



Memorandum

To: [Distribution List]
From: Robert Keeth, Senior Planner
Date: February 7, 2012
Subject: Volusia TPO's Annual Call for Projects

***** **FOR YOUR IMMEDIATE ATTENTION** *****

Announcing Volusia TPO's Annual CALL FOR PROJECTS

The Volusia TPO is now accepting applications for projects to be added to our Priority Project Lists. These applications will be used by the VTPO to qualify and prioritize proposed transportation-related projects for feasibility study and/or implementation using federal and state transportation funding.

The deadline for submittal of all project applications is 5:00 p.m. on Friday, April 13, 2012.

Any previously submitted project application which was ranked, but has not yet undergone a feasibility study, will remain on a Priority Project List **only if the project's sponsor submits a letter indicating its continuing support for the project. This letter must be received by the VTPO on or before 5:00 p.m. on Friday, April 13, 2012.**

The VTPO has seven categories of Priority Projects, which are:

- Strategic Intermodal System (SIS) Roadway Projects
- Regionally Significant Non-SIS Roadway Projects
- Bascule Bridge Replacement Projects
- XU Public Transit Set-aside Projects
- XU Traffic Operations/ITS/Safety Set-aside Projects
- XU Bicycle/Pedestrian Set-aside Projects
- Transportation Enhancement Projects

Only applications for transportation-related projects in the following Priority Project categories will be considered at this time:

- XU Traffic Operations/ITS/Safety Projects
- XU Bicycle/Pedestrian Projects
- Transportation Enhancement Projects

Due to the large back-log of projects on the Priority List of Transportation Enhancement Projects and the uncertainty of future Transportation Enhancement funding, VTPO staff may ask the VTPO advisory committees and Board to consider whether these projects should be included in this year's call for projects. A decision will be made this month.

XU Projects Traffic Operations/ITS/Safety Projects and XU Bicycle/Pedestrian Projects

All XU-funded projects require a 10% local match for the feasibility study and project implementation.

Beverly Beach
Daytona Beach
Daytona Beach Shores
DeBary

DeLand
Deltona
Edgewater
Flagler Beach

Holly Hill
Lake Helen
New Smyrna Beach
Oak Hill

Orange City
Ormond Beach
Pierson
Ponce Inlet

Port Orange
South Daytona
Volusia County

The process for reviewing and ranking XU Traffic Operations/ITS/Safety projects and XU Bicycle/Pedestrian projects is as follows:

1. For each proposed project, the applicant (project sponsor) will submit a completed VTPO XU Traffic Operations/ITS/Safety Project Funding Application or XU Bicycle/Pedestrian Project Funding Application. The application will indicate whether the applicant is requesting a feasibility study or project implementation. VTPO will accept an application for project implementation (design, right-of-way, construction) only if the proposed project has undergone a feasibility study or if a feasibility study will not be required.
2. VTPO staff will screen applications to ensure that they are complete and include only eligible improvements/activities.
3. Project applications for feasibility studies:
 - a. Applicant (project sponsor) will submit an official letter to the VTPO certifying that the project is supported by the applicant and agreeing to pay its share (10%) of the cost for a required feasibility study.
 - b. XU Traffic Operations/ITS/Safety projects will be preliminarily ranked by the TIP Subcommittee; XU Bicycle/Pedestrian project applications will be preliminarily ranked by the BPAC Project Review Subcommittee. The VTPO Board will approve a final ranking of all projects.
 - c. VTPO's consultant will perform a feasibility study on each proposed project in ranked order as funding becomes available. VTPO will pay 90% of the study cost; the applicant will be responsible for the remaining 10%.
4. Projects applications for project implementation (feasibility study has been completed or is not required):
 - a. Applicant (project sponsor) will submit an application for project implementation and an official letter agreeing to pay 10% of the programmed project implementation cost, and agreeing to pay for any cost overruns.
 - b. XU Traffic Operations/ITS/Safety project applications will be preliminarily ranked by the TIP Subcommittee; XU Bicycle/Pedestrian project applications will be preliminarily ranked by the BPAC Project Review Subcommittee. The VTPO Board will approve a final ranking of all projects.
 - c. VTPO will coordinate with FDOT to program the projects in the FDOT's Work Program and the VTPO's Transportation Improvement Program (TIP) in the order of priority set by the VTPO Board.

Transportation Enhancement Projects

Transportation Enhancement projects **do not require a local match**. Please refer to the following FHWA website for details on eligible projects for transportation enhancement funds:

<http://www.fhwa.dot.gov/environment/te/>

The process for reviewing and ranking Transportation Enhancement projects is as follows:

1. For each project, the applicant will submit a completed VTPO Transportation Enhancement Project Application and a completed FDOT Transportation Enhancement Project Application. Information

included in the FDOT Enhancement application form, as well as the oral presentation, will be used to help in the ranking of these projects.

2. VTPO staff will screen applications to ensure that they are complete and include only eligible improvements/activities.
3. FDOT Special Projects Coordinator will review project proposals and determine whether the projects are eligible and generally feasible.
4. Transportation Enhancement projects will be preliminarily ranked by TIP Subcommittee. The VTPO Board will approve a final project ranking.
5. Applicant (project sponsor) will submit an official letter to the VTPO certifying that the project is supported by the applicant.
6. FDOT performs feasibility study on each project in ranked order as funding is available.
7. VTPO will coordinate with FDOT to program the project in the FDOT's Work Program and the VTPO's Transportation Improvement Program (TIP).

To help with the application process, the following items are available for download from the VTPO's website (<http://www.volusiatpo.org/newsroom/volusia-tpo%e2%80%99s-semi-annual-call-for-projects>):

1. Schedule for the 2012 TIP Priority Project Process,
2. Priority Process Workshop Notice,
3. Last year's Priority List of XU Traffic Operations/ITS/Safety Projects,
4. Last year's Priority List of XU Bicycle/Pedestrian Projects,
5. Last year's Priority List of Transportation Enhancement Projects,
6. VTPO's Priority Project Application for XU Traffic Operations/ITS/Safety Projects (preliminary until approved by the VTPO Board on February 28, 2012),
7. VTPO's Priority Project Application for XU Bicycle/Pedestrian Projects (preliminary until approved by the VTPO Board on February 28, 2012),
8. VTPO's Priority Project Application for Transportation Enhancement Projects (preliminary until approved by the VTPO Board on February 28, 2012),
9. FDOT's Transportation Enhancement Project Funding Application, and
10. FDOT Transportation Enhancement Project Procedures.

For questions regarding XU Traffic Operations/ITS/Safety Projects, contact Robert Keeth, (386) 226-0422, extension 30.

For questions regarding XU Bicycle/Pedestrian Projects or Transportation Enhancement Projects, contact Stephan Harris, (386) 226-0422, extension 34

The deadline for submittal of all project funding applications is 5:00 p.m. on Friday, April 13, 2012. Applications submitted after the deadline will not be accepted.