

Network for Success

Local Programs Workshop



Special State Funding Programs Breakout Session #5C Funding Programs Track

October 25, 2012

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SPECIAL STATE FUNDING PROGRAMS - REVENUE SHARING -

Debbi Webb-Howells

Revenue Sharing Program Manager

Local Assistance Division

October 25, 2012

Revenue Sharing Program Overview

- **Revenue Sharing is a 50/50 cash match program, governed by Section 33.1-23.05 of the Code of Virginia.**
- **Projects are selected through an application process.**
- **Funds are allocated annually by the Commonwealth Transportation Board.**
- **Program is open to all Counties and Cities and to Towns under the Urban System.**
- **You cannot use other VDOT managed funds (Urban maintenance payments, RSTP, CMAQ, Safety Funds, any formula funds, etc.) as your match to revenue sharing funds. Local match must come from non-VDOT sources.**

Revenue Sharing Key Program Changes

- **CTB may provide a matching allocation up to \$200M but not less than \$15M (Maximum was previously \$50M)**
- **Locality may request up to \$10M (maximum was previously \$1M)**
- **Maintenance was added as an eligible activity and locality can request up to \$5M of the \$10M maximum for maintenance projects**
- **Priority given first to construction projects that accelerate projects in the SYIP or locality's capital plan; then priority is given to pavement and bridge rehabilitation projects that are deemed deficit by VDOT**
- **Establishes that Revenue Sharing projects shall be initiated within one year of receiving the allocation (instead of previously three years)**

Revenue Sharing Eligible Projects

Construction Projects – adding or changing the characteristics of the road, facility, or structure; providing a new or significantly modified transportation facility.

Reconstruction Projects – completely replacing an existing facility or significantly improving the functionality of an existing facility.

Improvement Projects – projects that facilitate or control traffic or pedestrian flow. Examples would be turn lanes, new sidewalks or trails, curb and gutter, or any new installation that will enhance traffic flow or safety.

Maintenance Projects – projects that involve work in preserving or restoring the roadway, facility or structure to its original condition.

Revenue Sharing Priority Criteria

Priority 1: Construction Projects that accelerate a project in VDOT's Six Year Improvement Plan or the locality's capital plan.

- Requests up to \$1M will be evaluated first and funded first
- Requests over \$1M and up to \$10M will be evaluated next and funded next

Priority 2: Maintenance Projects for pavement resurfacing that has been deemed deficient by the Department or bridge projects that address a condition rating of Poor.

- Requests up to \$1M will be evaluated first and funded first
- Requests over \$1M and up to \$5M will be evaluated next and funded next

Priority 3: Construction and Maintenance projects that do not meet either of the priorities above.

Revenue Sharing Application Process

- **Invitation to submit applications sent to localities in early August with a deadline of November 1**
 - Enables LAD to provide tentative funding requirements for upcoming FY budget
 - All supporting documentation (including locality resolution) due to VDOT no later than December 1
- **District VDOT office reviews applications and prioritizes based on criteria**
 - VDOT personnel establish internal project and financial data in appropriate systems
 - LAD finalizes funding requests in May
- **LAD provides list of recommended projects/allocations submitted to CTB for approval in June**
 - Localities notified of approval
 - Agreements prepared for locally administered projects
 - Locality provides matching allocation to VDOT for VDOT administered projects

Revenue Sharing De-Allocation

- **Legislation was introduced in 2008 to allow funds to be de-allocated if a project was not initiated within 3 years after allocated**
- **Modification made in 2012 now requires a project to be initiated within the first year the funds are allocated (effective with FY2014 Program)**
- **A formal de-allocation process has been established and the CTB approved the first state-wide de-allocation list at their January 2012 meeting**
- **VDOT is currently working on their next annual review for approval by the CTB in January 2013**
- **Once a project has been identified as a candidate for de-allocation funds can only be moved to projects in deficit or project that need additional funding to meet an advertisement date by the end of the current fiscal year**

Revenue Sharing Helpful Tips

- ❖ **Projects that are funded 100% with revenue sharing funds, and are being administered by the locality, can take advantage of the state-aid streamlining process.**
- ❖ **As projects are completed, the locality and VDOT personnel should work together to move any surplus funds to other eligible projects prior to them being identified as a candidate for de-allocation in order to use them on ongoing projects that may not be going to advertisement within the current fiscal year.**
- ❖ **Revenue Sharing funds can be used on construction/maintenance projects that you would be able to fund with other VDOT sources. Rule of thumb: if you can use primary, secondary, or urban funds on a project, you can use revenue sharing funds!**

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Special State Funding Programs – Access Programs

Breakout Session #5

Funding Programs Track

Bill Dandridge

State-Funded Special Programs Section
Manager, VDOT Local Assistance Division

October 25, 2012

Access Programs

- **\$5.5 million annual budget appropriation for Economic Development Access, Airport Access, and Industrial Rail Access**
- **\$1.5 million annual budget appropriation for Recreational Access**
- **Access Road Programs Utilize State Funds**
- **State Aid Certification Available**

Access Road Programs

➤ **Economic Development Access Program**

- **Assist Localities in providing adequate road access for certain types of developments intended to attract private investment and employment**

➤ **Airport Access Program**

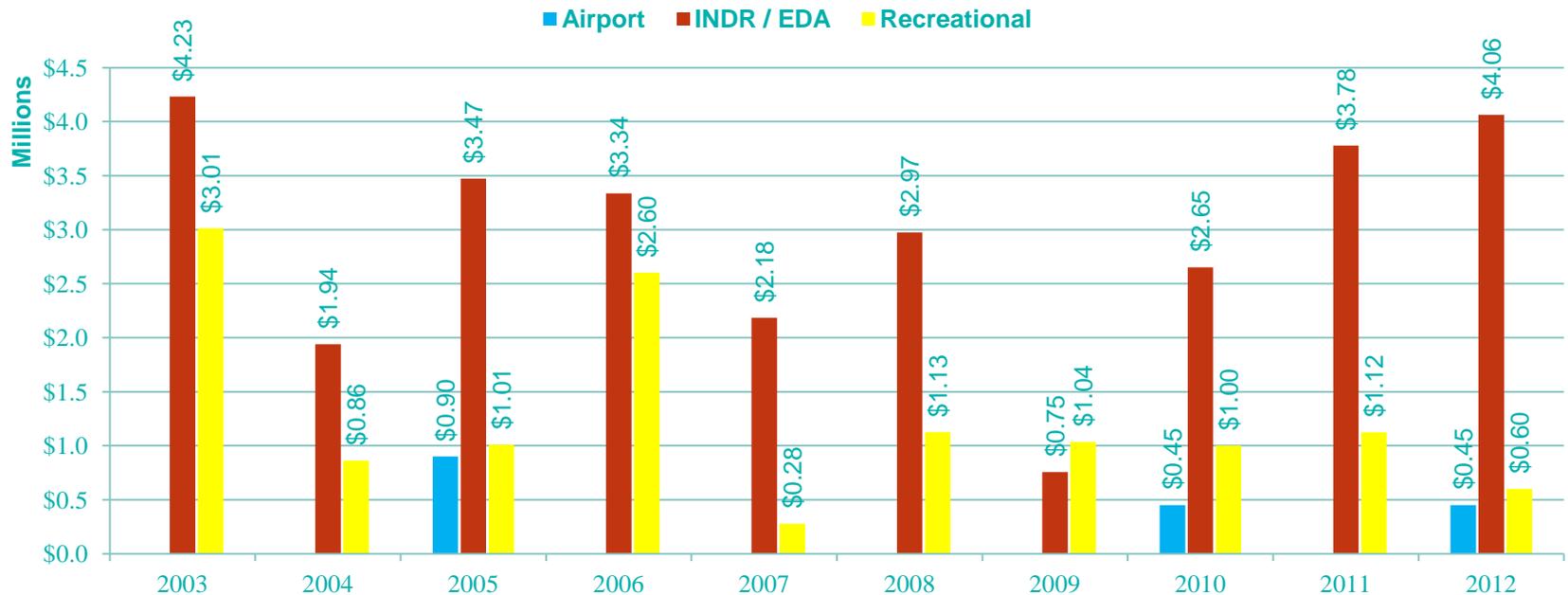
- **Assist localities in providing adequate road access to new or expanding licensed, public use airport**

➤ **Recreational Access Program**

- **Assist localities in providing adequate road and bikeway access to public recreational or historical areas**

Access Programs

- **Summary of previous 10 years of projects & allocations by type of Access Program**



Access Programs

- **Summary of previous 10 years of projects administered by VDOT or Locality**

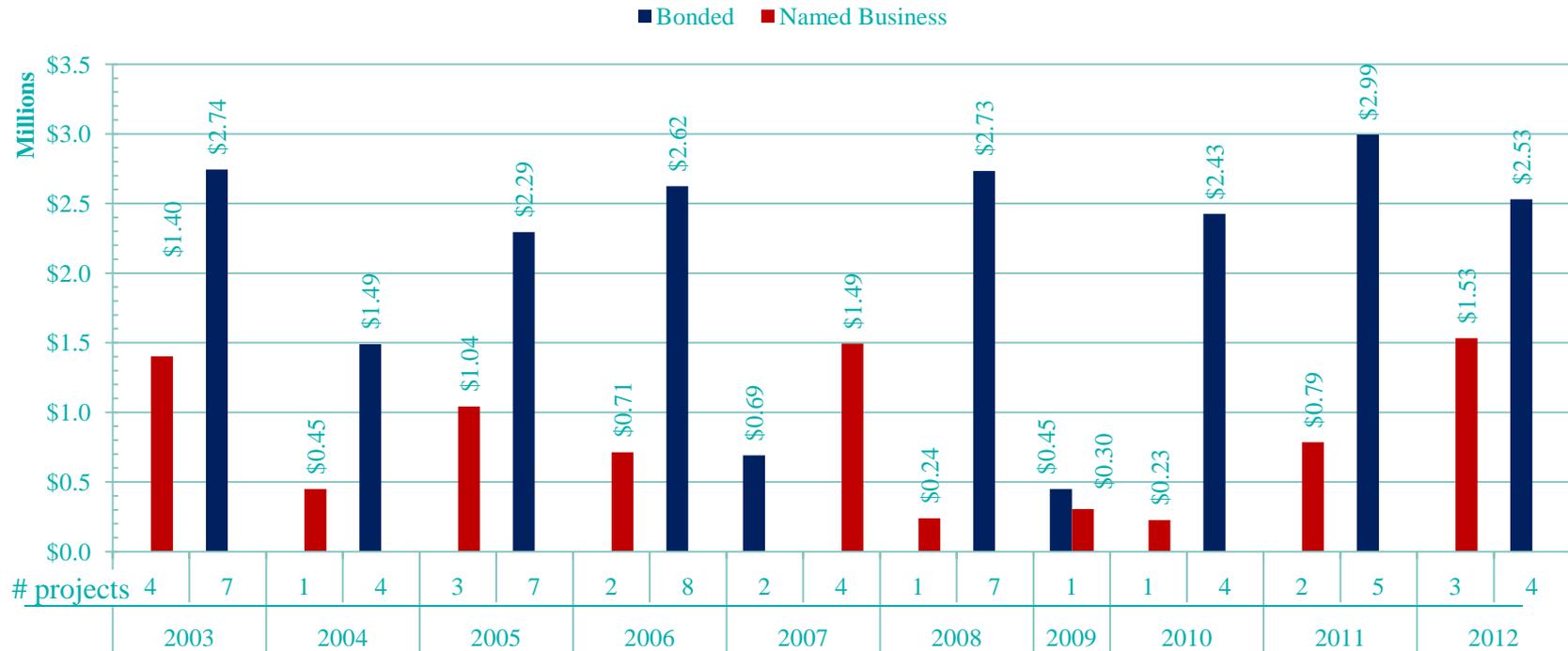
Fiscal Year	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	Grand Total
Administered by:											
locality											
Allocations	\$5,028,975	\$1,501,650	\$4,669,600	\$4,689,000	\$1,710,000	\$3,559,000	\$514,500	\$3,452,000	\$3,722,500	\$4,124,000	\$32,971,225
# of Projects	15	5	14	14	5	9	2	7	8	8	87
VDOT											
Allocations	\$2,215,600	\$1,300,000	\$713,500	\$1,248,000	\$750,000	\$540,000	\$1,275,000	\$250,000	\$1,181,000	\$990,000	\$10,463,100
# of Projects	8	3	2	4	2	2	3	1	3	2	30
VDOT / DCR											
Allocations								\$400,000			\$400,000
# of Projects								1			1

Economic Development Access Program

- **\$500,000 unmatched / \$150,000 matched maximum allocation per project, per locality, per year**
 - **Developments managed by a regional industrial facility authority may receive the maximum allocation without penalty to the host locality**
 - **Megasite (MEI) projects are eligible for the maximum allocation for a design-only project, and may receive up to two cumulative maximum \$500,000 unmatched / \$500,000 matched allocations for a construction project**
- **Justification of EDA fund expenditure is supported by documenting \$5 qualifying investment for each \$1 spent for road access**
- **VDOT coordinates with the Virginia Economic Development Partnership (VEDP) and the Virginia Department of Business Assistance (VDBA) to ensure project satisfies the intent of establishing qualifying businesses served by the access project**
- **Lacking qualified investment documentation ... (continued on next slide)**

Economic Development Access Program

- Lacking qualified investment documentation, projects are bonded up to 5 years after project allocation



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Economic Development Access Program

Fiscal Year	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	Grand Total
Allocations											
Bonded	\$2,744,930	\$1,490,000	\$2,293,600	\$2,624,000	\$690,000	\$2,734,000	\$450,000	\$2,425,000	\$2,994,500	\$2,530,000	\$20,976,030
Named Business	\$1,401,100	\$450,000	\$1,043,000	\$713,000	\$1,494,000	\$240,000	\$304,500	\$227,000	\$785,000	\$1,533,000	\$8,190,600
# of Projects											
Bonded	7	4	7	8	2	7	1	4	5	4	49
Named Business	4	1	3	2	4	1	1	1	2	3	22
Total Allocations	\$4,146,030	\$1,940,000	\$3,336,600	\$3,337,000	\$2,184,000	\$2,974,000	\$754,500	\$2,652,000	\$3,779,500	\$4,063,000	\$29,166,630
Total # of Projects	11	5	10	10	6	8	2	5	7	7	71

Economic Development Access Program

FY	Recent Program Changes
2006	<ul style="list-style-type: none"> • Broadened criteria for qualifying types of business operations • Expanded list of eligible construction items • Termination of eligible access road length extended to primary entrance • Total investment on parcels served credited to project cost • Credit given for investment established within 2 years following 5-year bonded period
2009	<ul style="list-style-type: none"> • Maximum unmatched allocation per locality per year increased from \$300,000 to \$500,000 • Investment credit increased to 20% from 10%
2010	<ul style="list-style-type: none"> • Bond moratorium effectively extended period for establishing investment
2012	<ul style="list-style-type: none"> • Bond moratorium extended additional 2 years • Policy revisions included allowing investment credit established by locality on property serving qualifying business; Special provision for Major Employment and Investment (MEI) developments provides for design-only project, and 2 cumulative construction allocations and up to \$500,000 maximum matched allocations.

Airport Access Program

- **\$500,000 unmatched / \$150,000 matched maximum allocation for any one airport per year**
- **VDOT coordinates with the Virginia Department of Aviation (VDOA) regarding project plans for a qualifying airport development**
- **CTB Policy, revised March 2012, increased maximum allocation amount consistent with Economic Development Access Program**
- **Airport Access Program Guide (the first) established July 1, 2012**

Fiscal Years	Total Allocations	# of Projects
1993-2012	\$5,183,000	12

Recreational Access Program

- **\$1.5 million annual budget appropriation**
- **Locality owned/operated recreational or historical areas**
 - **\$250,000 unmatched / \$100,000 matched maximum allocation for a road access project**
 - **\$60,000 unmatched / \$15,000 matched maximum allocation for a bikeway access project**
- **State agency owned/operated recreational or historic area**
 - **\$400,000 unmatched maximum allocation for a road access project**
 - **\$60,000 unmatched maximum allocation for a bikeway access project**
- **VDOT coordinates with the Virginia Department of Conservation and Recreation or the Virginia Department of Historic Resources regarding project plans for a qualifying recreational or historic area**

Access Programs – In General

- **Locality, local VDOT representative and Local Assistance Division staff coordinate review of project concept under Program guidelines**
- **Local government requests project by resolution and provides additional project information, as appropriate, to local VDOT representative**
- **VDOT reviews project request for recommendation to CTB**
- **Viable project is submitted for CTB review and approval, if appropriate, at CTB's next monthly action meeting**
- **VDOT coordinates with locality to ensure CTB / Program contingencies of project allocation are met to allow for expenditure of funds**
- **Project administration by VDOT or locality conducted under agreement**
- **Access roads constructed under these programs are to be accepted into either VDOT's system or the road system of the locality**

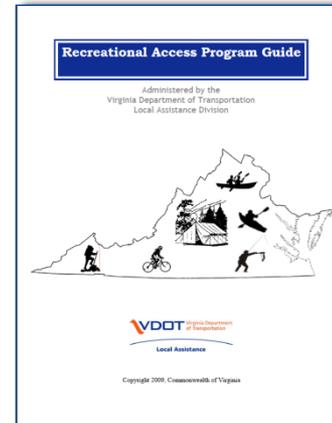
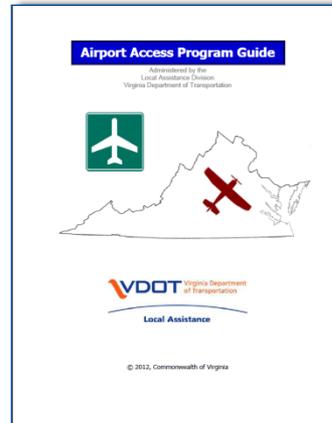
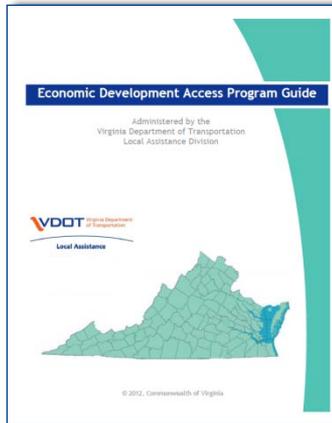
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Resources

➤ Local Assistance Division – VDOT

- <http://www.virginiadot.org/business/local-assistance.asp>



- **Fulton deLamorton, Programs Manager – 804-786-2720, Fulton.deLamorton@VDOT.Virginia.gov**
- **Bill Dandridge, Programs Supervisor – 804-786-2743, William.Dandridge@VDOT.Virginia.gov**

➤ Local VDOT Liaison – District / Residency Offices

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SPECIAL STATE FUNDING PROGRAMS: VDOT District Staff's Role

JoAlma L. Hall

Director, Programming & Investment Management

Fredericksburg District

October 25, 2012

Overview

- **VDOT District staff members are involved at several Before / During / After milestones in any Special Funded project's lifecycle:**
 - **Project Creation (BEFORE)**
 - **Application & Agreement Processes (BEFORE)**
 - **Project Delivery (Preliminary Engineering, Right of Way, Advertisement / Construction) (DURING)**
 - **Financial Project Closeout & Transfer / De-Allocation of Funds (AFTER)**

BEFORE

- **Project Creation**

- **Transportation projects (including those funded with VDOT's Special State Funded Programs) are often initiated at the request of local officials, VDOT Planners, or other local and regional entities; they can originate as the result of a planning study or by being included in one of several transportation plans that the Localities and VDOT are responsible for developing.**
- **Key Stakeholders in the Creation and Development of such projects:**
 - **County Administrators/City or Town Managers, or other Local Government Officials**
 - **VDOT Residency Administrators**
 - **VDOT District Planners**
 - **VDOT District Programming & Investment Managers**

BEFORE

- **Applications & Agreements**

- **VDOT District Staff, such as Residency Administrators and Programming & Investment Management Staff, are responsible for coordinating and accepting all applications and supporting documentation to receive funding under one of the Special State Funded Programs.**
- **After a project is approved for funding, these sections, depending on the District, will be responsible for coordinating execution of any project agreements with the Locality.**

DURING

- **Project Delivery**

- **Key aspects of project delivery that will be coordinated with VDOT District staff include but are not limited to:**
 - **Authorization to begin work on a phase**
 - **Submission and Processing of Requests for Reimbursement for completed work on a phase**
 - **Required Project documentation and submittals such as plan review, Environmental documentation, property acquisition reports, etc.**
 - **Consultant Procurement**
 - **Construction Advertisement and Award**
 - **Funding and Project Accounting**

DURING

- **Best Practices for Successful Coordination with VDOT District Staff:**
 - **Follow and be familiar with the Locally Administered Projects Manual and relevant funding type manual (i.e. Recreational Access, Revenue Sharing, etc)**
 - **Communicate with VDOT District staff as soon as issues arise**
 - **Ask Questions**

AFTER

- **Financial Project Closeout**

- **The assigned VDOT Project Manager and District Programming & Investment Management staff will work to ensure all final billings are processed in a timely fashion and that eligible work is reimbursed in accordance with the project agreement and project Appendix A.**

- **Transfer / De-Allocation of Funds**

- **Once all billings are processed and reimbursements are paid, if surplus funds remain on the project, VDOT District Programming & Investment staff will work to identify eligible projects to receive the surplus funding in coordination with Local officials.**
- **Depending on the fund type (i.e. Revenue Sharing), if no eligible projects are identified, an annual De-Allocation process will occur to remove funds from completed or inactive projects; VDOT District staff are available to answer any questions regarding this process.**

RESOURCES

- **Local Assistance Division of VDOT**
 - <http://www.virginia-dot.org/business/local-assistance.asp>
- **Local Liaisons, VDOT District offices, VDOT Residencies**
- **QUESTIONS??**

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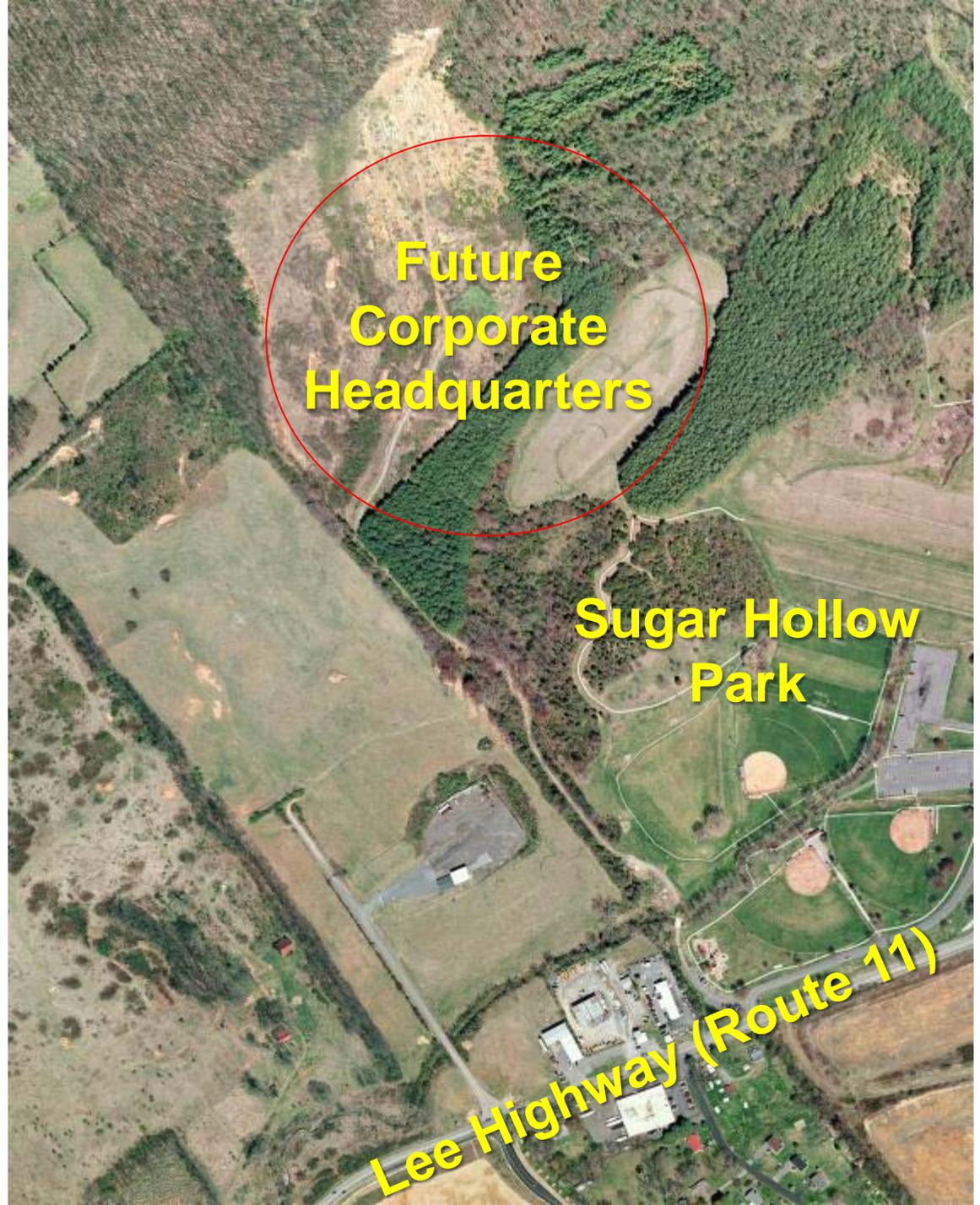
Resting Tree Drive The First State Certification Project

Tabitha Crowder, P.E.
Director of Public Works
City of Bristol
October 25, 2012

Background

- Few undeveloped parcels remaining**
- 30 acres landlocked by park and property in adjacent Washington County**
- 1st concept – industrial park**
- 2nd concept – runner up for Yahoo Data Center location**
- Final concept – corporate headquarters**

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Sugar Hollow Park

- **400 acre park with softball fields, soccer fields, 100 picnic sites, 75 campsites, banquet facility and pool**
- **Property owned by TVA**
- **Recreational easement for park operations by City of Bristol**



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- ❑ Biggest Issue – Access
- ❑ TVA Coordination
- ❑ Office use disqualified several funding sources

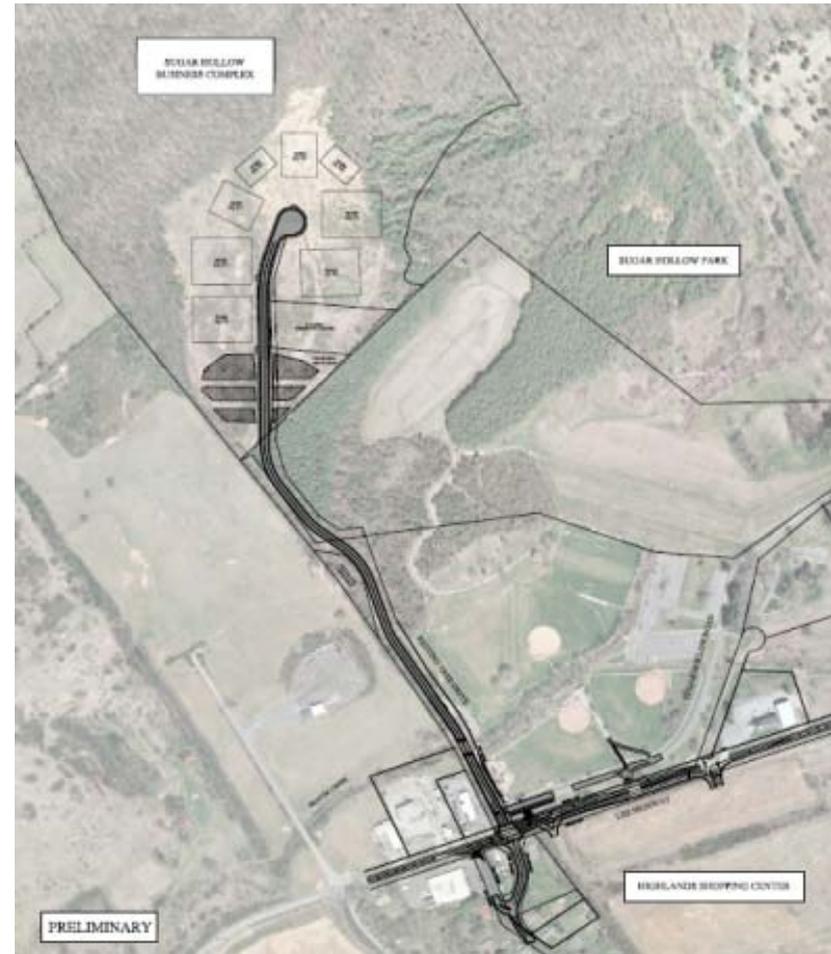


Roadway Funding

- \$11 million in SYIP on an urban project to widen a road**
- Total project estimate - \$20 million**
- No additional funding available**
- Funding transferred to two projects in Feb. 2009**

Proposed Roadway

- ❑ 2,500 feet, 2 lane
- ❑ Bridge
- ❑ Water and Sewer Facilities
- ❑ Turn Lanes on Lee Highway
- ❑ Signal
- ❑ Realign 500 feet of existing roadway
- ❑ \$3.3 million estimate



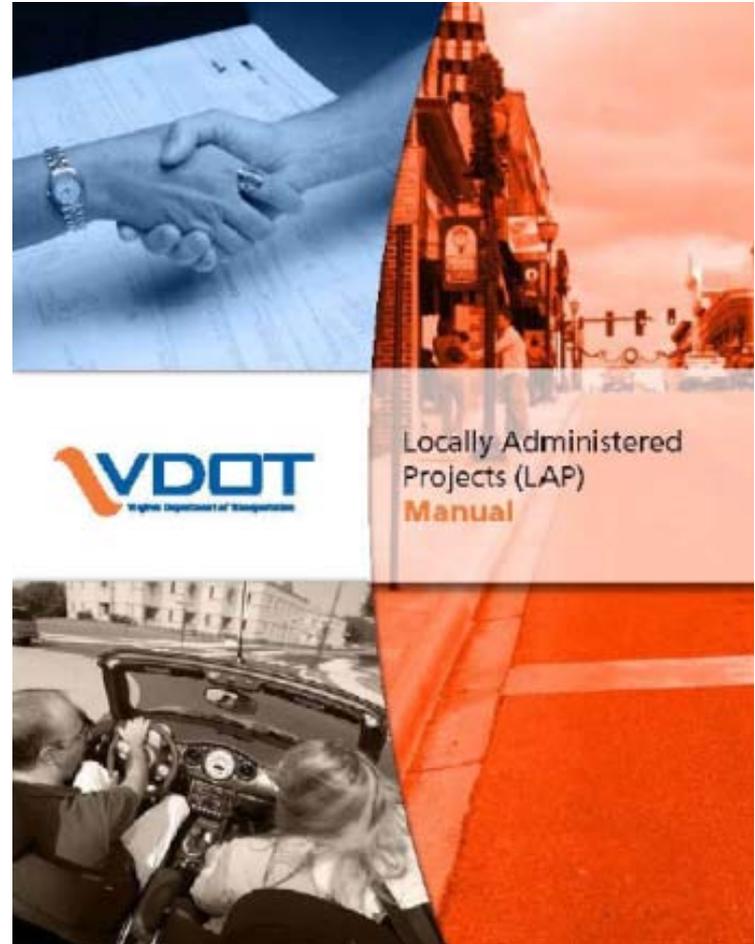
Proposed Development

- ❑ **30 acre Sugar Hollow Business Complex**
- ❑ **Alpha Natural Resources**
- ❑ **130,000 square-foot building**
- ❑ **LEED certified**



State Aid Certification Process

- State aid projects only
- Local Government responsible for compliance
- Certification statement required prior to construction



Certification Statement

Initials	Certification Statement
	<p>Check applicable statement: (Check only one box)</p> <p><input type="checkbox"/> For highways maintained by the LPA, project plans have been designed in accordance with AASHTO standards and signed and sealed by a Virginia registered P.E. in accordance with DPOR;</p> <p>OR</p> <p><input type="checkbox"/> For highways which will be operated and maintained by VDOT, project plans have been designed in accordance with VDOT Standards and that VDOT has reviewed the plans in accordance with the agreed upon schedule and all necessary design variances/waivers have been attained and the plans have been signed and sealed by a Virginia registered P.E. in accordance with DPOR.</p>
	All required regulatory agency coordination has been made and applicable permits or approvals have been acquired.
	Where VDOT will operate and maintain the highway, that the LPA has performed appropriate due diligence to identify environmental hazards on new right of way and to the best of our knowledge, any existing environmental hazards have been identified and mitigated or a plan for mitigation during construction has been made.
	Project was developed in accordance with State laws and regulations governing public involvement so that adequate and appropriate public notice and opportunity for public comment was provided.
	All right of way has been obtained and that the LPA has legal right of entry onto each and every parcel for the advertisement and construction of the referenced Project.
	The LPA has complied with the Code of Virginia requirements pertaining to relocations and the acquisition of real property.
	All affected utilities have been relocated or companies authorized to relocate their facilities. If not, they are included as in-plan work to be performed by the road contractor.
	The project was advertised in accordance with the Virginia Public Procurement Act and that the advertisement package included all appropriate EEO provisions.
	All environmental regulations as are applicable to local government capital improvement projects and as required by State or federal laws applicable to non federal-aid projects have been met or provisions to meet continuing requirements during construction have been made.

Timeline

- Feb. 2009 – Signed Project Agreement**
- March 31, 2009 – Received approval to be 1st State Certified Project**
- April 22, 2009 – Opened all phases**
- June 8, 2009 – Advertised construction**
- July 2009 – Awarded project**

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Less than 5 Months

FROM PROJECT AGREEMENT TO CONSTRUCTION AWARD

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September 2010 Construction Completed

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LEE HIGHWAY (Route 11)

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Why Resting Tree Drive

- ❑ Slave cemetery dating to 1798
- ❑ Over 100 graves
- ❑ Tree estimated to be approx. 500 years old



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Alpha Natural Resources

**Nov. 2011 offices
opened**

**\$20 million
construction cost**

325 employees



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Conclusion

- Overall project successful
- Highly recommend the process
- Need more state funding to take full advantage

