

UPPER COASTAL PLAIN RURAL PLANNING ORGANIZATION

November 1, 2016
TCC: 10:30 a.m.
Wilson Operations Center
1800 Herring Ave.
Wilson, NC 27893
252-296-3341

RPO Transportation Coordinating Committee Agenda

1. Welcome & Introductions – Bill Bass – TCC Chair
2. Approval of Agenda

Action Items

1. Approval of Minutes May 25, 2016 and September 13, 2016 (non-quorum meeting)

New Business

2. CMAQ Funding Key Dates for FY18-19 – Locally Administered Projects Training (LAPP)
<https://connect.ncdot.gov/municipalities/Funding/Pages/default.aspx>
3. Evaluation of Comprehensive Transportation Plan (CTP) needs for UCPRPO FY1718
4. Suggested tasks for Planning Work Program (PWP) FY1718

Reports

5. Southeast Area Study – SOT Meeting Scheduled for November 15, 2016 – 3:00pm-7:00pm at Clayton Center – <http://southeastareastudy.com>
6. NCDOT Division 4
7. NCDOT Planning Branch
8. US 70 Commission
9. Hwy 17/64 Association

Other Business

1. TCC Member Comments

Public Comment

2. Public Comment

Dates of future meetings:

January 3, 2017

March 7, 2017

May 2, 2017

July 11, 2017

Attachments:

1. TCC May 25, 2016 Minutes
2. TCC September 13, 2016 Minutes
3. email_2018 FFY 2019 CMAQ Funding.pdf
4. Training-LAPP-Applicant-Final-FFY17.pdf

UPPER COASTAL PLAIN RURAL PLANNING ORGANIZATION

May 25, 2016

RPO Transportation Coordinating Committee Minutes

Attendance

TCC

Berry Gray, Johnston County
Cynthia Jenkins, Edgecombe
Zach Ollis, Wilson's Mills
Nancy Nixon, Nash County
Catherine Grimm, Tarboro
Paul Emblar, Smithfield
Daniel Gerald, Princeville
Jae Kim, Spring Hope
Bill Bass, City of Wilson
Julie Maybee, Selma

NCDOT

Jimmy Eatmon, NCDOT-Division 4
Tobline Thigpen, TPB-NCDOT
Ronnie Keeter, NCDOT Division 4
Tim Little, NCDOT Division 4

UCPRPO

James Salmons

Other

Bob League, Rocky Mount MPO
Kristin Barnes

Introduction

- Welcome & Introductions – Bill Bass – TCC Chair*
TCC Chair Mr. Bill Bass welcomed everyone and asked everyone to introduce themselves to the members and then called the meeting to order.
- Approval of Agenda*
Mr. Bill Bass asked if everyone had an opportunity to review the agenda and asked if anyone had any modifications. With none being stated the agenda was approved.
- Minutes – January 5, 2016*
After reviewing the Minutes for the April 5, 2016 meeting and **UPON A MOTION** by Nancy Nixon (Nash), second by Zach Ollis (Wilson's Mills) they were unanimously approved.

New Business

- Discussion of STI P4.0 Regional Project Score Sheet*
TCC members briefly discussed each of the top priority projects highlighted on the Regional Project Score Sheet and provided background on priority projects. It was agreed to remove project H111281 US 301 in Wilson due to it being a duplicate project and placed at the bottom of the Regional Project Score Sheet. Additionally, projects H120200-G, H141265, H129205, H129204, H150861, and H090182 were to be removed from consideration by the TAC due to the projects extreme costs over the available funding and placed at the bottom of the Regional Project Score Sheet to be adopted by the TAC. Bill Bass requested that projects H111282 and H150434 also be highlighted as priority projects.

Action Items

- Adoption\Approval of STI P4.0 Regional Project Score Sheet*
UPON A MOTION to adopt the proposed Regional Project Score Sheet for TAC approval with the recommended changes by Cynthia Jenkins (Edgecombe), second by Paul Emblar (Smithfield), it was unanimously approved.

UPPER COASTAL PLAIN RURAL PLANNING ORGANIZATION

Other Business

6. *TCC Member Comments*
There were no TCC comments.

Report Items

7. *NCDOT Division 4*
Mr. Jimmy Eatmon reported that they were holding a public comment meeting on June 29th from 5:00pm – 7:00pm at the NCDOT Division 4 office. There would also be a Metro-quest survey online to provide input. Mr. Tim Little stated that the new US 70 Goldsboro bypass would be open for Holiday traffic for the upcoming weekend.
8. *Rick's Road Widening Public Meeting*
Mr. James Salmons reported that there was a public meeting scheduled for the proposed widening of Rick's Rd on June 9th from 5:00pm – 7:00pm.
9. *NCDOT Planning Branch*
Ms. Tobline Thigpen reported that the Nash County CTP was in progress and that we were waiting on adoptions from local municipalities.
10. *NCDOT Restructure Report*
Mr. Salmons stated that NCDOT was in the process of a large restructuring and that it was anticipated 250 +- positions would be eliminated. The report was provided to TCC members in their Agenda Packet email. Mr. Tim Little (Division 4) stated the goal of the restructuring was to deliver projects quicker.
11. *Springfield Rd Public meeting*
Mr. Ronnie Keeter reported that there was a public meeting for Springfield Rd on June 7, 2016 from 5:00pm – 7:00pm in the Rocky Mount Chambers.

Public Comments

There was no public comment.

Upcoming meeting:

The next meeting will be based on the release of STI Regional Programmed Projects but is tentatively scheduled for August 16, 2016.

UPON A MOTION from Ms. Nancy Nixon (Nash) was made to adjourn and a second motion was made by Mr. Jimmy Eatmon (Division 4) and the meeting was adjourned.

Respectfully submitted,

Bill Bass, TCC Chair

James M. Salmons, UCPRPO Transportation Planner

UPPER COASTAL PLAIN RURAL PLANNING ORGANIZATION

September 13, 2016

RPO Transportation Coordinating Committee Minutes

Attendance

TCC

Catherine Grimm, Tarboro
Debbie Vick, Edgecombe
Matthew Kirkland, Johnston

NCDOT

Jimmy Eatmon, NCDOT-Division 4
Tobline Thigpen, TPB-NCDOT
Tim Little, NCDOT Division 4

Other

Bob League, Rocky Mount MPO
Mary Marlin, UCPCOG
Stuart Bass, UCPCOG
Matt Abele, NCSU

UCPRPO

James Salmons

Kristin Barnes

Introduction

1. *Welcome & Introductions – James Salmons – UCPRPO Planner*
Mr. James Salmons welcomed everyone and asked everyone to introduce themselves to the members and then called the meeting to order.
2. *Approval of Agenda*
Due to lack of quorum the Agenda was not approved.
3. *Minutes – May 25, 2016*
4. Due to lack of quorum the Minutes for May 25, 2016 was not approved.

Presentation

5. *Alternative Fuels Presentation –UCPCOG and Matthew Abele – Clean Energy Technology Center*
Matthew Abele provided a brief presentation on Clean Transportation and the NC Clean Energy Technology Center. He explained that the Center provided grants to communities for clean energy within CMAQ areas which included Nash and Edgecombe Counties. It is expected the center would be accepted applications in the Spring of 2017 for grants to purchase clean energy vehicles and/or infrastructure. Additionally, he reported that there was a “Playbook for Sustainable Fleet Management Event” scheduled for October 19, 2016. Mr. Abele then provided a brief presentation “Why consider alternative fuels?” and the benefits of alternative fuels.

New Business – Action Items

6. *Discussion of STI P4.0 Regional Projects programmed for STIP and Division Project Points Priorities*
Mr. Salmons provided a brief report on UCPRPO projects that made the Regional list of projects to be included in the draft FY2017-2026 STIP. Mr. Salmons highlighted all of the priority projects identified by local communities and TCC members to be considered for STI P4.0 Division points allocation. It was noted that project H090468 New Route from Peeden St to US 301 was withdrawn from consideration at the request of the Town of Smithfield. Mr. Tim Little stated that Division 4 planned to apply 100 points to project H150519 Kellie Drive and explained that the project was important to the local community to help relieve congestion in the area. Mrs. Catherine Grimm reported that project A130499 to expand the corporate apron at the Tarboro-Edgecombe airport.

UPPER COASTAL PLAIN RURAL PLANNING ORGANIZATION

7. *Proposed Resolution of Support for US 264 to Interstate* – No action was taken due to lack of quorum.

Reports

8. *NCDOT Division 4*

Mr. Tim Little asked that everyone be careful traveling on I-95 as construction on the route was on going throughout the UCPRPO area. NCDOT was planning to spend nearly \$83 million on projects within the area.

9. *NCDOT Planning Branch*

Mrs. Tobline Thigpen reported that it is anticipated that the Nash County CTP update would be going before the NCDOT Board at their October meeting.

10. *Southeast Area Study Update (Scenario Comparison Planning)*

Mr. Salmons reported that the SEAS team was working on finalizing the Scenario Planning model and that another public symposium was being planned for the first of November.

11. *Hwy 17/64 Association (US 64 Feasibility Study)*

Mr. Salmons reported that the US 64 upgrade to Interstate Standards was ongoing.

12. *US 70 Commission (I-95 to Princeton Upgrade Feasibility Study)*

Mr. Salmons reported that the US 70 Feasibility Study team was planning to provide a brief presentation to the TAC.

Other Business

13. *TCC Member Comments*

There were no TCC comments.

Public Comments

There was no public comment.

Upcoming meeting:

The next meeting will be based on the release of STI Regional Programmed Projects but is tentatively scheduled for November 1, 2016.

The meeting was then adjourned.

Respectfully submitted,

Bill Bass, TCC Chair

James M. Salmons, UCPRPO Transportation Planner

From: RPO Report Administrator rpo_report@ucprpo.org
Subject: FW: FFY 2018 - FFY 2019 CMAQ Funding
Date: October 7, 2016 at 11:22 AM
To: jsalmons@ucprpo.org



From: Arellano, Terry C [mailto:tarellano@ncdot.gov]
Sent: Friday, October 7, 2016 9:44 AM
To: Amy Nelson <anelson@ci.burlington.nc.us>; Ann Stroobant <astroobant@kerrtarcog.org>; Bill Eaker <bill@landofsky.org>; Bjorn Hansen <Bjornh@cityofgastonia.com>; Bob Cook <rwcook@ci.charlotte.nc.us>; Brandie Crawford <bcrawford@kerrtarcog.org>; Burlington MPO <burlmpo@ci.burlington.nc.us>; Chris Lukasina <Chris.Lukasina@campo-nc.us>; Dana Stooogenke <dstoogenke@rockyriverpo.org>; Danna Widmar <Danna.Widmar@campo-nc.us>; Elizabeth Jernigan <ejernigan@ptrc.org>; Felix Nwoko <Felix.Nwoko@durhamnc.gov>; Fred Haith <fredrickh@cityofws.org>; Greg Venable (Interim) <greg.venable@highpointnc.gov>; Hank Graham <hankg@cityofgastonia.com>; James Salmons <rpo_report@ucprpo.org>; John Marshall <john.marshall@wpcog.org>; Kelly Larkins <kelly.larkins@wpcog.org>; League, Bob <Bob.League@rockymountnc.gov>; Lydia McIntyre <Lydia.McIntyre@greensboro-nc.gov>; Matt Day <mday@tjcog.org>; Phil Conrad <pconrad@mblsolution.com>; Powell, Shelby <Shelby.Powell@campo-nc.us>; Rose Bauguess <rose@regiona.org>; Tyler Myer <Tyler.Meyer@greensboro-nc.gov>; Vicki Eastland <vicki.eastland@landofsky.org>
Cc: Alavi, J S <jalavi@ncdot.gov>; Norman, Patrick A <pnorman@ncdot.gov>; Abuya, Michael R <mrabuya@ncdot.gov>; Bailey, John A <jabailey@ncdot.gov>; Bollinger, Julie B <jbollinger@ncdot.gov>; Cook, Pamela R <prcook@ncdot.gov>; Crummy, Reuben Q <rcrummy@ncdot.gov>; Davis, Wayne C <wcdavis@ncdot.gov>; Desai, Rupal P <rpdesai@ncdot.gov>; Dixon, Keith G <kgdixon@ncdot.gov>; Dosse, Linda <ldosse@ncdot.gov>; Morales, Suzette <smorales@ncdot.gov>; Sellers, Daniel C <dcsellers1@ncdot.gov>; Surti, Hemang M <hmsurti@ncdot.gov>; Thigpen, Tobline S <tthigpen@ncdot.gov>; Walston, Scott W (TPB) <swalston@ncdot.gov>; Wert, Brian M <bmwert@ncdot.gov>; Wilson, Vernia R <vrwilson1@ncdot.gov>
Subject: FFY 2018 - FFY 2019 CMAQ Funding

CMAQ Planning Partners,

I have been working with Patrick Norman, Director of Planning & Programming, to ascertain the funding targets that will be available for the next round of funding prior to sending out communication to you, but we have not quite made that determination yet. However, I want to ensure that everyone is aware of the timelines that have been established for applications, so you may begin discussions within your organization about possible proposals if you have not already done so.

Similar to the last round of funding, we will focus on scheduling one year of funding at a time according to the schedule below. If you have proposals that require funding in both FFY 2018 and FFY 2019, please be sure to submit those applications according to the FFY 2018 schedule. (Also, please note future reference this schedule follows the generic CMAQ funding schedule that has been in place for a couple of years.)

Who?	What?	Deadline
Projects to be Programmed in FFY 2018		
MPO/RPO	Develop applications and submit to CMAQ website	March 15, 2017
TPB	Review project proposals	March 30, 2017
IRT	Conduct interagency review	April 30, 2017
TPB	Conducts follow-up coordination to address IRT comments/questions	May 31, 2017
TPB	Send letters of approval for final projects to MPOs/RPOs	June 30, 2017
MPO/RPO	Notify Local Project Sponsors of approval of final projects	At MPO/RPO discretion
TPB	Request funding set up in SAP	June 30, 2017
LPS	Project implementation – Request local agreement	July 1, 2017 – January 31, 2018
Projects to be Programmed in FFY 2019		
MPO/RPO	Develop applications and submit to CMAQ website	March 15, 2018
TPB	Review project proposals	March 30, 2018
IRT	Conduct interagency review	April 30, 2018
TPB	Conducts follow-up coordination to address IRT comments/questions	May 31, 2018
TPB	Send letters of approval for final projects to MPOs/RPOs	June 30, 2018
MPO/RPO	Notify Local Project Sponsors of approval of final projects	At MPO/RPO discretion
TPB	Request funding set up in SAP	June 30, 2018
LPS	Project implementation – Request local agreement	July 1, 2018 – January 31, 2019

Note 1 - Requests that entail funding in both FFY 2018 and FFY 2019 would need to be submitted on FFY 2018 schedule

Acronyms:
MPO/RPO – Eligible Metropolitan or Rural Planning Organization

TPB – NCDOT Transportation Planning Branch
IRT – Interagency Review Team (currently NCDOT, FHWA/FTA, EPA, NCDQAQ)
LPS – Local Project Sponsor

I apologize that I cannot give you actual target amounts now, but I will as soon as possible. If you need an amount to begin your local discussions, please go ahead and use the same target amounts as for the FFY 2016-2017 funding cycle. I will have the target amounts to you well in advance of the application deadline.

The application that is currently posted to the CMAQ website should be used to develop proposals. If you no longer have access to the website, please coordinate with Derry Schmidt to reestablish access.

CMAQ website: <https://connect.ncdot.gov/site/cmaqprojects/Applications/Forms/AllItems.aspx>

If you have any questions, please free to contact me by return email or telephone using the number below.

Have a good afternoon,
~terry

Terry C. Arellano, PE
Systems Planning Group Leader
Transportation Planning Branch
North Carolina Department of Transportation

919 707 0960 office
919 733 9794 fax
tarellano@ncdot.gov

1 South Wilmington Street
1554 Mail Service Center
Raleigh, NC 27699



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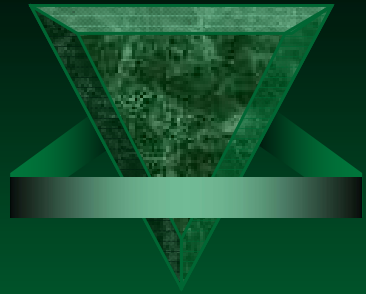
LPM Handbook Revisions & Updates

Local Program Management Office
Transportation Program Management Unit



North Carolina
Department of Transportation

November 15-16, 2011



NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

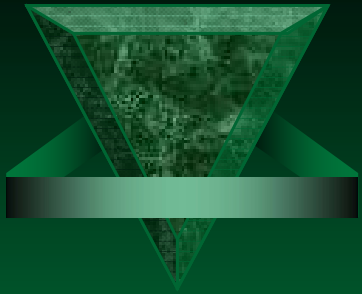
AGENDA

- ◆ **Purpose of Today's Webinar**
- ◆ **Handbook Revision Schedule & Process**
- ◆ **Handbook Revisions**
- ◆ **Davis-Bacon Wage Rate Issue**
- ◆ **Questions & Answers**
- ◆ **Closing Remarks**



NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

- ◆ **Purpose of Today's Training**
 - *Provide Information to Local Partners Regarding Key LPM Handbook Revisions*
 - *Discuss Davis-Bacon Wage Rate Issue Impact*
 - *Provide Opportunity to Ask Questions*



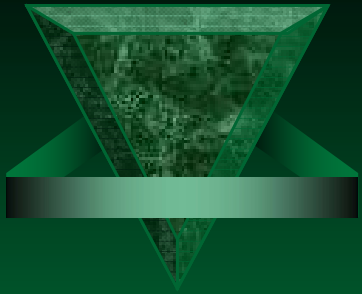
NCDOT Local Project Delivery

LPM Handbook Revisions & Updates

◆ Handbook Revision Schedule & Process

– *Two Phases*

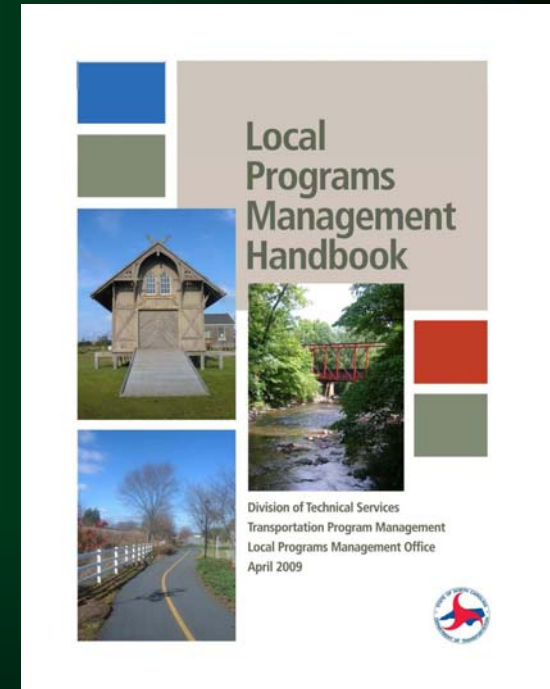
- ***Immediate Revisions (November 16, 2011)***
 - ***Revisions Posted to Updated Web Site***
 - ***Internal Staff Webinar Training – October 12, 2011***
 - ***External Webinar Training – November 15-16, 2011***
- ***Entire Handbook***
 - ***Revisions Posted to Updated Web Site – Spring 2012***
 - ***Regional Workshop Training Sessions – Spring 2012***



NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

◆ Handbook Revisions

- *Schedule Management*
- *Professional Services*
- *Design*
- *Construction Proposal*
- *Construction Pre-Requirements*
- *Construction Oversight*
- *Reimbursement*
- *Project Closeout*



Local Programs Management Handbook

Division of Technical Services
 Transportation Program Management
 Local Programs Management Office
 April 2009

PROGRAMMING

PROJECT AGREEMENT

MINORITY BUSINESSES PARTICIPATION

CONSTRUCTION

REIMBURSEMENT

FUNDING AND ELIGIBLE COSTS

POLICY: NCDOT will only reimburse eligible costs on the project. Eligible costs may be limited by the type of funding. If costs submitted by the project LGA are not eligible, NCDOT will not reimburse them.

The Project Agreement will provide the basic framework for eligible costs – generally if the work fits in with the approved scope of activities, then the costs will be eligible for reimbursement; however, various federal-aid funding programs have different definitions of eligible costs. It is important to discuss the eligibility of expenditures with NCDOT, if they are not specifically stated in the Project Agreement.

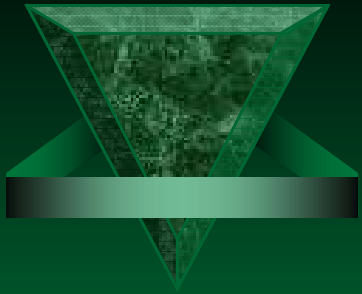
SCOPE OF ACTIVITIES	GENERALLY ELIGIBLE COSTS
PLANNING / ENVIRONMENTAL	Preparation of environmental document, mitigation, permits
DESIGN	Solicitation of consultants, preparation of plans, specs, and estimates, preliminary fieldwork (survey)
RIGHT OF WAY ACQUISITION	Environmental Assessment, realty appraisals, surveys, closing costs, approved cost of property.
UTILITIES	Relocation, removal of utility lines (except Municipally-owned utilities)
RIGHT OF WAY CERTIFICATION	Documenting ownership of property
CONSTRUCTION	Solicitation of contractors, construction of project, construction administration, engineering, sampling, testing, inspection.

FHWA Policy on Allowable Costs:
Entity
 State, Local, and Tribal Governments
 Private, non-profit organizations
 Educational Institutions

Cost Principle
[OMB Circular A-87](#)
[OMB Circular A-122](#)
[OMB Circular A-21](#)

Any costs incurred prior to project authorization are not allowed.

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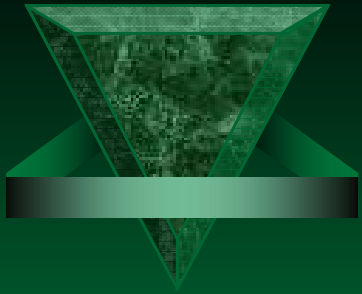


NCDOT Local Project Delivery

LPM Handbook Revisions & Updates

◆ *Schedule Management*

- *NCDOT's Goal is to Have All TIP Projects, Including Local Projects, Scheduled***
- *What Happens When Local Projects Do Not Meet Their Schedules?***
- *What Are MPO's & RPO's Handling Project Schedules?***
- *Consistency In Local Project Schedules***



NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

◆ *Schedule Management*

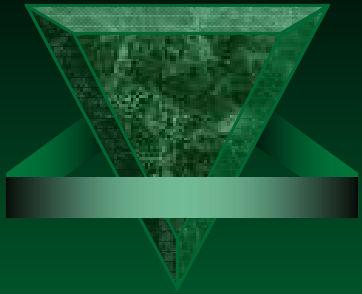
- *Local Projects – Simple Baseline Schedule (R/W, Construction Let, Completion)***
- *LPMO Prepares Draft Schedule Based on Data From LGA***
- *The NCDOT Division Office or LPMO Submits the Schedule For Programming***
- *NCDOT’s Schedule Management Office Schedules the Project***



NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

◆ *Professional Services*

- *LGAs Not Using Procurement Methods or Appropriate Procurement Methods***
- *LGA Proceeding With Advertisement or Agreements With No NCDOT Review***
- *LGA Not Aware of Current Design/Construction Administration Restrictions For Firms***
- *NCDOT Not Named in Insurance***



NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

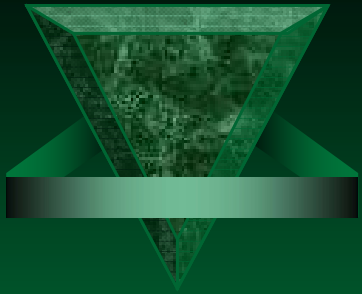
◆ *Professional Services*

– *Procurement (General)*

- *No Loophole in G.S. 143-64 for Advertisement***
- *Must Use Quality-Based Selection Process***
- *Advertisement Must Be Reviewed By NCDOT***

– *Review of Proposal*

- *Proposal and Rates Must Be Reviewed By NCDOT***
- *LGA Must Be Satisfied With Conditions & Rates Before Review***
- *Do Not Enter Into Agreement With Consultant Until Reviewed***



NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

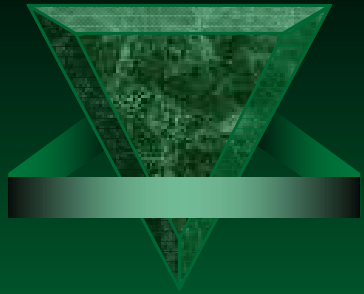
◆ *Professional Services*

– *Design/CEI Exception Process*

- *Requires LGA to Request Exception to Allow Same Firm to Provide Both Design and CA (CEI) Services***
- *Request is Routed Through LPMO for Initial Review and to Construction For Final Review and Response***
- *Does Not Waive Competition for the Services Being Requested, Only Allows a Firm to Submit Proposal***

– *Insurance*

- *Required for All Consultants***
- *NCDOT Should Be Named***

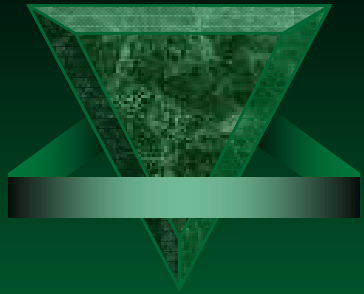


NCDOT Local Project Delivery

LPM Handbook Revisions & Updates

◆ *Design*

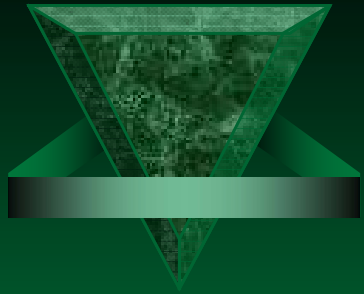
- *Plans Not Meeting Minimum NCDOT Standards***
- *Incomplete Plans Submitted For Review***
- *Appropriate Routing Procedure For Plan Approval***



NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

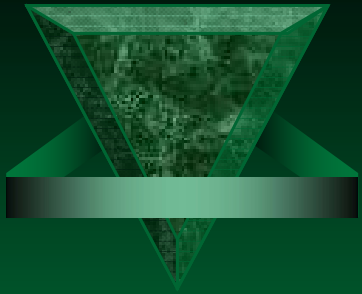
◆ *Design*

- *Plans Should Conform to NCDOT Standards/ Requirements Unless It is an Unusual Project***
- *Who Will Manage the Review Process is Determined By the Scope of the Project:***
 - *The NCDOT Division Manages the Review Process For Smaller, Lower Risk, Limited Scope Projects***
 - *The LPMO Manages the Review Process For Larger Scale and More Complicated Projects Involving Structures, Extensive Environmental Conditions, etc.***



NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

- ◆ ***Construction Proposal***
 - ***Inconsistent With NCDOT Specifications***
 - ***NCDOT Specifications Not Referenced***
 - ***Actual Contracts Are Different From Proposals Reviewed***
 - ***Missing Specifications/Line Items***



NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

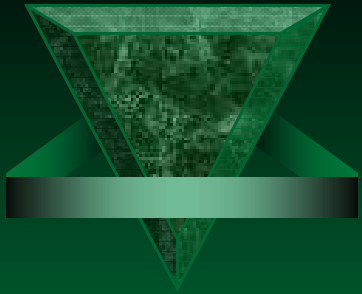
◆ *Construction Proposal*

– *Follows NCDOT Specifications*

- *Conformance With NCDOT Business Practices Unless Unusual Project*
- *Depending on the Scope of the Project, the Division or the LPMO Will Manage the Review Process*

– *Resources*

- *Allowable Changes to Division One of the NCDOT Standard Specifications*
- *Municipal Line-Up Sheet*
- *Explanation of Provisions*



NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

◆ *Construction Proposal*

– *Follows NCDOT Specifications*

- *Conformance With NCDOT Business Practices Unless Unusual Project*
- *Depending on the Scope of the Project, the Division or the LPMO Will Manage the Review Process*

– *Resources*

- *Allowable Changes to Division One of the NCDOT Standard Specifications*
- *Municipal Line-Up Sheet*
- *Explanation of Provisions*

TYPE 1 PROJECTS

Allowable Changes to the NCDOT 2006 Standard Specifications

Municipalities with a Type 1 or 2 Project (within public highway ROW) are permitted to modify Division One **only** as follows:

1. *Section 101-3* – References to Administrator, Board of Transportation, Chief Engineer, Department, Director of Construction, NCDOT, and State, shall be modified as necessary to reference the Municipality or their Engineer.
2. *Section 102-1* – Modifications to “Invitation To Bid” are permitted in order to comply with G.S.143-129.
3. *Section 102-13* – Under (A) Paper Bid, in the first sentence, “Contract Officer” shall be modified to reference the Municipality or their Engineer.
4. *Section 103-3* – Under (A) Modify the reference to G.S.136-28.1 to read G.S.143-129.1. In that same section under (5), in the last sentence, modify “State Contract Officer” to reference the Municipality or their Engineer.
5. *Section 103-7* - In the first sentence, modify “14” calendar days to “10” per G.S.143-129.
6. *Section 103-9* - In the first sentence, modify “14” calendar days to “10” per G.S.143-129.
7. *Section 105-9* – The Municipality may modify this section if they are not providing the grade and line controls as stated.
8. *Section 108-3* - The “Division Engineer” shall be modified to reference the Municipality or their Engineer.
9. *Section 108-4* - The “Resident Engineer” shall be modified to reference the Municipality or their Engineer.
10. *Section 109-8* – The Municipality may delete this section if Fuel Price Adjustments (FPA) are NOT to be part of this contract. If FPA are to be included, Special Provision SP1 G43 should be added.

Only those items listed in the provision will be eligible for fuel price adjustments. The base price index is updated monthly at the NCDOT Construction Unit website.

11. *Section 620-4* - The Municipality may delete paragraphs 5 through 10 if Asphalt Price Adjustments (APA) are NOT to be part of this contract. If APA are to be included, Special Provision SP6 R25 should be added.

Only those items listed in the provision will be eligible for asphalt price adjustments. The base price index is updated monthly at the NCDOT Construction Unit website.

CHECKLIST for Municipality Bid Proposals by Type

<http://www.ncdot.org/doh/preconstruct/ps/contracts/sp/2006sp/municipal.html>
<https://apps.dot.state.nc.us/quickfind/forms/default.aspx#0>

10/28/2011

Contracts Office

NCDOT

PROJECT TYPE

1	2	<u>Provision Title</u> (see explanation sheet for details)	<u>No.</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1 NCDOT Specifications Referenced	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2 ERRATA	Z-4
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3 SP items covered by current provisions	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4 Determination of Low Bidder statement	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5 NCDOT prequalification statement	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	6 DISADVANTAGED BUSINESS ENTERPRISES	SP1 G62
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	7 Listing of DBE Subcontractors	MISC 2
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	8 Letter of Intent Form	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	9 MINORITY AND FEMALE EMPLOYMENT	Z-7
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	10 LIABILITY INSURANCE	SP1 G80
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	11 CERTIFICATION FOR FED.-AID CONTRACTS	SP1 G85
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	12 CONTRACTOR'S LICENSE REQUIREMENTS	SP1 G88
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	13 BUY AMERICA (Domestic Steel & Iron)	SP1 G97
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	14 U.S. DEPT. OF TRANSPORTATION	SP1 G100
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	15 GIFTS FROM VENDORS AND CONTRACTORS	SP1 G152
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	16 AVAILABILITY OF FUNDS	Z-2
<input checked="" type="checkbox"/>	<input type="checkbox"/>	17 SEED QUALITY*	Z-3
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	18 PLANT PEST QUARANTINE - (Equipment, plants or soils)	Z-4a
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	19 AWARD OF CONTRACT	Z-6
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	20 FHWA 1273	Z-8
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	21 FHWA 1273 MODIFICATION	SP1 G59
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	22 ON THE JOB TRAINING (optional)	Z-10
<input type="checkbox"/>	<input checked="" type="checkbox"/>	23 MINIMUM WAGE	Z-5
<input checked="" type="checkbox"/>	<input type="checkbox"/>	24 WAGE RATES NC 10 or NC 11 (Davis-Bacon)*	Z-11
<input type="checkbox"/>	<input checked="" type="checkbox"/>	25 WAGE RATES - Building Rates Specific to County (Davis-Bacon)	DB website
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	26 EXEC. OF BID, NON-COLL., GIFT BAN, Debarment (8 shts)	MISC 4
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	27 Contingency amount shown in Bid - NOT PERMITTED	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	28 Bid Alternate Items	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	29 Bid Allowance Items - NOT PERMITTED	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	30 Proprietary Items	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	31 Fuel and Asphalt Prices (optional)	SP1G43, SP6R25
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	32 Salvaged Materials	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	33 Bid Bonds, Payment Bonds and Performance Bonds	MISC 5 & 6
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	34 Retainage	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	35 Contractor Licensing	
<input type="checkbox"/>	<input type="checkbox"/>		

**These items may not be needed if project is outside highway Right of Way
 SEE EXPLANATION SHEET FOR DETAILS AND APPLICABILITY*

Explanation of Provisions to be included in Bid Proposal

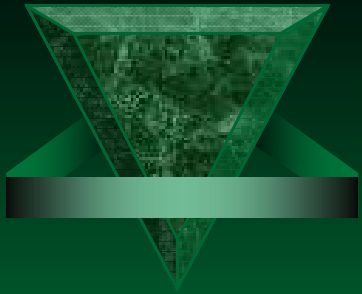
	<u>Ref. #</u>
1 <u>NCDOT Standard Specifications</u>	Spec Book
<i>Applicability:</i> Required for Type 1 projects.	
<i>Purpose:</i> To comply with FHWA requirements.	
FHWA requires that federal-aid Type 1 projects be constructed with specifications that meet federal regulations. Since FHWA has previously reviewed and approved the NCDOT Standard Specifications and Roadway Standards, the following wording shall be included near the front of the bid document:	
<i>"The July 2006 North Carolina Department of Transportation Standard Specifications for Roads and Structures, herein referred to as the "Standard Specifications", shall apply to all portions of this project except as modified by this document."</i>	
The alternative to this would be for the municipality to submit their specifications and standards to both FHWA and NCDOT for review and approval. It is not known how long this process may take.	
Municipalities are allowed to make minor modifications to Division 1 of the Standard Specifications only as permitted (see attached). For items of work not covered by the Standard Specifications, municipalities should include special provisions to cover the work.	
2 <u>Errata</u>	Z-4
<i>Applicability:</i> Required on Type 1 projects.	
<i>Purpose:</i> Corrects errors in Standard Specification Book.	
3 <u>NCDOT Special Provisions</u>	various
<i>Applicability:</i> Required for Type 1 projects.	
<i>Purpose:</i> For Municipality Use	
NCDOT has a library of special provisions to cover various construction situations and will be placing them online to share with municipalities. These may be used to cover specific work on the project. Check NCDOT website to insure most current version.	
4 <u>Determination of Low Bidder & Award of Contract</u>	
<i>Applicability:</i> Required for Type 1 and 2 projects.	
<i>Purpose:</i> To comply with FHWA requirements.	
Type 3 projects should include the following wording near the front of the bid document:	
<i>"The contract will be awarded to the lowest responsible, responsive bidder."</i>	



NCDOT Local Project Delivery

LPM Handbook Revisions & Updates

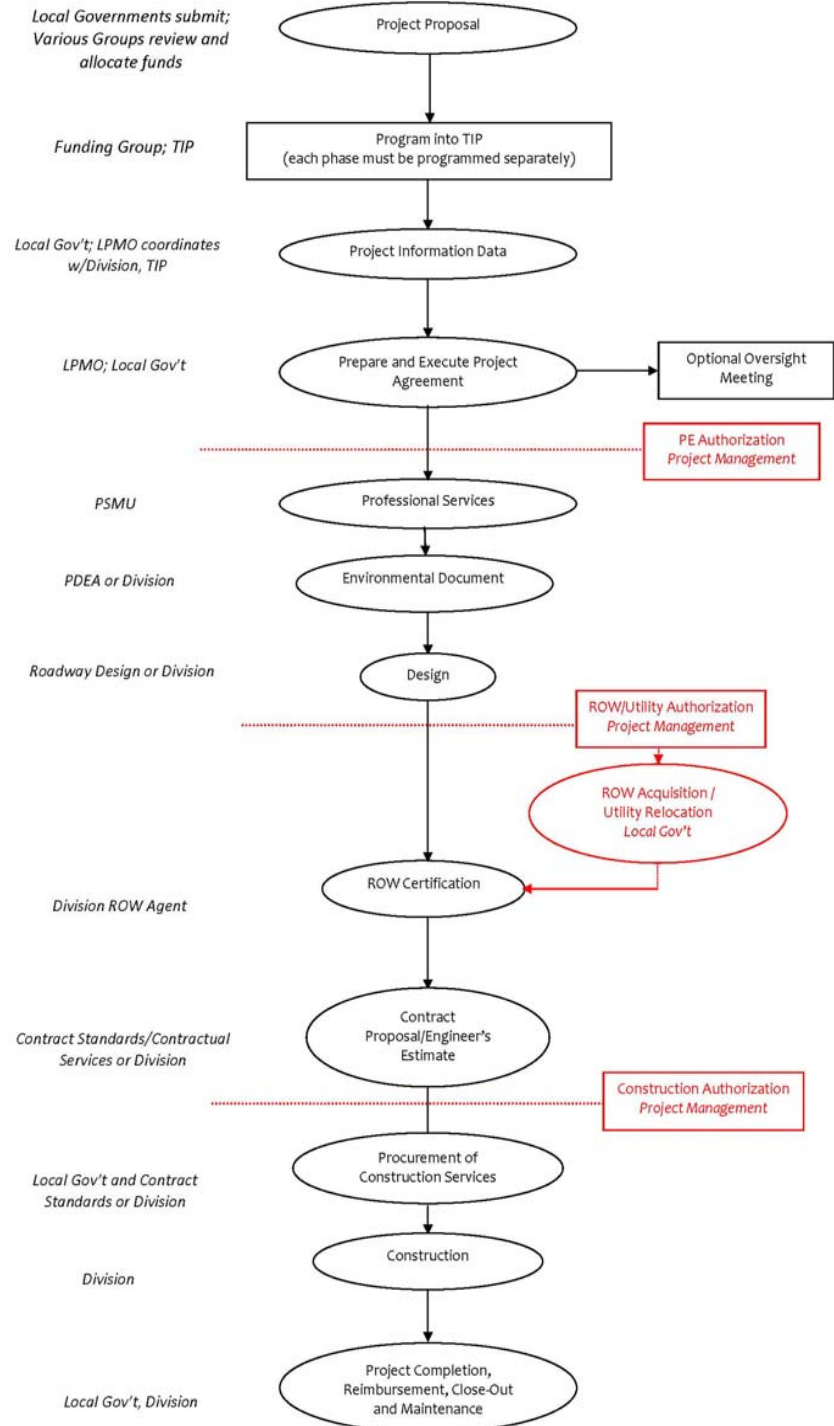
- ◆ ***Construction Pre-Requirements***
 - ***NCDOT Must Obtain Construction Authorization From FHWA Prior to Providing Notice to Proceed to LGAs From Locally Managed Projects***
 - ***LGA Begins Work Without Authorization***
 - ***No Concurrence In Award of Construction Contract By NCDOT***

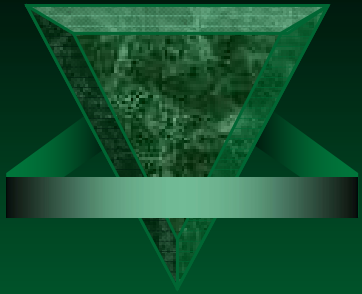


NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

- ◆ ***Construction Pre-Requirements***
 - ***Construction Authorization***
 - ***No Work Prior! Non-Reimbursable!***
 - ***Letter Documenting Authorization and Notice to Proceed With Advertisement/Procurement***
 - ***Letting***
 - ***Advertisement Must Be Reviewed By NCDOT***
 - ***NCDOT Should Be Available for Bid Opening***
 - ***Concurrence In Award***
 - ***NCDOT Must Concur With LGA's Recommendation for Award Prior to Entering Into a Contract***
 - ***LPMO or Division Sends a Letter Documenting Concurrence***

LOCALLY ADMINISTERED PROJECTS – FEDERAL FUNDS



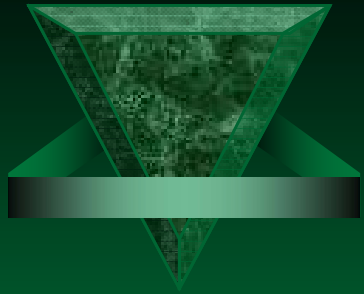


NCDOT Local Project Delivery

LPM Handbook Revisions & Updates

◆ *Construction Oversight*

- *Need Guidance In LPM Handbook For General Construction Administration (CA) For LGAs***
- *Clarification of DBE Requirements/Approval & Reporting For LGAs***
- *Clarification of Project Inspection Requirements For Locally Managed Projects***
- *Clarification of Project Records & Documentation Requirements For Locally Managed Projects***
- *Guidance For Project Materials Certification For Locally Managed Projects***

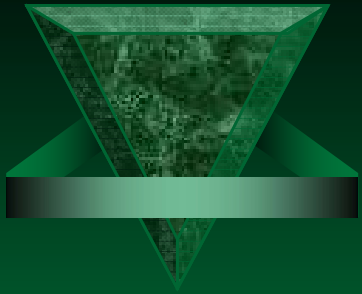


NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

◆ *Construction Oversight*

– *Project Inspection & Documentation*

- *Inspector's Daily Report***
- *Pay Records***
- *Correspondence***
- *Buy America***
- *Certified Payrolls***
- *Wage Rate Interviews***
- *Supplemental Agreements***
- *Claims***
- *Force Account***



NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

◆ Construction Oversight

– DBE

- ***DBE Subcontracting & Payments Reporting***

– Project Materials & Testing Requirements

- ***Materials Receipt and Acceptance Requirements***
- ***Certified Construction Technicians***
- ***Independent Assurance Testing***
- ***Project Materials Certification***
- ***Records Retention Schedule***

– Resources

- ***Division 5 Pilot Construction Administration Class***



ONLINE SERVICES

- [+ Committees & Conferences](#)
- [+ Engineering & Inspection](#)
- [+ Contractor Services](#)
- [Pavement Construction](#)
- [+ Public Information](#)
- [+ Resources & Forms](#)
- [Transportation Links](#)

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The Construction Manual (Revised December 2010)

- [Corrections Worksheet – Use to report errors and updates as needed](#)
- [Detail of Significant Revisions 2009](#)

- [Detail of Significant Revisions 2010](#)
 - [Occupational Safety and Health](#)
 - [Division 1: General Requirements](#)
 - [Division 2: Earthwork](#)
 - [Division 3: Pipe Culverts](#)
 - [Division 4: Major Structures](#)
 - [Division 5: Subgrades & Bases](#)
 - [Division 6: Asphalt Pavements](#)
 - [Division 7: Concrete Pavements](#)
 - [Division 8: Incidentals](#)
 - [Division 9: Signing](#)
 - [Division 10: Materials](#)
 - [Division 11: Traffic Control](#)
 - [Division 12: Pavement Markings](#)
 - [Division 14: Lighting](#)
 - [Division 15: Utilities](#)
 - [Division 16: Erosion & Landscaping](#)
 - [Division 17: Signal and Intelligent Transportation Systems](#)
 - [Division 18: Engineering Control](#)

[Index to Records and Reports](#)

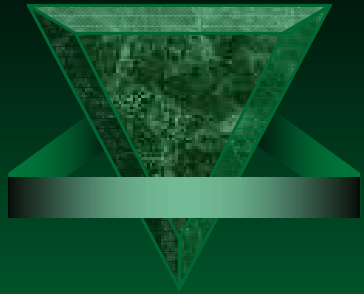
- o [Index, R-1 through R-32: Introduction, Public Records, Uniform Filing System, Project Correspondence](#)
- o [R-33 through R-84: Correspondence for Construction Conferences, Inspector's Daily Reports, Project Diaries, Engineer's Weekly Summaries](#)
- o [R-85 through R-114: Acceptance of Materials, Progress Schedule, Required Posters, Training Reports, Distribution of Reports, Annual EEO Report, Subcontracts, Disadvantaged Business Enterprise / Minority Business Enterprise / Women Business Enterprise](#)
- o [R-120 through R-217: Leftover Materials, Supplemental Agreements, Force Account Work, Claims, Project Closeout Conference, Pay Records and Estimates, Retention & Storage of Records and Documents, 12-month Guarantee, Construction Quality Index, Locally Administered Projects](#)
- o [R-219 through R-255: Forms](#)
- o [R-256 through R-398: Estimate Workbook, Partial Payment Cross Reference Systems](#)



NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

◆ *Reimbursement*

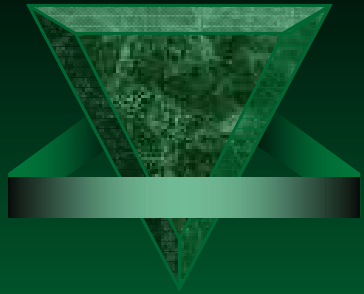
- *Sales Taxes Are Reimbursed or Requested For Reimbursement***
- *Reimbursement Requests are Submitted Without Documentation of Payment by LGA***
- *Reimbursement Requests are Not Submitted or Paid in a Timely Manner***
- *Final Payment Reimbursement Requests From LGA are Incomplete***



NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

◆ *Reimbursement*

- *Sales Taxes are Not Eligible For Reimbursement and Must Be Excluded From the Request***
- *Documents Required For Reimbursement***
 - *Quantities Summary***
 - *Sales Tax Report***
 - *Evidence of Payment***
 - *Subcontractor Payment Report***
- *Processing Time For Complete Reimbursement Requests Should Be About 2-3 Weeks Pending Complexity***



NCDOT Local Project Delivery

LPM Handbook Revisions & Updates

◆ *Project Closeout*

- *LGA & NCDOT Not Familiar With Required Procedures and Responsibilities for Project Acceptance, Final Reimbursement and FHWA Final Voucher Date For Locally Managed Projects***
- *Coordination With Municipal Agreement Timeline***



NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

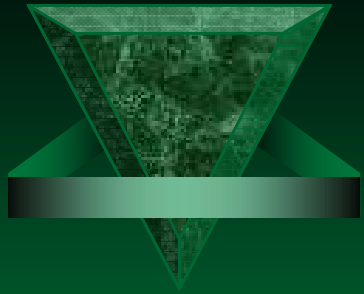
◆ *Project Closeout*

– *After Construction, LGA Must:*

- *Have Final Inspection by NCDOT***
- *Accept Project From Contractor
(With Concurrence of NCDOT)***
- *Ensure All Records are Available & Accessible***
- *Submit Final Reimbursement Request***

– *NCDOT Must:*

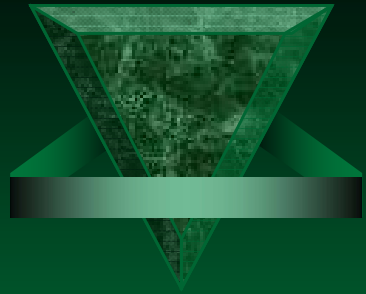
- *Inspect Project & Concur in Acceptance***
- *Review and Process Final Reimbursement***
- *Submit Documentation Thru Internal Process***
- *Provide LGA with Final Voucher Date/Retention
Schedule***



NCDOT Local Project Delivery

Davis-Bacon Wage Rates

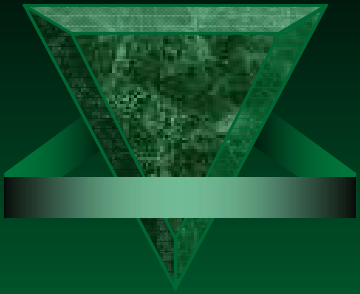
- ◆ ***NCDOT Has Concerns With Latest USDOL Revisions to Wage Rates & Classifications***
 - ***Lack Of Survey Responses***
 - ***Small Data Set Reviewed***
 - ***Timing Of Data***
 - ***Outlier Projects***
 - ***Number Of Classifications***
 - ***Wage Rate***



NCDOT Local Project Delivery

Davis-Bacon Wage Rates

- ◆ ***13 Wage Rate Decisions Instead of 2 Across the State With Discrepancies Among Counties***
- ◆ ***Decrease In Classifications***
- ◆ ***Examples (Durham County)***
 - ***Carpenter - \$7.63 to \$13.31***
 - ***Crane Operator - \$8.16 to \$20.14***
 - ***Paver Operator - \$7.47 to \$15.24***
 - ***Motor Grader Operator- \$8.04 to \$17.68***
 - ***Dump Truck Driver - \$7.25 to \$12.50***



NCDOT Local Project Delivery

Davis-Bacon Wage Rates

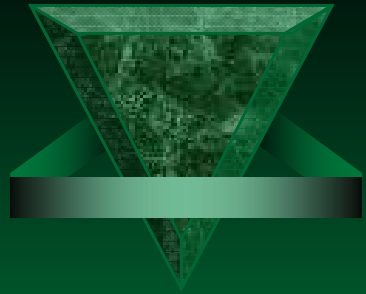
- ◆ ***Immediate Effect of Wage Rate Concern***
 - ***Do Not Advertise New Projects That Include Federal Funding; Exception “BRZ Projects”***
 - ***For Projects Under Advertisement, Consider Extending the Advertisement Period***
 - ***For Projects Approaching Letting, Delay Opening Bids, or Consider Returning Bids Unopened and Re-advertising at a Later Date***



NCDOT Local Project Delivery

Davis-Bacon Wage Rates

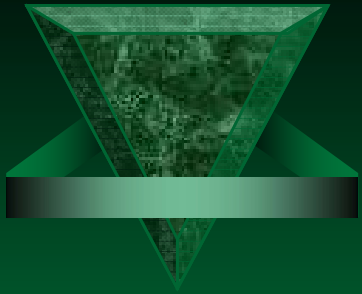
- ◆ ***Talk With Your Division Contact For Guidance on Letting Projects With Federal Funds!***



NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

Questions and/or Comments?

- 1) Handbook Revisions***
- 2) Davis-Bacon Wage Rates***
- 3) Other Questions***



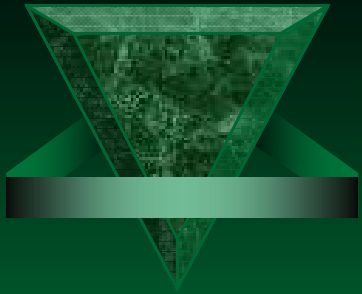
NCDOT Local Project Delivery *LPM Handbook Revisions & Updates*

◆ Closing Remarks

- *Follow-Up This Webinar With Posting of LPM Handbook Revisions & This Presentation on the Handbook Web Page at:***

<http://www.ncdot.org/programs/Enhancement/ProjectAdministration/ProjectManager/default.html>

- *Anticipate One-Day Regional Workshop Training Regarding Future LPM Handbook Revisions in Spring 2012***
- *Our Processes/Procedures May Be Affected By Pending Transportation Reauthorization Changes in Congress***



NCDOT Local Project Delivery LPM Handbook Revisions & Updates

◆ Closing Remarks – Contacts & Links

– Division Project Managers, etc.

- **Contact Your Local NCDOT Division Office**

<https://apps.dot.state.nc.us/dot/directory/authenticated/ToC.aspx>

– Transportation Program Management Unit

- **Contact Your Local Programs Management Office Contact**

<https://apps.dot.state.nc.us/dot/directory/authenticated/UnitPage.aspx?id=9977>

- **Jimmy L. Travis, PE, jtravis@ncdot.gov, (919) 707-6602**

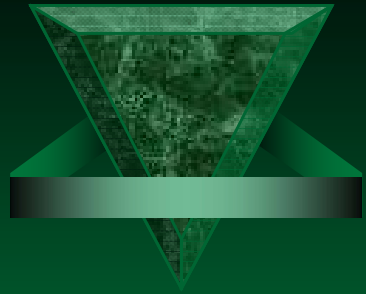
– Construction Unit

- **Ron A. Hancock, PE, rhancock@ncdot.gov, (919) 733-2210**

- **Michelle G. Long, PE, mglong@ncdot.gov, (919) 733-2210**

– Materials & Tests Unit

- **Chris Peoples, PE cpeoples@ncdot.gov, (919) 733-7411**



NCDOT Local Project Delivery

LPM Handbook Revisions & Updates

Thank You For Your Time Today!