

**2012 Application
Transportation Enhancement Program
Central District**



BEFORE COMPLETING THIS APPLICATION, PLEASE NOTE THE FOLLOWING:

- Projects must be one of the eligible Transportation Enhancement activities. Information regarding the eligibility can be accessed at www.enhancements.org. Transportation museums are no longer allowed. Eligible locations include all areas within the Central District's counties: Boone, Callaway, Camden, Cole, Cooper, Dent, Crawford, Gasconade, Howard, Laclede, Maries, Miller, Moniteau, Morgan, Osage, Phelps, Pulaski, and Washington.
- The maximum amount of Federal Funds that can be requested is **\$500,000**. Total project cost can exceed the federal maximum of \$500,000. The pro-rata share will be adjusted to the final project award.
- The minimum amount of Federal Funds requested must be **\$50,000**.
- All projects are eligible for preliminary engineering, construction, and construction engineering. All cost on projects that exceed the federal maximum will be the local agency's responsibility.
- Each application **must** include photos of project location.
- A limit of 3 applications from a local agency will be accepted. If a local agency elects to submit more than 1 application, that agency **must** list an order of priority for the applications submitted.
- All applications need to be sure there are no significant concerns that could potentially delay the project. (i.e. right of way clearance, environmental concerns, utility adjustments)
- All projects must have final plans, specification and estimate (PS&E) submitted to the Central District office no later than **February 1, 2014**. Projects submitted after this deadline are subject to withdrawal.
- ***Six (6) Copies of the Application must be received on or before 12:00 p.m. CST on Monday, November 5, 2012 at the MoDOT Central District Office at 1511 Missouri Boulevard – PO Box 718 in Jefferson City, Missouri 65102 (Attn: Dion Knipp or Jenni Jones)***

NOTES TO APPLICANTS:

- Local agency must have a Person of Responsible Charge who has completed the MoDOT / FHWA LPA Certification Training. Additional information can be accessed at http://www.modot.org/business/lpa/cert_train.htm
- Projects must be designed and inspected by a licensed Professional Engineer.
- Projects must comply with federal requirements identified in the Code of Federal Regulations – Title 23 and the Local Public Agency Manual. Additional information can be accessed at <http://modot.mo.gov/business/lpa/lpamanual.htm>
- If selected, the project scope **MUST** be completed, **NO EXCEPTIONS**, regardless of low estimates or cost increases.
- All final Plans, Specification, and Estimate must be submitted to MoDOT no later than **February 1, 2014**.
- **NO** In-Kind match or donated credit will be allowed on these applications.
- Maximum federal ratio is 80%.

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PROJECT DESCRIPTION

Central District Enhancement Team utilizes the criteria listed below in the evaluation process to award projects. For a complete evaluation, it is recommended that application narratives include information on the following points:

- There must be a direct relationship with surface transportation.
- The local sponsor must be a government agency who is responsible for funding and maintaining the project. The local sponsor must complete and sign page 5 of this application.
- The project must meet one or more of the eligible enhancement categories.
- The application must be clear and complete.
- Local agency's past experience, if any, with these types of projects will be considered.

Provide a detailed description that adequately addresses the following points:

- Fully explain the scope of work.
- Explain the limits of the project (beginning and ending points).
- Discuss project readiness – has the local agency taken steps to allow the project to be completed?
- Discuss the project's ability to enhance the quality of life of the community (connectivity, tourism, safe routes to school, building on existing efforts, etc.).
- Discuss whether the project addresses bicycle and/or pedestrian transportation needs.
- Discuss whether the project eliminates barriers and provides ADA compliance.
- Full explain the status of right of way, utility adjustments, and environmental concerns that would allow the local agency to complete project.
- Discuss any public involvement and partnerships associated with this project.

Please be sure to attach photographs of the proposed project location. Please provide a complete description of the project, using additional pages if necessary.

PROJECT DESCRIPTION (CONTINUED)

PROGRESS MILESTONES TO BE COMPLETED ON AWARDED PROJECTS

January 7, 2013 – Project selection announcement.

January 23, 2013 – Mandatory workshop for awarded agencies.

February 1, 2013 – Advertisement for consultant services submitted to MoDOT for posting on MoDOT LPA website. (if applicable)

April 1, 2013 – Engineering Services Contract approved by FHWA / MoDOT. Authority to proceed with design issued.

October 1, 2013 – Preliminary plans submitted to MoDOT.

February 1, 2014 – All final plans, specification, and estimate (PS&E) **must** be submitted to MoDOT for approval.

Spring 2014 – Construction award.

Any delay in project milestones could jeopardize federal funding for awarded applications.

LOCAL AGENCY'S PAST EXPERIENCE WITH LPA PROGRAM

Please provide a list of previous LPA projects that your agency has completed. Include the federal project number, year of award, year of construction, and year of completion (if applicable).

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Please Type or Write Legibly in Black or Blue Ink

Project Title: _____

Project Location: _____

Local Public Agency: _____

Person of Responsible Charge: _____
Name Phone Number

LPA Street Address: _____

LPA City/State/Zip: _____

LPA Email Address: _____

Person of Responsible Charge Signature:

Date

Has the Person of Responsible Charge from Local Public Agency Attended the MoDOT / FHWA LPA Certification Training? Yes / No (circle one)

Name: _____

Date of Training: _____

Location Attended: _____

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Project Budget*

Preliminary Engineering	\$	_____
Right of Way	\$	_____
Utility Relocation	\$	_____
Construction	\$	_____
Construction Inspection	\$	_____
Estimated Total Project Cost	\$	_____

Include the Local Agency match percentage you are proposing in the Total Project Cost (**minimum is 20%**). This is the estimated amount of the project that the Local Agency will pay for.

_____ %

Please attach a detailed estimate of construction cost if available.
* Total Project Costs in Total Dollars – Federal & Local Combined

Remember – Attach photo sheets to the application before mailing.

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