

TRANSPORTATION IMPROVEMENT PROGRAM POLICY



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W A M P O

Wichita Area Metropolitan Planning Organization

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1 Introduction

The Wichita Area Metropolitan Planning Organization (WAMPO) is the designated MPO for the region in place to access federal transportation funds and to conduct regional transportation planning. The WAMPO region includes 21 jurisdictions, including all of Sedgwick County and portions of Butler County and Sumner County.

The region’s increasing development and travel demand requires a continuous program of managing and improving the area’s surface transportation system.

WAMPO is responsible for maintaining a number of federally required core documents to assure that federal transportation funds are programmed towards projects that can make a positive contribution to the region’s transportation system. These documents include the **Metropolitan Transportation Plan (MTP)** and the **Transportation Improvement Program (TIP)** for the region. The MTP is federally required and outlines long range transportation goals of the region and projects, including those that may be eligible for federal transportation funds. The TIP is developed annually by WAMPO in cooperation with federal, state, and local agencies, and public transportation providers. The TIP is a list of transportation projects covering a period of four years, based on the **Federal Fiscal Year (FFY)**, which runs annually from October 1st to September 30th. Projects included in the TIP must be consistent with approved transportation documents (i.e. MTP and the WAMPO Federal Functional Classification Map) and should reflect progress towards the overall transportation goals of the region.

This TIP Policy serves as the guiding document outlining processes and criteria established by the Transportation Policy Body (TPB) for the development and maintenance of the TIP. The TIP Policy shall supersede, when more restrictive, any criteria or guidelines reflected in the Kansas Department of Transportation (KDOT) Statewide Transportation Improvement Program (STIP) Amendment and Administrative Modifications Procedures.

Metropolitan Transportation Plan (MTP):

The Metropolitan Transportation Plan (MTP) is the long range transportation plan for the WAMPO region. It is federally required and identifies the overall vision, goals, and objectives for the region’s transportation system for the next 25 years.

Transportation Improvement Program (TIP):

The TIP is a short-range implementation tool that identifies federally funded and regionally significant projects to be carried out within the four year period following its adoption. The TIP must be consistent with the MTP.

Federal Fiscal Year (FFY):

A Federal Fiscal Year (FFY) runs annually from October 1st to September 30th.

2 Participants in the TIP Process

The following identifies key stakeholders and their role in the development and implementation of the TIP.

2.1 Transportation Policy Body (TPB)

The TPB is the decision making authority of WAMPO. The TPB is responsible for determining what projects are selected to receive WAMPO Competitive funds, takes final action on a new TIP and TIP amendments, and has the overall authority to include or remove any projects in the TIP.

2.2 Technical Advisory Committee (TAC)

The TAC proposes and reviews projects to be programmed with WAMPO Competitive funds in the new TIP and TIP amendments. The TAC is responsible for providing a recommendation to the TPB for action on a new TIP and TIP amendments.

2.3 Kansas Department of Transportation (KDOT)

KDOT serves as a cooperative partner and oversight agency for WAMPO. KDOT provides information to WAMPO that is used in the development and maintenance of the TIP. This information includes, but is not limited to: obligation authority status, notification of obligated and deobligated funds, and updates on projects with WAMPO Competitive funds.

2.4 United States Department of Transportation (USDOT)

The United States Department of Transportation (USDOT) serves as a cooperative partner and oversight agency to WAMPO and KDOT. The primary federal agencies which WAMPO works with include the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). Other agencies of the USDOT are involved on a case by case basis.

2.5 Project Sponsor

A project sponsor is responsible for submitting projects to be included in the TIP, coordinating with WAMPO and KDOT, and ultimately the completion of their projects. Project sponsors are typically a governmental jurisdiction / agency or taxing entity that is responsible for the local share of a project's cost. Paratransit providers may also be a project sponsor if their project is funded through WAMPO Competitive funds and/or FTA funding sources (e.g. Section 5310, Section 5311, etc.). Project sponsors are responsible for providing WAMPO with the most accurate information reasonably possible regarding their TIP projects.

2.6 Public

The public plays an important role in the regional transportation planning process by providing project sponsors, elected officials, and WAMPO with input on projects in the WAMPO region. There are a variety of opportunities for the public to provide input on TIP projects, including: public meetings, public review and comment periods, and public hearings at TPB meetings. The efforts WAMPO undertakes to engage the public are identified in WAMPO's **Public Participation Plan (PPP)**.

Public Participation Plan (PPP):

The PPP identifies opportunities for the public to get involved with WAMPO activities and methods used by WAMPO to increase public awareness and understanding. The PPP also identifies policies WAMPO follows to provide complete and timely information to the public.

3 Elements of the TIP

When working with the TIP, there are many elements that are essential to understand the entire process. These elements are discussed throughout this section. For additional information refer to the current TIP or contact WAMPO.

Fiscal Constraint:

Project costs do not exceed reasonably expected sources of funding over the period of the TIP or MTP.

3.1 Fiscal Constraint

Federal regulation 23 CFR 450 requires that programming for the first year of the TIP shall not exceed levels of funding committed to the **Metropolitan Planning Area (MPA)** in that year. For the TIP to remain fiscally constrained, all projects included in the TIP may not exceed levels of funding committed, or reasonably expected to be available to the MPA.

Metropolitan Planning Area (MPA):

The geographic area determined by agreement between the Metropolitan Planning Organization (MPO) and the Governor, in which the metropolitan transportation planning process is carried out.

3.2 Obligation Authority Estimates

During the development of a new TIP, WAMPO will request from KDOT future **obligation authority** estimates for WAMPO Competitive funds for all four years of the TIP. WAMPO will request that these estimates are provided prior to the end of the Call for Projects Application Period. These estimates will be used for programming WAMPO Competitive funds during the project selection process and are subject to change throughout a FFY.

Obligation Authority:

The total amount of funds that is available in a given FFY.

3.3 Funding Split (80/20)

Project sponsors are allowed to request a maximum of 80 percent in WAMPO Competitive funding for costs associated with the project. A minimum 20 percent non-federal match must be used to fund the project. Only costs that are eligible for funding, such as construction engineering (CE) and construction, can be programmed with WAMPO Competitive funds. WAMPO Competitive funds may not be used for Right-of-Way (ROW) or utilities relocation, unless otherwise directed by the TPB and KDOT.

Project sponsors should keep in mind that most federal funding programs operate on a reimbursement basis. This includes any projects funded with WAMPO Competitive funds. Project sponsors with questions regarding the process for reimbursement of federal funds should contact WAMPO.

3.4 Project Selection Criteria (PSC)

Project Selection Criteria (PSC) is a tool used by WAMPO to assist in determining which projects to program in the TIP with WAMPO Competitive funds. Federal legislation requires that projects programmed with WAMPO Competitive funds go through a PSC process.

Projects applying for WAMPO Competitive funds must fully complete the PSC for the applicable project type and meet eligibility criteria as identified in section 4.1 through 4.1.4. Projects that fail to meet the minimum eligibility criteria for at least one WAMPO Competitive funding source will be disregarded.

Appendix B outlines the PSC used for each project type in order to be considered for WAMPO Competitive funds.

3.5 Year of Expenditure (YOE) – Inflation

By USDOT and KDOT approval of the STIP (where the TIP is amended into the STIP), they agree to the **Year of Expenditure (YOE)** rate used in the TIP. YOE is applied to projects included in the second, third, and fourth years of the TIP. This rate is applied to the base cost of the project to reflect the project cost in future years. This rate is compounded annually (as reflected in the example below). WAMPO staff will apply the YOE to the project cost depending on the year that the project is programmed.

WAMPO does not apply YOE to any KDOT projects. KDOT incorporates inflation into their projects as they are submitted to WAMPO for inclusion in the TIP. Non-Competitive projects with federal funds administered by KDOT have YOE reflected entirely through the local funding share of a project’s cost.

Shown below is an example of how to calculate YOE for the various years of the TIP. **Figure 1** graphically reflects this example.

Example:

Assume a 4% yearly inflation rate and a base project cost of \$1,000.

- In year one, a project would cost \$1,000.
- In year two, the base cost of \$1,000 would then cost \$1,040. The base amount multiplied by 4% (.04) and added to the base project cost.
- In year three, the project would cost \$1,082. This is the second year project cost multiplied by 4% (.04) and added to the second year project cost.
- In year four, the project would cost \$1,125. This is the third year project cost multiplied by 4% (.04) and added to the third year project cost.

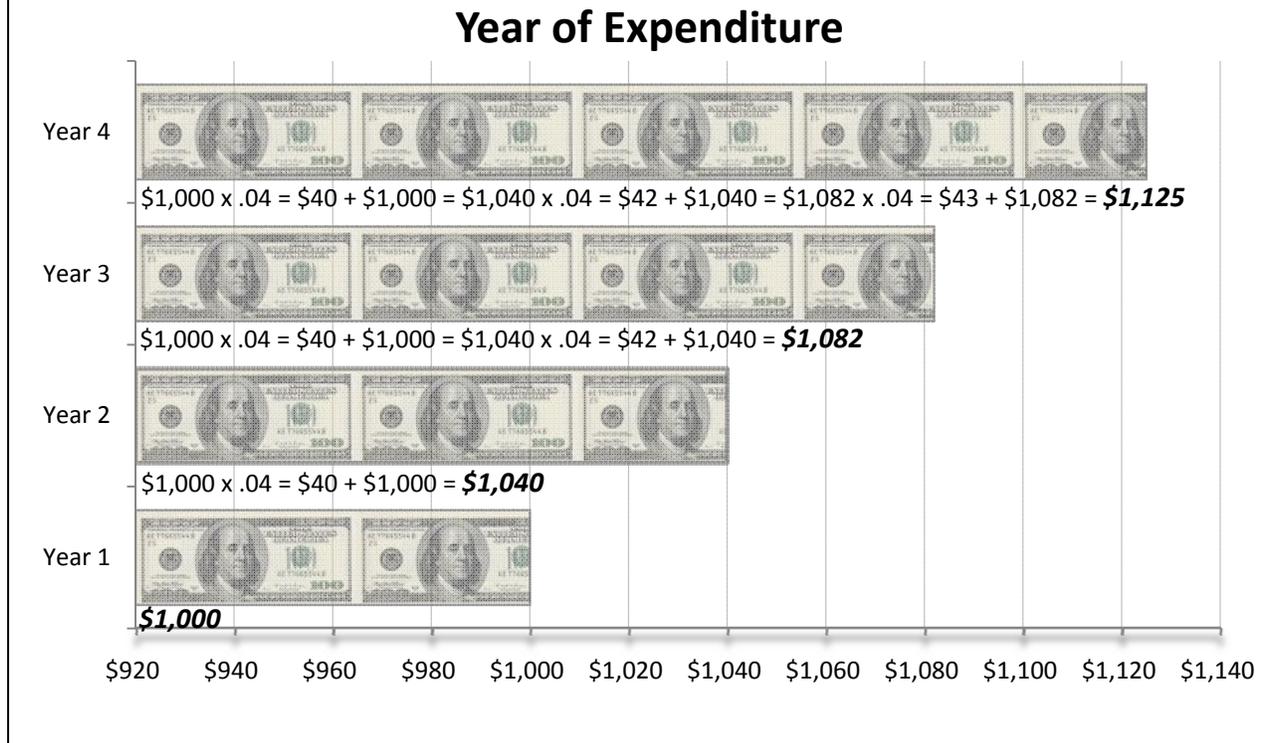
Project Selection Criteria (PSC):

A tool used by WAMPO to objectively rank projects that are competing for WAMPO Competitive funds. The PSC also helps to promote consistency with the goals and policies implemented through various plans and programs adopted by WAMPO.

Year of Expenditure (YOE):

The year a project is planned to be obligated with inflation costs factored into the project cost estimates.

Figure 1 – Year of Expenditure Diagram



3.6 Project Capping

Capped Project:

A project programmed with a specified maximum amount of federal funding participation.

WAMPO limits the amount of WAMPO Competitive funds for a project by capping these funds in the TIP (Starting in FFY 2008). Should a project’s cost exceed the amount of programmed WAMPO Competitive funds, the project sponsor is responsible for making up the difference.

Uncapped projects in the TIP can exceed their programmed amount prior to being closed out by KDOT, typically due to contract limitations. The difference between the programmed amount and the closed out amount would then come from the current FFY (i.e. 2013) obligation authority. If that occurs, projects programmed in the current TIP with the identified funding source would need to be reviewed and adjusted to maintain fiscal constraint of the TIP.

Uncapped Project:

A project programmed without a specified maximum amount of federal funding participation.

3.7 Obligation of Funds

Federal funds awarded in each FFY must be obligated by September 30th of the project’s specified FFY in the TIP. An obligation is the Federal Government’s promise to pay the federal share of a project’s eligible cost. This commitment occurs when KDOT submits a Project Agreement to the FHWA for approval. If the project does not obligate by September 30th, these funds could be lost to the WAMPO region.

Before KDOT can submit a Project Agreement to FHWA for approval, the following criteria must be met by the project sponsor in coordination with WAMPO and KDOT:

- The project must be in the WAMPO MTP and TIP.
- If KDOT is authorizing any work phase other than Preliminary Engineering (PE), all environmental clearances must be complete and the project sponsor's Local Agency/State Agreement shall have been executed.
- In the case of Construction Engineering (CE)/Construction authorization, KDOT must also have a Right of Way (ROW) and Utilities Certificate on file.

Obligated funds are considered used even if no expenses have occurred. Once a project has been obligated it can be let at any point, but it is encouraged to be let within a reasonable amount of time (between 30 and 60 days after obligation). The term "let" is a shortened term for "bid letting," which means that the project has been made available for contractors to apply for consideration to complete the project's construction. The date that a project is let is referred to as the "let date."

3.8 *Project Listing*

The project listing section of the TIP is where the most recent information regarding TIP projects can be found, as reported by project sponsors. This includes, but is not limited to, project information such as:

- Project sponsor.
- Project scope.
- Project FFY.
- Project type.
- KDOT and WAMPO project numbers.
- Project funding amounts.
- Project funding sources.
- Total project cost.

4 Types of Funding Categories

This section discusses the difference between WAMPO Competitive and Non-Competitive funding categories. WAMPO Competitive funding sources are also discussed with a brief summary of each program and any necessary criteria for a project being programmed with these funds.

4.1 WAMPO Competitive

WAMPO Competitive funds:

These are federal funds that WAMPO is responsible for selecting projects to program with, in the TIP. These funds include: MPO-CMAQ, MPO-STP, and MPO-TA.

WAMPO Competitive funds are for projects that are funded partially or in full (for the federal share) with the following funding programs: Congestion Mitigation and Air Quality (MPO-CMAQ), Surface Transportation Program (MPO-STP) and Transportation Alternatives (MPO-TA). KDOT annually provides MPO-CMAQ funds to WAMPO, to be used as WAMPO Competitive funds. Both MPO-STP and MPO-TA funds are attributable to the WAMPO region. All WAMPO Competitive funding programs operate on a reimbursement basis through KDOT.

Projects are evaluated with the assistance of the PSC by the TAC who then develops a recommended list of projects to program for each FFY of the TIP. This recommendation is then brought to the TPB who is asked to endorse the TAC's recommendation. Once the complete TIP is brought to the TPB for action, the TPB will take final action of the TIP and all of the projects found within it, including WAMPO Competitive funds. See Appendix B for additional information on the PSC used for WAMPO Competitive funds.

4.1.1 Congestion Mitigation and Air Quality (MPO-CMAQ)

Intent:

The WAMPO Congestion Mitigation and Air Quality (MPO-CMAQ) Program:

- Assures that MPO-CMAQ funds are programmed for projects that meet the intent of the federal CMAQ program.
- Outlines eligible project types for MPO-CMAQ funding.
- Makes progress towards the implementation of the short-term strategy #13 identified in the Metropolitan Transportation Plan (MTP) 2035.

Congestion Mitigation and Air Quality (MPO-CMAQ):

Federal funds for projects that improve air quality and/or reduce traffic congestion.

MPO-CMAQ Funding Split (80/20):

Project sponsors are allowed to request a maximum of 80 percent federal funding for costs associated with the projects that are eligible for funding. A minimum 20 percent non-federal match must be used to fund the project.

See section 3.3 for additional details.

MPO-CMAQ Policy Implementation:

Project sponsors are encouraged to apply for MPO-CMAQ funds for projects that are directly related to meeting the intent of the federal CMAQ Program. This policy includes a list of all eligible project types for MPO-CMAQ funds for the WAMPO region, as determined by the TPB.

Starting in FFY 2014, 100 percent of MPO-CMAQ funds will first be available for projects identified as an eligible project type. The balance of MPO-CMAQ funds not programmed towards eligible project types will be made available to program other projects that can demonstrate congestion mitigation or air quality benefits to the WAMPO region. These funds will be treated in a similar fashion as MPO-STP funds. If the WAMPO region is designated as a non-attainment area for air quality standards, all projects programmed with MPO-CMAQ funds would then be required to meet additional federal requirements.

MPO-CMAQ Eligible Project Types:

Eligible project types include:

- Projects intended to reduce emissions through cold-start conditions.
 - Retrofitting vehicles and fleets with water and oil heaters.
 - Installing electrical outlets and equipment in publically-owned garages or fleet storage facilities.
- Traffic flow improvements (must demonstrate net emissions benefits).
 - Traditional Improvements.
 - Construction of roundabouts.
 - Construction of vehicle lanes (such as turn lanes) that can prove a reduction in congestion.
 - Intelligent Transportation Systems (ITS).
 - Traffic signal synchronization projects.
 - Traffic management projects.
 - Regional multi-modal traveler information systems.
 - Traffic signal control systems.
 - Freeway management systems.
 - Incident management programs.

Non-Attainment Area:
A geographical area that does not meet the national ambient air quality standards (NAAQS) established by the Environmental Protection Agency (EPA).

- Transit management systems.
 - Electronic toll-collection systems.
- Transit operating assistance (for up to 3 years).
 - Operating assistance to introduce a new type of transit service, service to a new geographical area, or expand existing service providing additional hours or service or reduced headways.
 - Eligible operating cost include: labor, fuel, maintenance, and related expenses.
- Bicycle and pedestrian.
 - Constructing bicycle and pedestrian facilities (paths, bike racks, support facilities, etc.) that are not exclusively recreational and reduce vehicle trips.
- Travel demand management.
 - Park and Ride facilities.
 - Telecommuting.
 - Carpool/Vanpool.
 - Employer-based commuter choice programs (flexible work hours).
- Public education and outreach (may be funded indefinitely).
 - Education and outreach activities targeting the public, community leaders, and potential projects sponsors about:
 - Connections between trip making and transportation mode choices.
 - Traffic congestion.
 - Air quality.
 - Activities that promote:
 - New or existing transportation services.
 - Developing messages.
 - Advertising materials (including market research, focus groups, and creative).
 - Distributing messages and materials.
 - Evaluating message and material dissemination and public awareness.
 - Technical assistance.
 - Programs that promote the Tax Code provisions related to commute benefits.
 - Transit operation of fare sales.
 - Any other activities that help forward less-polluting transportation options.
 - Air quality public education messages.
 - Maintain your vehicle.

- Minimize one person per vehicle travel by grouping trips to locations together.
 - Telecommuting.
 - Proper use of alternate fuels.
 - Observe speed limits.
 - Don't idle your vehicle for long durations.
 - Eliminate rapid starts and stops when driving.
 - Use of alternate modes of transportation.
- Transportation Management Associations (TMAs)
 - TMA start-up costs, provided emissions can be reduced (up to 3 years).
- Carpooling and vanpooling.
 - Marketing (may be funded indefinitely) for existing, expanded, and new activities designed to:
 - Increase the use of carpools and vanpools.
 - Purchase and use of computerized matching software.
 - Outreach to employers.
 - Guaranteed ride home programs.
 - Vehicles (Vanpools only) (eligible operating costs limited to 3 years).
 - Vanpool vehicle capital costs for purchasing or leasing vans.
 - Empty-seat subsidies.
 - Maintenance.
 - Insurance.
 - Administration (staff, dispatcher, grant management, etc.).
- Idle reduction.
 - Idle reduction projects that reduce emissions and are located within, or in proximity to and primarily benefiting, the WAMPO region.
- Inspection/Maintenance (I/M) programs.
 - Construction of I/M facilities.
 - Purchase of I/M equipment.
 - I/M program development.
 - One-time start-up activities:
 - Updating quality assurance software.
 - Developing a mechanic training curriculum.
 - Administrative costs.
- Alternative Fuels.
 - Infrastructure / Facilities.
 - Vehicles.

Transportation Management Associations (TMAs):

TMAs are non-profit, member-controlled organizations that provide transportation services in a particular area, such as a commercial district, mall, medical center, or industrial park.

- Establishment of privately owned “portable” I/M programs, including remote sensing (provided that they are public services, reduce emissions, and do not conflict with statutory I/M requirements or EPA regulations).

This section was developed with the use of the Eligible Projects and Programs section of “*The Congestion Mitigation and Air Quality (CMAQ) Improvement Program under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users Final Program Guidance*”.

4.1.2 Surface Transportation Program (MPO-STP)

Intent:

Surface Transportation Program (MPO-STP):

STP provides flexible funding that may be used by project sponsors on any Federal-aid highway, including the National Highway System (NHS), bridge projects on any public road, transit capital projects, etc.

The Surface Transportation Program (MPO-STP) is the one of two funding sources that is directly attributable to WAMPO from the USDOT and used as WAMPO Competitive funding program. This funding program is flexible and can be used for a variety of different transportation improvements. The MPO-STP program:

- Assures that MPO-STP funds are programmed for projects that meet the intent of the Federal STP Program.
- Outline eligible project types for MPO-STP funding.

MPO-STP Funding Split (80/20):

Project sponsors are allowed to request a maximum of 80 percent federal funding for costs associated with the projects that are eligible for funding. A minimum 20 percent non-federal match must be used to fund the project.

See Section 3.3 for additional details.

MPO-STP Eligible Project Types:

For a complete listing of eligible project types, refer to 23 U.S.C. 133. Shown below is a summary of eligible project types for MPO-STP funds.

- Construction.
- Reconstruction.
- Rehabilitation.
- Resurfacing.
- Restoration.
- Operational improvements for highways and bridges.
- Capital costs for transit projects (including vehicles and facilities).
- Carpool projects.

- Fringe and corridor parking facilities and programs.
- Bicycle transportation and pedestrian walkways.
- Highway and transit safety infrastructure improvements and programs.
- Capital and operating costs for traffic monitoring, management, and control facilities and programs, including advanced truck stop electrification systems.
- Transportation enhancement activities.
- Transportation Control Measures. (TCM) listed in Section 108(f)(1)(A) (other than clause xvi) of the Clean Air Act (42 U.S.C. 7408(f)(1)(A)).
- Development and establishment of management systems under 23 U.S.C. 303.
- Intersection improvements.
- Infrastructure-based intelligent transportation systems capital improvements.

4.1.3 Transportation Alternatives Program (MPO-TA)

Intent:

The Transportation Alternatives Program (MPO-TA) is a funding source that is directly attributable to WAMPO from the USDOT and used as a WAMPO Competitive funding program. The MPO-TA program:

- Assures that MPO-TA funds are programmed for projects that meet the intent of the Federal TA Program.
- Outline eligible project types for MPO-TA funding.

MPO-TA Funding Split (80/20):

Project sponsors are allowed to request a maximum of 80 percent federal funding for costs associated with the projects that are eligible for funding. A minimum of 20 percent non-federal match must be used to fund the project.

See Section 3.3 for additional details.

MPO-TA Eligible Project Types:

For a complete listing of eligible project types, refer to ####. Shown below is a summary of eligible project types for MPO-TA funds.

- Transportation Alternatives as defined in 23 U.S.C. 101(a)(29) (MAP-21 1103):

- 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.
- 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 title 23.
- Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to –
 - 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
 - Reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.
- The recreational trails program under section 206 of title 23.
- The safe routes to school program under section 1404 of the SAFETEA-LU.

- Infrastructure-related projects, planning, design, and construction of infrastructure-related projects on any public road or any bicycle or pedestrian pathway or trail in the vicinity of schools that will substantially improve the ability of students to walk and bicycle to school, including sidewalk improvements, traffic calming and speed reduction improvements, pedestrian and bicycle crossing improvements, on-street bicycle facilities, off-street bicycle and pedestrian facilities, secure bicycle parking facilities, and traffic diversion improvements in the vicinity of schools.
- Non-infrastructure related activities to encourage walking and bicycling to school, including public awareness campaigns and outreach to press and community leaders, traffic education and enforcement in the vicinity of schools, student sessions on bicycle and pedestrian safety, health, and environment, and funding for training, volunteers, and managers of safe routes to school programs.
- Safe Routes to School coordinator.
- Planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

4.2 ***Non-Competitive***

Non-Competitive projects are those for which the TPB does not determine the amount of federal funding programmed. If a Non-Competitive project has federal transportation funds associated with it, it is required to be included in the TIP and the MTP. Projects that do not have federal funds but are considered to be regionally significant should also be included in the TIP. For a project to be included in the TIP as a Non-Competitive project, it must meet one of the following criteria:

- A project programmed with federal transportation funds, excluding: MPO-CMAQ, MPO-STP, and MPO-TA.
- A project programmed by the state or locally that is considered regionally significant.
- A project programmed through a combination of the sources listed above.

Non-Competitive funds:

Any federally funded and/or regionally significant project which WAMPO does not determine the amount of participating federal funds.

5 Changes in WAMPO Competitive Funds Availability

The availability of WAMPO Competitive funds can vary within any given FFY. Changes in the WAMPO Competitive funds obligation authority (recessions, new authorizations, etc.) and deobligations affect the balance of available WAMPO Competitive funds. WAMPO is responsible for assuring that all available funds are programmed within the TIP. The use of advance construction projects and a reserved projects list provide WAMPO options that assist in assuring that funds are not lost to the WAMPO region. WAMPO Competitive projects programmed in the current FFY of the TIP using advance construction can be the priority projects to fund with any additional WAMPO Competitive funds. If funds are remaining, they will be available for projects included on the reserved projects list.

5.1 Advance Construction

Advance Construction:

When a project sponsor funds 100% of a project and can later be reimbursed the federal funds when/if funds become available.

Advance construction is a technique which allows a project sponsor to initiate a project using non-federal funds while preserving eligibility for future federal funds.

To use advance construction, project sponsors must contractually agree to fund the project 100% in the first year and be reimbursed over time, if and when federal funds become available and approved by the TPB. Project sponsors risk not being reimbursed if funds are not available or approved. Project sponsors must receive written approval from USDOT prior to entering into an advance construction contract. Advance construction projects are not allowed to seek reimbursement for any activities associated with the project that occur prior to entering into the advance construction contract.

5.2 Reserved Projects Priority

Reserved Projects:

A project in the WAMPO region that is eligible for federal funds, identified in the MTP Eligible for Funding List, and can be obligated on short notice.

The use of reserved projects is an option WAMPO has available to safeguard against the loss of WAMPO Competitive funds and to assure that these funds remain in the WAMPO region. Reserved projects include only projects in the region that are eligible for federal funds, identified in the MTP Eligible for Funding List, and can be obligated on short notice. In most situations, only advance construction projects meet the necessary criteria. KDOT, WAMPO, and the project sponsor will work together to assure the readiness of projects being considered. Projects included in the reserved projects list are required to be fiscally constrained.

Reserved projects are developed in conjunction with the Call for Projects Application Period or Request for Amendments Application Period (unless directed otherwise by the TPB). The TAC will review and recommend to the TPB a prioritized list of reserved projects from those projects submitted.

The TAC will forward this recommended, prioritized list of reserved projects to the TPB for action. The TPB has the option to accept, revise, not accept, or request further TAC review of the recommended prioritized list of reserved projects. Once approved by the TPB, projects will automatically be selected from the prioritized list of reserved projects if and when federal funding becomes available. Projects will be selected for funding based on its priority and the ability to obligate funds prior to the end of the FFY. The project sponsor has the option to accept or decline the funds. Any projects included in the prioritized list of reserved projects must be included in the TIP project listing prior to receiving federal funds. Inclusion in the TIP may occur when a new TIP is developed or through a TIP amendment. If a reserved project is included in the TIP as advance construction, a conversion of funds must be identified in the TIP project listing. An Administrative Adjustment may be used to change the year in which the conversion is made, if and when federal funds did become available.

6 TIP Development

This section outlines key steps related to the development of a new TIP or a TIP amendment.

6.1 Call for Projects Application Period

The first step for a project to request to be added into the TIP is through the Call for Projects Application Period. A Call for Projects Application Period only occurs when a new TIP is being developed (which is on an annual basis). The process for both WAMPO Competitive and Non-Competitive projects is described in sections 6.1.1 and 6.1.2.

6.1.1 Competitive - Call for Projects Application Process

During a Call for Projects Application Period, project sponsors may submit applications for WAMPO Competitive funds prior to the established deadline. Any late applications received by WAMPO will not be considered unless directed otherwise by the TPB. Once the Call for Projects Application Period ends, WAMPO staff compiles the submitted project information and tabulates PSC scores. For more information on the PSC, see Appendix B. After this process is complete, projects enter the project selection process as identified in section 6.2.

6.1.2 Non-Competitive – Call for Projects Application Process

In order for a Non-Competitive project to be included in a new TIP, the project sponsor must submit their project application prior to the established deadline. Any late applications received by WAMPO will not be included in the new TIP unless directed otherwise by the TPB.

If a project sponsor misses the Call for Projects Application Period deadline, they have two options to get their project included in the TIP. The first option is for the project sponsor to wait until the next Request for Amendments Application Period to include their project in the upcoming TIP Amendment. The second option is for the project sponsor to follow the process outlined in section 6.1.4.

Once a Call for Projects Application Period ends, WAMPO staff compiles the submitted project information and includes the Non-Competitive projects into the draft of the new TIP. Project sponsors should keep in mind that Non-Competitive projects must be fiscally constrained and that the TPB may choose not to include a Non-Competitive project in the TIP. If the TPB chooses not to include a Non-Competitive project in the TIP and the project does have federal funds, the project will not be able to receive federal funds.

The project must be included in an approved TIP in order to receive federal funds.

6.1.3 Request for Amendments Application Process

During a Request for Amendments Application Period, project sponsors may submit applications to amend their projects already programmed in the TIP or apply to include a new Non-Competitive project in the TIP. Allowable changes to projects during a Request for Amendments Application Period include:

- The design concept or scope of the project.
- The FFY of the project obligation date.
- A funding source (federal, state, or local) and/or amount.
 - If WAMPO Competitive funds are involved, funds must be available and the TIP must remain fiscally constrained. Project may only increase funds if it has not been obligated.
- Addition/removal of a project to the TIP.
 - If WAMPO Competitive funds are involved, funds must be available and the TIP must remain fiscally constrained. Project may only increase funds if it has not been obligated.

Project changes not submitted to WAMPO prior to the established Request for Amendments Application Period deadline must follow the process outlined in section 6.1.4.

6.1.4 Missed Application Deadline Process

If a project sponsor submits a TIP project application late, projects could potentially still be included in the TIP. Projects sponsors must notify WAMPO staff one week prior to the next TAC meeting following an Application Period. Project sponsors will be required to make a request to the TAC and TPB to include their late submittal in the draft TIP or TIP Amendment. An updated public review and comment period will be held prior to TPB action on the TIP or TIP Amendment and follow the necessary public involvement process outlined in the Public Participation Plan (PPP).

6.2 Project Selection

Project selection is the process WAMPO follows in order to identify projects to be programmed with WAMPO Competitive funds (MPO-CMAQ, MPO-STP, and MPO-TA). The TAC will use the Project Selection Criteria (PSC) as a tool to assist in the selection of projects to recommend to the TPB to be programmed with WAMPO Competitive funds. For Non-Competitive projects, refer to the individual agency and/or KDOT for their project selection processes.

Project sponsors and WAMPO staff are responsible for verifying that projects included in the TIP with federal funds are included in the MTP. The TPB is ultimately responsible for approving the inclusion of WAMPO Competitive and Non-Competitive projects in the TIP. The TPB has the authority to exclude a project(s) from the TIP (WAMPO Competitive or Non-Competitive).

7 Public Involvement

During the development of a new TIP and TIP Amendments, the public is given opportunities to provide their input and ask questions related to the TIP. WAMPO staff conducts, at a minimum: TIP workshops at the beginning of a new TIP development, a public open house during a new TIP's public review and comment period, and a public hearing prior to TPB action on a new TIP and TIP amendments. Additional details regarding public involvement for the TIP can be found in WAMPO's Public Participation Plan (PPP).

7.1 TIP Workshop

A TIP workshop will be held at the beginning of the Call for Projects Application Period for a new TIP. This workshop is open to project sponsors and the public. This workshop is provided by WAMPO staff to explain the application process, changes to the application process, and answer questions regarding the TIP and processes followed to develop the TIP. This workshop can also be split into two separate workshops if deemed appropriate where one workshop would be focused on project sponsor needs and concerns, while the other workshop would be focused more on the public needs and concerns.

7.2 Public Open Houses

A public open house is held during the public review and comment period of a new TIP. This is an opportunity for the public to review, provide input, and ask questions about the new TIP. Additional details regarding public open houses can found in WAMPO's PPP.

7.3 Public Meetings and Hearings

Both the TAC and TPB meetings are open to the public. During the TPB meeting when action is scheduled to take place on a new TIP or TIP amendment the public is given an opportunity to provide comments through a public hearing.

8 Project Monitoring

8.1 Reasonable Progress

Project sponsors are required to provide project progress updates for any project programmed with WAMPO Competitive funds in the current FFY. Project progress updates are also required for any project programmed with WAMPO Competitive funds that is under construction (including projects from previous FFYs). Project progress updates will be monitored by WAMPO staff and reported to the TPB.

Projects that are programmed to receive WAMPO Competitive funds in the current FFY should be obligated by the end of the 2nd quarter (March 31st) of the current FFY. Project sponsors should keep this in mind when applying for projects to be programmed in the TIP. Projects not obligated by this deadline will be identified to the TPB at the TPB meeting following the end of the FFY 2nd quarter. The TPB may take action on projects not obligated by March 31st up to and including the removal of unobligated WAMPO Competitive funds.

Project progress reports will be given to the TPB at a minimum every two months. At the TPB meeting following the end of the FFY 2nd quarter, project sponsors with projects in the current FFY not obligated will be given an opportunity to present their project's status, request additional time to obligate, and be available to answer questions from the TPB.

8.2 Monitoring and Reporting

Project monitoring enable the WAMPO staff to maintain an up-to-date TIP and also fulfills the federal requirement to provide project updates. Sponsoring agencies are required to provide project updates to WAMPO. WAMPO staff will maintain Project Progress Reports (PPR) for WAMPO Competitive projects.

WAMPO also publishes an Annual List of Federally Obligated Projects (ALOP) that reports on all obligations that have occurred in the WAMPO region in the previous FFY. All projects that have obligated federal transportation funds, including non-competitive projects, are included in this list. KDOT and Wichita Transit provide WAMPO with all obligation information included within the ALOP.

8.3 WAMPO Competitive Projects - Design Statement

Projects receiving WAMPO Competitive funds shall be designed and constructed consistent with the scope of work outlined in the TIP. The project sponsor and KDOT are responsible for determining the specific design details to be included in the project in order to accomplish the

approved scope. KDOT will affirm that project design and scope are consistent with the TIP during field and office checks.

9 New TIP Process

This section outline the process involved in the development of the new TIP.

9.1 *Future Funding Estimate*

At the beginning a new TIP, KDOT provides WAMPO an estimate of anticipated funding levels for WAMPO Competitive funds (and MPO-CMAQ, MPO-STP, and MPO-TA) for the next four FFY's. This is referred to as the obligation authority for WAMPO Competitive funds and is used by WAMPO to program projects in the TIP.

9.2 *Call for Projects Application Period*

A Call for Projects Application Period is held for project sponsors to submit applications for projects to be included in the new TIP (Competitive and Non-Competitive). For more information regarding the Call for Projects Application Period, refer to Section 6.1.

9.3 *Project Evaluation (Competitive Only)*

Each project application requesting WAMPO Competitive funds will be scored through the use of the PSC (a tool used to help selected projects) for the appropriate project type. Appendix B outlines the PSC for each WAMPO Competitive funding source.

9.4 *Project Selection (Competitive Only)*

With the use of PSC scores for projects applying for WAMPO Competitive funds, the TAC creates a recommended list to the TPB of projects to be programmed in the new TIP. The TPB is responsible for making the final decision of what projects will be programmed with WAMPO Competitive funds.

When developing a new TIP, projects in the second, third, and fourth years in the current TIP are presumed to move into the first, second, and third years of the new TIP, respectively keeping the same priority. However, a change in regional priorities may alter this orderly progression of projects. These prequalified projects **will require new applications** with any updated information. WAMPO will not automatically carry a project sponsor's project from the current TIP to a new TIP.

9.5 *Project Selection (Non-Competitive Only)*

Non-Competitive projects proposed will be presented to the TAC for their recommendation for TPB approval and to the TPB for action. Refer to individual agencies for their selection process. See Section 6.2 for additional details.

9.6 Public Involvement

At the beginning of a Call for Projects Application Period for a new TIP, WAMPO will hold an application workshop and a public open house as described in Section 7. These opportunities provide project sponsors and the public a chance to learn more about the TIP and find out what changes have been made to the TIP application and development process.

In addition, prior to TPB action on a new TIP, a public open house meeting, a public review and comment period, and a public hearing will be held in accordance with the guidelines identified in the WAMPO PPP.

9.7 TAC Recommendation

The TAC will review the draft TIP and may provide one of the following recommendations to the TPB for their consideration or other recommendations they see fit.

- Recommend that the TPB approves the TIP as is.
- Recommend that the TPB approves the TIP with specific changes.
- Recommend that the TPB does not approve the TIP.

9.8 TPB Action

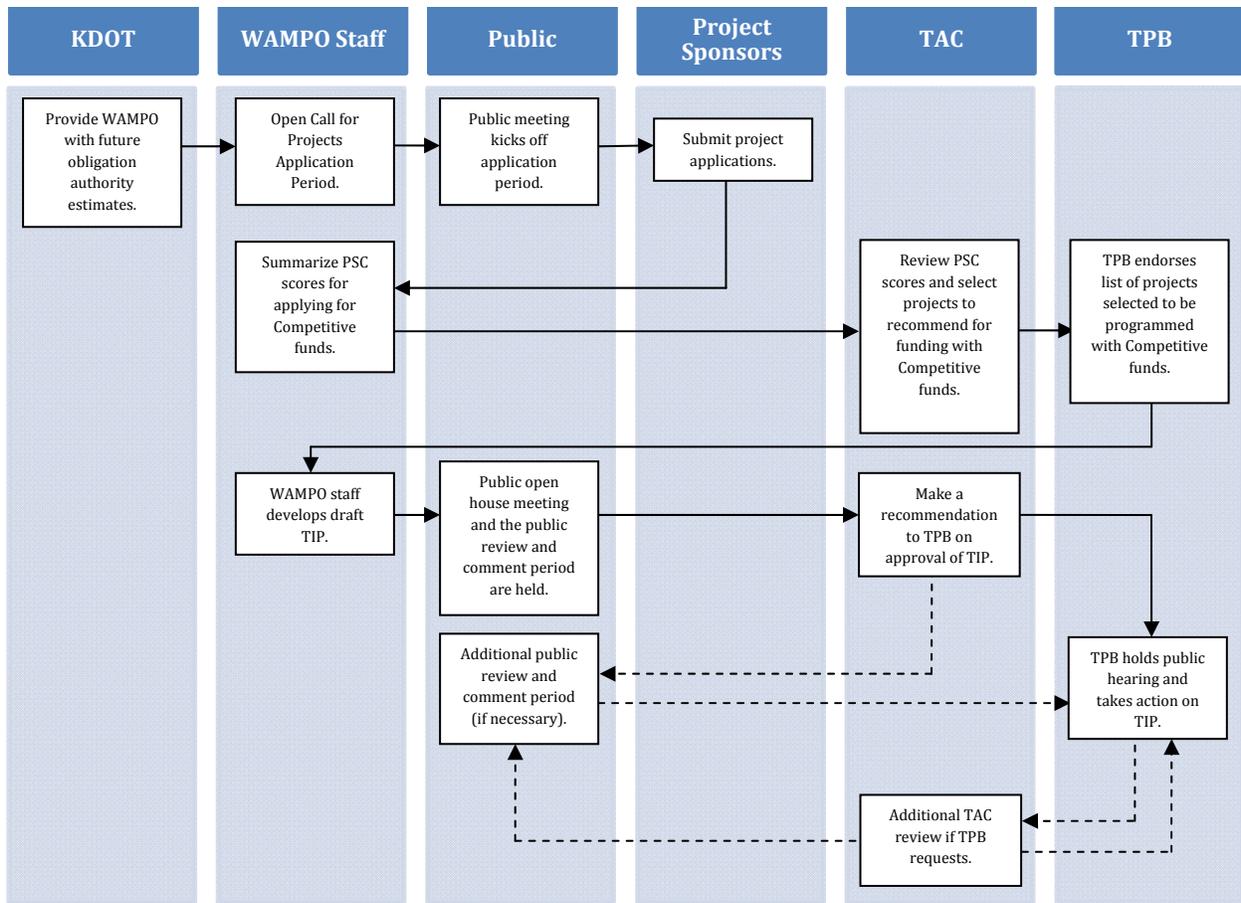
The TPB will review the proposed TIP and the TAC's recommendation. Upon completion of a public hearing by the TPB, the TPB may take action on the proposed TIP. When the TPB takes action on a new TIP, they may be given the following or other options they may see fit:

- Approve the TIP as proposed.
- Make changes to the TIP as deemed appropriate.
- Table the item for further discussion.
- Not approve the TIP.
- Request further TAC review prior to TPB action.

If the TPB requests substantial changes to the proposed TIP, a new public review and comment period and public hearing would be held.

9.9 Inclusion of TIP in STIP

After the TPB approves a new TIP, WAMPO submits a letter to KDOT requesting inclusion of the new TIP into the STIP by reference. KDOT then processes an amendment to the STIP and request USDOT approval of the STIP amendment. Once USDOT approves the STIP amendment, KDOT and WAMPO are notified.



10 Amendment Process

This section outlines the process involved in a TIP amendment. Amendments to the TIP occur on a quarterly basis, however, special amendments may occur when determined to be necessary by the TPB or the WAMPO Director. All amendments must maintain the fiscal constraint requirement outlined in Section 3.1.

10.1 Amendment Criteria

The TIP must be amended when one or more of the following criteria exist:

- The design concept or scope of the project has changed.
- Addition/removal of a funding source (federal, state, or local) and/or amount. *(Fiscal constraint must be maintained) unless otherwise allowed by an administrative adjustment.*
 - If WAMPO Competitive funds are involved, funds must be available and the TIP must remain fiscally constrained. Project may only increase federal funds if it has not been obligated.
- Addition/removal of a project to/from the TIP. *(Fiscal constraint must be maintained).*
 - If WAMPO Competitive funds are involved, funds must be available and the TIP must remain fiscally constrained. Project may only increase federal funds if it has not been obligated.

10.2 Request for Amendments Application Period

A Request for Amendments Application Period occurs on a quarterly basis and is the beginning of the amendment process. A tentative amendment schedule is posted on the WAMPO website. To request changes to a specific project, the project sponsor must complete a TIP Amendment Application Form during the Request for Amendments Application Period.

10.3 Public Involvement

Prior to TPB action on a TIP amendment, a public review and comment period will be held. Guidelines for a public review and comment period for a TIP amendment are outlined in the WAMPO PPP.

10.4 TAC Recommendation

The TAC will review the draft TIP amendment and may provide one of the following recommendations to the TPB for their consideration or other recommendations they see fit.

- Approve the TIP amendment as is.
- Approve the TIP amendment with specific changes.
- Not approve the TIP amendment.

10.5 TPB Action

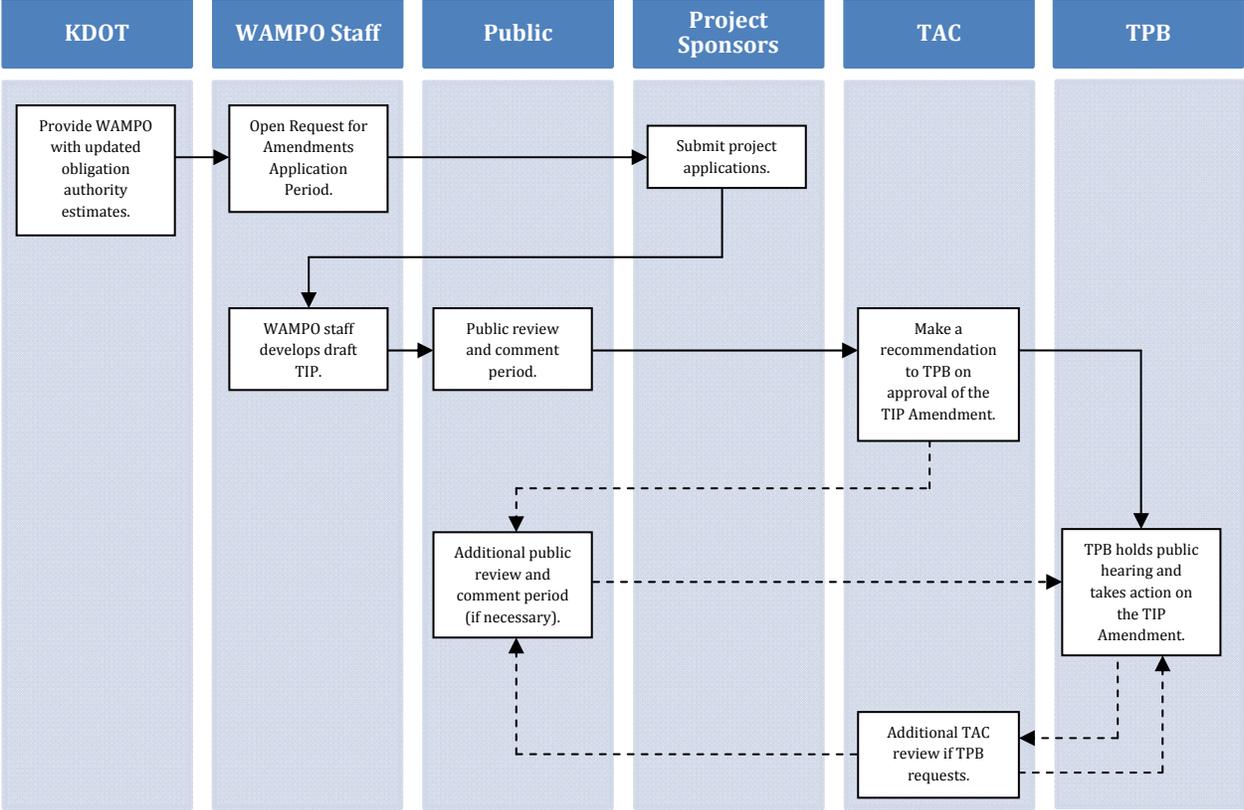
The TPB will review the proposed TIP amendment and the TAC's recommendation. Upon completion of a public hearing by the TPB, the TPB may take action on the proposed TIP amendment. When the TPB takes action on a TIP amendment they may be given the following or other options they may see fit:

- Approve the TIP amendment as proposed.
- Make changes to the TIP amendment as deemed appropriate.
- Table the item for further discussion.
- Not approve the TIP amendment.
- Request further TAC review prior to TPB action.

If the TPB requests substantial changes to the proposed TIP, a new public review and comment period and public hearing would be held.

10.5.1 Inclusion of TIP in STIP

After the TPB approves a TIP amendment, WAMPO submits a letter to KDOT requesting approval and inclusion of the TIP amendment into the STIP by reference. KDOT then processes an amendment to the STIP and request USDOT approval of the STIP amendment. Once USDOT approves the STIP amendment, KDOT and WAMPO are notified.



11 Administrative Adjustment Process

This section outlines the process involved in an administrative adjustment. WAMPO staff has the authority to make administrative adjustments as long as the specified criteria in section 11.1 are met. All administrative adjustments must maintain the fiscal constraint requirement outlined in section 3.1.

11.1 Administrative Adjustment Criteria

WAMPO may administratively adjust a project in the TIP only if the following requirements are met.

- An administrative adjustment form is completed for the change requested.
- No change to the design concept or scope of the project.
- Project has not yet been obligated.
- Must maintain fiscal constraint.

Administrative adjustments are limited to:

- Programming of additional funding limited to the lesser of 25 percent of the total project cost or \$5 million. Any increase in WAMPO Competitive funds must be approved by the TPB. The TPB may pre-select projects to absorb deobligated federal funds.
- Minor editorial changes that result in no changes to project scope or design.
- A change in the programmed FFY.

11.2 Administrative Adjustment Schedule

Administrative adjustments will be made to the TIP as needed and will be reflected in the TIP once a new amendment for the TIP is processed.

11.3 Request for an Administrative Adjustment

An administrative adjustment can be requested by a project sponsor at any time, upon submittal of an administrative adjustment application form. Administrative adjustments allow project sponsors to make minor changes to a project in the TIP, as identified in section 6.1.3.

11.4 WAMPO Staff Review

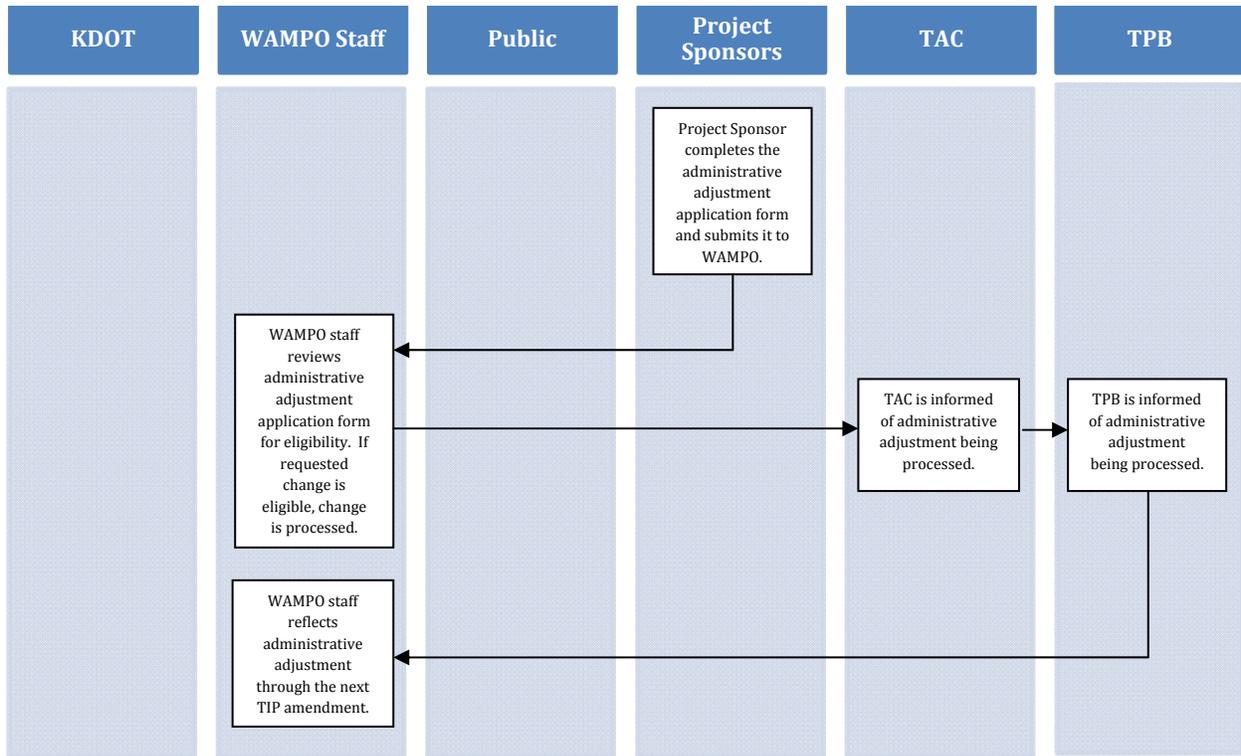
After a project sponsor submits an administrative adjustment application form, WAMPO will review the requested changes and determine if they are eligible to proceed with the administrative adjustment process.

11.5 Notify the TAC and TPB

If the proposed changes are eligible, WAMPO staff will inform the TAC and TPB. No action from the TPB will be necessary.

11.6 Record Changes in the TIP

All administrative adjustments to projects will be reflected in the next available TIP or TIP amendment.



APPENDIX A: GLOSSARY OF TERMS

Advanced Construction – Is when a project sponsor funds 100% of a project and can be reimbursed the federal participation of funds when/if federal funds become available.

Authorization – Basic substantive legislation or that which empowers an agency to implement a particular program, and also establishes an upper limit on the amount of funds that can be appropriated for that program.

Call for Projects – A Call for Projects is the process by which WAMPO’s staff informs the communities located in WAMPO’s area of available federal funds. During this time, accepts applications for WAMPO Competitive funds.

Capped Project – A project programmed with a specific maximum amount of federal funding participation.

Congestion Mitigation and Air Quality (CMAQ) – A categorical funding program that directs funding to projects that contribute to meeting national air quality standards in non-attainment areas for ozone and carbon monoxide.

Conversion of Advanced Construction Funds – Federal funds available to reimburse a project sponsor’s costs for an advanced construction project programmed in the TIP. Conversions of funds can be in full or partial amounts, depending on the availability of funds.

Federal Fiscal Year (FFY) – A Federal Fiscal Year (FFY) runs annually from October 1st to September 30th.

Federal Highway Administration (FHWA) – A United States Department of Transportation agency whose major activities are grouped into two "programs," the Federal-aid Highway Program and the Federal Lands Highway Program.

Fiscal Constraint – Project costs do not exceed reasonably expected sources of funding over the period of the TIP and MTP.

Inflation Rate – This is used in Year of Expenditure (YOE) to account for the percentage increase for project materials and services.

Kansas Department of Transportation (KDOT) – The Kansas State Department responsible for planning, designing, building, operating, and maintaining the state transportation system.

Letting – The taking of construction bids on a project.

Metropolitan Transportation Plan (MTP) – The Metropolitan Transportation Plan (MTP) is the long range transportation plan for the WAMPO region. It is federally required and identifies the overall vision, goals, and objectives for the region’s transportation system for the next 25 years.

Metropolitan Planning Area (MPA) – The geographic area determined by agreement between the MPO and the Governor, in which the metropolitan transportation planning process is carried out.

Metropolitan Planning Organization (MPO) – Regional planning entity responsible for transportation planning and approval of federal transportation funding for the region.

Non-Competitive funds – Any federally funded and/or regionally significant project not funded with WAMPO Competitive funds.

Obligation – The Federal government’s legal commitment (promise) to pay or reimburse the States or other entities for the Federal share of a project’s eligible costs.

Obligation Authority – The total amount of funds that is available in an FFY.

Obligation Limitation – A restriction, or "ceiling" on the amount of Federal assistance that may be promised (obligated) during a specified time period.

Project Selection Criteria (PSC) – A tool used by WAMPO to objectively rank projects that are competing for WAMPO Competitive funds. The PSC also helps to promote consistency with the goals and policies implemented through various plans and programs adopted by WAMPO.

Project Sponsor – The taxing government entity that proposes and supports individual transportation projects.

Public Participation Plan (PPP) – The Public Participation Plan (PPP) identifies opportunities for the public to get involved with WAMPO activities and methods used by WAMPO to increase public awareness and

understanding. The PPP also identifies policies WAMPO follows to provide complete and timely information to the public.

Surface Transportation Program (STP) – Federal-aid highway funding program that funds a broad range of surface transportation capital needs, including many roads, transit, sea and airport access, vanpool, bicycle, and pedestrian facilities.

Technical Advisory Committee (TAC) – A standing committee of most metropolitan planning organizations (MPOs); function is to provide advice on plans or actions of the MPO from planners, engineers and other staff members.

Transportation Alternatives Program (TA) – Funding for on and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, community improvement activities, and environmental mitigation; recreational trail program projects, safe routes to school projects; and projects for planning, design or construction of boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

Transportation Improvement Program (TIP) – The TIP is a short-range implementation tool that identifies federally funded and regionally significant projects to be carried out within the four year period following its adoption. The TIP must be consistent with the MTP.

Transportation Policy Body (TPB) – The governing body of WAMPO. The Transportation Policy Body (TPB) is an independent entity, which is the final decision-maker on all MPO programs and policies.

Uncapped Project – A project programmed without a specified maximum amount of federal funding participation.

United States Department of Transportation (USDOT) – A federal cabinet department of the United States government concerned with transportation.

WAMPO Competitive funds – These are federal funds that include: MPO-CMAQ, MPO-STP, and MPO-TA. The TPB determines which projects receive these funds.

Wichita Area Metropolitan Planning Organization (WAMPO) – The transportation policy-making organization for the Wichita Area, made up of representatives from local government and transportation authorities.

Year of Expenditure (YOE) – The year a project is planned to be obligated with inflation costs factored into the project cost estimates.

APPENDIX B: Competitive Project Selection Criteria

Overview

The Project Selection Criteria (PSC) is a tool to assist in determining what projects to program in the TIP with WAMPO Competitive funds. The PSC also helps to promote consistency with the goals and policies implemented through the various plans and programs adopted by WAMPO.

WAMPO has established PSC based on the project type. This provides WAMPO the most flexibility when determining what WAMPO Competitive funds for a project could be programmed towards a project. The TAC will provide the TPB with a recommendation on what WAMPO Competitive funds are programmed for a project. Project funding with WAMPO Competitive funds will be determined by the TPB.

Methodology

The PSC was developed through the TIP Policy Advisory Group (TPAG), which was created by the TPB on December 14, 2010. The TPAG serves as the working group to develop and update PSC when applicable or requested by the TPB. The TPAG is composed of a TPB member who is the Chairperson, TAC representatives, and KDOT. FHWA and FTA participate in this group on an ad hoc basis. Each community in the WAMPO region was also given an opportunity to participate in the revisions to the TPAG.

The PSC score is developed through two components, the first being planning and the second being technical. Each component represents 50% of the overall PSC score. The planning component of the PSC score is the incorporation of the Measures of Effectiveness (MOE's) that were used for the Metropolitan Transportation Plan (MTP) and to develop the Eligible for Federal Funding List found within the MTP. The technical component of the PSC score is used to evaluate project attributes and is based on a criterion that is less subjective and more quantifiable.

Eligibility Questions

Functional Classification

Is the proposed project location's primary Federal Functional Classification a Minor Arterial or above (Interstate, Other Urban Freeways & Expressways, Other Principal Arterials, or Minor Arterials)?

- Yes
- No – Project may not be eligible for MPO-Competitive funds, contact WAMPO staff.

Project Readiness

It is WAMPO's expectation that all projects are capable of being obligated before the end of the 2nd quarter (March 31st) of the FFY the project is proposed to be programmed.

Additional Information

Annual Average Daily Traffic (AADT)

What is the average AADT for the project location?

Road PSC

PSC Map (max. 50 points)

What is the current level identified for the project location on the PSC map?

- Level 6 = 50
- Level 5 = 50
- Level 4 = 35
- Level 3 = 20
- Level 2 = 10
- Level 1 = 0
- Location not identified = 0

Level of Service (LOS) (max. 36 points)

What is the current peak hour Level of Service (LOS) for the proposed project location?

<u>LOS</u>	<u>V/C Ratio</u>	<u>Points</u>
A	< 0.60	0
B	0.60 – 0.69	2
C	0.70 – 0.79	5
D	0.80 – 0.89	20
E	0.90 – 0.99	30
F	≥ 1.0	36

Safety Equivalent Property Damage Only Accident Rate (EPDO) (max. 24 points)

What is the EPDO accident rate for the project location?

EPDO Formula for road projects:

EPDO accident rate = 1,000,000 x (9(# Fatal + # Injury) + (# Property Damage Only)) / (5 Year) (365) (AADT) (Project Length in miles)

EPDO Formula for intersection projects:

EPDO accident rate = 1,000,000 x (9(# Fatal + # Injury) + (# Property Damage Only)) / (5 Year) (365) (AADT) (1 mile)*

*AADT – Use existing vehicles at the intersection instead of main line.

<u>EPDO Rate</u>	<u>Points</u>	<u>EPDO Rate</u>	<u>Points</u>
0 – 6	0	19	13
7	1	20	14
8	2	21	15
9	3	22	16
10	4	23	17
11	5	24	18
12	6	25	19
13	7	26	20
14	8	27	21
15	9	28	22
16	10	29	23
17	11	30 +	24
18	12		

Bridge PSC

PSC Map (max. 40 points)

What is the current level identified for the project location on the PSC map?

- Level 6 = 40
- Level 5 = 40
- Level 4 = 35
- Level 3 = 25
- Level 2 = 10
- Level 1 = 0
- Location not identified = 0

Continues an Existing Improvement (max. 10 points)

Does the project continue an existing project in the TIP or a project completed in the past 5 years?

- Yes = 10 points
- No = 0 points

Bridge Sufficiency (max. 40 points)

What is the bridge sufficiency rating for the project location?

- 0 – 30 = 40 points
- 30.1 – 40 = 30 points
- 40.1 – 60 = 25 points
- 60.1 – 70 = 15 points
- 70.1 – 80 = 5 points
- Over 80.1 = 0 points and is not eligible for MPO-BRO or MPO-BRS

Functionally Obsolete (max. 10 points)

Is the project location classified as functionally obsolete by the National Bridge Inventory (NBI)?

- Yes = 10 points
- No = 0 points

Detour Length (max. 25 points)

What is the detour length associated with the project?

Detour length = Miles x Current AADT (in 1,000 vehicles/day)

<u>On-System Bridge (MPO-BRS)</u>	<u>Points</u>	<u>Off-System Bridge (MPO-BRO)</u>	<u>Points</u>
90 +	25	0.8 +	25
80 - 89.9	23	0.7 - 0.79	21
70 - 79.9	21	0.6 - 0.69	18
65 - 69.9	18	0.5 - 0.59	15
60 - 64.9	15	0.4 - 0.49	12
55 - 59.9	12	0.3 - 0.39	9
50 - 54.9	9	0.2 - 0.29	6
40 - 49.9	6	0.1 - 0.19	3
30 - 39.9	4	0.05 - 0.09	2
20 - 29.9	2		
Less than 20	0		

Project sponsors must identify the detour route.

Intelligent Transportation Systems (ITS)/ Travel Demand PSC

These criteria have been derived from the KDOT ITS Set-Aside Evaluation and the Atlanta Regional Commission (AR) Q23 (STP) Evaluation Criteria. This is WAMPO's ITS Project Selection Criteria (PSC).

ITS benefits Does the project provide improvements in safety, air quality, and congestion reduction.

Max. Points = 25

Integration Does the project conform with the regional ITS architecture and thereby integrate with:

Local systems (Existing / Planned)

Regional systems (Existing / Planned)

Technology (Existing / Planned)

Max. Points = 25

Project Plan Plan includes the following components:

System Design

Control and Management

Security

Cost Benefits / Risks

Telecommunication risks/opportunities

Project support – financial, technical, etc.

Deployment

Maintenance

Replacement program

Long term evaluation of System

Max. Points = 50

Enhancement (Bicycle / Pedestrian) PSC

These are WAMPO's Pathways Project Selection Criteria (PSC) for multi-use pathways or on-road bicycle facilities.

P+D+PP+CB+S+T=100 points maximum

Priority (P) Factor

Based upon access to local traffic generators e.g. major retail, medical, major employer (50+), school, entertainment/restaurant, government, church (within ¼ mile).

Max. Points	Conditions
50	Access to 4 or more traffic generators
40	Access to 3
30	Access to 2
20	Access to 1
0	Access to 0

Max. Points = 50

Design (D) Factor

Meets AASHTO standards for facility type

Max. Points	Conditions
4	Yes
0	No

Traffic control devices at intersections (collector or above)*

Max. Points	Conditions
4	100%
2	> = 50%
0	< 50%

*Note: If there are no road intersections in the project, then score is the maximum four points for this sub-factor.

System Importance

Max. Points	Conditions
6	Links existing pathways Extension of existing
4	pathways
2	Begin new pathway system
0	Isolated

Max. Points = 14

Socioeconomic (S) Factor

Adjacent to census tract with median income less than 50% MSA.

(OR)

Adjacent to census tract with greater than 50% minority population.

Max. Points	Conditions
6	If yes to either one
0	If no to both

Max. Points = 6

Cost/Benefit (CB) Factor

Cost per mile (Total project cost/Length in miles).

Max. Points	Conditions
8	< \$200,000
4	between \$200,000 and \$400,000
0	> = \$400,000

Percentage guaranteed local match

Max. Points	Conditions
4	30%
2	between 25% and 30%
0	between 20% and 25%

Max. Points = 12

Plans and Policies (PP) Factor

Identified on Local Plan

Max. Points	Conditions
2	Yes
0	No

Transportation (T) Factor

Number of existing adjacent functional land uses (by local zoning code)

Max. Points	Conditions
4	3 or more
2	2
0	1

Does the project include amenities to encourage use? (benches, bicycle parking, water fountains, lighting, etc.)

Max. Points	Conditions
4	Yes
0	No

Is the project on an existing transit route?

Max. Points	Conditions
4	Yes
0	No

Max. Points = 12

Public Transportation PSC

Selection criteria are modeled after work completed by the New Jersey Transportation Planning Authority. Consideration of transit projects is examined from five PERSPECTIVES. They are:

Environment	200
User responsiveness	100
Economic	150
System coordination	50
Repair / maintenance / safety	275

The maximum number of points that a project may score varies according to each perspective. The suggested maximum number of points that may be scored is indicated above in parenthesis. The total points that may be earned is 775.

Each PERSPECTIVE includes between one and four questions. Included with the question are criteria to develop a score.

The final projects score shall be divided by 7.75 for ranking purposes.

- ENVIRONMENT:** Protect and improve the quality of natural ecosystems and the human environment.

Max. Points = 200

T.1 Will the project improve air quality?

High	Projects that eliminate vehicle trips or increase vehicle occupancy rates	200
MH	Projects that reduce vehicle miles traveled	175
Med	Projects that reduce emissions	100
Low	Projects that are air quality neutral	75

- USER RESPONSIVENESS:** Provide an affordable, accessible and dynamic transit system responsive to current and future transit clients.

Max. Points = 100

T.2 Will the project improve accessibility via transit?

High	Projects providing new transit service or which involve improvement to existing service	30
Med	Projects that reduce headways and are in response to ADA mandates	20

T.3 Will the project improve information, comfort, convenience, and security to transit customers?

High	New rolling stock or station facilities	30
Med	Replacement or rehabilitation projects, vanpooling and signage projects	20
Low	Transit shelters and traffic or weather protected areas for transit customers	10

T.4 Will the project provide additional transit service?

High	New market projects, suburban initiatives, experimental services and purchasing of ADA Paratransit rides	40
Med	Projects that reduce headways, expand capacity or other improvements to existing service	30
Low	Bike locker or bike racks on transit vehicles	10

3. ECONOMIC: Retain and increase economic activity and competitiveness.
Max. Points = 150

T.5 Will the project support redevelopment of the downtown area or areas experiencing blight?

High	Projects in the downtown area	30
Med	Projects in identified urban rehabilitation or conservation areas	15

T.6 Will the project assist tourism / recreational travel or access to goods and services within 1/2 - mile of the project?

High	Major activity areas, e.g., downtown area, sports facilities at WSU, Sedgwick County Zoo, regional parks and shopping centers	30
Med	Community parks or shopping centers	15
Low	All other recreational / cultural facilities	5

T.7 Will the project improve access to job opportunities?

High	Major employment locations, employing at least 1,000 individuals	90
Med	Employers with at least 250 individuals	75
Low	employers with less than 250 individuals	60

4. SYSTEM COORDINATION: Enhance system coordination, efficiency and intermodal connectivity.

Max. Points = 50

T.8 Will the project maximize / optimize existing capacity?

High	directly interfaces with fixed route transit	25
Med	Enhances access to transit facilities	15
Low	Supports transit use	10

T.9 Will the project promote intermodalism or rideshare?

High	Promotes rideshare (carpooling and vanpooling)	25
Med	Coordination with bicycle or pedestrian pathways	15
Low	Bike locker or bike racks on transit vehicles	10

5. REPAIR / MAINTENANCE / SAFETY: Maintain a safe and reliable transit system in a state of good repair.

Max. Points = 275

T.10 Will the project improve a transit facility that is in poor condition, or keep a transit facility maintained on a normal cycle?

High	Projects that avoid safety hazards; breakdowns or disasters, and projects that address critical needs; major rehab projects	200
Med	Minor rehab projects and upgrades and ADA compliance	120
Low	Replacement projects	40

T.11 Will the project improve rolling stock in poor condition, or maintain it on a normal cycle?

High	Equipment over FTA useful life	200
Med	Equipment under FTA useful life	120
Low	routine capital repair and maintenance	40

T.12 Is the project operationally cost effective for transit?

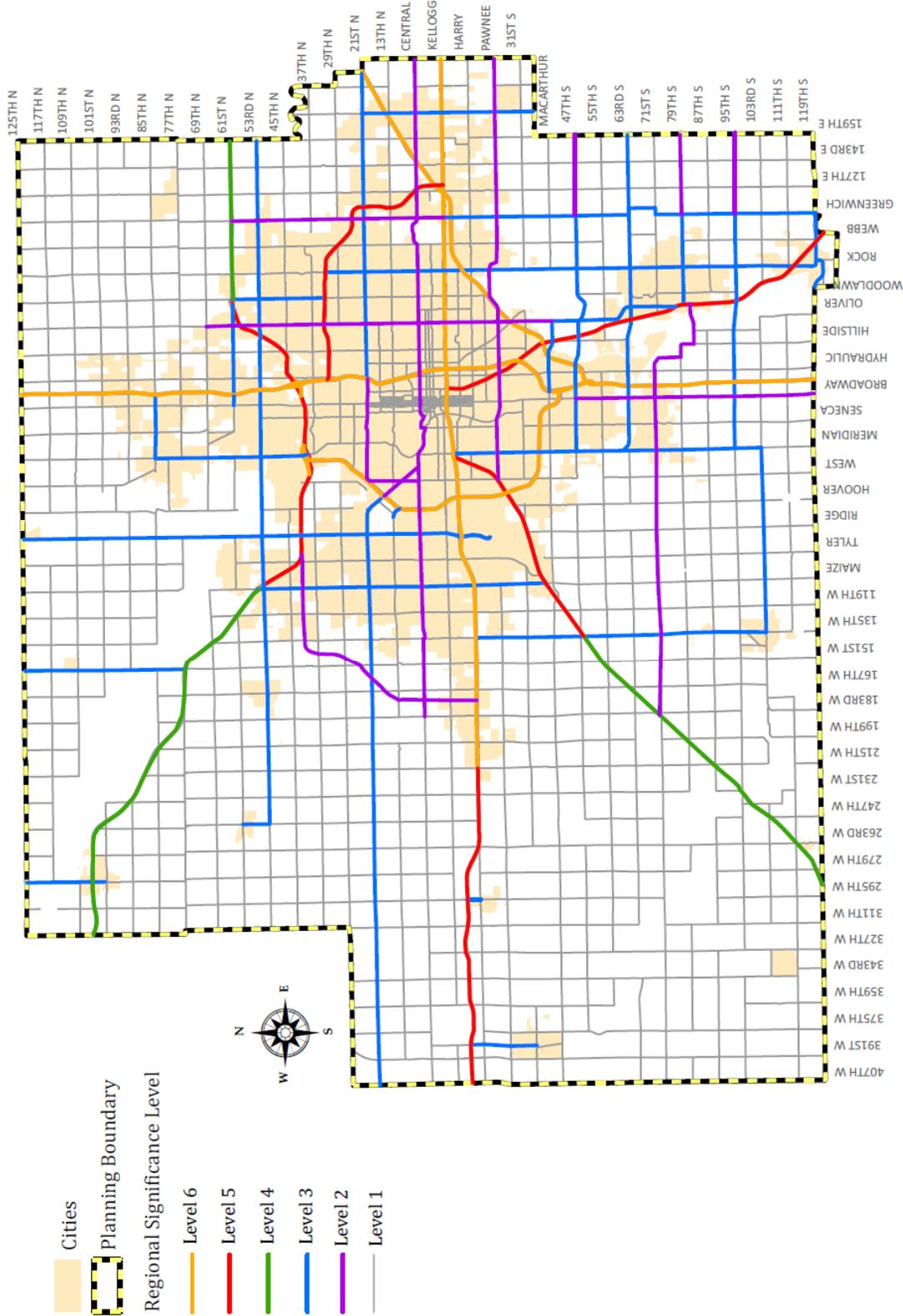
High	Documented operating budget savings and cost avoidance	75
Med	Increased productivity and staff training	35
Low	Projects that improve functions	10

T.13 Will the project improve a safety problem?

High	Refer to Criterion T-10	50
Med	Added space for bus pull-outs at transit stops	25

APPENDIX C: Project Selection Criteria (PSC) Map

WAMPO Project Selection Criteria (PSC) Map



WAMPO
 * No warranty, expressed or implied, including warranties of merchantability and fitness, is made regarding the information provided herein.