



SKAGIT COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE MEETING

March 2, 2023 – 1:30 p.m.

Skagit Council of Governments Conference Room

[315 South Third Street, Suite 100, Mount Vernon, WA 98273](#)

AGENDA

1. Call to Order and Roll Call
2. [February 2, 2023 Technical Advisory Committee Meeting Minutes](#)
3. [March Regional Transportation Improvement Program Amendments](#) – *Mark Hamilton*
4. [Obligation Authority Gap Strategies](#) – *Mark Hamilton*
5. [2023 Regional Project Selection Evaluation Process](#) – *Mark Hamilton*
6. **In-person Project Presentations by Project Sponsors on May 23, 2023** – *Mark Hamilton*
7. Roundtable and Open Topic Discussion
8. Next Meeting: April 6, 2023, 1:30 p.m.
9. Adjourned

Please contact [Mark Hamilton](#) at (360) 416-7876 if there are any other items that need to be brought up for discussion.

[Meeting Packet](#)

TECHNICAL ADVISORY COMMITTEE MEMBERSHIP AND VOTES

VOTING MEMBERS

Anacortes.....	1
Burlington	1
Mount Vernon	1
Sedro-Woolley	1
Skagit County	3
Skagit Transit.....	1
WSDOT.....	1
Ports	1
• Port of Anacortes	
• Port of Skagit	
Towns.....	1
• Concrete	
• Hamilton	
• La Conner	
• Lyman	
Tribes	1
• Samish Indian Nation	
• Swinomish Indian Tribal Community	

NON-VOTING MEMBERS

Skagit PUD

QUORUM REQUIREMENT

A quorum consists of half the total votes (5), with Skagit County consisting of one seat toward the quorum calculation. Formal recommendations to the Transportation Policy Board can only be made when a quorum is present.

Title VI Notice to the Public: The Skagit Council of Governments fully complies with Title VI of the federal Civil Rights Act of 1964 and related statutes, and does not discriminate on the basis of race, color or national origin. For more information, or to obtain a Title VI Complaint Form, visit SCOG’s website at <http://scog.net/about/nondiscrimination/>.

Aviso resumido del Título VI al público: El Consejo de gobiernos de Skagit cumple plenamente con el Título VI de la Ley federal de derechos civiles de 1964 y los estatutos relacionados, y no discrimina por motivos de raza, color u origen nacional. Para mayor información, o para obtener un Formulario de queja del Título VI, visite el sitio web del SCOG en <http://scog.net/about/nondiscrimination/>.

ADA Notice to the Public: The Skagit Council of Governments fully complies with Section 504 of the Rehabilitation act of 1973 and the Americans with Disabilities Act of 1990 (ADA) and does not discriminate on the basis of disability. For more information, or to file a grievance contact the ADA Coordinator, Kevin Murphy at 360-416-7871 or kmurphy@scog.net.

Aviso de la ADA para el público: El Consejo de Gobiernos de Skagit cumple plenamente con la Sección 504 de la Ley de Rehabilitación de 1973 y la Ley de Americanos con Discapacidades de 1990 (ADA) y no discrimina por motivos de discapacidad. Para obtener más información, o para presentar una queja, póngase en contacto con el Coordinador de la ADA, Kevin Murphy en 360-416-7871 or kmurphy@scog.net.

SKAGIT COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE MEETING MINUTES

February 2, 2023

GoToMeeting Remote Meeting

AGENCIES REPRESENTED

- City of Anacortes.....Tim Hohmann
- City of Burlington Brian Dempsey
- City of Mount Vernon Bill Bullock
- City of Sedro-Woolley Mark Freiberger
- Samish Indian Nation.....David Strich
- Skagit County Tom Weller, Forrest Jones
- Skagit PUD.....Mark Semrau
- Skagit Transit.....Brad Windler
- Swinomish Indian Tribal CommunityDebra Bray
- Town of La Conner Scott Thomas
- Washington State Department of TransportationJohn Shambaugh, Mehrdad Moini, Paul Kreuger

STAFF PRESENT

- Skagit Council of Governments..... Kevin Murphy, Mark Hamilton, Grant Johnson

OTHERS PRESENT

No one else was present at the meeting.

AGENDA

1. Call to Order: 1:32 p.m.

Roll Call: Roll was taken with a quorum present.

2. January 5, 2023 Technical Advisory Committee Meeting Minutes: Mr. Freiberger moved to approve the January 5, 2023 Technical Advisory Committee meeting minutes, and Mr. Shambaugh seconded the motion. The motion carried unanimously.
3. February Regional Transportation Improvement Program Amendment: Mr. Hamilton presented this agenda item. He explained that one proposed Regional Transportation Improvement Program (RTIP) amendment had been submitted for the month by Skagit County, for the Fisher Creek Restoration at Cedardale and Starbird project, which will add the project to the RTIP. Funding is 100% federal with no local match required, with a total project cost of just under \$6 million.

Mr. Dempsey asked if the project affects the fiscal-restraint requirements of the RTIP. Mr. Hamilton responded that it does not affect the federal funding programs that SCOG manages, and that programs that receive federal funding through non-SCOG project selection processes must still be programmed in the RTIP, and Statewide Transportation Improvement Program, before receiving federal authorization.

Mr. Dempsey motioned to recommend approval of the February Regional Transportation Improvement Program Amendment to the Transportation Policy Board, as presented. Mr. Windler seconded the motion. The motion carried unanimously.

4. 2023 Regional Highway Safety Performance Targets: Mr. Hamilton presented this agenda item. He explained that these targets have come to the Transportation Policy Board every year since 2018, and are related to federal performance measures. He stated that the Board has two courses of action to choose from for safety targets, which are to set quantifiable targets for the region or to agree to plan and program projects to assist with meeting statewide targets for highway safety. The Board has always opted to agree to plan and program projects to support the statewide targets when provided these two options. Mr. Hamilton then presented statewide and regional data for each of five performance measures.

Mr. Hohmann motioned to recommend continuing the practice of agreeing to plan and program projects in the Skagit region so that they contribute toward the accomplishment of Washington State Department of Transportation statewide safety performance targets to the Transportation Policy Board, as presented. Mr. Strich seconded the motion. The motion carried unanimously.

5. Amtrak Cascades Service Development Plan: Mr. Kreuger presented the Amtrak Cascades Service Development Plan agenda item. He began his presentation with a description of the service route, and then gave a detailed presentation about the plan itself and the timeline for the plan development.

Mr. Weller asked if there were going to be more than two trips a day on the stretch between Vancouver, British Columbia and Seattle, Washington. Mr. Kreuger responded that the 2006 plan recommended up to four trips per day and that this was an opportunity to look at increasing service frequency.

Mr. Jones asked if there are any plans for infrastructure improvements. Mr. Kreuger responded that infrastructure improvements are not directly related to Amtrak Cascades because the rail line itself is owned by BNSF, but that BNSF is constantly working on improvements.

6. Quarterly Obligation Report: Mr. Hamilton presented the Quarterly Obligation Report agenda item. He stated that staff present a report every quarter, and that for the previous quarter there had been one deobligation. He explained that SCOG had deobligated just under \$14,000 for the Household Travel Survey project, which also closed out in the quarter. He stated that SCOG should know within the next week what the final obligation authority target for the current federal fiscal year will be.
7. 2023 Obligation Authority Plan: Mr. Hamilton provided the staff presentation for this agenda item. He explained that after the materials were sent out, there had been a change to the plan as Skagit County's Francis Road Section 3 project has been granted an extension and now has until the end of the calendar year to obligate federal funding. He stated that the other projects must still obligate by

March 1 and can request an extension if needed until the February 22 deadline. He then went through the list of projects and received updates from project sponsors.

- 8. March 2, 2023 In-person Technical Advisory Committee Meeting: Mr. Hamilton presented the March 2, 2023 In-person Technical Advisory Committee Meeting agenda item. He stated that because there would need to be discussion about obligation authority gap strategies and project selection, SCOG staff had concluded that an in-person meeting at the SCOG offices would work best for the March 2, 2023 meeting. He then explained the parking situation at the SCOG offices and let TAC members know that there would be no hybrid option for this meeting, although calling into the meeting would be an option. Technical Advisory Committee members were encouraged to attend the meeting in person.
- 9. Roundtable and Open Topic Discussion: Technical Advisory Committee members provided project updates for their jurisdictions.
- 10. Next Meeting: March 2, 2023, 1:30 p.m.
- 11. Adjourned: 3:02 p.m.

Attest:

Mark Hamilton, Senior Transportation Planner
Skagit Council of Governments

Date: _____

ACTION ITEM X.X. – MARCH REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS

Document History

MEETING	DATE	TYPE OF ITEM	STAFF CONTACT	PHONE
Technical Advisory Committee	03/02/2023	Review and Recommendation	Mark Hamilton	(360) 416-7876
Transportation Policy Board	03/15/2023	Action	Mark Hamilton	(360) 416-7876

RECOMMENDED ACTION

Skagit Council of Governments (SCOG) staff and Technical Advisory Committee recommend approval of the following Regional Transportation Improvement Program (RTIP) amendments:

- Mount Vernon
 - Riverside Drive Improvements - 1: this amendment adds this project to the RTIP. The \$150,000 right-of-way phase is programmed in 2023 and funded entirely with local funds. Funding for the construction phase has not yet been secured. This project was programmed in the 2022–2027 RTIP, prior to funds being obligated for the preliminary engineering phase.
 - Riverside Drive Improvements - 2: this amendment adds this project to the RTIP. The \$100,000 right-of-way phase is programmed in 2023 and funded entirely with local funds. Funding for the construction phase has not yet been secured. This project was programmed in the 2022–2027 RTIP, prior to funds being obligated for the preliminary engineering phase.
 - 30th Street Improvements - 1: this amendment adds this project to the RTIP. The \$30,000 right-of-way phase is programmed in 2023 and funded entirely with local funds. Funding for the construction phase has not yet been secured. This project was programmed in the 2022–2027 RTIP, prior to funds being obligated for the preliminary engineering phase.
- Sedro-Woolley
 - John Liner Road, Reed to Township Bicycle/Pedestrian Improvements: this amendment moves the construction phase of the project from 2023 to 2027. Sedro-Woolley staff concurred with making this change to help SCOG maintain fiscal constraint by year for years 2023–2026, which became an issue when the allocation received by SCOG in February 2023 was much lower for Surface Transportation Block Grant Program (STBG) funds than the 2022 allocation. SCOG and Sedro-Woolley staffs expect that this project will be reprogrammed next year and obligate funding in 2024.
- Skagit Council of Governments
 - SCOG Admin 2022-2025: this amendment revises 2023 funding for this project and moves two years of funding from 2024–2025 to 2027–2028. Regional funding for STBG was much

lower in 2023 than in 2022, which lowered the amount available for this project in 2023, consistent with RTIP programming procedures. The 2023 reduction is from \$319,595 to \$261,176, with the latter equaling 15% of the STBG allocation for the region this year. Total project cost has been revised to \$1,261,206 to reflect the reduced funding. Moving funding to years 2027–2028 will help maintain fiscal constraint by year, along with the amendment to the Sedro-Woolley project. SCOG staff expects that 2024–2025 funding will be reprogrammed next year, with 2024 STBG funding obligating next year as planned.

- Skagit County
 - Skagit River Marblemount Bridge¹: this amendment increases the total project cost from \$15,417,555 to \$18,592,865, increases the cost of the preliminary engineering phase from \$3,093,000 to \$3,718,573, increases the cost of the construction phase from \$12,324,555 to \$14,874,292, and provides 100% federal funding for the project. Washington State Department of Transportation’s (WSDOT) Local Programs Division notified Skagit County that this project is eligible for 100% federal funding through the Local Bridge program if phases obligate funding by September 2026.
- Washington State Department of Transportation
 - SR 9/Lake Creek Bridge – Replacement: this amendment revises funding levels for the project. Total project cost is elevated to \$10,837,590 from \$3,132,189. Costs for preliminary engineering, right-of-way and construction phases are all adjusted. This project is eligible for toll credits and therefore has greater than 86.5% federal fund participation.

FISCAL CONSTRAINT

The Regional Transportation Improvement Program is fiscally constrained in the 2023–2026 program years.

PUBLIC PARTICIPATION

A public comment period began on February 23 and ended on March 3.

¹ This amendment was processed as an administrative modification by SCOG in January. Due to differences in interpretation between what constitutes an [amendment vs. administrative modification](#) in Appendix C of Statewide Transportation Administration Improvement Program (STIP) documents, WSDOT and the Federal Highway Administration treated the project revisions as rising to the level of an amendment and not an administrative modification because the project cost increased over \$3 million, even though the change to the total programmed amount was less than 30%. As the amendment has already been approved and is included in the STIP, this action would result in an after-the-fact amendment to the RTIP to make it consistent with what has been programmed in the STIP. SCOG staff plans on clearly displaying differences between amendments and administrative modifications in regional programming documents to make the threshold determination clearer in the future to local, tribal and regional staffs.

Agency Mount Vernon

Project Title Riverside Drive Improvements - 1

Description Rehabilitate pavement, repair sidewalk, correct ADA deficiencies, improve sight distance, and underground overhead utilities.



Road Name Riverside Drive

Begin Termini Cedar Street

End Termini College Way

Total Project Length 0.56

Improvement Type Reconstruction, No Added Capacity

Functional Class Other Principal Arterial

Environmental Type Categorical Exclusion

Priority Number 2

Amendment Number

Amendment Date

Total Project Cost \$3,673,145

Regionally Significant **Right-of-Way Required**

STIP ID WA-13503

WSDOT PIN

Federal Aid Number 7323(006)

SCOG ID

Agency ID

Hearing Date 4/28/2021

Adoption Date 4/28/2021

Resolution Number 992

Phase Obligation Schedule

Phase	Phase Start	Federal Fund Code	FederalFunds	State Fund Code	StateFunds	LocalFunds	Total	Date Programmed
RW	2023		\$0		\$0	\$150,000	\$150,000	3/15/2023
Total			\$0		\$0	\$150,000	\$150,000	

Agency Mount Vernon

Project Title Riverside Drive Improvements - 2

Description Rehabilitate pavement, repair sidewalk, correct ADA deficiencies, improve sight distance, implement data traffic data collection capability and underground overhead utilities.

Road Name Riverside Drive

Begin Termini College Way

End Termini Skagit River Bridge

Total Project Length 0.56

Improvement Type Reconstruction, No Added Capacity

Functional Class Other Principal Arterial

Environmental Type Categorical Exclusion

Priority Number 2

Amendment Number

Amendment Date

Total Project Cost \$3,103,000



Regionally Significant **Right-of-Way Required**

STIP ID WA-13533

WSDOT PIN

Federal Aid Number 7323(007)

SCOG ID

Agency ID T-20-01

Hearing Date 4/28/2021

Adoption Date 4/28/2021

Resolution Number 992

Phase Obligation Schedule

Phase	Phase Start	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total	Date Programmed
RW	2023		\$0		\$0	\$100,000	\$100,000	3/15/2023
Total			\$0		\$0	\$100,000	\$100,000	

Agency Mount Vernon

Project Title 30th Street Improvements - 1

Description Rehabilitate pavement, add sidewalk, shared use path, drainage improvements, and fish passage culvert.



Road Name 30th Street

Begin Termini Paul Place

End Termini College Way

Total Project Length 0.27

Improvement Type Reconstruction, No Added Capacity

Functional Class Major Collector

Environmental Type Categorical Exclusion

Priority Number 3

Amendment Number

Amendment Date

Total Project Cost \$2,832,214

Regionally Significant **Right-of-Way Required**

STIP ID WA-13504

WSDOT PIN

Federal Aid Number 7339(001)

SCOG ID

Agency ID

Hearing Date 4/28/2021

Adoption Date 4/28/2021

Resolution Number 992

Phase Obligation Schedule

Phase	Phase Start	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total	Date Programmed
RW	2023		\$0		\$0	\$30,000	\$30,000	3/15/2023
Total			\$0		\$0	\$30,000	\$30,000	

Agency Sedro Woolley

Project Title John Liner Road, Reed to Township
Bicycle/Pedestrian Improvements

Description Construct paved, separated trail with physical buffer between pedestrians and roadway on the north side of John Liner Road from Reed to Township, including drainage and additional lighting.

Road Name John Liner Road

Begin Termini Reed Street

End Termini SR9/Township Street

Total Project Length 0.37

Improvement Type Facilities for Pedestrians and Bicycles

Functional Class Minor Arterial

Environmental Type Categorical Exclusion

Priority Number 6

Amendment Number

Amendment Date

Total Project Cost \$579,000



Regionally Significant **Right-of-Way Required**

STIP ID SW08A

WSDOT PIN

Federal Aid Number

SCOG ID

Agency ID C1C

Hearing Date 7/14/2021

Adoption Date 7/28/2021

Resolution Number 1073-21

Phase Obligation Schedule

Phase	Phase Start	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total	Date Programmed
CN	2023	STBG(UM)	\$442,015		\$0	\$68,985	\$511,000	10/19/2022
Total			\$442,015		\$0	\$68,985	\$511,000	

Amendment would move construction phase from 2023 to 2027

Agency SCOG

Project Title SCOG Admin 2022-2025

Description SCOG Administration for FFY 2022-2025



Road Name N/A

Begin Termini N/A

End Termini N/A

Total Project Length 0.00

Improvement Type Planning

Functional Class No Functional Classification

Environmental Type Categorical Exclusion

Priority Number 1

Amendment Number

Amendment Date

Total Project Cost \$1,261,206

Regionally Significant **Right-of-Way Required**

STIP ID SCOG 22-25

WSDOT PIN

Federal Aid Number

SCOG ID

Agency ID

Hearing Date 9/21/2022

Adoption Date 9/21/2022

Resolution Number

Phase Obligation Schedule

Phase	Phase Start	Federal Fund Code	FederalFunds	State Fund Code	StateFunds	LocalFunds	Total	Date Programmed
PL	2023	STBG(UM)	\$261,176		\$0	\$40,762	\$301,938	3/15/2023
Total			\$261,176		\$0	\$40,762	\$301,938	

Agency Skagit Co.

Project Title Skagit River Marblemount Bridge

Description Rehabilitate the Marblemount Bridge. Includes but not limited to strengthening, minor repairs, cleaning, and painting.



Road Name Cascade River Road

Begin Termini .03

End Termini .16

Total Project Length 0.13

Improvement Type Systematic Preventative Maintenance

Functional Class Minor Collector

Environmental Type Categorical Exclusion

Priority Number 1

Amendment Number

Amendment Date

Total Project Cost \$18,592,865

Regionally Significant **Right-of-Way Required**

STIP ID WA-11800

WSDOT PIN

Federal Aid Number

SCOG ID

Agency ID

Hearing Date 9/6/2022

Adoption Date 9/19/2022

Resolution Number R20220180

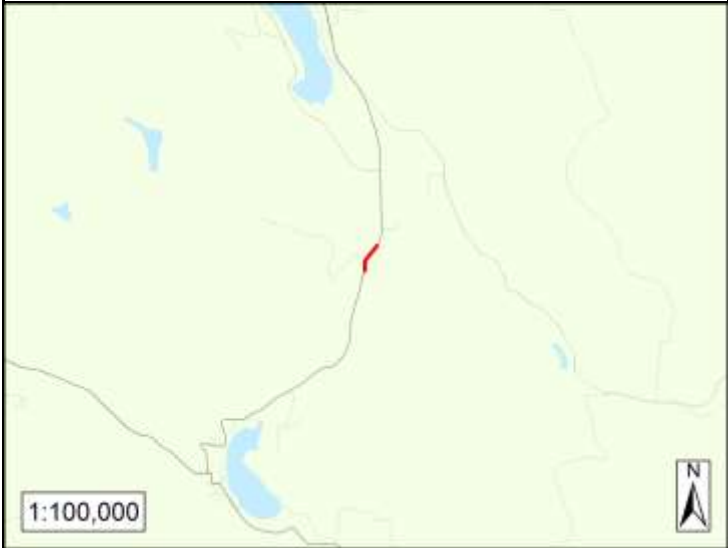
Phase Obligation Schedule

Phase	Phase Start	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total	Date Programmed
PE	2023	BR	\$3,718,573		\$0	\$0	\$3,718,573	1/18/2023
CN	2025	BR	\$14,874,292		\$0	\$0	\$14,874,292	1/18/2023
Total			\$18,592,865		\$0	\$0	\$18,592,865	

Agency WSDOT - NW

Project Title SR 9/Lake Creek Bridge - Replacement

Description The SR 9 bridge over Lake Creek is structurally deficient. Construct a new bridge to replace the existing bridge to preserve the structural integrity of this section of highway. NOTE: The project funding is eligible for Toll Credits.



Road Name SR 9

Begin Termini SR 9 MP 42.76

End Termini SR 9 MP 42.97

Total Project Length 0.21

Improvement Type Bridge Replacement, No Added Capacity

Functional Class Major Collector

Environmental Type Categorical Exclusion

Priority Number 1

Amendment Number

Amendment Date

Total Project Cost \$10,837,590

Regionally Significant **Right-of-Way Required**

STIP ID WA-14656

WSDOT PIN 100942B

Federal Aid Number 0009(085)

SCOG ID

Agency ID

Hearing Date

Adoption Date

Resolution Number

Phase Obligation Schedule

Phase	Phase Start	Federal Fund Code	FederalFunds	State Fund Code	StateFunds	LocalFunds	Total	Date Programmed
PE	2023	STBG(S)	\$1,076,849	MVA	\$106,501	\$0	\$1,183,350	3/15/2023
RW	2024	STBG(S)	\$302,820	MVA	\$6,180	\$0	\$309,000	3/15/2023
CN	2025	STBG(S)	\$9,158,335	MVA	\$186,905	\$0	\$9,345,240	3/15/2023
Total			\$10,538,004		\$299,586	\$0	\$10,837,590	

Financial Feasibility Table

Funding Program	Carryover	2023			2024			2025			2026			4-Year Allocation	4-Year Programmed	4-Year Difference
		Estimated Allocation	Available	Pro-programmed	Estimated Allocation	Available	Pro-programmed	Estimated Allocation	Available	Pro-programmed	Estimated Allocation	Available	Pro-programmed			
Regionally Managed Federal Funds	-\$578	\$1,979	\$1,401	\$1,356	\$1,979	\$2,025	\$1,453	\$1,979	\$2,551	\$2,044	\$1,979	\$2,487	\$2,085	\$7,339	\$6,938	\$402
STBG	-\$623	\$1,741	\$1,119	\$1,195	\$1,741	\$1,664	\$1,412	\$1,741	\$1,994	\$1,822	\$1,741	\$1,913	\$2,085	\$6,342	\$6,514	-\$172
TA	\$44	\$238	\$283	\$161	\$238	\$360	\$41	\$238	\$557	\$222	\$238	\$573	\$0	\$997	\$424	\$573

Other Federal Funds & State Funds	\$0	\$126,893	\$126,893	\$126,893	\$57,333	\$57,333	\$57,333	\$59,713	\$59,713	\$59,713	\$29,087	\$29,087	\$29,087	\$273,026	\$273,026	\$0
5307	\$0	\$5,494	\$5,494	\$5,494	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$15,994	\$15,994	\$0
5339	\$0	\$104	\$104	\$104	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$104	\$104	\$0
BR	\$0	\$5,677	\$5,677	\$5,677	\$1,490	\$1,490	\$1,490	\$14,874	\$14,874	\$14,874	\$4,612	\$4,612	\$4,612	\$26,654	\$26,654	\$0
DEMO	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,740	\$1,740	\$1,740	\$1,740	\$1,740	\$0
FBP	\$0	\$0	\$0	\$0	\$638	\$638	\$638	\$0	\$0	\$0	\$0	\$0	\$0	\$638	\$638	\$0
FTA Discretionary	\$0	\$2,500	\$2,500	\$2,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500	\$2,500	\$0
HSIP	\$0	\$1,550	\$1,550	\$1,550	\$8,775	\$8,775	\$8,775	\$0	\$0	\$0	\$0	\$0	\$0	\$10,325	\$10,325	\$0
NHFP	\$0	\$2,415	\$2,415	\$2,415	\$1,754	\$1,754	\$1,754	\$389	\$389	\$389	\$4,506	\$4,506	\$4,506	\$9,064	\$9,064	\$0
NHPP	\$0	\$239	\$239	\$239	\$12,158	\$12,158	\$12,158	\$5,064	\$5,064	\$5,064	\$8,112	\$8,112	\$8,112	\$25,572	\$25,572	\$0
PROTECT	\$0	\$5,449	\$5,449	\$5,449	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,449	\$5,449	\$0
STBG(S)	\$0	\$2,005	\$2,005	\$2,005	\$6,412	\$6,412	\$6,412	\$18,240	\$18,240	\$18,240	\$108	\$108	\$108	\$26,764	\$26,764	\$0
TTP	\$0	\$49	\$49	\$49	\$0	\$0	\$0	\$0	\$0	\$0	\$1,155	\$1,155	\$1,155	\$1,204	\$1,204	\$0
CRAB	\$0	\$839	\$839	\$839	\$7,821	\$7,821	\$7,821	\$0	\$0	\$0	\$0	\$0	\$0	\$8,660	\$8,660	\$0
CSRF	\$0	\$78,708	\$78,708	\$78,708	\$12,724	\$12,724	\$12,724	\$16,809	\$16,809	\$16,809	\$4,667	\$4,667	\$4,667	\$112,908	\$112,908	\$0
CWA	\$0	\$201	\$201	\$201	\$121	\$121	\$121	\$160	\$160	\$160	\$50	\$50	\$50	\$531	\$531	\$0
MAW	\$0	\$14,000	\$14,000	\$14,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$14,000	\$14,000	\$0
MVA	\$0	\$4,580	\$4,580	\$4,580	\$1,941	\$1,941	\$1,941	\$678	\$678	\$678	\$242	\$242	\$242	\$7,440	\$7,440	\$0
Other	\$0	\$3,085	\$3,085	\$3,085	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,085	\$3,085	\$0
TIB	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$395	\$395	\$395	\$395	\$395	\$0

Matching Funds	\$0	\$18,809	\$18,809	\$18,809	\$5,282	\$5,282	\$5,282	\$4,277	\$4,277	\$4,277	\$4,964	\$4,964	\$4,964	\$33,332	\$33,332	\$0
Local	\$0	\$18,809	\$18,809	\$18,809	\$5,282	\$5,282	\$5,282	\$4,277	\$4,277	\$4,277	\$4,964	\$4,964	\$4,964	\$33,332	\$33,332	\$0

Total	-\$578	\$147,682	\$147,104	\$147,058	\$64,595	\$64,640	\$64,068	\$65,969	\$66,541	\$66,034	\$36,030	\$36,538	\$36,136	\$313,698	\$313,296	\$402
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ACTION ITEM – OBLIGATION AUTHORITY GAP STRATEGIES

Document History

MEETING	DATE	TYPE OF ITEM	STAFF CONTACT	PHONE
Technical Advisory Committee	03/02/2023	Implement Gap Strategies	Mark Hamilton	(360) 416-7876

ACTION

Skagit Council of Governments (SCOG) staff will work with project sponsors to implement gap strategies on March 2, 2023 consistent with the [Regional Transportation Improvement Program Procedures: Obligation Authority Process](#), adopted by the Transportation Policy Board on October 19, 2022.

DISCUSSION

Three extension requests have been received and approved by SCOG. These project phases now have until December 31, 2023 to obligate federal funding and no longer need to obligate before March 1, 2023. Due to these extensions, SCOG now has a regional obligation authority gap. The gap is the difference between the estimated regional obligation authority target and expected obligations prior to the end of the federal fiscal year. Regional obligation categories and amounts are included in the following table.

REGIONAL OBLIGATION CATEGORY	AMOUNT
Expected regional obligations by end of federal fiscal year (\$400,000 already obligated)	\$661,176
Regional obligation authority target	\$1,678,048
Regional obligation authority gap (expected obligations minus target) ¹	-\$1,016,872

Expected obligations, obligation authority target, extensions and appeals are included in the [2023 Obligation Authority Plan](#). The plan was adopted by the Transportation Policy board on October 19, 2022 and has been revised several times following adoption. The most recent revision occurred on February 17, 2023.

¹ Pending deobligations as of February 23, 2023 may increase the regional obligation authority gap. Any additional gap will be presented to the Technical Advisory Committee at the March 2, 2023 meeting as obligation authority gap strategies are being implemented. SCOG staff expects the gap will increase.

FILLING THE GAP

Strategies #1-3 will be implemented at the March 2, 2023 Technical Advisory Committee meeting. The procedures for how the strategies will be implemented are included in the adopted obligation authority process.

If Strategy #4 becomes necessary to fill the obligation authority gap, it will be implemented following the Technical Advisory Committee meeting.

REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM PROCEDURES

Adopted by the Transportation Policy Board on October 19, 2022

OBLIGATION AUTHORITY PROCESS

Every year, SCOG prepares an obligation authority plan. The purpose of the plan is to provide project tracking information and communicate expected 2023 obligations and dates to partners, including implementing agencies and the Washington State Department of Transportation. At a minimum, the obligation authority plan includes all projects selected to receive SCOG regionally managed Federal Highway Administration funds that are programmed in 2023.

GOALS

There are two goals of the obligation authority plan. These goals are as follows:

1. Agencies in the Skagit region deliver no less than the regional obligation authority target by the end of every federal fiscal year; and
2. The obligation authority target is met before July 1 every year, positioning the Skagit region for additional obligation authority, if the Washington State Department of Transportation determines that redistributed obligation authority can be utilized in Washington state that year.

EXTENSION REQUESTS

Projects programmed in 2023 must obligate federal funding before March 1, 2023¹. If an agency is unable to obligate prior to March 1, an extension request must be received by SCOG staff by February 22, 2023. If no extension request is received for a project, and it does not obligate before March 1, 2023, it will be deprogrammed by deletion from the RTIP by SCOG staff. A project phase may only be granted one extension request.

The SCOG Admin project must obligate federal funding before August 1, 2023. This project cannot obligate until May/June at the earliest each year due to federal and state requirements of Unified Planning Work Program adoption. SCOG Admin projects are ineligible for extension requests.

GAP STRATEGIES

In any given year, up to four gap strategies may be utilized to assist with meeting the SCOG regional obligation authority target. If the target will be met without need of the strategies, they will not be used that year.

If the regional obligation authority target will not be met by March 1, 2023 (excluding the SCOG Admin project), the following gap strategies will be undertaken in order:

STRATEGY #1: ADVANCING 2024–2026 FISCALLY CONSTRAINED PROJECTS

Agency representatives with projects programmed in years 2024–2026 will be asked if their agency is willing and able to advance their project at the March 2, 2023 Technical Advisory Committee meeting. The TAC representative must be in a responsible position to commit the agency to advancing the project. The project phase should obligate

¹ SCOG staff will coordinate with WSDOT Local Programs headquarters staff to make the determination of which projects have obligated federal funding before March 1. For this process, any project that has a “complete funding package” at Local Programs headquarters before March 1, as determined by Local Programs headquarters staff, will be considered obligated by SCOG, though the project may have not yet received formal authorization from FHWA before the March 1 deadline.

federal funding before July 1, 2023. If the project phase has not obligated federal funding by the end of the federal fiscal year, it will be deprogrammed by deletion from the RTIP by SCOG staff on October 1, 2023.

Agencies with projects in year 2024 will have first priority, year 2025 will have second priority and year 2026 will have third priority.

SCOG will provide a formal letter addressed to the responsible official by March 16, 2023 documenting the commitment to advance their project from 2024–2026 and obligate federal funding prior to the end of the federal fiscal year. The letter will also go to the agency’s Transportation Policy Board member(s).

Any agency that commits to advancing a project using Strategy #1, and obligates funding for that project prior to July 1, will be eligible for bonus points in SCOG’s next project selection process. Agencies that utilize Strategy #1, and obligate funding from July 1 through the end of the federal fiscal year for that project, are not eligible for these bonus points. The additional points will be determined by the Transportation Policy Board during the next project selection process.

If Strategy #1 does not close the obligation authority gap completely, Strategy #2 will be utilized.

STRATEGY #2: ADVANCING 2027–2028 ILLUSTRATIVE PROJECTS

Agency representatives with projects programmed in years 2027–2028 will be asked if their agency is willing and able to advance their project at the March 2, 2023 Technical Advisory Committee meeting. The TAC representative must be in a responsible position to commit the agency to advancing the project. The project phase should obligate federal funding before July 1, 2023. If the project phase has not obligated federal funding by the end of the federal fiscal year, it will be deprogrammed by deletion from the RTIP by SCOG staff on October 1, 2023.

Agencies with projects in year 2027 will have first priority and year 2028 will have second priority.

SCOG will provide a formal letter addressed to the responsible official by March 16, 2023 documenting the commitment to advance their project from 2027–2028 and obligate federal funding prior to the end of the federal fiscal year. The letter will also go to the agency’s Transportation Policy Board member(s).

This strategy also requires an RTIP amendment, following the RTIP amendment process to add a project to the fiscally constrained RTIP. The agency is responsible for submitting the project to SCOG through SecureAccess Washington for the April 2023 amendment cycle.

Any agency that commits to advancing a project using Strategy #2, and obligates funding for that project prior to July 1, will be eligible for bonus points in SCOG’s next project selection process. Agencies that utilize Strategy #2, and obligate funding from July 1 through the end of the federal fiscal year for that project, are not eligible for these bonus points. The additional points will be determined by the Transportation Policy Board during the next project selection process.

If Strategy #2 does not close the obligation authority gap completely, Strategy #3 will be utilized.

STRATEGY #3: ADVANCING CONTINGENCY LIST PROJECTS

Agencies with projects on the July 21, 2021 prioritized contingency list will be asked if they are willing and able to advance their project at the March 2, 2023 Technical Advisory Committee meeting. The TAC representative must be in a responsible position to commit the agency to advancing the project. The project phase should obligate federal funding before July 1, 2023. If the project phase has not obligated federal funding by the end of the federal fiscal year, it will be deprogrammed by deletion from the RTIP by SCOG staff on October 1, 2023. The project will not go back onto the prioritized contingency list after deletion from the RTIP, but can compete again for funding through a future SCOG project selection process.

SCOG will provide a formal letter addressed to the responsible official by March 16, 2023 documenting the commitment to advance the contingency list project and obligate federal funding prior to the end of the federal fiscal year. The letter will also go to the agency’s Transportation Policy Board member(s).

This strategy also requires an RTIP amendment, following the RTIP amendment process to add a project to the fiscally constrained RTIP. The agency is responsible for submitting the project to SCOG through SecureAccess Washington for the April 2023 amendment cycle.

If Strategy #3 does not close the obligation authority gap completely, Strategy #4 will be utilized.

STRATEGY #4: ADDING TO PAST FEDERAL PROJECT AWARDS

This strategy will be utilized, if necessary, following the March 2, 2023 TAC meeting. First, SCOG staff will calculate the obligation authority gap remaining after Strategy #3 is utilized. Second, SCOG staff will identify active projects using the most recently available information from WSDOT Local Programs Division, and reach out to agency representatives with active projects that have obligated funds, for a phase awarded SCOG FHWA funds, to inquire if the project could reasonably utilize an increase in the existing federal award amount and obligate the additional award by the end of the federal fiscal year.

As part of this strategy, SCOG staff are guided by the following principles: (1) maintain Urban vs. Rural split in funding; (2) start with SCOG's most recent Surface Transportation Block Grant program project selection (2021) to identify active projects that can fill the obligation authority gap; (3) work backward through past project selections if projects selected in 2021 cannot completely close the obligation authority gap (e.g. 2019, 2017, 2015); and (4) equitably increase federal awards by a formula that includes, at a minimum, the amount of the past SCOG award for the phase and any current inactivity of the phase.

SCOG will provide a formal letter addressed to the responsible official by March 16, 2023 documenting the additional federal award with the stipulation that obligation of additional federal funding should occur prior to July 1, 2023. If the project phase has not obligated federal funding by the end of the federal fiscal year, the additional award will be withdrawn on October 1, 2023. The letter will also go to the agency's Transportation Policy Board member(s).

This strategy only applies to projects that have already been competitively selected by SCOG for federal award. No new projects, or phases of projects, will be considered for adding to past federal awards.

APPEALS

Any appeal of a project deprogramming decision must be appealed directly to the Transportation Policy Board. Appeals must be received by the first Tuesday of the month by SCOG staff, to include the appeal with the Transportation Policy Board packet that goes out on the second Wednesday of the month. Transportation Policy Board meetings occur on the third Wednesday of each month. Any appeal would be considered at this third Wednesday meeting.

Implementing agencies are required to present their appeal directly to the Transportation Policy Board. If the Transportation Policy Board decides to reprogram a project, it must follow the typical RTIP amendment process, which includes a public comment period, TAC review, TPB action, WSDOT action and final action by FHWA and FTA on STIP amendment approvals. The timeline from agency appeal submission to reprogramming in the STIP will typically take three months or more.

Along with the appeal presented by the implementing agency, SCOG staff will present a fiscal analysis of the reprogramming decision on the RTIP. The first four years of the RTIP must be fiscally constrained by year, under federal law.

A project phase may only be appealed once to the Transportation Policy Board. No future appeal will be considered for the project phase. The project phase can compete again for funding through a future SCOG project selection process.

2023 OBLIGATION AUTHORITY PLAN

The following projects¹ have to obligate federal funding before **March 1, 2023**². Projects that do not obligate before March 1, 2023 will be deprogrammed by deletion from the RTIP by SCOG staff.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBG/TA FUNDS
(None)	N/A	N/A	N/A	N/A	N/A

The following project must obligate federal funding before **August 1, 2023**, or it will be deprogrammed by deletion from the RTIP by SCOG staff.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBG/TA FUNDS
SCOG	SCOG Admin 2022-2025 ³	SCOG 22-25	PL	(Not Yet)	\$261,176

TOTAL EXPECTED STBG-TA OBLIGATIONS⁴: \$661,176
OBLIGATION AUTHORITY TARGET⁵: \$1,678,048

¹ The John Liner Road, Reed to Township Bicycle/Pedestrian Improvements project’s construction phase is removed from the 2023 Obligation Authority Plan. A lower-than-expected STBG allocation to SCOG for federal fiscal year 2023, which was received on February 6, 2023, put the RTIP out of fiscal constraint by year, and Sedro-Woolley staff agreed to move the project phase out of the 2023–2026 STIP, so the \$442,015 is not included in the 2023–2026 STBG programming. It is anticipated the project phase will be reprogrammed to 2024 with the 2024–2029 RTIP. An RTIP amendment will be processed to reflect the change in programming.

² SCOG staff will coordinate with WSDOT Local Programs headquarters staff to make the determination of which projects have obligated federal funding before March 1. For this process, any project that has a “complete funding package” at Local Programs headquarters before March 1, as determined by Local Programs headquarters staff, will be considered obligated by SCOG, though the project may have not yet received formal authorization from FHWA before the March 1 deadline.

³ A lower-than-expected STBG allocation for federal fiscal year 2023 reduced funding for this project phase from \$319,595 to \$261,176, which is 15% of the regional STBG allocation. Adjusting funding for this project is consistent with RTIP Policy 13 SCOG Administration Funding. An RTIP administrative modification will be processed to reflect the reduction in funding.

⁴ Includes \$400,000 STBG obligation authorized by FHWA on January 4, 2023, which was included on 2022–2027 RTIP.

⁵ Final target provided by WSDOT Local Programs Division staff on February 6, 2023.

Extensions

The following projects have been granted an extension to obligate federal funding by **December 31, 2023**. These projects will be deprogrammed with expiration of the 2023–2028 RTIP on January 1, 2024.

To be granted an extension, any extension request must be received by SCOG no later than **February 22, 2023**. A project phase may only be granted one extension request.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBG/TA FUNDS
Skagit County	Francis Road Section 3	WA-01192	RW	(Not Yet)	\$75,075
Samish Indian Nation	Tommy Thompson Trail Trestle and Causeway Replacement	WA-13974	PL	(Not Yet)	\$160,650
Anacortes	R Avenue Long Term Improvements	T-1301	CN	(Not Yet)	\$859,087

TOTAL STBG-TA EXTENSIONS: \$1,094,812

Appeals

The Transportation Policy Board approved appeals to reprogram project phases in the 2023–2028 RTIP. The following project phases must obligate federal funding by **December 31, 2023**. These projects will be deprogrammed with expiration of the 2023–2028 RTIP on January 1, 2024.

A project phase may only be appealed once to the Transportation Policy Board.

AGENCY	TITLE	STIP ID	PHASE	FUNDS OBLIGATED	STBG/TA FUNDS
(None)	N/A	N/A	N/A	N/A	N/A

TOTAL STBG-TA APPEALS: \$0

2023-2028 Surface Transportation Block Grant Project Programming

2/23/2023

		2023	2024	2025	2026	2027	2028
	Allocation	\$1,741,172	\$1,741,172	\$1,741,172	\$1,741,172	\$1,741,172	\$1,741,172
	Available	\$1,118,636	\$1,664,470	\$1,994,029	\$1,913,437	\$1,569,409	\$2,548,971
	Programmed	\$1,195,338	\$1,411,613	\$1,821,764	\$2,085,200	\$761,610	\$319,595

STBG(USS)		2023	2024	2025	2026	2027	2028
Anacortes	R Avenue Long Term Improvements EXTENSION TO 12/31/2023 (CN)	\$859,087	\$	\$	\$	\$	\$
		\$859,087	\$	\$	\$	\$	\$

STBG(UM)		2023	2024	2025	2026	2027	2028
SCOG	SCOG Admin 2022-2025	\$261,176	\$	\$	\$	\$	\$319,595
Burlington	SR20 Nonmotorized & Safety Improvements	\$	\$350,000	\$350,000	\$	\$	\$
Burlington	George Hopper Interchange Improvements, Phase II	\$	\$	\$	\$800,000	\$	\$
Skagit Co.	Peterson Road (Urban)	\$	\$261,613	\$	\$	\$	\$
Sedro Woolley	John Liner Road, Reed to Township Bicycle/Pedestrian Improvements	\$	\$	\$	\$	\$442,015	\$
Sedro Woolley	SR20/Cascade Trail West Extension Phase 2A, Holtcamp Road to Hodgkin Street	\$	\$	\$408,742	\$	\$	\$
		\$261,176	\$611,613	\$758,742	\$800,000	\$442,015	\$319,595

STBG(R)		2023	2024	2025	2026	2027	2028
SCOG	SCOG Admin 2022-2025	\$	\$	\$	\$	\$319,595	\$
Samish Nation	SR20/Campbell Lake Road - Intersection Improvement	\$	\$	\$	\$1,285,200	\$	\$
Skagit Co.	Francis Road Section 3 EXTENSION TO 12/31/2023 (RW)	\$75,075	\$800,000	\$	\$	\$	\$
Concrete	School Secondary Access	\$	\$	\$1,063,022	\$	\$	\$
		\$75,075	\$800,000	\$1,063,022	\$1,285,200	\$319,595	\$

Note: Years 1-4 may be overprogrammed by 25% of allocation for project delivery purposes. Years 5-6 are not fiscally constrained by year.

2023-2028 Transportation Alternatives Project Programming

		2023	2024	2025	2026	2027	2028
	Allocation	\$238,149	\$238,149	\$238,149	\$238,149	\$238,149	\$238,149
	Available	\$282,589	\$360,088	\$557,237	\$573,386	\$811,535	\$1,049,684
	Programmed	\$160,650	\$41,000	\$222,000	\$	\$	\$

TA(USS)		2023	2024	2025	2026	2027	2028
Samish Nation	Tommy Thompson Trail Trestle and Causeway Replacement EXTENSION TO 12/31/2023 (PL)	\$160,650	\$	\$	\$	\$	\$
		\$160,650	\$	\$	\$	\$	\$

TA(UM)		2023	2024	2025	2026	2027	2028
Mount Vernon	River Dike Trail System - Phase 1	\$	\$41,000	\$222,000	\$	\$	\$
		\$	\$41,000	\$222,000	\$	\$	\$

2/23/2023

Note: Years 1-4 may be overprogrammed by 25% of allocation for project delivery purposes. Years 5-6 are not fiscally constrained by year.

APPROVED CONTINGENCY LIST – JULY 21, 2021

Surface Transportation Block Grant Program and Transportation Alternatives

Rank ¹	Applicant	Project	Phase ²	Funding Request
1	SCOG	Skagit Regional Transportation Resilience Study	PL	\$129,750
2	Mount Vernon	Riverside Drive Improvements—1	PE	\$411,000
3	Mount Vernon	30th Street Improvements—1	PE	\$373,000
4	Mount Vernon	15th Street Sidewalk Improvements	PE	\$42,000
4	Mount Vernon	15 th Street Sidewalk Improvements	CN	\$226,000
5	Skagit Transit	Skagit Transit Design Services for Transit Island Canopy March Point P&R	PE	\$164,900
5	Skagit Transit	Skagit Transit Design Services for Transit Pullouts along Memorial Highway	PE	\$73,100
7	Skagit Transit	Skagit Transit Bus Stop Surveys	PE	\$66,300
			Total	\$1,486,050 <u>\$226,000</u>

¹ Rankings for #4 and #5 projects each appear two times. For the #4 project, this is due to their being two phases to the same project. For the #5 projects, this is due to two projects receiving the same score in the ranking process. As two projects received a #5 ranking, there is not a #6 ranked project.

² “PL” is planning, “PE” is preliminary engineering and “CN” is construction.

Projects appearing in strikethrough format are no longer on the Approved Contingency List due to prior obligations for these projects.

ACTION ITEM X.X. – 2023 REGIONAL PROJECT SELECTION EVALUATION PROCESS

Document History

Meeting	Date	Type of Item	Staff Contact	Phone
Technical Advisory Committee	12/01/2022	Discussion	Mark Hamilton	(360) 416-7876
Transportation Policy Board	01/18/2023	Discussion	Mark Hamilton	(360) 416-7876
Technical Advisory Committee	03/02/2023	Review and Recommendation	Mark Hamilton	(360) 416-7876
Transportation Policy Board	03/15/2023	Release for Public Comment	Mark Hamilton	(360) 416-7876

RECOMMENDED ACTION

Skagit Council of Governments (SCOG) staff and Technical Advisory Committee recommend releasing the proposed [Regional Project Selection Evaluation Process](#) for public review and comment.

DISCUSSION

One of the tasks in the Skagit Council of Governments (SCOG) unified planning work program for this state fiscal year is to conduct a regional selection of projects to receive federal funds from the Surface Transportation Block Grant Program (STBG), Transportation Alternatives (TA) set-aside and Carbon Reduction Program (CR). SCOG staff, Technical Advisory Committee and Non-Motorized Advisory Committee have discussed this task over the past several months as the process is being developed to select projects for funding. A selection of projects to receive funding under these programs is a decision made by the Transportation Policy Board, and is expected later this year.

SCOG staff estimates that **\$8.41 million** will be available through this call for projects, which includes estimates of funds available for the 2023 project selection derived using past allocations and obligations for the Skagit region. Future anticipated allocations through the Surface Transportation Block Grant Program (2028 & 2029), Transportation Alternatives (2024–2029) and Carbon Reduction Program (2024–2028) are estimated to be available. The Federal Highway Administration has fact sheets on their website which provide overviews of these federal funding programs:

- [Surface Transportation Block Grant Program](#)
- [Transportation Alternatives](#)
- [Carbon Reduction Program](#)

After transportation projects are selected by the Transportation Policy Board, they will be programmed in the 2024–2029 Regional Transportation Improvement Program – anticipated for adoption in October 2023 by the Transportation Policy Board. All actions made relating to project evaluation, project selection and programming of projects are made by the Transportation Policy Board. There may be opportunities to program projects in the current Regional Transportation Improvement Program, though fiscal constraint by year needs to be maintained for each of the first four years, 2023–2026.

STBG, TA and CR funds are available to projects in the following categories:

- “Urban Medium Area” funding for areas with minimum 50,000 population but less than 200,000, which is three of the four cities (Burlington, Mount Vernon, Sedro-Woolley) and some surrounding unincorporated areas;
- “Urban Small Area” funds for areas with minimum 5,000 population but less than 50,000, which is Anacortes and some surrounding unincorporated areas;
- “Rural Area” funding for areas with fewer than 5,000 population, which is the four towns (Concrete, Hamilton, La Conner, Lyman) and most unincorporated areas; and
- “Any Area” funding that can be used in any of the urban or rural areas.

Prior to issuing a call for projects, SCOG must prepare and approve a regional project evaluation process. The evaluation process is prepared with advice from the Technical Advisory Committee and is approved by the Transportation Policy Board.

There must be a minimum of two public comment periods prior to project selection as described on Page 19 of SCOG’s [Public Participation Plan](#): (1) on the proposed regional project evaluation process; and (2) on the proposed project selection. In addition, projects go through separate local and tribal processes with the regional public participation process supplementing outreach done and input received at the local level.

Project selection is a work activity included on pages 16–17 of the current [Unified Planning Work Program](#) for SCOG.

ADDITIONAL CONSIDERATIONS

Following are some considerations discussed about the project selection evaluation process by SCOG staff and advisory committees:

- **Cost Estimates**
Project application cost estimates was a point of disagreement among project sponsors and others during the 2021 project selection. SCOG staff presented on this subject in January 2023 to the Transportation Policy Board, and was directed to not require cost estimates prepared by a Professional Engineer with project applications. Subsequently, application materials have been revised from “Professional Engineer’s Estimate (if applicable)”, which was what appeared on application materials in 2021, to “Cost Estimate” for 2023 project application materials. No instructions are included in application materials on cost estimating, and SCOG staff will not be evaluating the accuracy of any cost estimates submitted with project application materials. Other elements of project cost will be evaluated by SCOG staff as is done in each project selection, including funding sources, funding requests, matching funds and private funding. Project sponsors are free to submit cost estimates prepared by a Professional Engineer if they so choose, but it is not a SCOG requirement that cost estimates be prepared by a Professional Engineer as part of the 2023 project selection process.

- **Non-Roadway Funding Set-aside**

The Transportation Policy Board has historically set aside 10% of STBG funding for non-roadway projects, though this percentage was revised to 5% in 2021. SCOG staff expects that this practice will be revisited this year, with the Board determining whether or not to continue this practice. This 5% is not a federal nor state requirement, but has been a regional decision in past project selections using STBG funds. Examples of eligible non-roadway projects in the 2021 selection included: transit capital projects; ferry boats and terminals; and safe routes to school programs.

With the new Carbon Reduction Program also funding similar projects at approximately \$300,000 per year for the region, SCOG staff recommend the Transportation Policy Board consider whether or not they desire to continue setting aside funds in this manner for non-roadway projects.

- **Criteria and Weights**

There are seven categories of criteria with weights from the 2021 project selection. SCOG staff and advisory committees have been discussing the seven categories and the continuation of criteria and weights, or potential revision for 2023.

There are bonus points available under Regional Transportation Improvement Program obligation authority procedures, with one jurisdiction eligible for additional project selection points based on 2021 and 2022 project delivery - assisting SCOG meet our regional obligation authority target in 2021 by volunteering to move a project forward early under Gap Strategy #1, and delivering by obligating federal funding before August 1 that year. The Transportation Policy Board awarded five bonus points to eligible project sponsors in the 2021 project selection, and may continue this practice or revise if they choose. The procedures do not determine the amount of bonus points - leaving this Transportation Policy Board decision to the 2023 project selection process.

- **Contingency List**

The contingency list created during the 2021 project selection was heavily relied upon to help meet the obligation authority target in 2022. Though no substantive changes are proposed for 2023, emphasis is placed by SCOG staff on submitting more projects for the contingency list at varying funding levels.

For example, seven of eight projects on the contingency list moved forward and obligated funds in 2022. This left only one project available to advance from the contingency list in 2023 - limiting the potential effectiveness of the list this year. Additionally, 2021 funding requests for the contingency list range from \$42,000-411,000; including a variety of projects with higher dollar values may benefit the region in the future depending upon the size of the obligation authority gap, which is unknown until the beginning of each calendar year.

Though no changes are proposed for how the contingency list is created, SCOG staff encourages project sponsors to submit more projects for the contingency list with higher funding requests, to assist with filling large obligation authority gaps if necessary.

OTHER RESOURCES

SCOG staff prepared an [overview document](#) that describes regional project selection and programming processes. Frequently asked questions are included at the end of the document.

REGIONAL CALL FOR PROJECTS

SURFACE TRANSPORTATION BLOCK GRANT PROGRAM

TRANSPORTATION ALTERNATIVES SET-ASIDE

CARBON REDUCTION PROGRAM

The Skagit Council of Governments (SCOG) Transportation Policy Board will select projects for funding in the Skagit region at their meeting in July 2023. The funding decision will select projects for Surface Transportation Block Grant Program (STBG), an STBG set-aside called Transportation Alternatives Set-Aside (TA) and Carbon Reduction Program (CR) federal funds. For this project selection, each project will be evaluated based on approved criteria and weights.

The Skagit Council of Governments, as the metropolitan planning organization (MPO) for Skagit County, has been given the authority by Washington state to select projects for funding using these sources of federal funds. The Washington State Department of Transportation (WSDOT) has a summary of these funding sources on their website, along with the funding formula used statewide to allocate funds and the role of MPOs in the process. Following are links to each WSDOT webpage for these funding programs:

- [Surface Transportation Block Grant Program](#)
- [Transportation Alternatives Set-Aside](#)
- [Carbon Reduction Program](#) (Federal Highway Administration link; WSDOT webpage pending)

SCOG last selected projects for federal funding in 2021. At that time, the Transportation Policy Board selected projects for \$3.2 million in funding through STBG and TA, with additional projects totaling \$1.5 million selected for the contingency list. There was no selection for CR, as the program was not created until late 2021.

FUNDING AVAILABILITY

Funding levels to the Skagit region change year to year as federal allocations change, projects obligate or deobligate funds, and projects are deprogrammed. Future funding available is estimated with every project selection process at SCOG, with project-selection decisions based on these estimates. Selection decisions are contingent upon federal authorizations and appropriations.

Estimates of funds available for the 2023 project selection are derived using past allocations and obligations for the Skagit region. Future anticipated allocations through the Surface Transportation Block Grant Program (2028–2029), Transportation Alternatives Set-Aside (2024–2029) and Carbon Reduction Program (2024–2028) are estimated to be available through the Call for Projects. Programming projects after selection is expected to align with the ranges of years for each program identified in this paragraph, though may be adjusted to other years in SCOG’s Regional Transportation Improvement Program if practicable.

SURFACE TRANSPORTATION BLOCK GRANT PROGRAM

For Surface Transportation Block Grant Program funding, a total of \$5.50 million should be selected for projects. A minimum of \$2,090,000 should be selected in the Urban Medium Area, a minimum of \$570,000 should be selected in the Urban Small Area, and a minimum of \$640,000 should be selected in the Rural

Area. \$2,200,000 may be selected in any area (urban areas or Rural Area). Thresholds for all urban and rural areas are estimated based on anticipated funding that must be used in these geographies, per federal requirements.

Estimated Surface Transportation Block Grant Program funding available through the Call for Projects is included in the following table.

Urban Medium Area (minimum)	Urban Small Area (minimum)	Rural Area (minimum)	Any Area (Urban Areas or Rural Area)	Total Available
\$2,090,000	\$570,000	\$640,000	\$2,200,000	\$5,500,000

TRANSPORTATION ALTERNATIVES SET-ASIDE

For Transportation Alternatives Set-Aside funding, a total of \$1.42 million should be selected for projects. A minimum of \$300,000 should be selected in the Urban Medium Area, a minimum of \$0 should be selected in the Urban Small Area, and a minimum of \$440,000 should be selected in the Rural Area. \$680,000 may be selected in any area (urban areas or Rural Area). Thresholds for all urban and rural areas are estimated based on anticipated funding that must be used in these geographies, per federal requirements.

Estimated Transportation Alternatives Set-Aside funding available through the Call for Projects is included in the following table.

Urban Medium Area (minimum)	Urban Small Area (minimum)	Rural Area (minimum)	Any Area (Urban Areas or Rural Area)	Total Available
\$300,000	\$0	\$440,000	\$680,000	\$1,420,000

CARBON REDUCTION PROGRAM

For Carbon Reduction Program funding, a total of \$1.49 million should be selected for projects. A minimum of \$560,000 should be selected in the Urban Medium Area, a minimum of \$380,000 should be selected in the Urban Small Area, and a minimum of \$550,000 should be selected in the Rural Area. Unlike STBG and TA, there is no Any Area funding that can be used in any urban or rural areas. Thresholds for all urban and rural areas are estimated based on anticipated funding that must be used in these geographies, per federal requirements.

Estimated Carbon Reduction Program funding available through the Call for Projects is included in the following table.

Urban Medium Area (minimum)	Urban Small Area (minimum)	Rural Area (minimum)	Total Available
\$560,000	\$380,000	\$550,000	\$1,490,000

NON-ROADWAY FUNDING SET-ASIDE

At the discretion of the Transportation Policy Board, a minimum of 5% of STBG funding is anticipated to be set-aside for non-roadway projects. Examples of eligible non-roadway projects include: transit

capital projects; ferry boats and terminals; and safe routes to school programs. A complete list of eligible STBG projects, including non-roadway projects, is located at [23 USC 133\(b\)](#).

This set-aside is not specific to any one mode of transportation and is intended to ensure a minimum level of funding to projects that may not otherwise be competitive with roadway projects due to the criteria and weights used in the evaluation process. Non-roadway projects may also be eligible for funding through Transportation Alternatives Set-Aside and/or Carbon Reduction Program if they meet eligibility requirements of these other funding sources.

There is no federal nor state requirement that funds be reserved in this way for non-roadway projects. The 5% set-aside is a regional decision consistent with past project selection processes at SCOG to set aside funding in this manner.

FEDERAL FUNCTIONAL CLASSIFICATION AND CRITICAL RURAL FREIGHT CORRIDORS

Most roadway projects can only be funded using STBG funds if the roadway has a federal functional classification. Projects on roads classified as Rural Minor Collectors or local roads can only receive up to 15% of the Rural Area funding (\$96,000) and Urban Small Area funding (\$85,500) per the special rule at [23 USC 133\(g\)](#), and [Critical Rural Freight Corridors](#) designated under [23 USC 167\(e\)](#) also qualify.

Transportation Alternatives and Carbon Reduction Program projects do not require federal functional classification.

APPLICATION FORMS

Application forms include project details for each project that will be considered for funding. Each project being submitted requires a separate application form. There is no limit to how many forms applicants submit to SCOG.

- [Project Application Form](#)
- [Contingency List Project Application Form](#)
- [Project Endorsement Form](#) (required for every project)

TIMEFRAME TO SUBMIT

Applications will be accepted by SCOG from April 21–May 12. Any incomplete applications will be flagged by SCOG staff and applicants will be notified as soon as possible of any required materials not submitted. May 26 is the final deadline to submit any application materials to complete application packets.

HOW TO SUBMIT

Application materials must be submitted to Mark Hamilton at SCOG, by email only, at markh@scog.net. Paper application materials will not be accepted. All applicants will receive confirmation of materials received via email.

PROJECT EVALUATION CRITERIA & WEIGHTS

Projects submitted will be evaluated from May 15–24. Project evaluations will be based on approved criteria and weights. These criteria and weights were approved by the Transportation Policy Board at their April 19 meeting.

The categories for the evaluation criteria, and their associated points, are listed below:

- Economic Vitality – **15 points**
- Safety – **25 points**
- Mobility – **15 points**
- Regional Nature – **10 points**
- Project Funding & Readiness – **10 points**
- Preservation & Maintenance – **15 points**
- Technical Advisory Committee Priority – **10 points**

TOTAL: **100 POINTS**
BONUS¹: **+5 POINTS**

Evaluation criteria, and points available per criterion, are included in the Project Application Form. Technical Advisory Committee members are not permitted to evaluate any project from the government they represent. The final action of selecting projects for funding will be taken by the Transportation Policy Board at their July 19 meeting.

CONTINGENCY LIST

A contingency list of projects will be prepared for projects that can easily move forward if the Skagit region is expected to fall short of its annual obligation target. Inclusion of any project on the contingency list does not guarantee the project will be funded. Projects on the contingency list must be able to obligate funding quickly, often in less than six weeks. Sponsors of contingency list projects may also submit the proposed project as part of the general Call for Projects.

Contingency list submissions will be prioritized according to the following criteria:

- What is the regional issue the project will address?
- What is the desired outcome from the project?
- Does the project address an issue identified in the Skagit 2045 Regional Transportation Plan?
- What is the project's expected level of regional impact?
- Can the project reasonably obligate funding in six weeks if necessary?

Projects proposed for the contingency list will be distributed to the Technical Advisory Committee for evaluation. A prioritized contingency list, with rank-ordered projects, will be recommended to the

¹ Bonus applies to project sponsors that utilized SCOG Obligation Authority Procedures in 2021 or 2022, strategies #1 or #2, by moving projects forward and obligating federal funds by August 1 of the respective calendar year.

Transportation Policy Board for consideration. Technical Advisory Committee members are not permitted to evaluate any project from their own organization.

QUESTIONS

Any questions about the Call for Projects should be submitted in writing to Mark Hamilton at markh@scog.net. Written questions received, if any, will be posted to the SCOG website with staff responses.

SCHEDULE

February 28, 2023:.....	Non-Motorized Advisory Committee recommendations (if any) to Technical Advisory Committee on evaluation process
March 2, 2023:.....	Technical Advisory Committee recommends evaluation process, including evaluation criteria and weights, to Transportation Policy Board
March 15, 2023:.....	Transportation Policy Board discusses Technical Advisory Committee recommendation on proposed evaluation process and releases evaluation process for public review and comment
March 17-29, 2023:.....	Tentative public comment period on proposed evaluation process
April 19, 2023:.....	Transportation Policy Board approves evaluation process, after consideration of any public comments received
April 21-May 12, 2023:.....	Applications submitted to SCOG
May 15-24, 2023:.....	Evaluation of applications
May 23, 2023:.....	Project presentations to Technical Advisory Committee from project sponsors
May 24, 2023:.....	Project evaluations due to SCOG from Technical Advisory Committee
May 30, 2023:.....	Non-Motorized Advisory Committee recommendations (if any) to Technical Advisory Committee on project selection
June 1, 2023:.....	Technical Advisory Committee recommends project selection to Transportation Policy Board

- June 21, 2023:..... Transportation Policy Board discusses Technical Advisory Committee recommendation on proposed project selection and releases project selection for public review and comment

- June 23–July 5, 2023:..... Tentative public comment period on recommended project selection from Technical Advisory Committee

- July 19, 2023:..... Transportation Policy Board makes project-selection decision, after consideration of any public comments received

DRAFT

REGIONAL PROJECT SELECTION AND PROGRAMMING AT THE SKAGIT COUNCIL OF GOVERNMENTS

The Skagit Council of Governments (SCOG) is the federal designated metropolitan planning organization and state designated regional transportation planning organization in Skagit County. SCOG has many transportation duties in accordance with federal and state requirements. One SCOG duty is selecting projects to receive federal funding – determining which projects are competitively “selected” to receive certain federal funds allocated by the Washington State Department of Transportation (WSDOT). Another duty of SCOG is maintaining a six-year list of projects programmed in a Regional Transportation Improvement Program.

This memorandum describes the applicable federal funding sources and regional project selection programming processes. Also included are a series of frequently asked questions about project selection and programming at SCOG.

FEDERAL FUNDING SOURCES

There are three federal funding sources that SCOG utilizes to select projects. A local match is typically required of 13.5%, with 86.5% of a project federally funded. The funding sources are as follows:

- **Surface Transportation Block Grant Program (STBG)**

By far the largest source of federal funds available for project selection, the Surface Transportation Block Grant Program is also an extremely flexible funding source which provides for a wide variety of transportation projects.

The 2023 STBG allocation in the Skagit region is \$1,741,172. Allocations vary year to year, but have been approximately \$2 million the last several years.

Examples of eligible STBG projects include: roadway maintenance and preservation; roundabouts; bridges; tunnels; signalized intersections; new roadways; ferry boats and terminals; bicycle and pedestrian improvements; Americans with Disabilities Act transition plan implementation activities; natural infrastructure; wildlife crossings; travel and tourism enhancements; and electric vehicle charging infrastructure.

A fact sheet for STBG is located [here](#).

- **Transportation Alternatives Set-Aside (TA)**

Transportation Alternatives is a set-aside from the Surface Transportation Block Grant Program, and is much more limited than STBG in the level of funding and types of eligible projects. TA projects are often focused on nonmotorized transportation and tend to be small scale given the limited funding.

The 2023 TA allocation in Skagit County is \$238,149. Allocations vary year to year, but have been approximately \$250,000 the last couple years. Prior to 2021, TA allocations had averaged

approximately \$150,000 for several years, but the federal Infrastructure Investment and Jobs Act, enacted in 2021, increased funding substantially for this program starting in 2022.

Examples of eligible TA projects include: pedestrian and bicycle facilities; turnouts, overlooks and view areas; conversion of abandoned railroad to nonmotorized uses; historic preservation; vegetation management; archeological activities relating to transportation project impacts; Americans with Disabilities Act transition plan implementation activities; environmental mitigation activities; and safe routes to school.

A fact sheet for TA is located [here](#).

- **Carbon Reduction Program (CR)**

The Carbon Reduction Program was introduced in 2021 via the federal Infrastructure Investment and Jobs Act, and is much newer than the other two federal funding sources. SCOG has never selected projects under this program since it is so new. CR projects support the reduction of transportation emissions, and like TA projects are small scale due to limited funding available through this program.

The 2023 CR allocation in Skagit County is \$266,813. The only other allocation received under this program was for \$306,972 in 2022.

Examples of eligible CR projects include: replacing street lighting and traffic control devices with energy-efficient alternatives; electric vehicle charging infrastructure; purchase of zero-emission construction vehicles; advancement of port electrification; infrastructure-based intelligent transportation systems capital improvements; reducing impacts of freight movement; and TA projects, including facilities for pedestrians, bicyclists and other nonmotorized forms of transportation.

A fact sheet for CR is located [here](#).

REGIONAL PROJECT SELECTION PROCESS

SCOG does not award funds to transportation projects. SCOG selects projects for funding, and the “award” occurs later when project sponsors enter into an agreement with WSDOT to utilize the funds. These local agency agreements are necessary for local governments to utilize funding for any particular transportation project. The agreement process for tribal governments can vary.

In order to be selected by SCOG, projects go through a regional competitive process where they are evaluated against other projects in the Skagit region. The Transportation Policy Board, a governing body of SCOG, selects projects for funding through this process. These funds may not be moved to another project of a project sponsor. Any federal funding that is not utilized is returned to the regional project selection process (regional funding pot) to be allocated to other transportation projects.

SCOG typically selects projects for funding every two years and programs projects in the Regional Transportation Improvement Program following project selection.

REGIONAL PROGRAMMING PROCESS

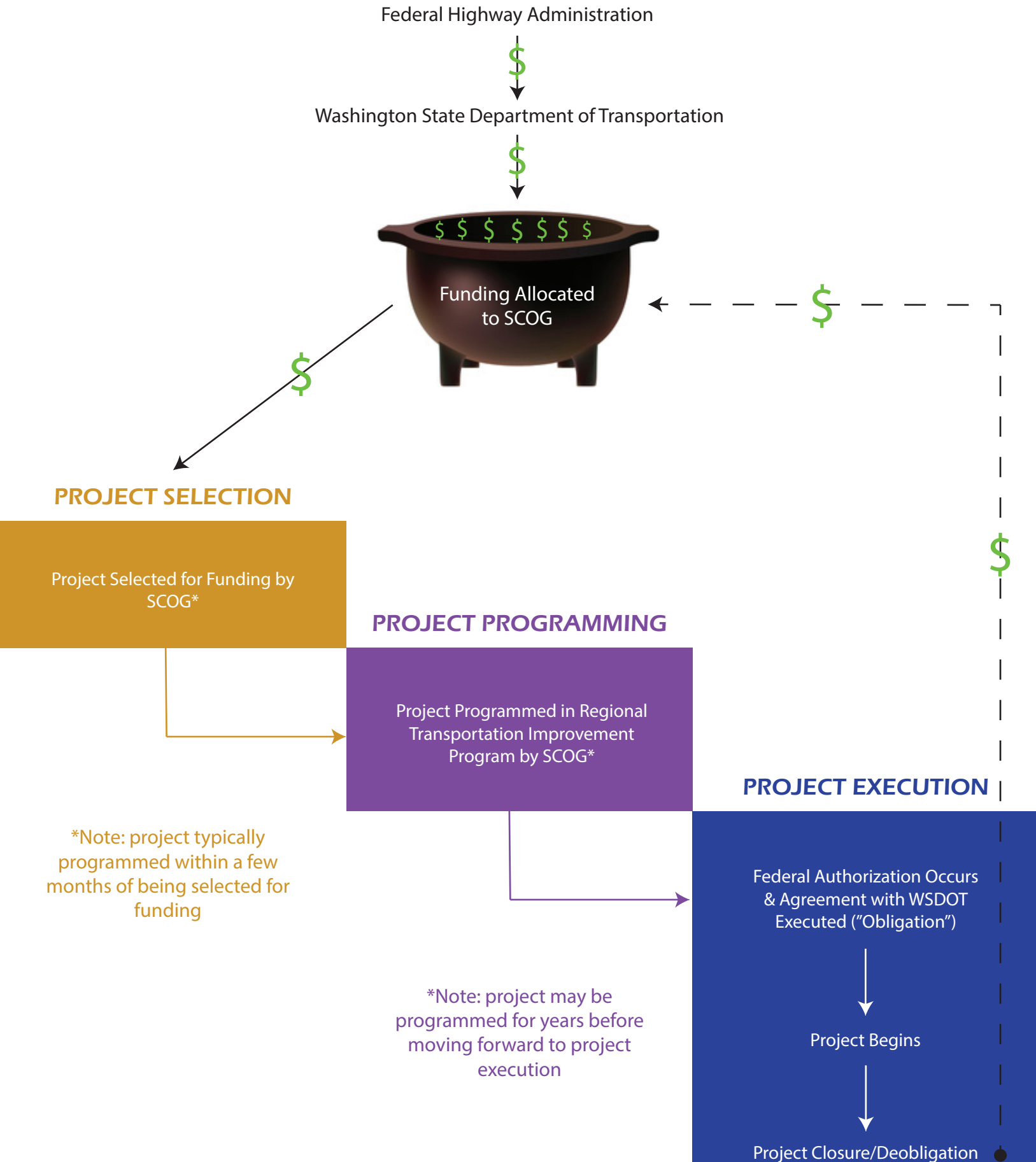
In addition to project selection, another duty of SCOG is to prepare and regularly amend a Regional Transportation Improvement Program (RTIP). The RTIP is a six-year list of projects that is “fiscally constrained by year” in the first four years – meaning funds programmed to projects in the RTIP cannot exceed what SCOG reasonably anticipates will be available in the Skagit region during the first four years of the six-year period. The last two years of the RTIP are not required to be fiscally constrained by year.

Once projects are programmed, they can “obligate” funding – which for local governments means they enter into an agreement with WSDOT to utilize the funds after federal authorization. Projects can be deprogrammed (removed from the RTIP) by the Transportation Policy Board and funding for projects can be deobligated, which most often occurs when a project sponsor turns back funds or closes a project. Returning federal funds often occurs when a project is completed and did not require all federal funding anticipated. Deobligation can also occur if a project remains inactive for too long or is canceled by the project sponsor. Deobligated or returned funds go back to the regional project selection process.

The RTIP is primarily composed of projects that have federal funding from the Federal Highway Administration or Federal Transit Administration. Projects that are deemed “Regionally Significant” by SCOG are also programmed in the RTIP. SCOG prepares a new RTIP every year and amends the RTIP nearly every month. Amendments provide the opportunity to add, remove or revise projects that are programmed.

Figure 1 is a graphic representation of the project selection and programming processes at SCOG.

Figure 1: Regional Project Selection and Programming Processes



Federal Highway Administration



Washington State Department of Transportation



Funding Allocated to SCOG



PROJECT SELECTION

Project Selected for Funding by SCOG*

PROJECT PROGRAMMING

Project Programmed in Regional Transportation Improvement Program by SCOG*

*Note: project typically programmed within a few months of being selected for funding

*Note: project may be programmed for years before moving forward to project execution

PROJECT EXECUTION

Federal Authorization Occurs & Agreement with WSDOT Executed ("Obligation")

Project Begins

Project Closure/Deobligation

FREQUENTLY ASKED QUESTIONS

Frequently asked questions follow. These questions are often received by SCOG staff and are related to the project selection and programming processes.

- **Question: If our local priorities change, can a project sponsor move federal funds to another project from the project that was selected by SCOG?**

Answer: No, funding for projects selected by SCOG for federal funding cannot move that funding to another project. The project was selected through a competitive process with other projects, and was selected for funding by SCOG's Transportation Policy Board.

- **Question: If a project is no longer a local priority, what happens to the federal funds obligated for the project?**

Answer: If the project is no longer a local priority, the project sponsor should coordinate with WSDOT to deobligate the federal funds. After deobligation, those federal funds would return to the regional pot and may adversely affect the region's ability to meet its obligation target. Coordination with SCOG staff on timing of deobligation would be important to limit negative impacts to the Skagit region, including the potential loss of federal funding.

- **Question: What are potential consequences for a project sponsor if a project is no longer a local priority?**

Answer: The project sponsor loses federal funding for the project, and may have to repay federal funds that have already been spent on the project to WSDOT. The applicable local agency agreement with WSDOT should dictate what occurs with federal funding for the project, including any repayment. Project sponsor repayment could include repaying federal funds used for any earlier phase of the project.

- **Question: What are potential consequences for the Skagit region if a project sponsor returns federal funding?**

Answer: Returning federal funds could result in the Skagit region losing federal funding, depending primarily on the timing of any deobligations and the ability of other projects to move forward and obligate federal funding quickly, covering any gap that is created when a project has federal funds turned back.

- **Question: If my jurisdiction obligates funding for a project phase, how long do I have to obligate the next phase?**

Answer: See the applicable local agency agreement with WSDOT for the answer to this question. Typically, after a preliminary engineering phase receives federal authorization, it has ten years to obligate the next phase¹ (i.e. right of way if applicable, or construction). Not obligating future

¹ Changes in federal law made through the Infrastructure Investment and Jobs Act eliminated a requirement for states to repay federal funds under 23 USC 102(b) "Engineering Cost Reimbursement". Project sponsors should reach out to WSDOT to ascertain applicability to any specific project.

phase(s) in time could mean that federal funds need to be repaid to WSDOT by the project sponsor. Repaid funds return to the regional pot.

- **Question: What are the local match requirements for a project?**

Answer: Match varies by federal funding source, and often varies between different federal operating administrations (e.g. Federal Highway Administration vs. Federal Transit Administration). The federal funding that SCOG uses to select projects for funding requires a 13.5% local match as a minimum, with the remaining 86.5% federal funds. In limited circumstances, other state or federal sources can be used to fulfill match requirements.

An example of the federal/local split, using a \$100,000 project, is \$86,500 federal (86.5%) and \$13,500 local (13.5%).

- **Question: What happens if my local jurisdiction finishes a project and does not utilize all the federal funds allocated to the project?**

Answer: If the project was selected by SCOG to utilize federal funds, STBG/TA/CR funds return to the regional pot to be used by other projects. Future project selections utilize these returned funds for projects competitively selected by SCOG in the Skagit region.

- **Question: What is an obligation authority target, and how does that relate to my jurisdiction's project?**

Answer: SCOG is provided a regional obligation authority target every year by WSDOT for STBG, TA and CR funds. The target consolidates funding available for these three programs for the federal fiscal year, and is often received by SCOG early each calendar year. The Skagit region is expected to obligate no less than this target every year. Not exceeding this target every year puts the Skagit region at risk of losing federal funds.

Washington state also has a target that needs to be achieved every year in order to not lose federal funds. Any funds lost by Washington could be reallocated among other states. This target setting process applies statewide and many different organizations coordinate to deliver projects to help meet regional targets and the overall statewide target.

Each project in the Skagit region that obligates STBG, TA or CR funds contributes toward meeting this regional obligation authority target. Projects that deobligate funding, which can occur due to the project being closed out or due to inactivity of the project, can contribute toward SCOG not meeting the regional obligation authority target.

PROJECT APPLICATION FORM

SURFACE TRANSPORTATION BLOCK GRANT PROGRAM

TRANSPORTATION ALTERNATIVES SET-ASIDE

CARBON REDUCTION PROGRAM

Project Title:

GENERAL PROJECT INFORMATION

Date of Submittal:

Organization:

Applicant Name, Title:

Applicant Phone Number:

Applicant Email Address:

PROJECT INFORMATION

Accurately describe project. If selected for funding, SCOG will ensure project descriptions programmed in the Regional Transportation Improvement Program are consistent with this application, and any additional project materials submitted as part of this project selection process. All eligibility criteria must be met at the time of application. Projects that do not meet eligibility criteria under any of the federal programs considered for this project selection will be removed from consideration.

Project Location:

Is the project sponsor requesting Urban Area or Rural Area funding? Urban Area Rural Area
(use this [map](#) to determine applicable geography¹)

Federal Functional Classification (use this [map](#)):

Beginning Termini:

Ending Termini:

¹ Urban areas are being adjusted in 2023, with final adjusted urban areas expected in late July.

Project Length (in miles):

Has the project been submitted to SCOG in the web based STIP software? Yes

STIP ID:

Project Description

Include the project scope, purpose, and brief comparison of existing and proposed conditions (5,000 characters maximum).

DRAFT

PLANNING & PUBLIC INVOLVEMENT

Is this project included in the project sponsor’s long-range plan? Yes No

Project ID: Provide hyperlink to document: Page number:

If no hyperlink is available, provide plan in email attachment with application materials.

Is this project identified in the project sponsor’s six-year comprehensive transportation program, capital improvement program, or equivalent? Yes No

Project ID: Provide hyperlink to document: Page number:

If no hyperlink is available, provide plan in email attachment with application materials.

Date of public meeting(s) in which the documents identified above were approved by the project sponsor’s governing body:

What project in the [Skagit 2045 Regional Transportation Plan](#) (pages 66-73) is this project implementing, if any? ID #:

PROPOSED SCHEDULE

PE/PL/ Other	RW	CN
-----------------	----	----

Earliest possible obligation date (mm/yyyy)

Estimated completion date (mm/yyyy)

ATTACHMENTS

Applicant has included:

- Vicinity Map
- Signed [Project Endorsement Form](#)
- Cost Estimate
- Typical Section (if applicable)
- Written Concurrence (if project is within or connects to right of way of another organization)
- Written acknowledgment from Skagit Transit (if project is located on fixed-route transit line)

COST SUMMARY

A. Previous obligations (all fund sources, all phases)	\$	Federal funding is requested for the following phases (check all that apply):
Fund Source:	\$	
Fund Source:	\$	
Fund Source:	\$	
B. Requested federal funds	\$	<input type="checkbox"/> Preliminary Engineering/Design <input type="checkbox"/> Right-of-way <input type="checkbox"/> Construction <input type="checkbox"/> Other (planning, etc.)
C. Other secured federal funds. Source:	\$	
D. Other secured state funds. Source:	\$	
E. Secured local funds (minimum 13.5%). Source:	\$	
F. Secured private funds. Source:	\$	
G. Other planned phases	\$	
H. Total estimated project cost (all phases).	\$	

Cost summary notes (optional, 1,000 characters):

Describe the commitment of secured matching funds and the status of obtaining any unsecured funds. (Note: Matching funds must be available at the time of fund obligation. 1,000 characters)

ECONOMIC VITALITY 15 MAXIMUM

CONSISTENCY WITH ECONOMIC DEVELOPMENT PLAN 2

Is project consistent with an adopted economic development/revitalization plan or other plan with an economic development component? If so, cite the plan and page number applicable to this project.

Hyperlink to plan:

Page number:

If no hyperlink is available, provide plan in email attachment with application materials.

FREIGHT NETWORK 5

Is the project located on, or intersect with, the Freight and Goods Transportation System?
 (use this [map](#))

- T-1 5
- T-2 4
- T-3 3
- T-4 2
- T-5 1

- R-1 5
- R-2 4
- R-3 3
- R-4 2
- R-5 1

- W-1 5
- W-2 4
- W-3 3
- W-4 2
- W-5 1

PRIVATE PARTNER FUNDS 4

Have private partners pledged funding to this project? If so, how much? \$

(1 point per 2% of total amount of federal funds requested.)

Note: this does not include traffic impact fees and/or any funds identified as local match.

To receive points in this category, project sponsor must include signed pledge sheet from private partner(s) with pledged funding level.

ENVIRONMENTAL JUSTICE 4

- Is project within 100 feet of low-income census tract? (SCOG will perform this analysis)2
- Is project within 100 feet of minority census block? (SCOG will perform this analysis)2
- Does this project meet an identified need of an Environmental Justice minority or low-income protected population? This must be demonstrated by a formal letter of support by a service provider of Environmental Justice protected population(s). (Include letter of support with application)4

EXISTING AND FUTURE DEVELOPMENT (SCOG WILL PERFORM THIS ANALYSIS) 8

Project is located in area of significant existing employment or future employment growth. For the 2018 measure, submitted projects will be divided into thirds based on highest rate of existing employment per acre in the transportation analysis zones the project is within. For the 2045 measure, submitted projects will be divided into thirds based on the number of new jobs per acre in the transportation analysis zones the project is within. Project will receive points for the highest point-value geography it is within. Scores will not be combined; the project will receive the highest score from 2018 Employment Density or the 2045 Employment Growth Density.

2018 Employment Density

- Low Density0
- Medium Density4
- High Density8

2045 Employment Growth Density

- Low Density0
- Medium Density4
- High Density8

SAFETY 25 MAXIMUM

SAFETY PLANS 5

- Is the project included in an adopted local road safety plan?5

If so, cite the plan and page number applicable to this project.

Hyperlink to plan:

Page number:

If no hyperlink is available, provide plan in email attachment with application materials.

Is the project included in an adopted transit safety plan?5

If so, cite the plan and page number applicable to this project.

Hyperlink to plan:

Page number:

If no hyperlink is available, provide plan in email attachment with application materials.

Is the project included in another adopted safety plan?5

If so, cite the plan and page number applicable to this project.

Hyperlink to plan:

Page number:

If no hyperlink is available, provide plan in email attachment with application materials.

Note: to receive credit for the safety countermeasures listed below, they must be included in the project description submitted in SecureAccess Washington, the web based STIP software.

FEDERAL HIGHWAY ADMINISTRATION PROVEN SAFETY COUNTERMEASURES 20

List each [Federal Highway Administration proven safety countermeasure](#) the project includes (up to five total excluding safety plans, which are included in a previous safety subsection):

-4
-4
-4
-4
-4

NON-ROADWAY SAFETY COUNTERMEASURES 20

For non-roadway projects, list each [bicycle safety](#) and [pedestrian safety](#) countermeasure the project includes (up to five total excluding safety plans, which are included in a previous safety subsection):

-4

- 4
- 4
- 4
- 4

MOBILITY 15 MAXIMUM

NETWORK DEVELOPMENT

- Does this project improve a route that is proximate and parallel to regional network corridor? This must be demonstrated by a formal traffic study. (Include traffic study with project submittal.)2
- Does this project improve transit access and/or amenities on a current or planned Skagit Transit fixed route? (Include letter from transit agency to verify.)3
- Does this project include provisions for data collection (e.g. transit ridership, vehicular counts, bicycle counts, pedestrian counts)?2

Note: to receive credit for the features listed below, they must be included in the project description submitted in SecureAccess Washington, the web based STIP software.

- Does this project include bicycle wayfinding?2
- Does this project include a paved, separated trail?4
- Does this project add or improve sidewalks/walkways for at least 50% of the total project length?2
- Does this project include bicycle lanes for at least 50% of the total project length (must include clear designation such as signage and/or pavement markings)?2
- Does this project include a signal or roundabout at an existing unsignalized intersection?6

REGIONAL NATURE 10 MAXIMUM

REGIONALLY SIGNIFICANT PROJECTS 10

- Is this project included in the Skagit 2045 Regional Transportation Plan (use this [map](#))?10

NON-REGIONALLY SIGNIFICANT PROJECTS 10

- Is this project located on the regional transportation system (use this [map](#))?10

PROJECT READINESS & FUNDING 10 MAXIMUM

PROJECT READINESS 5

- Environmental permits approved or categorically excluded (include applicable documentation)....2
- PS&E package complete or unnecessary (include applicable documentation)3
- Right-of-way acquisition complete or unnecessary (include applicable documentation).....3

PROJECT FUNDING (SCOG WILL SCORE THIS SUBSECTION) 5

- Other secured or previously obligated funding (other than required match and private investment, 1 point per source)0-3
- More than 13.5% local match (1 point per additional 5%)0-2

PRESERVATION & MAINTENANCE 15 MAXIMUM

IMPROVEMENT TYPE 5

For roadway projects, what is the project’s improvement type in SecureAccess Washington, the web based STIP software? (100 characters maximum, SCOG will score)0-5

For non-roadway projects, describe maintenance and preservation components of the project. (100 characters maximum, SCOG will score).....0-5

PRESERVATION 5

- Does this project improve or sustain the condition of an existing transportation facility, restoring it to a state of good repair?.....5

MAINTENANCE 5

- Does this project include routine or preventative maintenance of a transportation facility?5
- Does this project extend the useful life of an existing transportation facility?5

Does this project implement an element of the organization’s adopted asset management plan, or other adopted maintenance-related plan, program or strategy?.....5

If so, cite the plan and page number applicable to this project.

Hyperlink to plan:

Page number:

If no hyperlink is available, provide plan in email attachment with application materials.

TECHNICAL ADVISORY COMMITTEE PRIORITY 10 MAXIMUM

The TAC will rank the submitted projects relative to each other based on the anticipated regional benefit of each project. The top ranked project will receive 10 points; the second ranked project will receive 9 points, etc. Projects not ranked in the top 10 will receive zero points.

PROJECT DELIVERY BONUS +5 POINTS

This criterion is consistent with adopted SCOG Regional Transportation Improvement Program Procedures for the Obligation Authority Process.

PROJECT DELIVERY BONUS (SCOG WILL SCORE THIS SECTION) 5

In 2021 or 2022, did the project sponsor move a project forward using Gap Strategy #1 or #2 from the SCOG Obligation Authority Process, and obligate the project’s federal funding by August 1 of the respective calendar year?5

CONTINGENCY LIST PROJECT APPLICATION FORM

SURFACE TRANSPORTATION BLOCK GRANT PROGRAM

TRANSPORTATION ALTERNATIVES SET-ASIDE

CARBON REDUCTION PROGRAM

The SCOG Transportation Policy Board has given direction to prepare a contingency list of projects that can easily move forward if the region is expected to fall short of its annual obligation target. Because of their ability to quickly obligate funding with relatively short notice, project sponsors are encouraged to submit proposals for projects that can obligate in fewer than six (6) weeks. **Selection of the project to be included in the contingency list does not guarantee that it will be funded.** Project sponsors may also submit the proposed project as part of the Call for Projects that will select projects for funding.

Project Title:

GENERAL PROJECT INFORMATION

Date of Submittal:

Organization:

Applicant Name, Title:

Applicant Phone Number:

Applicant Email Address:

PROJECT INFORMATION

Accurately describe project. If selected for funding, SCOG will ensure project descriptions programmed in the Regional Transportation Improvement Program are consistent with this application, and any additional project materials submitted as part of this project selection process. All eligibility criteria must be met at the time of application. Projects that do not meet eligibility criteria under any of the federal programs considered for this project selection will be removed from consideration.

Project Location:

Is the project sponsor requesting Urban Area or Rural Area funding? Urban Area Rural Area
(use this [map](#) to determine applicable geography¹)

Federal Functional Classification (use this [map](#)):

Beginning Termini:

Ending Termini:

Project Length (in miles):

Has the project been submitted to SCOG in the web based STIP software? Yes

STIP ID:

Project Description

Include the project scope, purpose, and brief comparison of existing and proposed conditions (5,000 characters maximum).

DRAFT

¹ Urban areas are being adjusted in 2023, with final adjusted urban areas expected in late July.

PLANNING & PUBLIC INVOLVEMENT

Is this project included in the project sponsor's long-range plan? Yes No

Project ID: Provide hyperlink to document: Page number:

If no hyperlink is available, provide plan in email attachment with application materials.

Is this project identified in the project sponsor's six-year comprehensive transportation program, capital improvement program, or equivalent? Yes No

Project ID: Provide hyperlink to document: Page number:

If no hyperlink is available, provide program in email attachment with application materials.

Date of public meeting(s) in which the documents identified above were approved by the project sponsor's governing body:

What project in the [Skagit 2045 Regional Transportation Plan](#) (pages 66-73) is this project implementing, if any? ID #:

PROPOSED SCHEDULE

PE/PL/ Other	RW	CN
-----------------	----	----

Earliest possible obligation date (mm/yyyy)

Estimated completion date (mm/yyyy)

ATTACHMENTS

Applicant has included:

- Vicinity Map
- Signed [Project Endorsement Form](#)
- Cost Estimate
- Typical Section (if applicable)
- Written Concurrence (if project is within or connects to right of way of another organization)
- Written acknowledgment from Skagit Transit (if project is located on fixed-route transit line)

COST SUMMARY

A. Previous obligations (all fund sources, all phases)	\$	Federal funding is requested for the following phases (check all that apply):
Fund Source:	\$	
Fund Source:	\$	
Fund Source:	\$	
B. Requested federal funds	\$	
C. Other secured federal funds. Source:	\$	<input type="checkbox"/> Preliminary
D. Other secured state funds. Source:	\$	<input type="checkbox"/> Engineering/Design
E. Secured local funds (minimum 13.5%). Source:	\$	<input type="checkbox"/> Right-of-way
F. Secured private funds. Source:	\$	<input type="checkbox"/> Construction
G. Other planned phases	\$	<input type="checkbox"/> Other (planning, etc.)
H. Total estimated project cost (all phases).	\$	

Cost summary notes (optional, 1,000 characters):

Describe the commitment of secured matching funds and the status of obtaining any unsecured funds. (Note: Matching funds must be available at the time of fund obligation. 1,000 characters)

PROJECT PRIORITIZATION CRITERIA

1. What is the regional issue the project will address?
2. What is the desired outcome from the project?
3. Does the project address an issue identified the Skagit 2045 Regional Transportation Plan?
 Yes No If Yes, which issue?
4. What is the project's expected level of regional impact?
5. Can the project reasonably obligate funding in six (6) weeks if necessary?

PROJECT ENDORSEMENT FORM

SURFACE TRANSPORTATION BLOCK GRANT PROGRAM TRANSPORTATION ALTERNATIVES SET-ASIDE CARBON REDUCTION PROGRAM

Project Title:

The attached project application reflects established funding priorities consistent with adopted plans and/or programs.

The project described is financially feasible, local match revenue is available and will be committed to the project if it receives requested federal funding.

Costs identified in the application represent accurate estimates needed to accomplish the work described herein. Any cost overruns are the responsibility of the project sponsor. All features claimed in the project application will be included in the final project.

The use of federal funds for this project entails administrative and project compliance for which the project sponsor will be responsible.

This project has the full endorsement of the governing body/leadership of this organization.

Name of Organization

Name and Title of Authorized Representative

Signature of Authorized Representative

Date