

## UPCOMING EVENTS

### Transportation Project Management Institute (TPMI) Scholarships

To encourage local government participation in the TPMI, VDOT is partnering with the UVA Center for Transportation Studies (CTS) to offer partial scholarships (up to half the cost of tuition) to eligible local governments for this May's institute. In 2013, six scholarships, between \$750 and \$1,350, were provided to local government staff. Local staff must first apply to UVA CTS by March 5 for eligibility determination, and state on their application that they wish to be considered for the VDOT scholarship. Applicants will be notified of scholarship awards the week of March 17. Scholarship evaluation criteria include local government size, locality participation in VDOT-funded programs, and the applicant's project management responsibilities. For more information, go to the UVA TPMI website at <http://cts.virginia.edu/tpmi/index.htm>. Additional questions regarding scholarships may be referred to Penny Forrest at 804-786-9810.

### Virginia Concrete Conference - *"CONCRETE: ENHANCING OUR FUTURE"*

The Virginia Concrete Conference will be March 6-7, 2014 at The Westin Richmond, Richmond, Virginia. The conference is being hosted by the American Concrete Pavement Association, Mid-Atlantic Chapter, the Virginia Chapter of ACI, the Virginia Ready-Mixed Concrete Advisory Council, the Precast Concrete Association of Virginia, the Virginia Department of Transportation, and the Federal Highway Administration. Registration for the upcoming 2014 Virginia Concrete Conference can be found at the following link: <http://www.midatlantic.pavement.com>.

## LOCALLY ADMINISTERED PROJECTS

### Prefabricated Steel on Locally Administered Projects

As part of the State's material acceptance procedures, prefabricated materials require inspection at the fabrication facility by qualified inspectors. This is particularly important for prefabricated steel items. Recently, during some locally administered projects, these materials have not been identified on the C-25 (Source of Materials Form) and inspections have not been arranged with an inspection services consultant. This omission has resulted in project delays due to late coordination of inspections or material rejection at the project site. VDOT has qualified consultants that will perform the necessary inspections and will do so at project expense, which eliminates the need for additional procurement by the locality. Section 13.2.4 of the Locally Administered Manual outlines the requirements for the acceptance testing and we encourage everyone to become familiar with this requirement as projects proceed toward the Construction Phase. If there are any questions, please contact your VDOT Project Coordinator.

### PCES Estimate Update

On Wednesday, January 8, 2014 PCES changed from v3.0 to v3.1. A summary of the changes made is available at the following link: [http://www.virginiadot.org/business/resources/PCES\\_v3\\_1\\_Update.pdf](http://www.virginiadot.org/business/resources/PCES_v3_1_Update.pdf)

### LAP Manual Update

The LAP Manual is being updated for an early February release. Overall changes include correcting broken links, improving readability/consistency, and adding clarification. Specific items of interest include clarifying the Right of Way "Authorization" and "Notice to Proceed" processes; and updating the Consultant Procurement MOA template, and relocating the MOA and RFP templates to VDOT's external forms webpage. The LAP Manual can be accessed on the Local Assistance Division website.

Network for Success  
**Local Programs Workshop**  
 VDOT Virginia Department of Transportation

**Save The Date**  
**September 17 & 18, 2014**

The 2014 Local Programs Workshop will be held at the Hotel Roanoke in Roanoke, Virginia. Look for information for sponsorship and registration coming soon!!!

## Volkert presents check to Virginia Breast Cancer Foundation

In conjunction with the 2013 Local Programs Workshop, one of our gold level sponsors, Volkert, hosted a charity golf outing the day before the workshop. The golf outing was held at the Providence Golf Club and was filled with networking and fun. The charity golf outing raised \$550 and the proceeds were presented to the Virginia Breast Cancer Foundation in early November. Volkert is planning the Second Annual Charity Golf Outing at the 2014 Local Programs Workshop to be held at Hanging Rock Golf Course in Roanoke on Tuesday, September 16th, 2014 and we hope to double the funds raised. Please watch your email for more information regarding registration. Many thanks to Kenny Robinson and Julie Hartman, of Volkert, for putting together this additional opportunity for networking (and fun!).



Volkert presents check to Virginia Breast Cancer Foundation

## TRAINING

### Upcoming Opportunities for Localities

The Transportation Training Academy (TTA) sponsors several courses that would be beneficial to our local government partners. Registration for January – March classes are now being accepted. You can register for classes at [http://www.cts.virginia.edu/tta/uva-tta\\_workshops.htm](http://www.cts.virginia.edu/tta/uva-tta_workshops.htm)

Attendees are responsible for all travel expenses. These courses are very valuable to those local governments that are administering transportation projects.

Introduction to NEPA will be held in Thornburg, VA on February 11, 2014. \$75 for Local Governments (non-NHI Course)

Project Development will be held in Thornburg, VA on March 25-26 2014. \$150 for Local Governments (non-NHI Course)

## FUNDING PROGRAMS

### Federal Lands Access Program (FLAP)

Virginia received 13 applications statewide, requesting a total of \$7.4M. There is approximately \$5.6M available in FY13 and FY14 funding. FHWA Eastern Federal Lands Highway Division (EFLHD) staff has completed the initial screening of the FLAP applications. During the next few weeks each member of the VA Programming Decisions Committee (PDC) will score and rank the applications. The PDC will meet at a later date to complete the ranking process. EFLHD anticipates announcing selections this spring.

### Transportation Alternatives Program (TAP)

A total of 75 TAP applications were received statewide, requesting a total of \$27,132,676 in federal funding. The overwhelming majority were requesting funds for pedestrian and bicycle improvements. Application scoring by Central Office and District staff will be completed by the end of January. Final scores will be compiled and averaged, and presented to the Commonwealth Transportation Board (CTB) at their February 19, 2014 meeting. The four Transportation Management Areas (TMAs) will also receive the scores for projects in their respective areas. Tentative selections for both CTB members and TMAs are expected to be presented at the April 16, 2014 CTB meeting and will be available for public comment at the Six-Year Improvement Program hearings. Final approval of the FY15 TAP allocations should take place at the June CTB meeting.

## Revenue Sharing Program

Based on the Department's process for de-allocation of Revenue Sharing funds, projects identified as candidates for de-allocation were presented to the Commonwealth Transportation Board (CTB) at its January meeting. The Department's process for de-allocation of Revenue Sharing Program funds was established following 2008 legislation which stipulated a time-frame for prompt use of these funds. The procedures are described in the current Revenue Sharing Program Guidelines. The CTB approved the de-allocation of Revenue Sharing funding on 24 projects, totaling \$4,600,957. These funds will be made available for future allocation by the CTB.

VDOT's Local Assistance Division received 217 applications totaling \$183,413,801 for the FY 2015 Revenue Sharing Program. The applications have been reviewed to ensure eligibility of project work under the Program and categorized according to priority stipulated by *Code*, and all requests will be recommended. The CTB is expected to review projects and funding requests for the FY 2015 Program at its June action meeting. Upon approval by the CTB, funds will become available July 1 for the FY 2015 Program.

## Rural Rustic Roads Program

In September, the Chief Engineer established a working group to develop written guidance for administration of the VDOT's unpaved road program. The resulting Departmental Policy Memorandum 13-2 was approved by the Commissioner on December 11, 2013. As a result of the workgroup's recommendations and the new Departmental Memorandum, the Rural Rustic Road Program Manual has also been updated. Information on the Rural Rustic Road Program is available on the Local Assistance Division webpage at <http://www.virginiadot.org/business/local-assistance.asp>.

## LOCAL SYSTEMS

### Load Rating of Specialized Hauling Vehicles

On November 15, 2013, the Federal Highway Administration (FHWA) issued a memorandum to clarify FHWA's position on the analysis of Specialized Hauling Vehicles (SHVs) as defined in the AASHTO Manual for Bridge Evaluation (MBE) during bridge load rating and posting to comply with the requirements of the National Bridge Inspection Standards (NBIS). SHVs are closely spaced multi-axle single unit trucks introduced by the trucking industry in the last decade.

This latest memorandum has established timelines for rating bridges for SHV's. VDOT will be providing additional guidance in the coming weeks to further define requirements and implementation. In the meantime, the FHWA memorandum is available at the following link: <http://www.fhwa.dot.gov/bridge/loadrating/131115.cfm>.

### Urban Construction Initiative Program (UCI)

As a result of the latest UCI Satisfaction survey, meetings of the full UCI membership will change from tri-annual to bi-annual events. The comprehensive two-day meeting, typically held in July, will now be held in the April/May timeframe, and will include an overview of General Assembly items of interest. The second meeting will be held in November. More detailed information including the agenda and the location will be provided in the upcoming weeks. Information on the UCI program can be found at <http://www.virginiadot.org/business/local-assistance-firstCities.asp>.

### Urban Maintenance Program

In accordance with Section 33.1-41.1 of the Code of Virginia, the CTB approves maintenance payments for cities and towns each year, typically in June. In order to include new street mileage for payments beginning in July, localities need to submit additions to VDOT's District or Residency Offices by February 1. If you have not done so already, please contact your local VDOT representative as soon as possible. Annual deletions of street mileage are also due at this time.

## LAD EMPLOYEE SPOTLIGHT

### Sandy deLamorton

Sandy began her VDOT career in June 1974 in the Fredericksburg District Materials Section as the first female technician in the Materials Section in the state. She retired with 32 years of service in August 2006 as the Fredericksburg Residency Business Administrator. Since then she has worked as an hourly in the Fredericksburg District assisting the Accounting section with their varied job functions and working with the ADA-Business/PIM with budget development and review. She joined LAD in early December to focus on the new project closeout process. She looks forward to the challenge of mastering project closeout.



She has built many great relationships during her career and looks forward to creating some new ones in this position.

When not working she enjoys travelling with her husband, Fulton. It doesn't matter the destination as long as they are on the road. They enjoy long (3-4 week) trips where they can drive the back roads and see all the quaint nuances of each little town but will take a long weekend at the beach as well.

We welcome Sandy to Local Assistance!

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Jennifer DeBruhl, Director

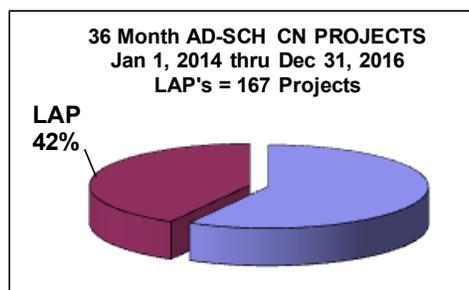
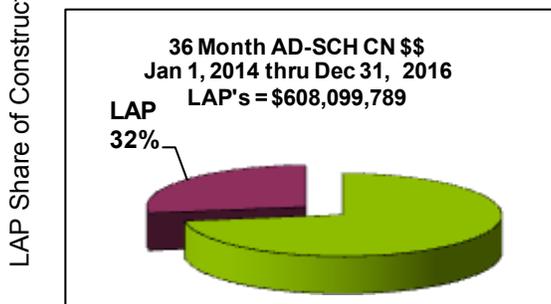
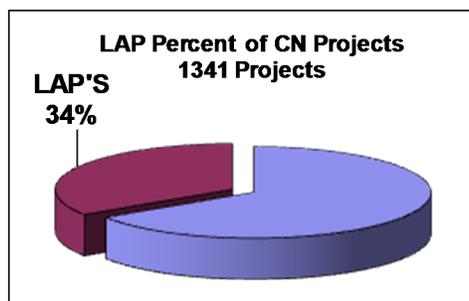
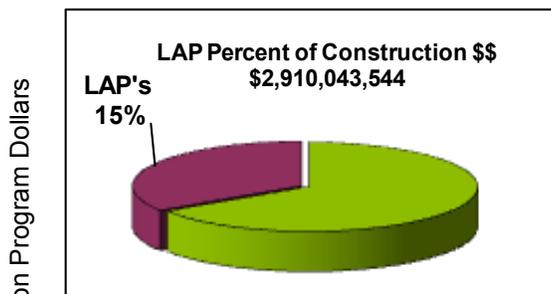
## LOCALLY ADMINISTERED PROGRAMS PERFORMANCE REPORT

The charts below are a representation of the role locally administered projects have in the overall statewide construction program and the 36 month advertisement schedule. The charts indicate the percentage of active projects that are locally administered as they relate to construction dollars and construction projects. In the 36 month advertisement schedule, **32% of construction dollars** are used for locally administered projects and **42% of all projects** are locally administered.

**Note:** Total construction program data is from the data warehouse on active projects only. 36 month advertisement schedule is from VDOT's integrated project management system.

We're on the Web!

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



LAP Share of Construction Program Dollars

LAP Share of Construction Program Projects