STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT 3 APPLICATION

TRANSPORTATION ALTERNATIVES (TA) SET-ASIDE

Date:_____ Project Title: _____

Project Sponsor _____

According to 23 USC 133(h(4)(B) a project sponsor may be a local government; regional transportation authority; transit agency; natural resource or public land agency; school district, local education agency, or school; tribal government; a non-profit entity responsible for the administration of local transportation safety programs; or other local or regional governmental entity with responsibility for oversight of transportation or recreational trails (other than a metropolitan planning organization or a state agency) that the State determines to be eligible, consistent with the goals of this subsection.

Contact_____Title _____

Address_____

Phone_____Email address:_____

Priority (relative to other applications submitted by the Project Sponsor) _____

TPO (If Applicable): _____

Click one of the following links to go directly to the appropriate TPO contact information:

CRTPA: http://crtpa.org/
Contact: Greg Burke, Greg.Burke@crtpa.org

ECRC: (3-TPO's—Bay, Florida/Alabama, Okaloosa/Walton) http://www.ecrc.org/
Contact: Caitlin Cerame, Caitlin.Cerame@ecrc.org

1. Qualifying Transportation Alternatives Activities:

TA Set-Aside projects must benefit the general public (23 CFR 1.23 and 23 CFR 460.2).
Check the Transportation Alternatives Program (TAP) activity that the proposed project will address.
(NOTE: Checking all activities possible does not ensure or increase eligibility. Each activity checked must meet all criteria required by FHWA. Click the following link for additional information;
Transportation Alternatives Set-Aside

☐ Construction, Planning, and Design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990

☐ Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs

☐ Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users

☐ Construction of turnouts, overlooks, and viewing areas

☐ Community improvement activities, including:
- Inventory, control, or removal of outdoor advertising;
- Historic preservation and rehabilitation of historic transportation facilities;
- Vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control; and
- Archaeological activities relating to impacts from implementation of a transportation project eligible under 23 USC.

☐ **Any** environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to:
- Address storm water management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff including activities described in 23 USC 133(b)(11), 328(a) and 329; or
- Reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.

☐ The Recreational Trails Program under 23 USC 206 – Contact Pamela Lister at Department of Environmental Protection, Office of Operations, Land and Recreation Grants (850) 245-2501, or email Pamela.Lister@dep.state.fl.us for further information.

☐ Safe Routes to School (SRTS) Projects – District 3 Contact Barbara Lee at (850) 330-1428, or email Barbara.Lee@dot.state.fl.us for further information.

☐ Planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

2. Project Description:

A. Enter Project Description (*Use additional sheets as necessary to respond to the following*)

B. What type of work is being proposed? (Check all that apply)

☐ Planning Activities
☐ Project Development and Environmental Studies
☐ Engineering and Final Plans Preparation Work
☐ Right of Way Acquisition
☐ Construction
☐ Construction Engineering and Inspection Activities

C. Project(s) Description. Please list **EACH** proposed roadway segment.

ROADWAY		PROJECT LIMITS		SEGMENT LENGTH (MI)
SR/CR (US)	Local Name	From:	To:	

Total Length of Project: 0 mi.

NOTE: ALL On-System projects will be administered and delivered by FDOT

D. Project Location -Location map attached. ☐ (Location_Map.pdf) (*Required attachment*)

E. Project Typical Section – Complete the following information and include a Typical Section schematic depicting existing and proposed features, dimensions, and right of way lines. If there are multiple roadway segments please provide a typical section for **EACH**: *(Required if applicable)*

PROJECT TYPICAL SECTION			
Instructions: Check all that apply and are included in the Typical Section(s). Check N/A if an item does not apply to the proposed project.			
ROADWAY	**EXISTING**	**PROPOSED**	**N/A**
Number of Travel Lanes	☐	☐	☐
Lane Width (feet)	☐	☐	☐
Total Roadway Width *(No. Travel Lanes x Lane Width)*	☐	☐	☐

BIKE/PEDESTRIAN FEATURES	***EXISTING***	***PROPOSED***	***N/A***
Bike Lane Width (feet) *(Not Including Buffer Width)*	☐	☐	☐
Left Width (feet)	☐	☐	☐
Right Width (feet)	☐	☐	☐
Buffer Width (feet)	☐	☐	☐

RIGHT-OF-WAY	**EXISTING**	**PROPOSED**	**N/A**
Width (feet)	☐	☐	☐

MEDIAN	**EXISTING**	**PROPOSED**	**N/A**
Width (feet)	☐	☐	☐

F. Right-of-Way Ownership - Identify existing right-of-Way ownerships.

R/W Owner(s) _____ _____

Note: Application and all back-up documents are on 8.5" x 11" scale. DO NOT provide reduced copies of original plats/maps that cannot be read at that scale. Documentation should be handled as follows:

Provide existing right-of-way width(s) on typical section(s) or on a separate right-of-way map, if preferred. Include available verification information of when the right-of-way was acquired and how and where ownership is documented. For plats, deeds, prescriptions, certified surveys, transfers, or easements, provide information that can be used to verify (i.e. book/page number if known, roadway transfer agreement from (original owner name) on (date), or easement language if applicable.

Has coordination with other owners taken place (if applicable)? ☐ Yes ☐ No ☐ N/A
If so, have they provided an adopted resolution of support? ☐ Yes ☐ No
If so, is it included? ☐ Yes ☐ No

Provide required right-of-way documentation (Right-of-Way.pdf): (*Required attachment*)

Right-of-Way Acquisition – This is defined as obtaining property not currently owned by the Local Agency through any means including: Deed, Easement, Dedication, Donation, etc.

☐ No Right-of-Way acquisition is proposed

Use of Property NOT in Outright Ownership - If applicable to this application:

Owner(s) _____ _____

Non-applicant Owner(s) _____

Long-term Lease ☐ Property Easement ☐ Deed Restriction ☐ Preservation Agreement ☐

Other/Specify ☐ _____

Is written evidence of Valid Public Interest included? ☐ Yes ☐ No

3. Other Project Related Information

A. Complete Speed Limit, Side of Roadway, and applicable Material, ADA, Lighting and Drainage information for each proposed roadway section. For Yes or No questions, check the appropriate boxes. Check "N/A" if an item does not apply to the proposed project or add additional information as requested.

SPEED LIMITS (mph)	Existing		Proposed	
	Posted	Design	Posted	Design
Rdwy Sec. 1				
Rdwy Sec. 2				
Rdwy Sec. 3				
Rdwy Sec. 4				
Rdwy Sec. 5				

SIDE of RDWY (Direction)	Roadway Side(s) - Proposed			
	North	South	East	West
Rdwy Sec. 1	☐	☐	☐	☐
Rdwy Sec. 2	☐	☐	☐	☐
Rdwy Sec. 3	☐	☐	☐	☐
Rdwy Sec. 4	☐	☐	☐	☐
Rdwy Sec. 5	☐	☐	☐	☐

ROADWAY MATERIAL	Roadway – Existing Material				Bike Lane/Paved Shoulder – Proposed Material			
	Concrete	Asphalt	Paver	Other (Specify)	Concrete	Asphalt	Paver	Other (Specify)
Rdwy Sec. 1	☐	☐	☐		☐	☐	☐	
Rdwy Sec. 2	☐	☐	☐		☐	☐	☐	
Rdwy Sec. 3	☐	☐	☐		☐	☐	☐	
Rdwy Sec. 4	☐	☐	☐		☐	☐	☐	
Rdwy Sec. 5	☐	☐	☐		☐	☐	☐	

ROADWAY MATERIAL	Roadway - Existing				Sidewalk - Proposed			
	Concrete	Asphalt	Paver	Other (Specify)	Concrete	Asphalt	Paver	Other (Specify)
Rdwy Sec. 1	☐	☐	☐		☐	☐	☐	
Rdwy Sec. 2	☐	☐	☐		☐	☐	☐	
Rdwy Sec. 3	☐	☐	☐		☐	☐	☐	
Rdwy Sec. 4	☐	☐	☐		☐	☐	☐	
Rdwy Sec. 5	☐	☐	☐		☐	☐	☐	

ROADWAY MATERIAL	Roadway - Existing				Parallel Offset Path - Proposed			
	Concrete	Asphalt	Paver	Other (Specify)	Concrete	Asphalt	Paver	Other (Specify)
Rdwy Sec. 1	☐	☐	☐		☐	☐	☐	
Rdwy Sec. 2	☐	☐	☐		☐	☐	☐	
Rdwy Sec. 3	☐	☐	☐		☐	☐	☐	
Rdwy Sec. 4	☐	☐	☐		☐	☐	☐	
Rdwy Sec. 5	☐	☐	☐		☐	☐	☐	

ADA IMPROVEMENTS – ALL crosswalks, sidewalks, ramps, etc., must comply with ADA Standards.

Describe Proposed ADA Improvements (If applicable)

LIGHTING	**Pedestrian Lighting Proposed**	**Other/Specify**
Roadway Section 1	Yes ☐ No ☐	
Roadway Section 2	Yes ☐ No ☐	
Roadway Section 3	Yes ☐ No ☐	
Roadway Section 4	Yes ☐ No ☐	
Roadway Section 5	Yes ☐ No ☐	

Describe Proposed Lighting (If Applicable)

DRAINAGE/PERMIT(S)	**Existing Closed to Remain?**	**Existing Open to Remain?**	**Other/Specify**
Roadway Section 1	Yes ☐ No ☐	Yes ☐ No ☐	
Roadway Section 2	Yes ☐ No ☐	Yes ☐ No ☐	
Roadway Section 3	Yes ☐ No ☐	Yes ☐ No ☐	
Roadway Section 4	Yes ☐ No ☐	Yes ☐ No ☐	
Roadway Section 5	Yes ☐ No ☐	Yes ☐ No ☐	

Describe Drainage Permit Needs (Known and Potential). Include details of any prior coordination.

Other Scope Items - Describe Other Scope Items (If Applicable):

B. Describe any other specific project information that should be considered.

C. Identify any prior phases, upcoming projects (or currently underway) adjacent to the proposed project.

☐ No prior phases have been previously funded or constructed
☐ No adjacent projects are in construction or planned.
☐ Prior phases and/or adjacent projects (list in box below):

4. Project Implementation Information:

A. Describe the proposed method of performing (i.e. consultant contract or in-house) and administering each work phase of the project. If it is proposed that the project be administered by a governmental entity other than the Department of Transportation, the Agency **must be LAP certified or apply for certification** to administer Federal Aid projects in accordance with the Department's ***Local Agency Program Manual (topic no.525-010-300)***. Click the following link for additional information; http://www.fdot.gov/programmanagement/LAP/default.shtm

Name of proposed Agency to Administer Project: _____

- ☐ Design to be conducted by in-house staff
- ☐ Design to be conducted by FDOT pre-qualified consultant (1) (2)
- ☐ Design to be conducted by non-FDOT pre-qualified consultant (2)
- ☐ CEI to be conducted by in-house staff
- ☐ CEI to be conducted by FDOT pre-qualified consultant (1) (2)
- ☐ CEI to be conducted by non-FDOT pre-qualified consultant (2)

(1) FDOT pre-qualified consultants must be used on all design and CEI work for critical projects (a project is considered critical when it is on the State Highway System (SHS); features a major structure; and/or has a budget greater than $10 million)

(2) Design consultant and CEI consultant shall not be the same

B. Describe any public and private support of the proposed project. (Examples include: written endorsement formal declaration, petition, resolution, public meetings, financial donations or other appropriate means), as well as copies of pages from Local Government Comprehensive Plan which show adopted policies in support of Bike/Ped facilities (if applicable) and copies of pages from Local or Regional Bike/Ped Plans showing support of this particular project (if available). (*Required attachment*)

Describe Public and Private Support

C. Describe the proposed ownership and maintenance responsibilities for the project when it is completed.

D. Is project funding being requested for this same project from another source? Yes ☐ No ☐

If yes, please list other funding program/applications submitted: (i.e. HSIP, SRTS, SCRAP, SCOP, CIGP, Grant, etc.)

5. Project Cost:

If a more detailed breakdown of cost estimates is being provided, a sample cost estimates sheet is provided for your use.
Sample Construction Cost Estimate

A. Provide detailed project cost estimate. Estimate shall be broken down to eligible and non-eligible project costs.

Use the following links to access the basis of estimates manual as well as historical cost information for the project area:

Basis of Estimates Manual
Historical Cost Information

☐ A detailed cost estimate is attached. (Use attached Estimate.xlsx)
(*Required attachment*)

B. What is the total estimated cost of the work requested to be funded as a transportation alternative project through this application?

Planning Activities	$ _____
Project Development and Environmental Studies	$ _____
Engineering and Final Plans Preparation Work	$ _____
Right of Way Acquisition	$ _____
Construction	$ _____
Construction Engineering and Inspection Activities	$ _____
Other (Describe)	$ _____
TOTAL:	$ 0

C. How will the project be funded?

Transportation Alternative Funds $ _____ + Local $ _____ = Total $ 0
Transportation Alternative Funds _____ % + Local _____ % = 100%

6. Application Package Submittal:

Please submit package, supporting information and documentation **electronically** to:
Maria Showalter
District Three TA Coordinator
Maria.Showalter@dot.state.fl.us
Phone: 850-330-1550

Application checklist:

Note: Application should be submitted electronically and arranged in following order.

- ☐ Application
- ☐ Adopted Resolution(s) of Support
- ☐ Location Map (Aerial)
- ☐ Typical Section (Showing Existing and Proposed)
- ☐ Right-of-Way Ownership Information
- ☐ Right-of-Way Details (Width(s) on Typical Section or Right-of-Way Map-Book/Page Numbers (if known)
- ☐ Cost Estimate Spreadsheet (Detailed/with Quantities)
- ☐ Compliance Documentation from Local Government Comprehensive Plan and Bike/Ped Master Plan
- ☐ Public Support Letters, Private Support Letters, and Public Meeting documentation (if applicable)

CERTIFICATION OF PROJECT SPONSOR

I hereby certify that the proposed project herein described is supported by_____,
(Project Sponsor)
and that said entity will: (1) provide any required funding match; (2) enter into a maintenance agreement with the Florida Department of Transportation; (3) comply with the ***Federal Uniform Relocation Assistance and Acquisition Policies Act*** for any Right of Way actions required for the project, and (4) comply with the **NEPA** process prior to construction, which may require involvement with the **State Historic Preservation Officer (SHPO)**, and other State and/or Federal agencies, prior to construction, and (5) support other actions necessary to fully implement the proposed project. I further certify that the estimated costs included herein are reasonable and agree to follow through on the project once programmed in the Florida Department of Transportation's Work Program. I fully understand that significant increases in these costs could cause the project to be removed from the Florida Department of Transportation work program.

If project is not located along a state roadway:
Is sponsor or applicant willing to administer project using the Department's Local Agency Program (check one)
Yes ☐ No ☐

Status of sponsor/administrator's LAP certification: Currently certified ☐ Not certified ☐
Applied for certification & pending review ☐ Planning to apply for certification ☐
Other (explain) _____

Is resolution included with application? Yes ☐ No ☐
A copy of the adopted resolution showing sponsor's (board or council) approval and support of project should be included with this application. If other right-of-way owners are involved, their adopted resolutions should also be included.

_____
* Signature

_____
Name (please type or print)

_____
Title

_____
Date

* This should be executed by person who has signatory authority for sponsor and is authorized to obligate services and funds for that entity (generally chairman of the board or council).

Table 1: Sample Template for Construction Cost Estimate

Note: Not provided to use for cost basis (see latest information on website for unit prices).

Name of Project: Sample Sidewalk

Pay Item No (If Applicable)	Description	Unit	Quantity	Price per Unit	Price
104-10-3	Sediment Barrier	LF	2590	$1.17	$3,030.30
110-1-1	Clearing and Grubbing	AC	0.81	$8,926.31	$7,219.33
120-1	Regular Excavation	CY	287.5	$7.82	$2,248.17
120-2-2	Borrow Excavation	CY	633.5	$1.43	$905.93
160-4	Type B Stabilization	SY	0.0	$2.46	$0.00
285-701	Optional Base Group 01	SY	0	$6.15	$0.00
334-1-22	Superpave Asphaltic Concrete	TN	0	$90.34	$0.00
430-175-124	Pipe Culvert, 24"	LF	30	$150.00	$4,500.00
430-984-129	MES, 24" Sidedrain	EA	2	$700.00	$1,400.00
515-2-301	Ped/Bike Railing, Alum, 42" Picket Rail	LF	1400	$65.00	$91,000.00
522-1	4" Concrete Sidewalk - 8' wide (Rustling Pines)	SY	1382	$61.53	$85,048.13
522-1	4" Concrete Sidewalk - 8' wide (Palmer Rd)	SY	920	$61.53	$56,607.60
522-2	6" Concrete Sidewalk - turnouts (? @ 21 SY)	SY	126	$54.04	$6,809.04
527-1	Detectible Warning Surface, Retrofit	EA	2	$411.76	$823.52
570-1-2	Sod	SY	2131	$2.59	$5,518.14
NA	Solar Lighting	EA	13	$3,000.00	$39,000.00
				Sub Total	**$304,110.16**
999-25	CONSTRUCTION CONTINGENCY - 10%	LS			$30,411.02
101-1	MOBILIZATION - 5%	LS			$17,030.17
102-1	MAINTENANCE OF TRAFFIC - 10%	LS			$30,411.02
				Construction Total	**$351,551**

Engineering and Final Plans Preparation Work - 15%				$52,733
Construction Engineering and Inspection Activities - 15%				$52,733

Project Total **$457,017**

For latest cost information go to:
http://www.fdot.gov/programmanagement/estimates/historicalcostinformation/historicalcost.shtm