Will County Governmental League
Surface Transportation Program (STP)

Methodology and Application Materials
2012-2016 STP Program

Submit to:
Will County Governmental League
3180 Theodore Street, Suite 101
Joliet, IL 60435
Attention: Hugh A. O'Hara
Transportation Director
or via email: hugh.ohara@wcgl.org

WILL COUNTY GOVERNMENTAL LEAGUE
TRANSPORTATION COMMITTEE
MEMBER MUNICIPALITIES

Beecher
Bolingbrook
Braidwood
Channahon
Coal City
Crest Hill
Diamond
Elwood
Frankfort
Homer Glen
Joliet
Lockport
Manhattan
Minooka
Mokena
Monee
New Lenox
Peotone
Plainfield
Rockdale
Romeoville
Shorewood
Wilmington
County of Will

WILL COUNTY GOVERNMENTAL LEAGUE
INITIATING A STP PROJECT
Adopted 10/10

1. The Will County Governmental League (WCGL) has approved a STP Program Implementation Policy. Consult this policy in order to understand the process and determine if the project under consideration is eligible.

2. A STP Project Application must be prepared on the approved application form for eligible projects to be considered for STP funding. Copies of the application form are available on the WCGL website, www.wcgl.org. The person that should prepare the application will depend on the complexity of the project and previous work that has occurred on this project.

3. Submit **project application electronically, in a PDF format (CD, USB Drive, or email)** to the WCGL:

   Hugh A. O'Hara
   Will County Governmental League
   3180 Theodore Street, Suite 101
   Joliet, Il. 60435
   hugh.ohara@wcgl.org

4. The submission of the application must include a resolution stating that the project sponsor will fund the required local match with the funding identified (resolutions are required to commit local match funding when the time arrives that a project is programmed or anticipated to receive federal funding, not to commit the expenditure of local match monies repeatedly when a project may be unable to be federally programmed). MYB List projects are exempt from resolution submittal if funding is not anticipated in a given fiscal year. One copy of the resolution is sufficient.

5. The WCGL will schedule a pavement condition rating survey (CRS) for all new projects and projects with non-current ratings. A rating shall be considered current if it was determined 3 years or less prior to this STP application. A project sponsor may, however, request a CRS for project with current ratings if there has been a significant change in pavement condition.

6. WCGL staff and the Transportation Committee will rate each project using the evaluation system (point system) adopted by the Will County Governmental League. The full list of project rankings will be presented to the Transportation Committee for approval. The highest ranking projects will be funded and scheduled with the WCGL, IDOT, and CMAP. The next five highest ranked projects not to receive funding will be put on a Multi-Year B List. Those projects will receive funding if additional funding becomes available.

7. After a program of funded projects, and a B-List is developed, a meeting will be scheduled between WCGL staff, IDOT, the project's sponsoring municipality and consultant during or prior to the Phase I engineering (Phase I Project Kick-off Meeting**)** in order to discuss the details of the project and to complete a tentative project schedule.

8. After all projects are scheduled the WCGL Transportation Committee will be furnished with an updated WCGL STP program.

WILL COUNTY GOVERNMENTAL LEAGUE
SURFACE TRANSPORTATION PROGRAM (STP)
IMPLEMENTATION POLICY

Adopted 10/10

I. PROJECT PROPOSALS

Any member of the Will County Governmental League Transportation Committee may propose a project to be funded through the STP program, provided:

a. The project is on a STP eligible route (or will qualify as an STP eligible route) and has logical termini, as determined by the Will County Governmental League Transportation Committee and concurred by IDOT in accordance with FHWA requirements;

b. The project is a STP eligible project type as specified in the current federal transportation program bill, and on the Will County Governmental League Transportation Committee eligible project list;

c. The project sponsor(s) can fund the required local match and adopts a resolution sponsor/jurisdictional projects must specify which municipalities will be responsible for each component of the project). For example, if two municipalities are participating in a project that involves signalization, it must be stated in the application which municipality will be responsible for providing electricity and maintenance to the signal.

d. The project sponsor completes the proper Project Application.

e. The project location is a member of the Will County Governmental League Transportation Committee (the geographic area used to determine the funding allocated to the Will County Governmental League).

Any transit agency that wishes to propose a project must find a Transportation Committee co-sponsor.

II. ELIGIBLE ROUTES

The routes eligible for STP funding should be those routes, which promote regional and/or sub-regional travel. STP routes must serve more than a local land access function.

Initially, all previously designated federal aid routes will be eligible for STP funding. The Will County Governmental League has a local copy of the federal aid routes (FAU) maps of Will County.

The Will County Governmental League members may propose to IDOT additions or deletions to the map (along with justification for the addition or deletion). Additions or

deletions to the FAU system will be considered by WCGL members via presentation of the addition or deletion from the local agency sponsor responsible for the jurisdiction.

The Will County Governmental League will forward its recommendations for additions and deletions to IDOT for a final determination.

III. ELIGIBLE PROJECTS

The improvement of STP system routes will require strict adherence to federal and state standards and policies.

The following categories of projects are eligible for STP funding through the WCGL. The Federal Transportation Bill and Clean Air Act Amendments (CAAA) of 1990 regulate the eligibility and timing of STP projects. For example, a STP project adding capacity may be required to go through a regional clean air conformity analysis by CMAP before the project can be added to the TIP. This list is subject to change and may be revised based on subsequent interpretation of the current federal transportation, clean air, or other related Acts and the priorities of the WCGL.

CATEGORY ONE

Rehabilitation

Type of Project

- Intersection Channelization
- Widening and Resurfacing Traffic Lanes
- Traffic Signals, Modifications and/or Modernization
- Traffic Signals, Installation
- Signing and Pavement Markings
- Structures (Waterway, Railroad, Highway, Pedestrian, Bikeway)

CATEGORY TWO

Capacity and Safety

Type of Project

- New Construction
- Bikeway/Pedway
- Widening
- Traffic Signals
- Signing/Pavement Marking
- Lighting
- Car Pool/Van Pool
- Parking

CATEGORY THREE

Economic Development

Type of Project

- Capacity Increase
- Traffic Signals

Bus Facilities
Rail Appurtenances
Wetland Mitigation

CATEGORY FOUR

Transportation Control Measures (TCM's)

The projects in this category are recognized as TCM's. They included: ride-sharing, van-pooling, flexible work hours, walking or bicycling, parking fees, traffic flow improvement, improved public transit, high occupancy vehicle (HOV) lanes, regional motor fuel tax increase, and coordination of land use. Specific TCM's may also be eligible for Congestion Mitigation and Air Quality (CMAQ) funds, Enhancement funds, and other funds including STP funds, under the TEA-21 legislation of 1998. * Please note that in recent years, the WCGL Transportation Committee has not been able to fund bicycle and pedestrian projects due to the high demand of roadway project funding; due to this fact, please remember that TCM project funding will be considered on a case-by-case basis.

CATEGORY FIVE

Local Area Pavement Preservation (LAPP)

The LAPP Policy addresses the repair and resurfacing of existing roadways and is intended to provide interim improvement until rehabilitation or reconstruction improvement can be funded. LAPP projects are eligible for MFT and/or federal funding. The WCGL Transportation Committee has agreed that LAPP projects are to receive STP funding on a basis that is secondary to the funding of regularly ranked and programmed projects.

IV. PROJECT SELECTION PROCESS

Project applications must be submitted to WCGL staff by the date approved by the WCGL Transportation Committee

The WCGL staff will review each project proposal for completeness.

All projects in Categories 1, 2, 3,4 and 5 will be rated using the WCGL Project Selection Methodology. Each project will receive a total point value, which will be used to prioritize projects. The highest rated projects that are also demonstrating the most activity will be placed in the four-year TIP. The number of projects that are placed on the list will be constrained by the amount of STP funds projected to be available to the WCGL over the four-year time period. Once a project is in the program, it will be funded so long as:

A. All Cost increases must come to the WCGL Transportation Committee for approval.**
B. The WCGL staff will contact each project sponsor, or their designated consultant, quarterly for updated project schedules.

C. The project Sponsor passes a resolution committing funds for the local match.

D. The project sponsors will submit cost adjustments following Phase I design approval.

*It is critical to the annual program that programmed projects continue to move forward in the area of Project Readiness and that the local match requirements can be met. Projects that cannot achieve this may clog the funding system and prevent the WCGL from spending our annual allotment of funds; this may cause a decrease in Council funding for the following year's STP Program. Therefore, projects that continually fail to move forward in a timely manner may be removed from the program at the Council's discretion.

**All projects that are already funded at the WCGL Cap cannot receive a cost increase.

Projects will be funded on the basis of "first ready--first funded."

Projects that do not rate high enough for the four-year Program may be placed on a Multi-Year B List (MYB). Should additional funding become available during this time, projects will be moved from the Multi-Year B list to the five-year Program. MYB projects will be re-evaluated annually along with any new project proposals.

V. FUNDING

The League will have as its goal that funding will be annually allocated for projects that fall into Categories 1, 2, 3, and 4 as follows:

- CATEGORY 1-Rehabilitation
- CATEGORY 2-Capacity & Safety
- CATEGORY 3-Economic Development

Considered on a project-by project basis

- CATEGORY 4-Transportation Control Measures
  (See Attachment 1)

FUNDING RULES

Phase I Engineering and Land Acquisition will be a 100% local responsibility. Land acquisition must be accomplished in accordance with federal land acquisition requirements.

Phase II and III Engineering and Construction will be matched at a ratio of 80% federal, 20% local.

The maximum federal funding available for any single project will be $1,000,000. This would require a 20 percent local match of $250,000. Any amount exceeding $1,250,000 will be a 100% local responsibility. A community may apply for up to $2,000,000 for a single project, however, if the community receives funding over $1,000,000 it cannot receive funding the following year (unless project scheduling requires it).

Projects cannot be staged by one member unless four years have elapsed since initial programming. Staging refers to the sectioning of one roadway in to multiple projects.

WILL COUNTY GOVERNMENTAL LEAGUE
GENERAL STP PROJECT EVALUATION METHODOLOGY

Adopted 10/10

Project applicants need to provide complete information to allow the reviewer to apply the following rating system to certain projects. For example, the application for a new road should provide data regarding the amount of traffic that would be diverted to that new road if it were open today. If that same new road will reduce accidents at another location, traffic volume and accident data about the other location should also be submitted.

Air Quality Benefits--based on project type

	Point Value
-projects which reduce vehicle miles traveled	12
-projects which reduce emissions	8,4,0

* see traffic flow improvement categories

Traffic Flow Improvement Categories- based on project type

High 8

-Traffic signalization projects
*including signal interconnects
-New Traffic Signals (where warranted)
-Full intersection channelization
-Add-lanes projects

Medium 4

-Improving existing signals
-Bottleneck Elimination
-Auxiliary lane additions
-Realignment of offset intersections pairs
*single-jog situations
-Provide a missing link
*dual-jog situations
-Consolidation of access i.e. reducing # of driveways
-Minor channelization improvements (1 or 2 leg additions)

Low 0

-Resurfacing
-Widening and resurfacing
-Curb and gutter installation/repair
-Drainage
-Lighting

Traffic Volumes--existing ADT

Point values for this factor will be based on a ratio of the existing ADT to the ADT corresponding to the maximum points possible. The point value for a project with an existing ADT of 10,000 or more will be 20. For existing ADT's of less than 10,000, the point value will be determined by the following calculation:

$$\frac{\text{Existing ADT X 20}}{10{,}000}$$

<u>Safety</u>--three year accident history **(most recent three years)**

Based on a comparison of the average number of accidents per 1,000,000 vehicle miles for the proposed project with the average number of accidents per 1,000,000 vehicle miles reported by IDOT in District 1 for that same period of time and same type of route.

The most recent accident rate per 1,000,000 vehicle miles is 6.62 for two-lane roads and 6.68 for four-lane roads. The most currently available accident data from IDOT will be used.

	Point Value
-125% above IDOT average (8.275)	20
-IDOT average rate of 6.62 or greater	15
-75% of three year average rate (4.965)	10
-50% of three year average rate (3.31)	05
-Below 50% of three year average rate	00
-New Alignment	03

9

<u>Safety Formula</u>
Accident Rating

$$\frac{\text{\# of accidents in 3 years}}{\dfrac{(\text{ADT x length (in miles) x 1095})}{1{,}000{,}000}}$$

example: $$\frac{119}{\dfrac{(12{,}000 \times 1.34 \times 1095)}{1{,}000{,}000}} = 6.76$$

$\frac{6.76}{.62}$ =102% of the average accident rate for a 2-lane road

<u>Conditions of Pavement</u>

This criteria will be based on IDOT Condition Rating Survey (CRS) methodology. This IDOT system classifies pavement into four categories--excellent, good, fair, and poor.

CRS SCORE	PAVEMENT CATEGORY	POINT VALUE
0 - 4.5	Poor	8
4.6 - 6.0	Fair	4
6.1 - 7.5	Good	1
7.6 - 9.0	Excellent	0
New Alignment		3

Project Readiness

Projects will receive project readiness points based on their status relative to completion of Phase I and Phase II Engineering and Land Acquisition.

	POINT VALUE
Phase I Engineering Report Completed and IDOT has Reviewed	35
Phase I Engineering Report Completed and Submitted to IDOT	20
Phase I Engineering Contract Entered Into by Applicant Member	10
Pre-Phase I Engineering Contract	05

Multiple Jurisdiction Participation

If additional project participants (i.e., adjacent municipality, county, township, IDOT, transit agency, private developer) are identified, the project will receive an additional 3 points.

One or more participants----------Up to 12
(3 points per participant up to 4 participants)

Sustained Participant Interest

When a project is unable to be programmed by the League due to constrained funds and a participant exhibits sustained interest, committed resources, and Project Readiness for such project by re-applying for STP funding for such project, the project shall receive one point per year of re-submission up to three points. MYB List projects are not considered programmed.

Small Community Bonus Points
In order to ensure parity between large and small communities within the Council communities with populations of 10,000 or less will receive 4 points added to their final ranking score.

Exceptions to the Ranking/ProgrammingSystem

The project selection methodology is a guideline to assist in selecting the Council's Five-year Program. If a community would like a project considered for reasons beyond those listed in the ranking system, a written justification must be provided to the Council on why the project should be approved (**i.e. exceptions to the ranking/ programming system**) A 2/3-majority vote of the Transportation Committee members is required to approve a project for reasons outside of the ranking system.

Will County Governmental League
Surface Transportation Program
Funding Application

A. General Information

1. Municipality

2. Contact Information
   Municipal Contact
   Name Phone Email
   Consultant Contact
   Name Phone Email

3. Population

4. Other Participating Communities/Agencies

B. Project Location

1. Name of Street or facility to be improved & FAU Number
2. Projects Limits
   North or West limit FAU Number

   South or East limit FAU Number

3. Other Project Location Information

C. Project Description

1. Work Types (see attachments with work type codes)
   include all work types from most dominant to least

2. Project Description (optional for miscellaneous projects - do not repeat work type)

D. Existing Conditions

1. Description of current conditions or projections (including number of lanes, width, etc.)

2. Describe the proposed project in relation to the existing conditions or projections

3. Provide the current/projected ADT and the source of that information

4. Provide the raw accident counts for each of the last three years, and the source of that information. Provide separate counts for fatalities, personal injuries, and property damage accidents

E. Proposed Improvement

Describe in detail the proposed improvement and the need for the improvement including, but not limited to, surface width, footage of improvement, curb and gutter, lighting, sidewalks, etc.

F. Project Costs
Please include what phase(s) of the project are complete (or near completion) and the funding source for the completed phase(s).

	Total	Federal
Phase 1	$	WCGL does not fund
Phase 2	$	$
Right-of-Way	$	WCGL does not fund
Construction	$	$
Total	$	$

G. Right-of-Way
Discuss any anticipated right-of-way requirements

H. Benefits and Impacts

1. Environmental

2. Regional Significance

3. Economic Development

4. Other Benefits

I. Map

Please attach a map of the project area identifying the proposed improvement and termini.

RESOLUTION NO.

A RESOLUTION REGARDING THE NAME OF PROJECT

IN THE VILLAGE/CITY OF_____, WILL COUNTY, ILLINOIS

WHEREAS, the Village/City of_____ is a member of the Will County Governmental League Transportation Committee; and

WHEREAS, the Will County Governmental League requires a "local match" resolution of all project sponsors according to its Surface Transportation Program (STP) Implementation Policy; and

WHEREAS, the Village/City of _____'s Project Name will be considered by the Will County Governmental League; and

WHEREAS, the Village/City of _____ is capable, willing and able to fund the required local match (20% of the total Phase II Engineering and Construction costs) during the programmed year.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT/ ADMINISTRATOR/MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE/ CITYOF_____, WILL COUNTY, ILLINOIS AS FOLLOWS:

1. That the President/Administrator /Mayor and Board of Trustees of the Village/City of _____, Will County, Illinois do hereby authorize the expenditure of funds from the Village/City of _____'s (Identify the Source of Local Match) for the Name of Project to be funded through the Will County Governmental League Surface Transportation Program.

PASSED this _____ day of _____, 2010 with _____members voting aye, _____members voting nay, the President/ Administrator/Mayor_____voting, and with _____ members absent, said vote being:

_____

Village Clerk

(List Names of Voting Members) (aye/nay)

APPROVED this _____ day of _____, 2010.

_____
Village President/Administrator/Mayor

(SEAL)

ATTEST: