

## DPIT Downstate Capital Initiative Call for Projects

Effective 11/21/12

### Questions Received

1. A federal requirement for Transportation Improvement Programs is that they be fiscally constrained, in other words every project has to have an identified funding source. So until a grant is awarded for a project it should not be shown in the TIP. Gary's email indicates " ... all projects being requested for funding in the initiative form must be included in the FY13 Downstate Capital Needs Assessment, and for grantees in the urbanized areas, any project must be identified in the local Transportation Improvement Plan at the time of application." So there seems to be a bit of a conundrum here to require the project to be in the TIP at the time of application when we are not supposed to list it in the TIP without a committed funding source. How should this be handled?

Only the urbanized systems (C-U MTD, SMTD, RMTD, etc.) need to have their projects identified in the TIP at the time of application. The projects requested on the initiative form will be reviewed by IDOT and the grantees will be notified of the selected projects. At that time, the applications for the projects will go the grantees to complete and return to IDOT. This is when the urbanized systems will need to amend their TIPs to include the selected projects.

2. Can a joint application be submitted from a coalition of counties that would all like to purchase the same scheduling software so that coordination of service between them can be more easily facilitated?

Yes. This is advisable. However, to avoid duplicate effort, one lead county should go through the procurement process for the software and the other counties piggyback. Each county would apply separately, but state that they are forming a joint procurement with the lead county.

3. Working on the application... Any chance we can alter the definitions below so the Rangers can be in Large Capital? Total category amount as opposed to single tangible item?

Yes, depending on the price and the number of units. However, any procurement to a single vendor over \$10,000 must go through the IDOT approval process.

4. If a grantee does not have their own specifications, does purchasing off of CVP mean that the grantee would have to have an existing CVP contract to purchase off of if they do not currently have a state contract for vehicles?

No. The existing CVP contracts for vehicles are between IDOT and the vehicle vendors. If you chose to purchase your vehicles through IDOT's CVP, you would receive a grantee contract with IDOT at that time. This question is geared towards vehicle types that are not included in existing CVP contracts that the state has with the vehicle manufacturers (Larger Heavy-Duty buses).

5. Are multimodal station projects eligible for funding?

Yes, depending on whether the facility is feasible or not, and the public transit portion of the project.

6. We have been discussing with county and city officials submitting a request for construction of a new transit facility. Would serve both urban and rural.

- a. Question is - who should apply? County? City? Both?

The City is willing to use substantial 5307 funds towards the project and everyone is willing to collaborate for the improvement of transit countywide (urban & rural). \$ 1 million has already been included for property acquisition by DSATS in the urban TIP.

Both rural grantee and urban grantee would apply separately for funding based on an estimated percentage for the use of the facility.

7. Needs Assessment – Does it require the FY13 which has not been released or can we use the FY12?

If the project was in the FY12 Capital Needs Assessment and was not awarded, it would still be in the FY13 CNA. If it is a new project or an addition to a prior need, it should be added to the FY13 CNA.

8. TIP – do the projects need to be identified in the TIP for the “pre-application” process or just if the projects are selected? If the projects are not in the TIP at this time the agency will have to request an amendment to the TIP to include, does the application process allow for this?

The projects need to be in the TIP once they are selected. There will be enough time to amend the TIP before formal applications are completed and reviewed.

9. What is the timeline for the expenditure of funds?

These are 100% state funds, so they would not be subject to the type of timeframe deadlines that we have with Federal funds such as ARRA. However, projects should be completed in a reasonable timeframe.

10. If we are piggybacking off a contract, can the planned project be based on a future contract?

We would need more details on the future contract before a decision could be made and how long in the future is a grantee looking at.

11. How soon we will be notified that our projects have been selected?

Hopefully, you will be notified early to mid February 2013.

12. What is the application due date if selected?

We have asked for a lot of information in the Call for Projects document, so the application should be fairly easy to fill out. It may take some time to get Board resolutions or legal opinions, so we are estimating applications would be due by March 1, 2013.

13. If the projects are selected to proceed with an actual application are the selected projects and funding considered guaranteed?

It's hard to give a guarantee when we talk about state funding, but these funds have been approved for release by the Governor's office.

14. If a project is not on the needs assessment can it be included for consideration under the funding program?

No. So, it is important to make sure that your requested project is included in the FY13 Capital Needs Assessment which Mable Kreps of RTAC is currently working on.

15. The project readiness questions give options ranging from "Have not begun procurement process" to "Bid process underway" – will the pre-bid concurrence and pre-award concurrence requirements outlines in the Capital Improvements Grant Manual apply to these projects?

Yes. However, if the bid process is already underway, IDOT will need to review what has been done so far in the procurement process in order to give pre-award concurrence. If certain state clauses were not included in the original bid documents, they would need to be added to the purchase order(s).

16. The Boone County Council on Aging provides transportation in Boone County for both the urban area through the Rockford Mass Transit District and the Rural area (5311) through Boone County . Who can apply for the grant? Boone County Council on Aging, Boone County or the Rockford Mass Transit District?

Depending on the project, RMTD would apply for anything that relates to the urbanized area, Boone County would apply for anything that relates to the rural area. If it is a combined urban/rural project, both RMTD and Boone County would apply separately based on percentage of use.

17. If a grantee is planning to make an offer on a piece of land for a future bus transfer center, there are concerns that the land could be sold and lost in the time it takes before the funding can be contracted for with IDOT's concurrence . What is the process should the grantee exercise a call option in this scenario?

Should the grantee chose to agree upon a price with the property owner for a term specified in a call option, the property owner would not be allowed to sell the land to another party for the

duration of the agreement. In return, the property owner would receive a fee for the option, which the grantee would have to fund with local money to purchase. IDOT would concur in the real estate purchase agreement, which would be entered into after the grant is executed. However, IDOT would not concur on the call option, since it was entered into before execution of the grant. If IDOT doesn't agree with the price of the real estate, the grantee would have to make up the difference or just walk away from the deal altogether. If the money the grantee pays to purchase the call option is applied to the purchase price, IDOT can't reimburse them for that amount because the call option was purchased before execution of the grant. IDOT would only reimburse the grantee for the remaining balance of the purchase price.

18. Will grantees need to submit an Authorizing Resolution with the Call for Projects submittal?

IDOT will need the Resolution with the application, which probably won't go out until early 2013. It's not needed for the Call for Projects though.

19. Under the Large Capital Initiative Request can parts be included with vehicles requested?

Yes, if the part is greater than \$10,000 per item.

20. Can I include projects that are listed in the TIP under the FY-2014 Element?

Yes.

21. Can I use 5307 funds as a match for the DPIT Downstate Capital Grant, if the cost of the proposed projects exceeds our \$3,000,000 grant cap?

Yes, you could use 5307 funds as match. Your \$3,000,000 cap is for the state only funds. Your total project cost could be higher with any kind of fed or local match.

22. Do we need to mail our Call for Projects submission and if so, does it need to be postmarked by November 30th?

As stated, all submittals are to be submitted by end of business on November 30 either by snail mail, email or scan.

23. Page 3 of the initiative form Project Budget Summary asks for Large Cap Priority among the four categories. Our projects are prioritized within each of the categories as requested, but there is nowhere to prioritize the projects being requested across the four categories for both Large and Small Cap. Is it ok if we send a separate sheet to do this?

Yes.