



Action Items 2.

Technical Advisory Committee (TAC)

Meeting Date: 08/25/2021

REQUESTED ACTION:**MOTION TO RECOMMEND BROWARD MPO APPROVE Amendments to the Complete Streets and other Localized Initiatives Program (CSLIP) Policies and Evaluation Criteria****WHAT THIS ACTION ACCOMPLISHES:**

Approval of this action will amend the CSLIP Policies and Evaluation Criteria to address outstanding items regarding the change in project delivery to the Local Agency Program (LAP) process, lessons learned from previous CSLIP cycles and revisions to create consistency between CSLIP evaluation criteria and the project prioritization criteria from the 2045 Metropolitan Transportation Plan (MTP).

SUMMARY EXPLANATION/BACKGROUND:

CSLIP, a replacement for the Transportation Alternatives Program, provides funding for small, local transportation projects that improve the safety and mobility for all transportation users. This competitive grant program can fund projects such as (but not limited to): Complete Streets projects, traffic-calming and intersection improvements, Americans with Disabilities Act upgrades, Mobility Hubs, bike racks and technology advancements such as transit signal priority and traffic control devices. CSLIP, along with the policies that govern the Program, was approved by the MPO Board at their July 9, 2015 meeting and the policies were last updated on July 9, 2020.

The Broward MPO staff is proposing amendments to the CSLIP Policies and Evaluation Criteria to address outstanding items regarding the change in project delivery to the Local Agency Program (LAP) process, lessons learned from previous CSLIP Cycles and to create consistency between the CSLIP Evaluation Criteria and the six project prioritization criteria from the 2045 Metropolitan Transportation Plan (MTP). The updated CSLIP Policies will be effective starting with CSLIP Cycle 6 (2022), and will not be applied retroactively to previous CSLIP Cycles. For the proposed amendments to the CSLIP Policies, please see Attachment 1. For the proposed amendments to the CSLIP Evaluation Criteria, please see Attachment 2.

At the June 23, 2021 Technical Advisory Committee (TAC) meeting, amendments to the Policies were presented for approval. After lengthy discussion, the TAC recommended the item be TABLED to allow time for MPO staff to consider Member feedback on the

proposed CSLIP Policies. TAC feedback related to reimbursements through LAP, requirements to designate a lead staff person who works full time with the city, degree of acceptable changes in project scopes, references to LAP policies, as well as a desire to have the CSLIP Evaluation Criteria included as part of the agenda item. The concerns of the TAC Members are addressed below by MPO staff and have also been highlighted in the PowerPoint presentation (Attachment 3):

- MPO staff proposed Policy language on reimbursements: “Resolutions should also note that the project(s) located on a local facility, off the state highway system will be delivered using the federally mandated Local Agency Program (LAP) process in which the local agency seeks reimbursement for project costs.” A TAC Member suggested the use of the words “will be reimbursed” in lieu of the proposed “seeks reimbursement.” MPO staff believes that “seeks reimbursement” is the appropriate choice of words due to the fact that reimbursement is not automatic or guaranteed unless the local agency is LAP certified for a particular project, demonstrates that they are in compliance with the program and that they are requesting/seeking reimbursement for participating project costs (eligible for Federal Aid), as well as any other items identified in Chapter 10 of the LAP Manual.
- MPO staff proposed Policy language: “Applicant designates lead staff person responsible for coordination with MPO and FDOT staff on the implementation of the project. This lead staff person shall be a full-time employee of the local agency who is also a qualified professional with experience in project management, engineering and/or planning (or related field), who will be responsible for coordination with MPO and FDOT staff. Please refer to Section 2.4 of FDOT’s LAP manual for the duties and responsibilities of the responsible charge.” TAC members took issue with the “lead staff person shall be a full-time employee of the local agency” as this may be difficult for some municipalities to meet. However, MPO has included this language because this is a requirement of Section 2.4 of the FDOT LAP manual. Section 2.4 of the manual specifically states that: “The person delegated as the ‘responsible charge’ shall be a full time employee of the Local Agency.” MPO staff recognizes that local agencies may have the need to hire consultants to assist with delivering CSLIP projects via LAP and this policy does not prevent them from doing so. However, the consultant cannot be a responsible entity or point of contact for the local agency. Additionally, the use of the language “full-time” should not be misinterpreted as an employee of the local agency who manages CSLIP projects exclusively as a full-time position.
- MPO staff proposed Policy language: “Change in project scope after submittal may result in the removal of the project from consideration for funding.” TAC Members believe that “Substantive” should be added before “Change”. Adding “Substantive” may be misleading as the definition of “substantial, big, sizable” may be different depending on the interpreter. MPO staff believes that any change may result in the removal of the project from consideration for funding and this evaluation will be done on a case-by-case basis. Further, the more general language is necessary in order to prevent changes in scope that affect the project’s ranking.
- The TAC proposed a reference to LAP Policies: There is a hyperlink to FDOT’s LAP Certification webpage provided on the CSLIP home page. Applicants may access the LAP manual through clicking a hyperlink on the LAP Certification page.
- The TAC expressed their desire to have the CSLIP Evaluation Criteria included as part of the agenda item approval: MPO staff presented the revised CSLIP Evaluation Criteria themes at the April 28, 2021 TAC/Citizens’ Advisory Committee meetings and the May 13, 2021 MPO Board meeting. The theme are: Safety, Accessibility, Equity, Mobility, Economic Vitality and Environmental Stewardship. These six themes are also proposed in the amended CSLIP Policies in order to create consistency with the 2045 MTP. At the time of the June 23, 2021 TAC meeting, staff was still in the process of developing a new objective ranking tool and adjusting the scoring methods and the points associated with each criterion’s data set(s). The full details of the amended CSLIP Evaluation Criteria and the associated scoring methodologies are now available and are included in this item as Attachment 2.

The proposed CSLIP Policy Amendments, including the feedback from the TAC and responses of MPO staff, were included in the July 8, 2021 Board meeting agenda as an administrative item. Additionally, FDOT hosted a LAP training for local agencies on July 27 – 28, 2021 that was specific to District Four.

At the upcoming meeting, MPO staff will make a brief presentation on the proposed Amendments to the CSLIP Policies and Evaluation Criteria. For the PowerPoint presentation, please see Attachment 3

MPO STAFF RECOMMENDATION(S):

MPO staff recommends ***approval*** of the amendments to the CSLIP Policies and Evaluation Criteria. Questions and comments will be addressed at the meeting.

ADDITIONAL INFORMATION/PREPARER:

If you have any questions about this item, please contact Kerrie MacNeil at (954) 876-0072 or macneilk@browardmpo.org.

Attachments

1. CSLIP Policies (Updated June 2021)
 2. CSLIP Evaluation Criteria
 3. CSLIP Policies and Evaluation Criteria Update - PowerPoint Presentation
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