIS shapefile if available)

1.4 Project Description (Maximum 2 paragraphs / 500 words. Include description of terminal points, intersections, turning lanes, transit routes, services, facility, etc. sufficient enough to code into a traffic model for detailed analyses):

1.5 What is the local priority for this project among all the projects submitted by your jurisdiction/agency for NVTa regional revenues? (e.g. Top three; X of Y):

2) Project Milestones

2.1 Project Milestones by Project Phase (Provide actual or expected start and end dates – month/year – for all applicable phases, including phases that have already occurred):

	FY17 or earlier	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY24 or later (specify)
Design, Engineering, Environmental								
Right of Way								
Construction								
Capital Asset Acquisitions								
Other (please explain clearly what this includes)								

2.2 Are there any potential risk factors that may delay the milestones? If yes, please describe (e.g. project implementation depends on the completion of another project.)

¹ See TransAction Plan Project List: [hyperlink will be added when TransAction is adopted](#)



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3) Project Cost

3.1 Total Cost to Complete Project (Needed to achieve the intended transportation functionality of the project, e.g. completion of construction, implementation of an expanded transit service):

3.2 Total Cost by Project Phase and Fiscal Year when expenditure is expected to occur (Complete for all applicable phases and Fiscal Years – must total to the amount shown in item #3.1):

	FY2017 or earlier	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY2024 or later	TOTAL
Design, Engineering, Environmental									
Right of Way									
Construction									
Capital Asset Acquisitions									
Other (please explain clearly what this includes)									
TOTAL									

3.3 If this is expected to be a Design-Build project, what is the estimated date for funding verification? (i.e. the date by which sufficient committed funding sources must formally be documented in order for Design-Build bids to be invited. Provide month/year)

3.4 Provide the basis year of costs:

4) Funding Request

4.1 Requested NVTAFunds (Excludes any previous approvals for 70% Regional Revenues):

4.2 Requested NVTAFunds by Project Phase and Fiscal Year of Expenditure (Complete for all applicable phases and Fiscal Years – must total to the amount shown in item #4.1):

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY2024 or later	TOTAL
Design, Engineering, Environmental								
Right of Way								
Construction								
Capital Asset Acquisitions								
Other (please explain clearly what this includes.)								
TOTAL								

Note: Include contract administration expenses to corresponding phase(s)



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5) Other Funding Sources

5.1 Other Sources of Funding by Project Phase (Specify the amounts by source and complete for all applicable phases – must match with phase totals provided under items #3.2 and #4.2):

Note: 'Other Funding Sources' may include previously approved NVTa 70% Regional Revenues, NVTa 30% Local Distribution Revenues, CMAQ, RSTP, State, Proffers (or local equivalent), private, recipient entity funds, and others. You may describe if you have concurrently applied for other funding sources or plan to apply within the next six months.

	Committed Funds			NVTa Request per this application (\$) (should match with item #4.2)	Funding Gap (\$)	TOTAL (\$) (should match with item #3.2)
	Source (identify each source and amount separately)	Amount (\$)	Total by phase (\$)			
		[a]	[b]	[c]	[d]	[e=b+c+d]
Design, Engineering, Environmental						
Right of Way						
Construction						
Capital Asset Acquisitions						
Other (please explain clearly what this includes)						
TOTAL						

5.2 Please confirm all necessary operations/maintenance funds with the project have been secured and provide the source(s).

6) Project Impacts

For items #6.1 thru #6.5, Address how this project supports the regional coherence philosophy embedded in TransAction, and how it will improve Northern Virginians' quality of life with respect to travel conditions. Please provide reports, data, and other supporting information such as GIS files, simulation videos, etc.

6.1 What regional benefits does this project offer? (Describe how the project addresses travel conditions in TransAction corridor(s) and corridor segment(s) with a focus on the TransAction vision and goals):

6.2 How will the project reduce congestion and increase capacity? (Which facilities will experience capacity increases and how will this result in improved traffic flow/transit services? Provide current and forecasted capacity of facilities, services, etc. including bike-ped facilities. What congestion problem does the project address and how will it reduce congestion? Provide current and forecasted AADT/transit ridership with and without the project and details of models used (type, source, version, etc.):

6.3 How will the project improve regional connectivity? (Specifically list how Northern Virginians will experience improved connectivity between/within designated regional activity centers and jurisdictions.



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Provide information such as congestion levels, origin-destination patterns from any studies/analysis conducted):

6.4 How will the project improve integration between modes and systems? (Describe specifics such as motorized/non-motorized modes, first/last mile connection, new and enhanced technology systems such as Integrated Corridor Management, etc.):

6.5 How will the project improve safety? (Describe any safety issue this project is addressing and how the project will improve safety. Please include relevant safety data.):

7) Other Information

7.1 Project Title and ID in 2016 CLRP (or indicate if not included):

7.2 Project Title and ID in the current TIP (or indicate if not included):

7.3 Project VDOT UPC Number or DRPT Number (if available):

7.4 List internet links to any additional information in support of this project:

7.5 Do you intend to provide photos or other graphics to support your application? Yes / No
(If yes, coordinate with Sree Nampoothiri, sree.nampoothiri@thenovaauthority.org)

8) Resolution of Support

8.1 Please include a signed copy of Board/Council resolutions in support of this application.
Agencies must submit resolutions from affected jurisdiction Boards/Councils in addition to a resolution from their own governing body. (The resolution(s) must include, at a minimum, TransAction ID, Project Title, and the requested funding amount)

8.2 Projects that are located in multiple jurisdictions must demonstrate multi-jurisdictional support in order to advance. (e.g. resolutions of support from the governing body of each affected jurisdiction).

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9) Certifications

- Applicant acknowledges that past performance regarding achievement of drawdown commitments for previously approved projects (SPA Appendix B's and revisions) will be used as a qualitative consideration in SYP project selection.
- If project is approved for funding, applicant will:
 - Commit all necessary operations/maintenance funds;
 - Adhere closely to approved SPA Appendix A and B, or provide timely updates on a regular basis and as needed in the event of schedule changes, scope changes, etc.;
 - Provide a monthly status report on project progress to NVTA staff;
 - Provide NVTA staff with timely notice of project-related public events such as information meetings and hearings, allowing NVTA members and staff to attend, track, occasionally participate in, and publicize such events. Timely notice means providing schedule and location information to NVTA staff when such events are in the early planning stage;
 - Include NVTA logo and a partnership statement as appropriate on all public-facing materials such as websites, media releases/advisories, presentations, reports, handouts, display boards, and construction signage. An example of the partnership statement is 'project is (jointly) funded by the Northern Virginia Transportation Authority'. If the public-facing materials include detailed information regarding funding sources and amounts, the NVTA funding amount shall be explicitly included;
 - Provide NVTA with appropriate insurance certification and keep the certificates up to date;
 - Coordinate with NVTA staff to ensure accurate and complete reimbursement requests for timely processing;
 - Coordinate with NVTA staff before finalizing any third party project administration agreement with another agency for project administration (NVTA may not recognize or be able to participate in such agreements);
 - Adhere to all relevant NVTA Policies.

	Signature of the Submitter (Director level or above)
Name:	
Title:	
Email:	
Phone:	
Signature:	

Staff Point of Contact	Public Information Officer (PIO) Contact