THE DEVELOPMENT OF FEDERAL AID PROJECTS

Presented by
Bruno F. Canzian, P.E., L.S.
Manager, Local Transportation
Division of Program Development

BASIC GROUND RULES

- PROJECT DEVELOPMENT FLOW CONTROLLED BY LPA/CONSULTANT
- CONSULTANT SELECTED BY LPA
- INDOT REVIEW TIME 30 DAYS OR LESS
- INDOT ADMINISTERS FEDERAL-AID
- PROJECTS CARRY AN 80-20 SPLIT
- THE LPA IS RESPONSIBLE TO IMPLEMENT ALL STEPS
- CONSTRUCTION MATCH REQUIRED PRIOR NTP TO CONTRACTOR
- CONSTR. ADMINISTERED BY INDOT

ASSUMPTIONS MADE BY LOCAL TRANSPORTATION

- FEDERAL AID PROJECT APPROVED
  - PROJECT SUBMITTED FOR APPROVAL BY LPA DURING PROJECT CALL
  - PROJECT APPROVED BY INDOT
  - A DES NO HAS BEEN ASSIGNED
  - PROJECT HAS PE & OR R/W SHOWN FOR FUTURE CREDIT (new item)
  - CREDIT NOT EXTENDED TO MPO’S EXCEPT ENHANCEMENT

LPA’S SELECTION OF CONS.

- MUST FOLLOW APP’D SELECTION PROCED. IF FED FUNDS ARE REQ’ED.
- CONSULTANT SHOULD HAVE AN APPROVED O/H RATE
- IF NO O/H RATE AVAILABLE A PROV. RATE NEEDS APPROVAL
- NO AGRE. OR CLAIMS WILL BE APPROVED W/O O/H RATE

KEY ELEMENTS of DEVELOPMENT

- ENVIRONMENTAL
- GRADE REVIEW/PRELIMINARY PLANS
- FIELD CHECK
- PUBLIC HEARING
- DESIGN APPROVAL
- LAND ACQUISITION
- FINAL PLANS
- TRACINGS
- BID LETTING

ENVIRONMENTAL TYPES

- CATEGORICAL EXCLUSION
  - PROGRAMMATIC: signs, some r/w, lights, signal, etc
  - STATEWIDE CE: resurface, bridge repl/rehab, r/w take, signed by indot
  - FHWA CE, 4f, historic, signed by indot/feds
  - MOU (historic disposition), part of sect. 106
- SECTION 106: historic, public involvement
- ENVIRONMENTAL ASSESSMENT (EA): comb of above, signed by indot/feds
- ENVIRONMENTAL IMPACT STUDY (EIS): signed by Indot Commissioner & Feds
**PRELIMINARY PLANS**

- **GRADE REVIEW PLANS**
  - Q/A FORMS, TOPO, CN C.L., TYPICAL SECT., SS&T
  - HYDRAULICS, PROFILE GRADE, PREL. DRAINAGE

- **PRELIMINARY/FIELD CHECK PLANS**
  - PRELIMINARY PLANS
    - Q/A FORMS
    - RAW LINES, CONTR. LIMITS, DRAINAGE
    - DESIGN EXCEPTION REVIEWS, DSA, SD
  - FIELD CHECK
    - MEET AT SITE
    - DISTRICT CONSTRUCTION TO ATTEND
    - DISCUSS UTILITIES/GEOTECH, ACCESS
    - EVALUATE PLAN CONSTRUCTABILITY

**PUBLIC HEARING**

- **INFORMAL MEETINGS** by LPA
- **HEARING OPPORTUNITY OFFERED BY REQUEST**
- **SCHEDULE HEARING NOTE:**
  - Usually <1/2 Ac. May not be required unless requested by property owner.
  - Lpa may explain one on one issues and resolve disputes

**DESIGN APPROVAL**

- **DESIGN STANDARDS APPROVED**
- **DESIGN EXCEPTIONS, PROPRIETARY ITEMS APPROVED**
- **DESIGN SUMMARY SIGNED**
- **ADVANCE TO FINAL DESIGN/PLANS**
- **R/W ACTIVITIES MAY BEGIN**
- **IT IS A MUST TO CONTACT THE LAND ACQ DEPT’ FOR PROCEDURE**
- **LETTER FROM LOCAL TRANSP. OF DESIGN APPROVAL & REQUESTING FINAL PLANS**

**LAND ACQUISITION ACTIVITIES**

- **R/W ENGINEERING**
  - PLATS, DESCRIPTION, TITLE SEARCH, APA
- **R/W SERVICES**
  - APPRAISAL, REVIEW APPRAISALS, BUYING
  - R/W MGMT & SUPERVISION
  - RELOCATIONS-PROP MGMT.

- **DON’T MISS THE ABOVE OR YOU’LL JUMP THRU HOOPS IMPORTANT: ALWAYS TOUCH BASE W/LAND ACQUISITION**

**MORE L/ACQ DETAILS**

- **NON-PARTICIPATING R/W (NO FEDS)**
  - NO AGREEMENT REQ’D
  - NO PLANS OR APPRAISAL PA REVIEW
- **R/W ENGR.-R/W SERVICES (FEDS)**
  - LPA CONS. AGREEMENT REQ’D
  - PLANS AND APPRAISAL PA REVIEW

- **R/W SERVICES – ACQ. OF R/W (FEDS)**
  - LPA CONS. AGREEMENT REQ’D
  - APPRAISAL, REVIEW APPR., BUYING FEES TO LAND ACQ FOR APPROVAL
  - APPRAISAL AP. REPORTS APP’D FOR NEGOTIATION
  - ADMIN. SETTLEMENTS PRE-APPR
- **LID ONLY (FEDS) – REQUIRES ALL R/W SERVICES OUTLINED ABOVE**
- **ALL THE ABOVE REQ’D DOCUM. MUST BE SUBMITTED TO INDOT FOR CERTIFICATION**
FINAL PLANS (checkprints)

- FINAL PLANS
  - Q/A FORMS, MEMOS AS REQ'D
  - CALCS, GEOMETRICS, QUANTITIES
  - CONSTRUCTION COST ESTIMATE (ESTIMATOR)
  - CURRENT SPECS, RECURRING SPECIAL PROVISIONS

FINAL PLANS (cont’d)

- DRAINAGE CALCS, SD CALCS, APPLICABLE FORMS
- INCORPORATE PREVIOUS COMMENTS
- CHECK COST ESTIMATES AND COMPARE TO PREVIOUS
- R/W SHOULD BE FINALIZED OR NEAR
- AGREEMENTS FOR CE, RR OR UTILITIES SHOULD BE IN FINAL STAGES

TRACINGS

- LETTER FROM LOCAL TRANSP. TO REQUEST TRACINGS
  - TRACINGS, X-SECTIONS, PRINTS
  - ALL CONTRACT DOCUMENTS
    - QA FORMS, PERMITS
    - MEMO TO CONTRACTS
    - COST ESTIMATES, SCHEDULES
    - APPLICABLE CALCS, QUANTITIES, SPEC. PROV.
    - CONTRACT & DES #S ON EACH SHEET
    - UTILITY, FOUNDATION, LIMITED REVIEW MEMOS, ETC.
    - CE, PG, UTILITY AGMTS, ENG. ASSIGN IN OR FOLLOWS
  - R/W CERTIFICATION IN OR FOLLOWS

TIPS FOR BID LETTING

- ALLOW 4 MOS LEADTIME TO SCHED.
- PE/RW CREDITS APPROVED
- STATE-LPA AGRE ROUTED FOR APPROVAL
  - NEW STEP REQUIRED BY INDOT (CAN ADD TIME)
- CE, RR, UTILITIES AGRMTS ON HAND
- STATE-LPA AGRE. SIGNED BY LPA
- RW CERTIFIED

TYPICAL PROJECT DELAYS

- PROJECT DEVELOPMENT DELAYS
- START OF CONSTRUCTION DELAYS
  
  OH NO!! NOT AGAIN!!
  CALL LOCAL TRANSPORTATION!!!!

DEVELOPMENT DELAYS

- ENVIRONMENTAL ISSUES
  - HISTORICAL/ARCHEOLOGICAL/SECTION 106
- DESIGN ISSUES
  - FAIL TO MEET DESIGN STANDARDS
  - NEGATIVE R/W IMPACTS
  - COST ESCALATION
- LOCAL ISSUES
  - PUBLIC OPPOSITION
  - LOCAL FUNDING MATCH
  - ACQUISITION R/W-CONDEMNATION
  - CHANGE IN PRIORITIES
DEVELOPMENT DELAYS (cont’d)

- **FUNDING ISSUES**
  - INDOT FUNDING CAPS ($2.5M FEDERAL/YEAR/LPA)
  - LOW ESTIMATES SUBMITTED
  - REQUEST FOR ADDITIONAL FUNDS
    - LETTER FROM LPA JUSTIFY ADDITIONAL FUNDS
    - PHASING MAY BE NECESSARY
    - PROJECT CALL FOR ADDITIONAL FUNDS

START OF CONST. DELAYS

- **AGREEMENTS NOT SIGNED**
  - STATE-LPA
  - SPECIAL AGREEMENTS
- **MATCH CREDITS FOR PE/RW NOT SUBMITTED AND APPROVED**
- **MATCH NOT COMPUTED BY LOC. TRANSP. FOR BILLING**
- **LOCAL MATCH NOT RECEIVED**
- **NOTICE TO PROCEED TO CONTRACTOR WILL NOT BE ISSUED WITHOUT ANY OF THE ABOVE**

CONSTRUCTION CONTRACT

- **INDOT DISTRICT IN CHARGE OF OVERALL CONTRACT**
- **CONTRACT ADMINISTRATION/PAYMENTS TO CONTRACTOR BY DISTRICT**
- **DAILY ADMINISTRATION BY PE/CONSULTANT HIRED BY LPA**
- **CHANGE ORDERS CARRY AN 80-20 SPLIT**
- **FINAL RECORD TO DISTRICT ASAP (usually 30 days)**
- **RELEASE OF CONTRACTOR & ACCEPTANCE OF CONTRACT BY DISTRICT/LPA**

CURRENT CREDIT POLICY

- **ENHANCEMENT PROJECTS (since 2000)**
  - PE & R/W CREDITS FOR UP-FRONT COSTS INCURRED BY THE LPA UP TO 20% OF CONSTRUCTION MATCH. MUST BE APPROVED
  - PE CREDITS APPROVED BY LOCAL TRANSP.
  - R/W CREDITS APPROVED BY LAND ACQ.
  - CE COSTS @ 80-20 BY AGREEMENT
  - FEDERAL-AID AGREEMENTS FOR PE&R W ALLOWED
  - DISADVANTAGE – TIME TO PROCESS & AUTHORIZE
  - CREDITS EXTENDED WITHIN MPO’s

CREDIT POLICY (cont’d)

- **TRADITIONAL PROJECTS (except enhanc.)**
  - PE & R/W CREDITS FOR COSTS INCURRED UP-FRONT BY LPA UP TO 10% OF CONSTRUCTION MATCH INCLUDING CE
  - PE CREDITS APPROVED BY LOCAL TRANSP.
  - R/W CREDITS APPROVED BY LAND ACQ.
  - INCLUDES CONSTRUCTION ENGINEERING (UP TO 10%)
  - AGREEMENTS FOR PE-R/W NOT ALLOWED
  - CREDITS NOT EXTENDED WITHIN MPO’s

HELPFUL TIPS TO LPA’s

- **SELECT PROJECTS WITHIN FINANCIAL MEANS**
- **USE GOOD ESTIMATES**
- **BE REALISTIC ON TIMELINES**
- **DO NOT CHANGE SCOPE**
- **ANALYZE COSTS ROUTINELY**
- **INSURE FUNDING AVAILABILITY**
- **DRIVE THE FLOW OF ACTIVITIES**
- **QUALIFIED STAFF/CONSULTANTS**
- **UPDATE PROJECT STATUS**
- **MAINTAIN PRIORITY/FOCUS ON GOAL**
GOOD WORK AND SOME PATIENCE WILL ALWAYS BRING GOOD RESULTS AND MAKE EVERYONE FEEL GREAT