*Florida Department of Transportation, District 7*

*2018 Transportation Alternative Program*

***Project Application***

*Funding consideration for fiscal year 2023/2024*

***Application Deadline:***

***March 16, 2018, 5 pm***

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***Eligible Programs***

|  |  |
| --- | --- |
| [ ]  | Transportation Alternative, defined in 23 USC 101 |
| [ ]  | Recreational Trail, defined in 23 USC 206 |

***Qualifying Activities***

Check the Transportation Alternative activity that the proposed project will address. Please check one activity that represents the majority of the work proposed. (Note: checking more activities does not ensure or increase eligibility.) Eligible activities must be consistent with details described under 23 U.S.C. 101(a)(29) and 213(b).

|  |  |
| --- | --- |
| [ ]  | Construction 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, which include but are not limited to: |
|  | [ ]  | 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. |
|  | [ ]  | 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 storm water 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. |
|  | [ ]  | Reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats. |
| [ ]  | Planning, designing, and constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways. |

To complete form, tab between grey highlighted fields to enter information.

***Project information***

|  |  |
| --- | --- |
| Project Name: | **Project Name** |
| Location: | **Street Name** |
| Project Limits from: | **From Street** | To: | **To Street** |
| Project Length: | **Number** | Jurisdiction: | **City Or County** |
| MPO Priority: | **Number** | TMA Priority: | **Number** |
| On-State System Road: | [ ]  | Off-State System Road: | [ ]  | Roadway ID (8 digits): | **Road ID Number** |
| Primary Proposed Work Element: | **Sidewalk, multi-use trail, etc.** |

***Responsible agency for implementation***

|  |  |
| --- | --- |
| Project Sponsor: | **Project Sponsoring Agency** |
| Contact Person: | **Name** | Title: | **Title** |
| Address: | **Address, City, State, Zip Code** |
| Phone: | **(XXX) XXX-XXXX** | Email: | **Email Address** |
| LAP Certified: | Yes | [ ]  | No | [ ]  | If no, who will be responsible to complete project: | **LAP Sponsor** |

***roject Description***

|  |
| --- |
| Scope of Work (if available, attach design plans or conceptual plan view sketches to scale) |
| **Detailed scope of proposed work** |
| Summarize any special characteristics of the project (attach typical section drawings and describe the typical section here) |
| **Include specific details about project including width of sidewalks/trails and materials to be used, etc.** |

***Project Implementation***

|  |
| --- |
| Project phases included in funding request |
| [ ]  | **Planning**: Non project administration |
| [ ]  | **Project Development and Environment Study (PD&E)**  |
| [ ]  | **Preliminary Engineering/Final Design**: includes surveying, mapping and design-phase geotechnical activities |
| [ ]  | **Construction** |
| [ ]  | **Construction Engineering and Inspection (CEI)**: includes construction-phase materials testing |
|  |  |  |  |
| Describe any project work phases that are currently underway or have been completed |
| **Existing work phases or engineering already completed** |

***Project Right-of-Way / EASEMENT REQUIREMENTS***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Is right-of-way acquisition needed? (including compensated easements)? | **[ ]**  | Yes | **[ ]**  | No |
| If yes, describe proposed acquisition including expected fund source, limitation on fund use or availability, and who will acquire and retain ownership of proposed right-of-way. |
| **ROW acquisition information** |
| Describe when the right-of-way was obtained and how ownership is documented, i.e., plats, deeds, prescriptions, easements. Right-of-way documentation must be included with application. |
| **Existing ROW information** |
| How is the local agency proposing acquiring easement and/or right-of-way? Provide schedule for acquisition.  |
| **ROW Acquisition** |
| *Any required right-of-way/easements must be secured for the project to be considered for funding.* |

***Public Involvement***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Have public information, or community, meetings been held? | **[ ]**  | Yes | **[ ]**  | No |
| Describe public and private support for the project.(i.e., petitions, community meetings, written endorsements, resolutions, etc.) |
| **Project public involvement** |

***Project Maintenance***

|  |
| --- |
| Explain the proposed ownership and maintenance responsibilities for the project when complete, including proposed lighting, landscaping and irrigation.  |
| **Project maintenance/ownership** |
| Attach a written maintenance commitment from local agency with application (required before project can be funded). D7’s Maintenance Agreement must be signed prior to design. |

***Additional Information***

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| --- |
| Provide any additional implementation information that should be considered. |
| **Additional information** |

***Project Cost Estimate***

|  |
| --- |
| Below, provide a summary of the estimated costs for the work being proposed. For the Preliminary Engineering/Final Design Plans estimate use the completed FDOT staff-hour estimate form\* and for the construction estimate use the District 7 Engineer’s Estimate form\*\* Attach both forms to the completed application. Project Implementation section lists project phase definitions. |
| ***Project Phase*** |  | ***TA funds*** | ***Local Funds*** |
| **Planning** | $ | **$0.00** | **$0.00** |
| **Project Development and Environment Study** | $ | **$0.00** | **$0.00** |
| **Preliminary Engineering/Final Design Plans**(attach FDOT Staff Hour Estimate form\* – link below) | $ | **$0.00** | **$0.00** |
| **Construction**(attach D7 Engineer’s Estimate Form\*\* – link below) | $ | **$0.00** | **$0.00** |
| **Construction Engineering and Inspection** | $ | **$0.00** | **$0.00** |
| **TOTAL** | $ | **$0.00** | **$0.00** |

Prior to adding the project to the FDOT Work Program, the District will validate the local estimate with a long range estimate (LRE). The District will notify the local agency of the LRE amount.

\* FDOT Staff Hour Design estimate form <http://www.dot.state.fl.us/projectmanagementoffice/scope/default.shtm>

\*\* District 7 Engineer’s Estimate form ftp://ftp.dot.state.fl.us/LTS/D7/Development/ProjMgmt/ProjectIntelligence/PPR-EstimatesUpdateTraining/

***Project***

|  |  |
| --- | --- |
| Project Name: | **Project Name** |
| Location: | **Street Name** |
| Project Limits from: | **From Street** | To: | **To Street** |
| Primary Proposed Work Element: | **Sidewalk, multi-use trail, etc.** |

***Certification of Project Sponsor***

|  |
| --- |
| I hereby certify that the proposed project is supported by the Agency listed below and that entity agrees to: |
| **⚫** | Agency agrees to bear all expenses in excess of the approved project phase cost as shown in the LAP agreement.  |
| **⚫** | Enter into a maintenance agreement with the Florida Department of Transportation, as necessary, prior to the design phase.  |
| **⚫** | Comply with the Federal Uniform Relocation Assistance and Acquisition Policies Act (The Uniform Act) for any right-of-way actions required for the project. |
| **⚫** | Comply with NEPA process prior to construction which may require involvement with the State Historic Preservation Officer (SHPO), and other State and/or Federal agencies, prior to construction. |
| **⚫** | Enter into a LAP Agreement (if local agency is certified) with the FDOT for each project phase of this project. |

|  |  |
| --- | --- |
|  | **Sponsoring Agency** |
|  | Agency |
|  |  |
|  | Authorized Signature\* |
|  | **Print Name** |
|  | Print Name |
|  | **Print Title** |
|  | Print Title |
|  |  |
|  | Date |
|  | \*Signature of person with budget authority (i,e., County Administrator, or Public Works Director) |

***APPLICATION Checklist***

Only complete applications will be considered for funding.

|  |  |  |  |
| --- | --- | --- | --- |
| *Note: The information listed below must be submitted with the signed project application. Incomplete applications will not be processed until all information has been received.* | *Included* | *Not Included* | *N/A* |
| **Project Location Map and Site Visit Photos** | Map showing project limits and any site visit photos. |  |  |  |
| **Cost Estimate For Engineer-of-Record’s Design** | Using FDOT’s latest standard staff-hour template at <http://www.dot.state.fl.us/projectmanagementoffice/scope/default.shtm>. Include cost of supporting surveying, mapping and design-phase geotechnical investigations. Estimates for PD&E or any other conceptual study concurrent or prior to engineering design should be documented separately. |  |  |  |
| **Engineer’s Construction Cost Estimate** | Itemized costs including drainage, roadway structures, bike/pedestrian structures, signals, lighting, ITS, signing and pavement markings, buildings, landscaping, special amenities, etc. Use FDOT District 7’s latest standard template (ftp://ftp.dot.state.fl.us/LTS/D7/Development/ProjMgmt/ProjectIntelligence/PPR-EstimatesUpdateTraining/) (Present Day Cost, not inflated to a future fiscal year). No initial contingency amount allowed; maximum 7% project unknowns allowance. CEI and construction-phase materials testing estimates should be documented separately. |  |  |  |
| **Right-of-Way Documentation** | Source documents can be plat maps with dedication or acceptance clauses, court documents such as Order of Taking, deeds showing county, city or state right-of-way ownership or a maintained right-of-way map. **ANY REQUIRED RIGHT-OF-WAY/EASEMENTS MUST BE SECURED FOR PROJECT TO BE CONSIDERED FEASIBLE.** If right-of-way needs to be acquired, the Real Property Acquisition Policies Act of 1970 procedure must be followed and documentation included. |  |  |  |
| **Special Design Provisions and Guidelines** (as needed) | Local agency to provide any design criteria and amenities to be included in the preparation of construction plan. |  |  |  |
| **Public Involvement** | A description of how the sponsor provided for public participation/involvement, and/or community support or opposition. |  |  |  |
| **Preliminary Environmental****Assessment Activities** (to determine if the project is a Categorical Exclusion under NEPA) | Is project within limits of wetlands, contamination, hazardous waste or endangered/ threatened species? **\_\_\_** Yes **\_\_\_** No If yes, which one?  Specify type of documentation: Is environmental permitting required? **\_\_\_** Yes  **\_\_\_** No Specify type of documentation:  |  |  |  |
| **Local Agency Program (LAP)** | Will this project be a LAP project for design? **\_\_\_** Yes **\_\_\_** No Is the Sponsor LAP Certified? **\_\_\_** Yes  **\_\_\_** NoWill this project be a LAP project for construction? **\_\_\_** Yes  **\_\_\_No** |  |  |  |
| **Design Plans (if underway or completed) or Conceptual Rendering** | Include design plans (if available) or a scaled plan view sketch of the proposed facility and include information on slopes, curbs, shoulders, significant structures, drainage, etc. as applicable. |  |  |  |
| **Crosswalk Documentation** | If crosswalk is requested, provide 3-day pedestrian/bicycle crossing count and prepare TEM 3.8 Pedestrian Crossing Study. |  |  |  |
| **Proposed Typical Section** | For each type of facility to be constructed. To compare facility footprint with right-of-way. |  |  |  |
| **Maintenance Agreement** | Provide a written maintenance commitment from local agency with application (required before project can be funded). D7’s Maintenance Agreement must be signed prior to design. |  |  |  |