



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

RICK SNYDER
GOVERNOR

KIRK T. STEUDLE
DIRECTOR

April 29, 2011

Mr. John D. Niemela, Director
County Road Association of Michigan
P.O. Box 12067
Lansing, Michigan 48901-2067

Ms. Summer Minnick, Director
Michigan Municipal League
208 N. Capitol Avenue, 1st Floor
Lansing, Michigan 48933-1288

Dear Mr. Niemela and Ms. Minnick:

Fiscal Year 2013 Federal Local Safety Program

The Michigan Department of Transportation (MDOT) is pleased to announce the solicitation of new candidate project applications for fiscal year (FY) 2013 Local Safety Program. Federal funds for the Local Safety Program are to be used for highway safety improvements on the local roadway system. The FY 2013 budget for this program is estimated at \$15,125,000 (\$12,100,000 federal and \$3,025,000 local match). This amount may be subject to revisions based on approval of the future federal highway bill. We are asking the County Road Association of Michigan and the Michigan Municipal League to distribute this notice to their member agencies.

MDOT will be programming projects for FY 2013 with the current call for projects. Local agencies are allowed to submit more than one project for consideration; with a maximum aggregate amount of \$2,500,000.00 of federal funds will be granted to one local agency for the fiscal year. Agencies submitting multiple projects should submit a prioritized list for consideration. FY 2013 projects will need to be developed and obligated between October 1, 2012 and August 30, 2013.

Program administrative procedures for FY 2013:

1. The construction phase only is eligible for federal aid, except as specified in items #5 - #8 below. Any costs related to right of way, design and construction engineering, or work on state owned roadways are not eligible for local safety program funds. Projects are federally funded at 80 percent with a 20 percent local match. For projects that have a fatality (K) accident and the proposed scope of work fixes the roadway deficiency related to the fatality accident, then the funding rate will then be 90 percent federal with a 10 percent local match. Federal funds shall not exceed \$400,000 per project. Projects will also be capped at the lesser of the original estimate plus \$20,000 or the original estimate

plus 20 percent. Projects may, at MDOT's discretion, be funded by a "Pro-Rata" or "Lump Sum" method.

Please see http://www.michigan.gov/mdot/0,1607,7-151-9625_25885_27578---,00.html to review information on the "Pro-Rata" or "Lump Sum" funding methods. The projects are to be let by MDOT, or performed by local force account, as approved by our office. Force account work shall follow the local agency guidelines for "Construction by Non-Competitive Bid Contract" which can be viewed on the MDOT/Local Agency website at: http://www.michigan.gov/mdot/0,1607,7-151-9625_25885_40414---,00.html. Any locally controlled roadway, regardless of National Functional Classification, is Eligible for the Local Safety Program.

2. Eligible projects must meet current standards and warrants and current ADA requirements. Projects must be designed in accordance with 3R, 4R, or the American Association of State Highway and Transportation Officials (AASHTO) Low Volume Local Roadway standards. Use of the Capital Preventative Maintenance (CPM) guidelines and fixes will not be permitted.

Project types may include replacement, installation or elimination of guardrail, removal of fixed objects from clear zones, traffic and pedestrian signal optimization, installation, and upgrades, access management, horizontal and vertical curve modifications, sight distance and drainage improvements, bridge railing replacement or retrofit, roadway intersection improvements to improve safety, mid-block pedestrian crossings, improvements to school zones, shoulder and center line rumble strips, and improved permanent signing and pavement markings. This list is not all inclusive and other types of safety improvement projects can be submitted for consideration. Examples of low cost projects can be found at www.atssa.com.

Corridor (or local agency wide) permanent signing or pavement marking projects must be of a higher standard than the minimums required by the MMUTCD and/or standards. These type projects shall include additional signing improvements beyond upgrading sign reflectivity requirements (i.e. adding 'Lollipops' or 'Visi-strips', larger signs, etc.) and permanent pavement markings shall include improvements such as being recessed or high quality such as installing wet tape.

3. All project candidates must be postmarked no later than **Friday, July 29, 2011**. Projects postmarked after July 29, 2011, at MDOT's discretion, may or may not be reviewed for funding based on the strength of other submitted projects and the availability of funds. It is recommended that your application be submitted by certified mail or other traceable delivery service. Projects are reviewed and approved by committee and selected based on criteria which includes:

Applications **must** include the following items listed below. Applications without

these items will be considered incomplete and will not be considered for funding:

- a. A cover letter providing a brief overview discussion as to the proposed project, accident pattern that has been experienced, and how the proposed scope of work will remedy to the past accident history.
- b. MDOT Form 1627. This form can be found on the MDOT web site at: <http://mdotwas1.mdot.state.mi.us/public/webforms/>
- c. MDOT Time of Return (TOR) analysis. **Only the MDOT TOR spreadsheet will be accepted.** A copy of the data input page and results page must be included in the application submittal. MDOT will no longer accept any other individual MPO/local agency created TOR or Benefit Cost analysis. Guardrail oriented projects are the only projects that will not require a TOR analysis.
- d. Submit the supporting UD-10s for **all** crashes that are used to compile the TOR analysis/computation. Crash history within the most current 5 year period of available data (2005 – current availability) are the only crashes that can be used in analysis of the project. Only include those UD-10 accident reports that relate to the proposed scope of work. Projects will be scored lower for providing extraneous and irrelevant UD-10's that do not relate to the proposed scope of work.
- e. High level detail cost estimate or Michigan Engineers Resource Library (MERL) estimate.
- f. Map showing project location(s), project termini, and township/municipality information.

The following additional project information that may also be included in the project application to help support the proposed project is:

- g. Crash analysis to determine the proposed project's scope.
- h. Crash concentration maps in the proposed project's limits.
- i. Photos of existing project site conditions.
- j. Preliminary proposed plan view, cross-sections, and/or profiles.
- k. Ability to deliver a construction package for obligation within this fiscal year.
- l. Project coordination with other construction projects.

- m. Past history of delivering safety projects in the year the project was selected.

Enclosed is a sheet listing MDOT accepted crash reduction factors for commonly submitted scopes of work. Also listed are acceptable reference sources for obtaining crash reduction factors for projects with scopes of work that are not provided. This enclosure is posted on the MDOT/Local Agency web site, under the Safety/HRRR tab.

For TOR calculations, MDOT will be using the 2009 National Safety Council average economic costs for motor vehicle injuries. The following injuries will be counted separately: 'K,' 'A,' and 'B' type injuries, while 'C' and 'PDO' type injuries will be counted as a 'PDO' type injury. This information can be found at http://www.nsc.org/news_resources/injury_and_death_statistics/Pages/EstimatingtheCostsofUnintentionalInjuries.aspx. MDOT has an Excel spreadsheet available for calculating TOR. If you have any questions or would like to obtain a copy of MDOT's Excel spreadsheet for calculating TOR, please contact Jim D'Lamater at (517) 335-2224 or email at dlamaterj@michigan.gov.

- 4. If there are any social, economic and environmental impacts within the project limits, all impacts must be mitigated before federal funds can be appropriated and obligated. Project applications which are expected to have significant public controversy and/or require an environmental assessment will not be considered until these outstanding issues have been resolved.
- 5. The FY 2013 Safety Program is establishing financial goals that will be used to fund specific types of projects. The project type and financial goals are listed below.

Project Type	Total Program
Road Safety Audits (RSA)	\$50,000
Non-motorized facility/Pedestrian improvements	\$100,000
Traffic signal optimization (all red phase)	\$150,000
Centerline and Shoulder Rumble Strip	\$200,000
Guardrail Upgrades and Clear Zone Improvements	\$1,500,000
Projects with scopes that directly correct areas with a concentration of Types "A" and "K" crashes	\$9,500,000

To aid local agencies to identify areas of roadways that have types "K" and "A" crashes, MDOT will post region maps with the location of the crashes in the Safety area of the MDOT/Roads and Travel website: http://www.michigan.gov/mdot/0,1607,7-151-9615_11261---,00.html

The category Traffic Signal Optimization has been set up so traffic signal optimization studies can be completed and implemented. Preliminary Engineering will be considered

as a participating cost (80% Federal / 20% Local) for the analysis and adjusting of timing of signal controllers. As part of the traffic signal optimization study and adjustment, signals should be studied to allow for a minimum one second all red phase and the yellow change interval phase evaluated to meet current guidelines. A maximum of \$5,000.00 total cost will be allowed per signal location, for the analysis and adjustment of signal controllers. Safety funds will not be allowed to be used for signal component upgrades under this category. It is anticipated this work would be done via Force Account work by the local agency

6. A Federal Highway Administration website contains reports provided by the states in response to a federal requirement to describe at least 5 percent of the locations in each state currently exhibiting the most severe highway safety needs, in accordance with Sections 148(c)(1)(D) and 148(g)(3)(A), of Title 23, *United States Code*. This website (go to <http://safety.fhwa.dot.gov/hsip/fivepercent/> and then select "Michigan") currently has the 2006 - 2010 5 Percent Reports. In addition to funding the construction project in the areas listed on the 2006 - 2010 5 Percent Reports, MDOT will also consider funding preliminary engineering up to 10 percent of the estimated eligible construction costs to be participating costs (80% Federal / 20% Local or 90% Federal / 10% Local if fatality 'K' type accident is associated with project). **Projects that are on the 5 Percent Report must be clearly identified and the estimated preliminary engineering costs listed in the application if the agency desires to have the preliminary engineering costs funded.**
7. MDOT will consider funding 50 percent of the preliminary engineering costs eligible for federal funding, for projects that have been reviewed and identified by the MDOT – Local Safety Initiative (LSI) program. The maximum amount of preliminary engineering that MDOT will consider as eligible for participation shall not exceed 10 percent of the estimated eligible construction costs. **Eligible projects must be on the MDOT LSI written suggestion list and shall have a copy of this list included with the project application.**
8. Road Safety Audits (RSA) will be eligible for funding for proposed and selected safety projects. If a local agency desires to use these funds, the RSA must be conducted no later than the design plans being 50% complete, in order for adequate time for the RSA findings to be incorporated into the project plans. RSA's must be coordinated through the Safety program administrator so they are aware of the RSA taking place. A synopsis of the RSA findings shall also be submitted to the Safety program administrator so reimbursement of costs can be processed.

Once projects are selected, local agencies within MPO areas must coordinate with their MPO to ensure inclusion of their project in the area's Transportation Improvement Program (TIP) for the fiscal year which the project was selected for. Those agencies that are part of a rural task force should notify their members that they are applying for these funds. Rural task force approval is

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not necessary. Local Agency Programs will coordinate with MDOT Planning to ensure these projects are included in the State Transportation Improvement Program (STIP). Each application is evaluated based on the criteria listed above on a project by project basis and funding availability.

Please send all eligible projects and supporting information by **July 29, 2011**, to the following:

Mr. Jim D'Lamater, P.E., Safety Engineer
Design Division, Local Agency Programs Unit
425 W. Ottawa Street, P.O. Box 30050
Lansing, Michigan 48909-7550

Depending upon funding availability, project selection and announcements are made as soon as possible with notifications and project programming instructions sent through each of the coordinating agencies. Our goal is to maintain a fiscally constrained program while maximizing the use of available federal funds.

If you have any questions, please feel free to contact Jim D'Lamater at (517) 335-2224 or at dlamaterj@michigan.gov.

Sincerely,



Rudolph S. Cadena, P.E.
Local Agency Programs Engineer
Local Agency Programs

for Bradley C. Wieferrich
Engineer of Design

Enclosures

cc: Dave Morena, FHWA
Brad Wieferrich, MDOT
Connie Morrison, MDOT
Tracie Leix, MDOT
Jim D'Lamater, MDOT
MDOT Region Engineers
MDOT TSC Managers
Metropolitan Planning Organizations
Rural Task Forces
MDOT LAP Listserv Members

LOCAL AGENCY PROGRAMS SAFETY PROJECT SUBMITTAL FORM

FUNDING TEMPLATE:

FISCAL YEAR:

LOCAL AGENCY		LOCAL AGENCY CONTACT	
PHONE NO.	FAX NO.	EMAIL ADDRESS	
ALTERNATIVE CONTACT		PHONE NO.	FAX NO.
EMAIL ADDRESS		HOUSE DISTRICT	SENATE DISTRICT

PROPOSED PROJECT LOCATION, LIMITS AND PROJECT DESCRIPTION

PROPOSED COST	TIME OF RETURN (YEARS)	IMPROVEMENT CATEGORY (CHECK THE CATEGORY THAT APPLIES) <input type="checkbox"/> Intersection Improvements <input type="checkbox"/> Roadway and Structure Improvements <input type="checkbox"/> Roadside Improvements <input type="checkbox"/> Pedestrian and Bicycle Improvements <input type="checkbox"/> Other _____
BENEFIT TO COST RATIO	TOWNSHIP/CITY	
PLEASE LIST THE CRASH REDUCTION FACTORS USED:		
DOES A PROJECT IMPACT A SCHOOL OR OTHER SENSITIVE ORGANIZATION? PLEASE DESCRIBE:		

ROADWAY DATA		CROSS ROAD DATA (If an intersection improvement)	
PRIMARY ROUTE NAME		ROUTE NAME	
ADT		ADT	
PERCENT COMMERCIAL	*NO. OF CRASHES	PERCENT COMMERCIAL	*NO. OF CRASHES
* NO. OF FATAL CRASHES	*NO. OF "A" TYPE CRASHES	*NO. OF FATAL CRASHES	*NO. OF "A" TYPE CRASHES
*PERIOD OF CRASH DATA	FUNCTIONAL CLASSIFICATION	*PERIOD OF CRASH DATA	FUNCTIONAL CLASSIFICATION

*Please attach Crash Summary and UD-10's to your project submittal with the most recent 5 years of available data.

EXPLANATION OF HOW THE PROPOSED IMPROVEMENT WILL IMPROVE SAFETY AND REDUCE CRASHES

HAS YOUR LOCAL AGENCY RECEIVED APPROVAL OF A SAFETY PROJECT OR HRRR PROJECT THROUGH MDOT'S LAP UNIT IN THE PAST 5 YEARS?

YES NO SAFETY PROJECT HRRR PROJECT

IF YES, HAVE ALL PROJECTS BEEN COMPLETED?

YES NO

IF NO, PLEASE EXPLAIN WHY

OTHER PROJECT CONSIDERATIONS