



**STP Project Selection Committee**  
**Annotated Agenda**  
**Wednesday, May 2, 2018**  
**9:30 a.m.**

Cook County Conference Room  
233 S. Wacker Drive, Suite 800  
Chicago, Illinois

- 1.0 Call to Order** **9:30 a.m.**
- 2.0 Agenda Changes and Announcements**
- 3.0 Approval of Minutes – March 28, 2018**  
ACTION REQUESTED: Approval
- 4.0 Shared Fund Project Evaluation Criteria**  
Staff will review prior shared fund discussions and present recommendations for shared fund project evaluation criteria.  
ACTION REQUESTED: Discussion
- 5.0 Other Business**
- 6.0 Public Comment**  
This is an opportunity for comments from members of the audience. The amount of time available to speak will be at the chair’s discretion.
- 7.0 Next Meeting**  
The next meeting is scheduled for May 23, 2018 at 9:30 a.m.
- 8.0 Adjournment**

**STP Project Selection Committee Members:**

_____ Dan Burke	_____ Lorri Newson*	_____ Jeffery Schielke
_____ John Donovan*	_____ Kevin O’Malley	_____ Eugene Williams
_____ Jesse Elam	_____ Chad Riddle*	_____ John Yonan*
_____ Luann Hamilton	_____ Leon Rockingham	

\*Advisory



# Chicago Metropolitan Agency for Planning

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## Chicago Metropolitan Agency for Planning (CMAP) STP Project Selection Committee

### Draft Minutes

March 28, 2018

Offices of the Chicago Metropolitan Agency for Planning (CMAP)  
Cook County Conference Room  
Suite 800, 233 S. Wacker Drive, Chicago, Illinois

**Committee Members Present:** Grant Davis – CDOT, John Donovan – FHWA, Jesse Elam – CMAP, Luann Hamilton – CDOT, Lorri Newson – RTA, Chad Riddle – IDOT, Mayor Leon Rockingham – Council of Mayors, Mayor Jeffery Schielke – Council of Mayors, Mayor Eugene Williams – Council of Mayors, John Yonan – Counties

**Others Present:** Erin Aleman, Mark Baloga, Alex Beata, Jen Becker, Dave Bennett, Ryan Bigbie, Elaine Bottomley, Larry Bury, Len Cannata, Jack Cruikshank, Karen Darch, Kristi DeLaurentiis (via phone), Michael Fricano, Emily Karry, Tom Kelso, Kevin Peralta, Leslie Phemister, Brian Pigeon, David Seglin, Cody Sheriff, Mike Sullivan

**Staff Present:** Anthony Cefali, Teri Dixon, Kama Dobbs, Doug Ferguson, Elizabeth Irvin, Melissa Porter, Liz Schuh, Gordon Smith, Barbara Zubek

#### 1.0 Call to Order

Mr. Elam called the meeting to order at 9:31 a.m.

#### 2.0 Agenda Changes and Announcements

There were no agenda changes or announcements.

#### 3.0 Approval of Minutes – February 28, 2018

A motion to approve the minutes as presented, made by Mayor Williams, seconded by Mayor Rockingham, carried.

#### 4.0 **Active Program Management Policies**

Ms. Dobbs presented an overview of the initial staff proposal for active program management policies for the shared fund and local programs.

Ms. Dobbs first summarized the proposal and briefly described each of the four components of the proposal that include program development, project management, program management, and additional provisions. After the summary, Ms. Dobbs discussed the details of each component of the proposal.

The first component discussed was program development. A uniform schedule for the shared fund, council programs, and CDOT programs was presented. Samples of how to apply project rankings, program marks, and a contingency list were presented.

Mayor Schielke commented that there should be a presentation or briefing materials about how the STP process works at a basic level for local officials. Mr. Elam agreed and noted that this summer staff will be presenting the proposal details to stakeholders throughout the region. Mr. Riddle added that the information about the process is available, but getting the right people in the room is a challenge.

The second component discussed was project management. Training, designated project managers, and quarterly status updates were proposed. Mr. Pigeon asked if project managers can be the same person. Ms. Dobbs responded that it depends on the structure of the local municipalities, but could work that way.

The third component discussed was program management. Proposals for obligation deadlines, active reprogramming, carryover limitations and redistribution of unobligated funds were presented. In response to a question from Ms. Hamilton, Ms. Dobbs stated that the proposal calls for the contingency program to be in ranked order. Mr. Yonan asked for clarification of what is proposed for projects that have missed a deadline. Ms. Dobbs explained that through active reprogramming, delayed projects can be moved to the contingency program, or be reprogrammed in an appropriate out year of the active program prior to missing a deadline. However, she added, as an incentive to actively reprogram, staff proposes that funding be removed from programs for projects that move forward to, but miss, a deadline. She explained that moving a project to the contingency list essentially stops the clock on that project.

Mr. Bury asked why funds from the shared fund are not proposed to be moved to the local programs if a deadline is missed by a shared fund project. Ms. Dobbs responded that staff anticipates that there will be a large contingency program for the shared fund from which projects can move forward to obligation if an active program project is delayed. Ms. Karry asked if the same obligation deadline rules apply to the shared

fund and if funds can move back to the local councils. Ms. Dobbs explained that the proposed deadlines apply to local programs and the shared fund. She added that staff proposed that shared fund projects should not be able to proceed at their own risk, lowering the likelihood of unobligated funds in that program. Ms. Becker asked if councils could direct their unobligated funds to other councils needing additional funds. Ms. Dobbs stated that it may not be unreasonable to consider, but that the logistics of borrowing between the councils and CDOT would be complex. Mayor Schielke commented that as long as the Council of Mayors were aware of the borrowing, then it should be possible. He added that it could help further the idea of regional cooperation and working together. Mr. Elam commented that this should be discussed the next time the planning liaisons meet.

President Darch stated it is critical to assess the patterns of delays, but often it is because of issues such as right of way. She stated there is a concern if funding will potentially leave councils for reasons they cannot control. Mr. Elam responded there is no assumption that delays are the sponsors' fault and the point of active program management is to promote realistic programming. Ms. Dobbs added that the proposed deadlines are to start each individual project phase. The goal is to recognize delays early in the process and to shift projects around to utilize the funding as expeditiously as possible. If there is nothing to fill the holes in a program, that is when funds would be reallocated to the region.

Ms. Hamilton asked why the extensions cannot be one year. Ms. Dobbs noted that since the deadlines are for the start of each phase, not the completion, if a project needs an additional year to get started, it probably should have been programmed in the next year. Mr. Yonan commented that contingency should be available to cover construction cost increases. Mr. Davis commented that the proposal to carry over obligation remainders might encourage over programming.

The fourth component discussed was the additional provisions such as Grant Accountability and Transparency Act (GATA) requirements, Qualifications Based Selection (QBS), assistance for disadvantaged communities, methodology considerations, and special provisions for initial calls for projects. Ms. Hamilton asked if transportation development credit (TDC) eligibility can be considered on a case-by-case basis by the STP project selection committee. She explained that the City of Chicago currently uses TDCs for CMAQ-funded transit station projects. She added she would not want to completely exclude certain Chicago community areas from using TDCs for STP projects. Mr. Elam stated that staff will look into it further and get back to the committee.

Mr. Riddle commented that if pre-final plans are in by the due date, most of the time the only issue that delays projects being let is the right-of-way certification. He

suggested 3 to 6 months might not cover the extended time frame needed for projects requiring right-of-way.

Ms. Dobbs reviewed the active program management system development timeline. She stated staff will schedule meetings with the planning liaisons and the City of Chicago to further discuss and refine the details of the proposal and will present revisions to the committee at their May 23 meeting.

Ms. Aleman commented that similar discussions happen at the state level when developing the statewide program. The balance between tying up funds for planned projects and moving forward with ready to implement projects is challenging. She commended the committee for working together on this difficult task.

**5.0 Other Business**

There was no other business.

**6.0 Public Comment**

There was no public comment.

**7.0 Next Meeting**

Mr. Elam announced the next meeting will be rescheduled due to a conflict for multiple committee members. The rescheduled meeting date is May 2, 2018.

**8.0 Adjournment**

On a motion by Mayor Schielke, seconded by Ms. Hamilton, the meeting adjourned at 11:15 a.m.

# ONTARIO 2050

## STP Shared Local Fund: Project Evaluation Criteria

May 2, 2018

# Shared Fund Development Timeline

**February**  
Project  
eligibility  
and  
program  
structure

**April**  
Draft  
selection  
criteria  
and  
scoring  
proposal

**June**  
Revised  
selection  
criteria  
and  
scoring  
proposal

**Summer**  
Council  
and  
partner  
feedback

**September**  
Committee  
approval

**January  
2019**  
Call for  
projects

# Today

- **Review: project types and program structure**
- **Draft evaluation proposal**

# Revised eligible project types:

- Road reconstructions
- Transit station condition improvements
- Bridge replacement and reconstructions
- Highway/rail grade crossing improvements
- Road expansions
- Bus speed improvements
- Corridor-level or small area safety improvements
- Truck route improvements

# Revised proposed project eligibility

- **Minimum project cost: \$5 million in total project cost**

**OR**

- **Multijurisdictional: joint application from at least 3 local partners**
    - At least one municipality
    - Other potential partners- Forest Preserve, Pace, IDOT, county, etc.
    - Partners must demonstrate financial or in-kind project involvement (more than just a “letter of support”)
  - **If selected, project should then have funding to proceed (shared fund would not leave funding gaps)**
- **Councils give points in project evaluation to indicate support**

# Revised proposed rolling focus

- **Goals:**

- Balance targeted investment and support of multiple priorities
- Provide opportunity to encourage priority project types that aren't currently ready to apply
- Be transparent, flexible and facilitate the ability to plan ahead

# Revised staff proposal for rolling focus

	First call (2019)	Second call (2021)	Third call (2023)	Fourth call (2025)
		<i>Update based on outcome of first call for projects</i>		
<b>Program years:</b>	2020-2024	2025-2026	2027-2028	2029-2030
<b>Focus areas:</b>	ALL FOCUS AREAS ELIGIBLE	Grade crossing improvements	Road expansion	truck route improvements
		Road reconstruction	Bridge replacement/reconstruction	Road reconstruction
		Bus speed improvements	Corridor/small area safety improvements	Transit station improvement

# Proposed phase eligibility

- **High need communities are eligible for Phase I funding (need defined same as LTA program)**
- **Additional phases may not be programmed until Phase I is complete**

# Proposed Evaluation Methods

- **Leverage available data and analysis**
- **Be transparent and clear**
- **Tie to federal performance measures**
- **Incorporate qualitative information (ex: council support, ability to deliver project)**
- **Have “family resemblance” to CMAQ, TAP, Council methodologies**

# Evaluation Method Examples

## **CMAQ evaluation categories:**

Air Quality Benefit (\$ per KG VOC/PM 2.5 reduction)

Transportation Impact Criteria

Regional Priorities

## **TAP evaluation categories:**

Completion of Regional Greenways and Trails Plan

Market for Facility

Safety and Attractiveness

Bonus for phase II and ROW completion

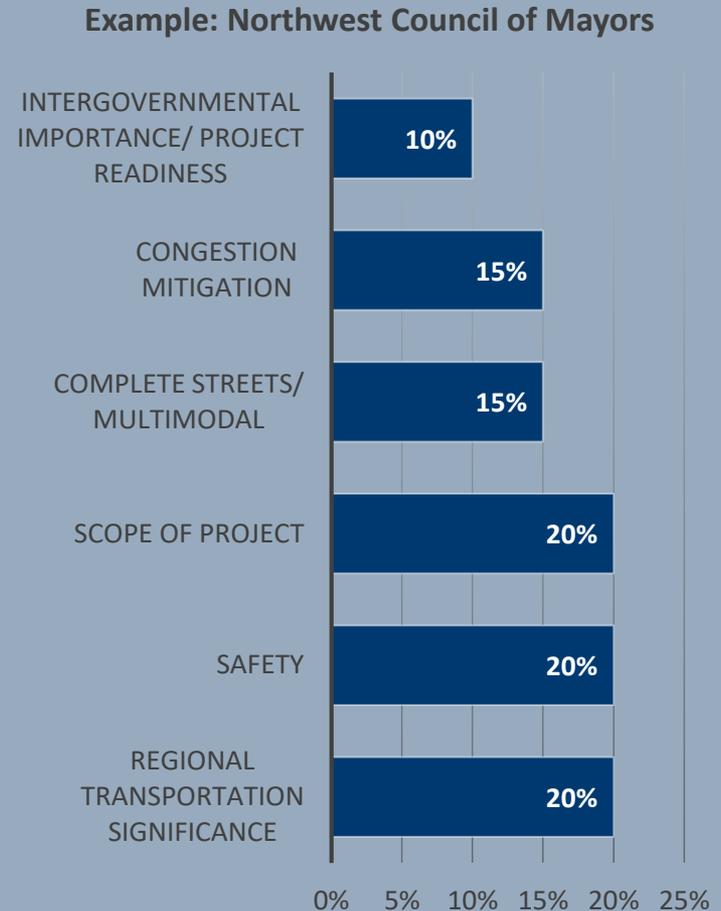
# Evaluation Method Examples

## Suburban Councils have published methods for ranking projects

- Generally 100-point scales considering road volume, pavement condition, etc.

### STP Agreement:

“The City and Council agree that each individual subregional council and the City shall establish its own points-based methodology for selecting projects and that a minimum of 25% of those points shall be allocated to regional priorities”



# Proposed evaluation components

- **Project readiness: 25 points**
- **Transportation impact: 50 points**
- **Regional priorities: 25 points**
- ***Bonus: Council/CDOT support***

# Proposed evaluation component: project readiness

**25 total points:**

- **Engineering completion and ROW acquisition (10 points)**
- **Financial commitments (5 points)**
- **Inclusion in local/agency plans (10 points)**

# Proposed engineering completion and ROW acquisition score

<b>Phase 2 complete:</b>	<b>+5 points</b>
<b>ROW complete/not needed:</b>	<b>+5 points</b>
<b>Total</b>	<b>10 points</b>

# Proposed financial commitment score

STP request is ...

less than 20% of project cost  
(after match requirement):

5 points

20%-40%:

4 points

40%-60%:

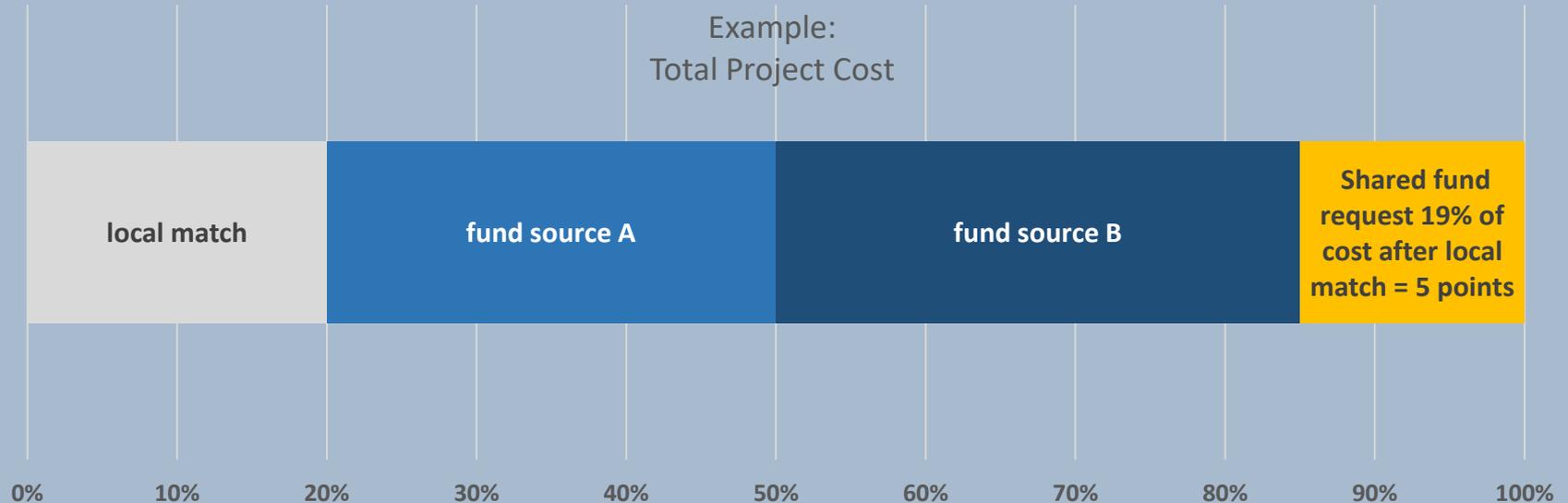
3 points

60%-80%:

2 points

80%-100%:

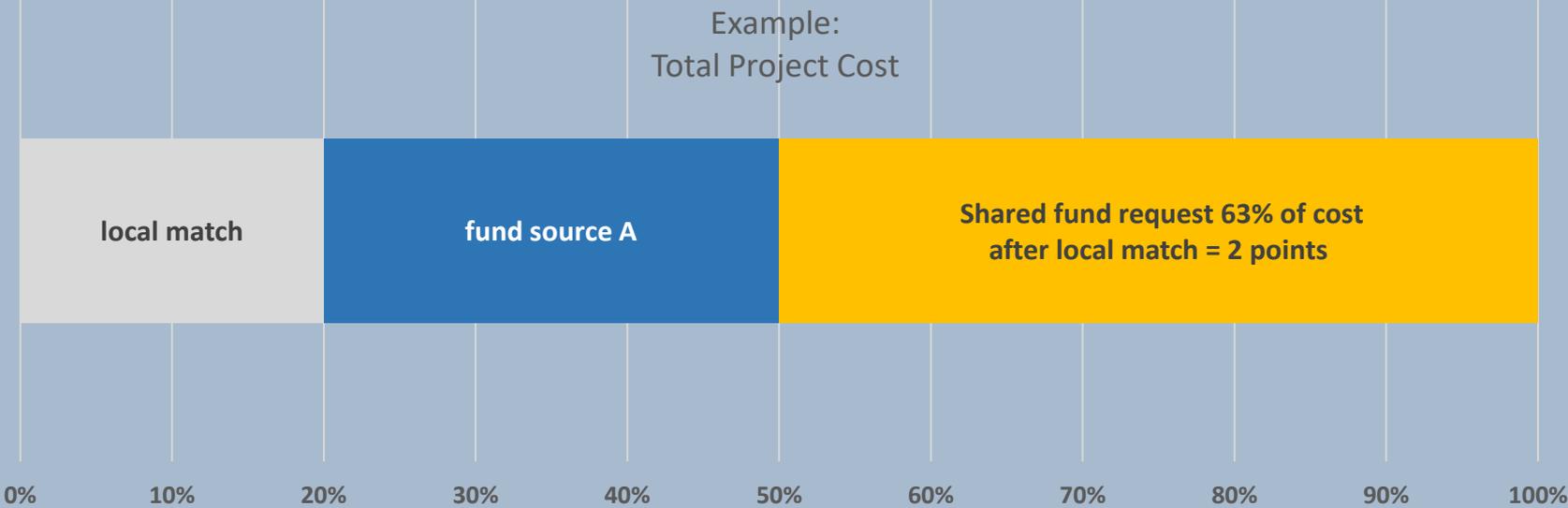
1 point



# Proposed financial commitment score

STP request is ...

- less than 20% of project cost (after match requirement): 5 points
- 20%-40%: 4 points
- 40%-60%: 3 points
- 60%-80%: 2 points
- 80%-100%: 1 point



# Proposed inclusion in local/agency plans score

Examples: CIP, ITS plan, local comprehensive plan, transit ADA plan, RTA strategic plan...

Plan offers support for project type: 3 pts

Plan identifies specific project: +7 pts

Total 10 points

# Proposed evaluation component: transportation impact

**50 total points:**

- **Existing condition/need (20 points)**
- **Population/Job benefit (10 points)**
- **Improvement (20 points)**

# Proposed existing condition/need score

Total points: 20

Each project type has a different measure of existing condition/need, indexed to a 20 point scale

## Examples:

- **transit stations**- Transit Economic Requirements Model (TERM) scale
- **grade crossings**- grade crossing screening level I ranking
- **road reconstruction/expansion**- highway needs score
- **bridge reconstruction**- national bridge inventory
- **corridor safety improvements**- potential for safety improvement score

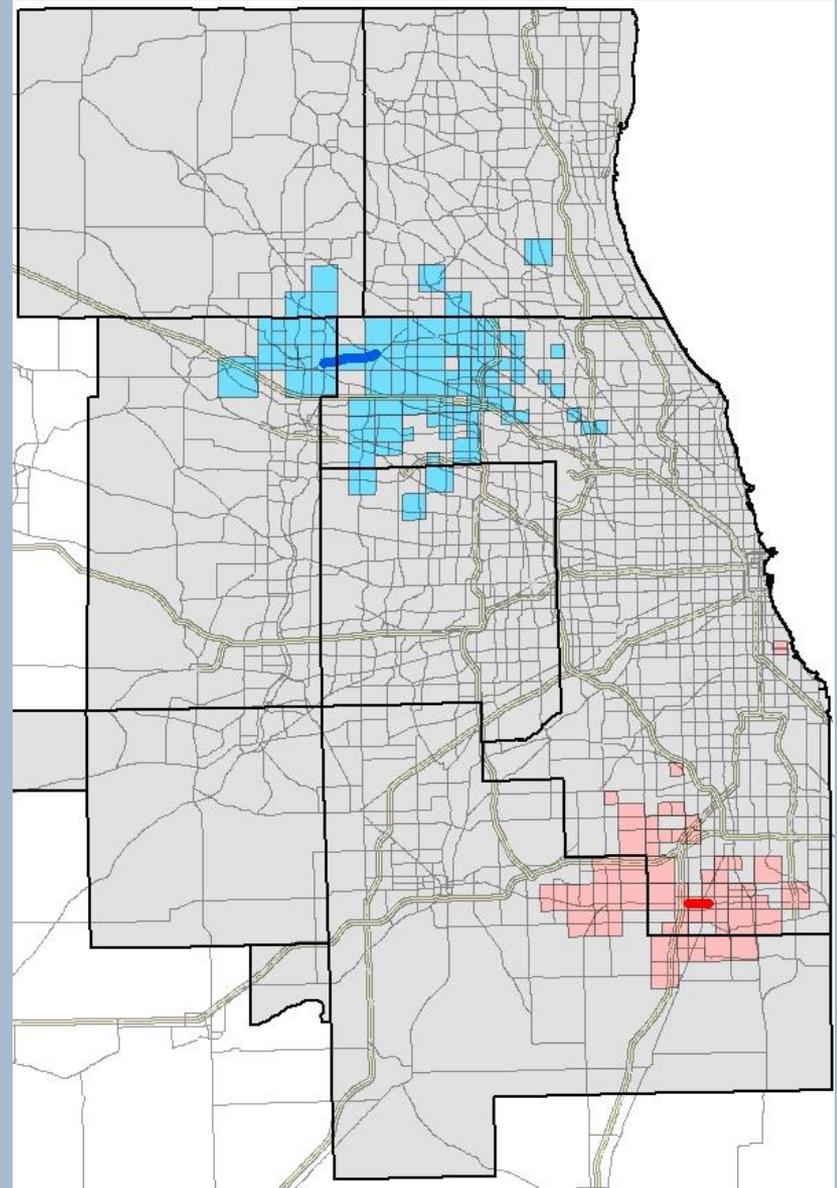
# Proposed population /job benefit score

Total points: 10

Calculate households and jobs  
in project's "travel shed"

Similar to RSP evaluation of  
arterials

Examples of travel sheds:



# Proposed improvement score

**Total points: 20**

**Each project type has a different improvement measure tied to existing condition/need, indexed to a 20 point scale**

## **Examples:**

- improvement to TERM scale
- improvement to grade crossing screening level I scoring components
- improvement to highway needs score
- improvement to potential for safety improvement score

# Proposed evaluation component: regional priorities

**Total: 25 points**

**All projects evaluated for inclusive growth benefits**

**Project types evaluated for selection of following:**

- *Complete streets*
- *Green infrastructure*
- *Multimodal freight movement*
- *Transit supportive density*
- *Reinvestment*

# Proposed evaluation component: regional priorities

## Example draft regional priority evaluation categories by project type

### Road reconstruction:

*Inclusive growth (10)*

*Complete streets (10)*

*Multimodal freight movement (5)*

### Road expansion:

*Inclusive growth (10)*

*Complete streets (10)*

*Multimodal freight movement (5)*

### Transit station:

*Inclusive growth (10)*

*Transit supportive density (10)*

*Green infrastructure (5)*

### Grade crossing:

*Inclusive growth (10)*

*Complete streets (10)*

*Green infrastructure (5)*

# Inclusive growth evaluation

**Share of project users from disadvantaged communities:**

<b>0%-10%</b>	<b>0 points</b>
<b>10%-20%:</b>	<b>2 points</b>
<b>20%-30%:</b>	<b>4 points</b>
<b>30%-40%:</b>	<b>6 points</b>
<b>40%-50%:</b>	<b>8 points</b>
<b>50% or more:</b>	<b>10 points</b>

# Proposed example plan priority score:

## Complete Streets

**Sponsor has policies supporting complete streets: +2 points**

**Sponsor has adopted complete streets ordinance: +3 points**

**Project has complete streets components: +5 points**

**Total 10 points**

# Bonus: Council/CDOT support

## Options:

- **Each council and CDOT gets 25 points to allocate to projects**
  - No project may receive more than 15 of a council/CDOT's points
- **Each council and CDOT rank top 3 projects**
  - First rank receives 15 points
  - Second rank receives 10 points
  - Third rank receives 5 points

# Final discussion items and next steps

- **Is 25 points sufficient for planning factors for shared fund?**
- **Potential updated name for shared fund**
- **Scheduling meetings with PLs/stakeholders about methodology details**
- **Updated proposal to committee in advance of June 27<sup>th</sup> meeting**