



2017 Local Road and Bridge Matching Grant Fund

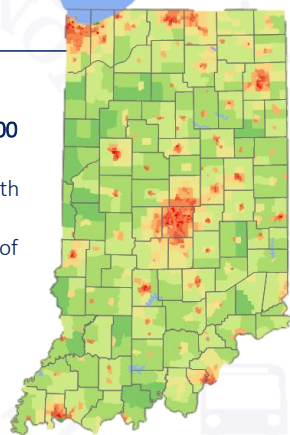
Kathy Eaton-McKalip
Local Programs Director
Indiana Department of Transportation

Agenda

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 - c. Local match funding sources
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New: Population-based match

- 25% local/75% state match for **counties** with population **less than 50,000**
- 50/50 match for **counties** with population of **50,000** or more
- 25% local/75% state match for **cities and towns** with population less than **10,000**
- 50/50 match for **cities and towns** with population of **10,000 or more**
- INDOT uses Auditor of State population chart
- Matching grants are still capped at \$1 million per local government each fiscal year



Rule of "50"

- ✓ **50** percent of Community Crossings funds are for projects in counties with less than **50,000** in population
- ✓ **Cities, towns and counties** must use at least **50** percent of Motor Vehicle Highway funds provided by State Auditor for construction, reconstruction, and maintenance of roads and bridges

Unused Community Crossings funds do not revert to the state general fund

**SPEED
LIMIT
50**

New: Local match funding sources

- Any funds authorized for use on a local road or bridge project
- Funds received as a special distribution of local income taxes
- Rainy day fund



Surtax/wheel Tax changes

1. Fiscal body adopts an ordinance to impose, rescind or change the rate or amount of a surtax
2. Send copies of ordinance to Kathy Eaton-McKalip at kateaton-mckalip@indot.in.gov and Casandra Hudson's at chudson1@indot.in.gov at INDOT
3. INDOT responds with letter approving asset management plan
4. Submit ordinance and INDOT letter to Bureau of Motor Vehicles and Indiana Department of Revenue by Sept. 1 to be effective Jan. 1 the following year



Eligible for grants

- | | |
|---|--|
| <ul style="list-style-type: none"> ✓ Local government owner ✓ Repairs, replaces or increases the capacity of local roads and bridges ✓ Part of the local unit's transportation asset management plan <p>Materials for agencies that perform their own force account work, such as chip sealing and crack sealing</p> | <p>Construction & maintenance of traffic for:</p> <ul style="list-style-type: none"> + Bridge and road preservation + Road reconstruction + Disabilities-accessible sidewalks and ramps, curbs and gutter associated with a road project + Pipe and small structure replacements + Replacement and new installation of guardrail + Warning or regulatory signage + Intersection improvements + Roundabouts + Existing contracts procured or materials purchased in calendar year 2017 |
|---|--|

Not eligible

- | | |
|---|--|
| <ul style="list-style-type: none"> - Preliminary engineering - Land purchasing - Utility relocation - Construction inspection - Labor or equipment costs for governments that perform their own force account work | <ul style="list-style-type: none"> - Railroad crossing upgrades - Water and sanitary sewer line replacements - Standalone sidewalk projects - Trails - Bike paths - Enhancement-type work, including: <ul style="list-style-type: none"> - Street lights - Street informational signs - Decorative pavers - Trees and plants - Trash receptacles - Gateway aesthetics |
|---|--|

Multiple projects or communities

- Submit as many individual projects as you wish for the best chance to receive funding
- Governments can apply jointly for a project that crosses multiple jurisdictions
- \$1 million cap per local government still applies
- Bundled projects must be of same work type or treatment
- INDOT scores each application separately
 - Rank separate applications
 - Prioritize bundled projects in the comments section of application
- Applications must provide:
 - A thorough description of project's from and to points
 - A detailed, descriptive map for each project
- Applications with vague locations and descriptions will not be awarded

Shovel readiness

- ✓ Construction on last year's grant must begin by **July 14, 2017** to receive 2018 funding
- ✓ Only submit this year's applications for projects that will begin before **April 15, 2018**
- Awarded projects must be under contract and all documentation submitted by the dates above
- Unobligated funds will be forfeited and redistributed during the next call to other local governments with shovel-ready projects



Federal and state laws

- ✓ Federal laws that apply
 - ✓ Permitting – DNR, IDEM, Corp of Army Engineers, etc.
 - ✓ Americans with Disabilities Act
 - ✓ Historic preservation
- ✓ State laws that apply
 - ✓ I.C. 36-1-12 – Public works projects
 - ✓ I.C. 8-23-10 – Qualifications of bidders for contracts
 - ✓ I.C. 5-16-13 – Contractor requirements for public works projects



Look up Indiana Code at General Assembly website, <http://iga.in.gov>

Transportation Asset Mgmt. Plans

- ✓ Local government must have approved pavement plan to submit road projects and bridge plan to submit bridge projects
 - ✓ Includes planning for drainage systems and rights of way that affect transportation assets
- ✓ Local Technical Assistance Program (LTAP) at Purdue University assists locals in developing road and bridge asset management plans. Toll Free Number 1-800-428-7639 or visit www.inltap@purdue.edu
- ✓ INDOT and LTAP approve asset management plans
- ✓ Project(s) in application must be part of approved asset management plan(s)
- ✓ Asset plans are living documents and should be updated as improvements are made
- ✓ Transportation asset management plans must be completely updated every two years

Required documents in application

- ✓ Application
- ✓ Detailed preliminary estimate
- ✓ Approved asset management plan
- ✓ Project location map(s)
- ✓ Financial commitment letter
- ✓ Listing of “from and to” points
- ✓ Structure and inventory reports for bridge projects



Applications missing documentation are not eligible for a matching grant

Program web page

- Applications
- Program information
- Instructions

INDOT > Doing Business with INDOT >
Local Public Agency Programs
www.in.gov/indot/2390.htm



Schedule

1. **Monday, June 5:** Applications open
2. **5 p.m. Eastern on Friday, July 14:** Applications due
3. **End of August:** Preliminary awards announced

- ✓ Application documents must be attached in email to INDOTLPAMPO@INDOT.IN.GOV

No late applications will be accepted



Project scoring



- + Regional economic significance
- + Readiness for construction
- + Local support
- + Alignment with existing plans
- + Benefit
- + Need
- + Quality of project
- + Traffic counts
- + Bridge classifications
- + Safety
- + Alignment with asset management plans

To receive funds after award

1. INDOT sends you a grant agreement
2. Sign agreement in **blue ink** and return original within two weeks
 1. Copies not accepted
 2. Allow 4-6 weeks for signature by other state agencies for contract to be executed
3. Ensure INDOT has your agency's banking info, vendor codes, name and address
4. Submit documentation before April 15, 2018
 - a. **Itemized** contractor low bid and construction contract with your award, or
 - b. Bid Documents and Proof of payment for materials
5. INDOT will transfer funds into your banking account on file

Close out grant after construction

1. Notify INDOT once construction is complete
2. Submit copies of contractor's final bill and proof of payment within 30 days of final payment
3. Any under-runs must be paid back to INDOT within 30 days of being invoiced. Any over-runs are not matched and the responsibility of the local unit.
4. Maintain records for five years for audit purposes



Tips and lessons learned

- Proper procurement of materials
- Proper bidding procedures
- Finalize project before application – Scope and location of project(s) cannot be changed afterwards
- Provide thorough description of project(s)
- Only submit projects close to construction
- Return contracts to INDOT in a timely manner



In summary

- INDOT is here to help
- INDOT will make the process as easy as the law allows
- All cities, towns and counties should apply, even if it is for a small amount



Email and text updates

Recommend each local government have more than one staff member sign up

1. Visit <http://alerts.indot.in.gov>
2. Submit your email address or wireless number
3. Select your regional district or statewide under LPA & Grants Administration and click submit

GOVDELIVERY 

**Subscribe to receive text & email alerts
about INDOT projects at
alerts.indot.in.gov**

INDOT contacts

District LPA Directors

Crawfordsville/West Central	Susie Kemp	765-361-5228	skemp@indot.in.gov
Ft. Wayne/Northeast	David Armstrong	260-696-8277	darmstrong@indot.in.gov
Greenfield/East Central	Kim Bowdell	317-467-3440	kbowdell@indot.in.gov
	Cassandra Hudson	317-467-3413	chudson1@indot.in.gov
LaPorte/Northwest	Marcia Blansett	219-325-7564	mblansett@indot.in.gov
Seymour/Southeast	Karlei Metcalf	812-524-3969	kmetcalf1@indot.in.gov
Vincennes/Southwest	Brandi Mischler	812-895-7389	bmischler@indot.in.gov

Road Inventory

	Mark McMahan	317-233-1057	mmcmahan@indot.in.gov
	Elliott Englert	317-233-8156	eenglert@indot.in.gov