

2025 TA SET-ASIDE CALL FOR PROJECTS

COMBINED WORKSHOP PRESENTATIONS

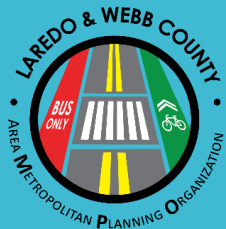




LAREDO & WEBB COUNTY
AREA METROPOLITAN PLANNING ORGANIZATION

TRANSPORTATION ALTERNATIVES (TA) SET-ASIDE PROGRAM

2025 CALL FOR PROJECTS WORKSHOP



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AGENDA

1. Introductions
2. Overview
 - About LWCAMPO
 - About the TA Set-Aside Program
3. MPO 2025 Call for Projects
 - Guidelines and Timeline
[2025 TA Set-Aside Guidelines](#)
4. TxDOT Project Initiation
5. Decision Lens Application
 - On-line Application guidance and submittal process
6. Questions



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INTRODUCTIONS

- MPO Staff
- TxDOT Staff
- Attendees



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OVERVIEW

About LWCAMPO

Laredo & Webb County Area
Metropolitan Planning Organization
(LWCAMPO)

Mission:

To set transportation related policy, identify existing and future local transportation needs in cooperation with TxDOT, and propose and recommend projects for all modes of transportation including mass transit and active transportation, with special attention to freight.



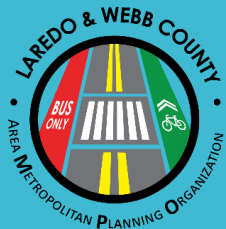
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OVERVIEW

About the TA Set-Aside Program

- Under the Bipartisan Infrastructure Law (BIL), the Transportation Alternatives (TA) Set-Aside (also known as TASA) Program from the Surface Transportation Block Grant (STBG) provides funds that are distributed to all MPOs in urbanized areas with populations over 200,000.
- The local TA Set-Aside Program, as administered by LWCAMPO, is intended to support and provide funding to plan and/or to construct a variety of alternative transportation projects that improve safety and mobility choices for non-motorized travelers and mitigate congestion in our community.



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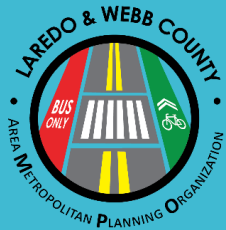
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OVERVIEW

About the TA Set-Aside Program

- TA Set-Aside Funds can be used for projects such as on/off-road bicycle and pedestrian facilities, recreational trails, construction of turnouts, safe routes to school, streetscaping, and vulnerable road user safety assessments/traffic calming techniques.
- MPOs are required to develop a competitive process for selecting projects (Call for Projects).
- On March 19, 2025; the Policy Committee authorized the 2025 Call for Projects for the TA Set-Aside Program.



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Guidelines and Timeline

- The Guidelines provide information on the TA Set-Aside Program and, the provisions and requirements for the use of Federal-aid highway funds, project selection process, eligible entities and eligible activities.
- Eligible Entities/Sponsors
 1. A local government.
 2. A regional transportation authority.
 3. A transit agency.
 4. A natural resource or public land agency.
 5. A school district, local education agency or school.
 6. A tribal government.
 7. A non-profit entity.
 8. Any other local or regional governmental entity with responsibility for oversight of transportation or recreational trails.



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Guidelines and Timeline

- Eligible Projects or Activities

1. Transportation Alternatives
2. The Recreational Trails Program (RTP)
3. The Safe Route to School (SRTS) Program
4. Planning, designing, or constructing Boulevards

- Ineligible Activities

1. MPO administrative purposes
2. Promotional activities
3. Routine maintenance and operations
4. General recreation and park facilities



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Examples of Eligible Projects



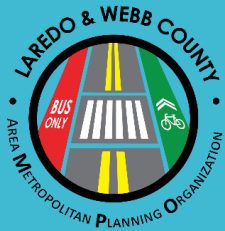


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Examples of Eligible Projects



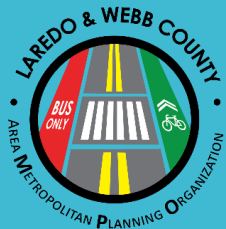


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Funding And Match Requirements

- TA Set-Aside is not a grant. No money is provided upfront.
- TA Set-Aside Federal Funds are provided on a cost reimbursement basis.
- TA Set-Aside funding provides 80% federal funds with a 20% minimum local match required (cash).
- TA Set-Aside Federal funds are available for obligation for 3 years.



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Potential Federal Funding Available:

FY 2026	\$ 787,018
FY 2027	\$ 752,938
FY 2028	\$ 752,938
TOTAL	\$2,292,894

MAXIMUM FEDERAL FUNDING TARGETS PER CATEGORY

Proposed Project Categories	Max Amount
Planning & Development Studies	\$ 150,000
Design & Construction	\$ 1,250,000
Construction Only	\$ 1,000,000

Example: Funding Target: \$1,000,000 (maximum award)

80% TA Federal Funds: \$1,000,000

20% Local match: \$250,000

Total Project Cost: \$1,250,000



Call For Projects Timeline

EVENTS	TARGET DATES
Final draft Guidelines to Active Transportation Committee	February 26, 2025
Final draft Guidelines to Technical Committee	March 11, 2025
Final draft Guidelines to Policy Committee & Authorize Call for Projects	March 19, 2025
In-Person & Virtual Workshops	April 4 & 9, 2025
LWCAMPO's TA Set-Aside 2025 Call for Projects opens	April 11, 2025
Application Deadline	May 30, 2025
Review & Scoring of Applications	June 2025
Recommendation by Technical Committee and Final selection by Policy Committee (Award of funding)	July/August 2025



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Evaluation & Selection Process

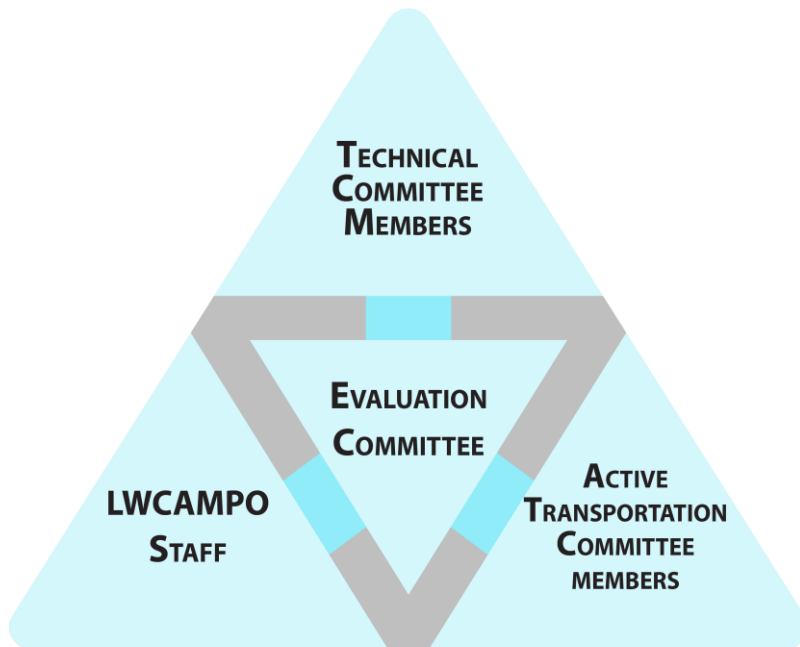
- Eligible entities may submit more than one project.
- MPO staff will review eligibility and application completeness.
- A subcommittee of MPO staff, Active Transportation, and Technical Committee members will evaluate projects and provide recommendation to Policy Committee for final selection.



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Evaluation & Selection Process





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Evaluation & Selection Process

SELECTION PROCESS

EVALUATION
COMMITTEE

EVALUATE & SCORE EACH PROJECT

RECOMMENDATIONS MADE TO TECHNICAL & POLICY COMMITTEES



TECHNICAL
COMMITTEE

REVIEWS RECOMMENDATIONS

SUBMITS RECOMMENDATIONS FOR APPROVAL TO POLICY COMMITTEE



POLICY
COMMITTEE

APPROVAL OF RECOMMENDATIONS

APPROVES AWARD OF FUNDING



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Evaluation Categories & Scoring Criteria

All Project evaluations of applications submitted for the 2025 Call for Projects will be based on categories, scoring points criteria, and other factors as approved by the Laredo MPO Policy Committee and listed on the following table:



Evaluation Categories & Scoring Criteria

CATEGORY	DESCRIPTION	POINTS
1. Improving Safety	Provides safer and less intimidating facilities for pedestrians, bicyclists, and other non-drivers.	25
2. Reducing Barriers & Enhancing Network Connectivity	Improves access and/or provides safe crossings for pedestrians, bicyclists, and other nondrivers at an existing obstacle to travel. Improves connections between neighborhoods, and community facilities.	15
3. Serving Disadvantaged Areas	Provides access in underserved communities.	15
4. Creating Economic Development Opportunities	Provides access to major destinations, job centers, and large number of residents or employees.	10
5. Promoting Health & Environmental Benefits	Improves access to physical fitness/wellness facilities, (bike/hike trails, medical plazas, hospitals or clinics) Improves knowledge of facility locations, (way signs) Helps reduce congestion and improves air quality.	10
6. Implementing an Existing Plan	Improves ability to use walking and bicycling facilities for everyday activities including travel to work, school, and shopping. Proposed project or facility list is recommended in the LWCAMPO Active Transportation Plan (ATC) or Metropolitan Transportation Plan (MTP)	10
7. Project Readiness*	Project readiness/ability to initiate construction	15
TOTAL		100

* This category will be reviewed and scored by TxDOT and MPO staff only



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Project Implementation

- Project improvements are limited to those described in the application and as approved by the Laredo MPO Policy Committee.
- Projects shall be developed following current standards and specifications established or recognized by the federal government and TxDOT.
- Project applicant/sponsor must enter into a local agreement known as an Advance Funding Agreement (AFA) with TxDOT, and shall comply with all federal and state procedures and requirements applicable to development of federal-aid transportation projects.
- Changes in items of work or project that occur without advance Policy Committee approval will not be reimbursed.



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Project Implementation

- Funding is limited to the amount awarded by the MPO Policy Committee, any project cost overruns shall be covered by the project sponsor.
- The construction contractor will, in all cases, be chosen through a competitive bidding process approved by TxDOT.
- The construction contract will be awarded to the lowest responsive bidder.
- Entities applying must ensure that the project timeline reported is realistic.
- LWCAMPO and/or TxDOT may request periodic project status reports. Semi-annual reports to the MPO Policy Committee may be required after an entity enters into a project agreement (AFA) with TxDOT.



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QUESTIONS



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Local Government - Project Initiation

MPO - TA Call for Projects



April 8, 2025

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5 | Project Information Form (PIF)

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Local Government Projects

A transportation project in which at least one phase of project development is managed by a local government agency for which it is being reimbursed with federal or state funding.

Phases of Work:

- Environmental
- Design
- Right of Way acquisition
- Utility Relocation
- Construction

TxDOT maintains oversight responsibility for all activities performed by the local government.

Local Government Project Development Process



Project Information Form (PIF)

A. Identify Project Sponsor (Local Government):


- Entity name, Address, Unique Entity ID (UEID), etc.
- Contact Person

B. Project Details:

- Project limits, Scope of Work, Estimated Let Date
- Estimated Project Cost

C. Estimated Budget Breakdown

- Category of Funding – Category 9
- Direct State Costs (Administrative Fee) non-reimbursable
- Local Match requirement must be reflected
- Federal 80%/Local 20% of Total Category dollar amount



For TxDOT use

Project Information Form

Date awarded: _____ Unique Entity ID (UEID): _____

Project Sponsor (Local Government): _____

Address: _____

Include 3-digit zip code XXXXX-XXXX

Contact Person: _____ Email Address: _____

Project Name: _____

County: _____

Project Limits:
From: _____ To: _____ Let by: ▼

Scope of Work: _____ Estimated Letting Date: _____

Estimated Project Cost: \$ 0.00

ESTIMATED BUDGET

Description	Funding Source	Project Cost			Reimbursement to LG
	Category or Local	Total	Federal	Local	Yes or No
Preliminary Engineering	▼	0.00			▼
Environmental	▼	0.00			▼
ROW	▼	0.00			▼
Utilities	▼	0.00			▼
Construction	▼	0.00			▼
Construction Engineering	▼	0.00			▼
Direct State Costs		0.00			No

* The Local Government is responsible for 100% of the costs exceeding the approved federal funding.

Prepared by: _____ Date: _____

Reviewed by MPO: NAME Date: _____

LG_PIF 4/2024

Pre-Advance Funding Agreement (AFA) Requirements

- A. Oversight Level Special Approval Form, Part A-LG Qualifications Statement
 - completed by Local Government
 - Describe local government's approach to managing selected project
 - Details previous experience managing projects
 - Assign Project Manager, Responsible Person in Charge, and Qualified Person

- B. Oversight Level Special Approval Form, Part B-TxDOT Evaluation and Special Approval of LG Qualifications
 - completed by TxDOT
 - Risk Score will be determined

Advance Funding Agreement (AFA)

- TxDOT Contract Specialist will draft AFA and submit to LG for comment/review
- After concurrence from LG, AFA is submitted to Contract Services Division for review
- LG must pass a resolution, ordinance or commissioners court order that includes:
 - Identify the project
 - Identify funding source
 - Not mention specific project cost
 - Explicitly authorize the LG to enter into the AFA
 - Identify the authorized signatory
- TxDOT will arrange for electronic signature of AFA via DocuSign

Sample Resolution

SAMPLE OF RESOLUTION WITHOUT RECITALS

RESOLUTION NO. 38764

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EVERYWHERE, TEXAS:

That the City Council authorizes an Advance Funding Agreement with the State of Texas for the construction of the Highway Safety Improvement Program grant improvements to Gulliver Street at the intersections of 25th Street and 26th Street for a total estimated cost of \$248,969.00, with the City's share of the costs estimated to be \$39,906.00 plus any cost overruns. The City Manager is authorized to execute all documents necessary to complete this transaction.

That it is hereby officially found and determined that the meeting at which this resolution is passed is open to the public and that public notice of the time, place and purpose of said meeting was given as required by law.

PASSED AND APPROVED this 16th day of August, 2019.

George Raven, Mayor
City of Everywhere, Texas

Training and Qualification

- **Local Government Project Procedures Qualification for TxDOT (LGP101)**
 - Trains and qualifies local government individuals to work on projects performed through an Advanced Funding Agreement.
 - Training must be completed before federal funding is authorized
 - At least one individual working actively and directly on the project **must be certified**
 - State may deny reimbursement if training requirements are not met
- **Local Government Projects Construction Administration (LGP102)**
 - Provides participants with tools, resources, and an understanding of the responsibilities and requirements for successfully administering a locally let construction project.
 - Training for construction recordkeepers, project managers, consultants, and local government employee.

<https://www.txdot.gov/business/resources/lgp/training-and-qualification.html>

Federal Project Authorization and Agreement (FPAA)

- A Federal Project Authorization and Agreement (FPAA) must be issued for all federally funded projects.
 - Expenses incurred prior to issuance of FPAA are not eligible for reimbursement
 - FPAA for Preliminary Engineering issued before PE work begins
 - FPAA for Construction issued before project is let for construction

Federal Project Authorization and Agreement

District: LRD State Code: 48 FAFOS Proj Nbr: FMIS Proj Nbr:

Federal Project Number: County: Webb Control Section-Job (SPN):

Add'l CSJs:

Project Description:

Action Type: ☐ Original ☐ Oversight: ☒ C - Assumed/Locally Administered On NHS System: ☐ No Financing: ☐ Regular

TxDOT is authorized to proceed with the following work: ☒ PE ☐ ROW ☐ Construction ☐ Other

State Remarks

LRD District

FHWA Remarks

1

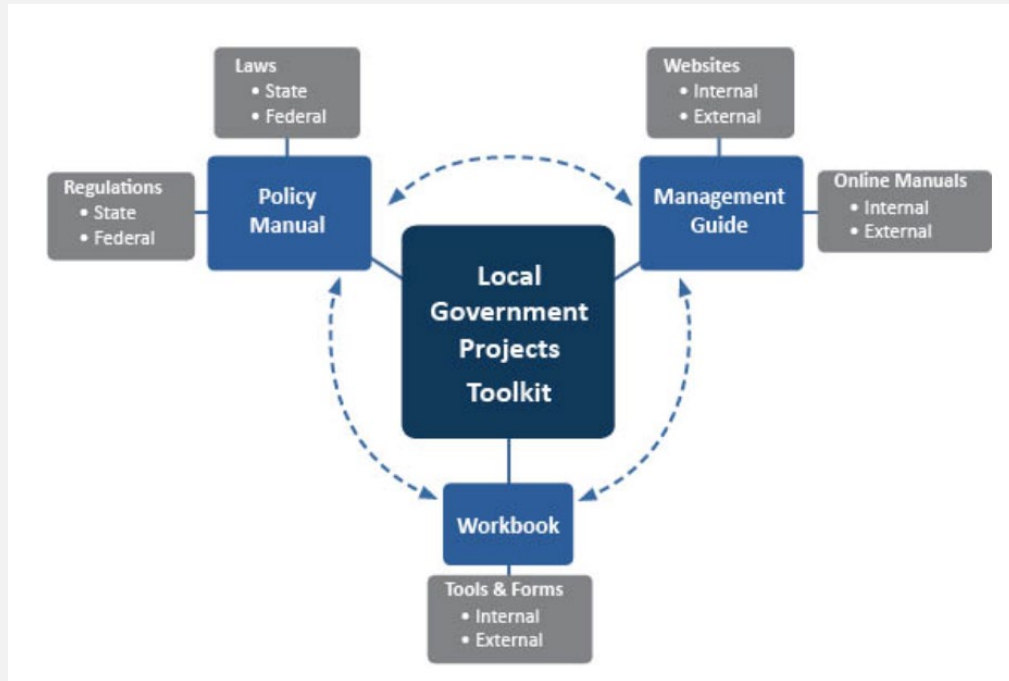
Program Details Summary

Prog. Code	Federal		Match				Contributions			
	Buyer's Funds	State Funds	Federal Share %	Local	%	State	%	Local	Private	Non-Monetary
2301	\$ 2,800.00	\$0.00	80.00%	\$3,200.00	20.00%	\$0.00	0.00%	\$0.00	\$0.00	\$0.00
Total	\$12,800.00			\$3,200.00		\$0.00		Soft Match Amt: \$0.00		
Costs	Federal			Local		State		Contributions		
								\$16,000.00		
								Complete Project		

Project Accounting

- LG personnel is responsible for keeping accurate financial records and documentation according to the terms of the agreement
- LG will make advance payments to TxDOT to cover Direct State Costs (Administrative Fee)
- After project completion, TxDOT will coordinate a project reconciliation according to the terms of the agreement
- If LG withdraws from the project, the LG will be responsible for any expenses incurred

Local Government Projects Toolkit



<https://www.txdot.gov/business/resources/lgp/toolkit.html>

Questions?



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