



STATE OF MICHIGAN  
DEPARTMENT OF TRANSPORTATION  
LANSING

RICK SNYDER  
GOVERNOR

KIRK T. STEUDLE  
DIRECTOR

July 16, 2013

Mr. John Niemela, Director  
County Road Association of Michigan  
417 Seymour, Suite 1  
Lansing, Michigan 48933

Mr. Matt Bach, Director of Communications  
Michigan Municipal League  
1675 Green Road  
Ann Arbor, Michigan 48105

Dear Mr. Niemela and Mr. Bach:

Fiscal Year 2015 Federal Local Safety Program

The Michigan Department of Transportation (MDOT) is pleased to announce the solicitation of new applications for the fiscal year (FY) 2015 Local Safety Program. Federal funds for the Local Safety Program are to be used for highway safety improvements on the local roadway system. All locally controlled roadways, regardless of National Functional Classification, are eligible for the Local Safety Program. The FY 2015 federal budget for this program is estimated at \$15,600,000. This amount may be subject to revisions based on approval of the future federal highway bill. MDOT is asking the County Road Association of Michigan and the Michigan Municipal League to distribute this notice to their member agencies.

Local agencies may submit more than one project application for consideration. Federal safety funds shall not exceed \$600,000 per project, or a maximum amount of \$2,000,000 per Local Agency for the fiscal year. FY 2015 projects are to be developed and obligated between October 1, 2014, and August 28, 2015.

FY 2015 Selected Safety Projects General Information:

- Funded at 80/20 (Federal/Local), unless project scope fixes roadway deficiency related to a fatality (K) within the limits of proposed work, then funded at 90/10 (Federal/Local).
  - Portion eligible for federal aid:
    - Project's Construction Phase ('A' Phase)
    - Preliminary Engineering, **ONLY** if criteria of Preliminary Engineering Section is met below
  - Portion **Not Eligible** for federal aid:
    - Right-Of-Way Costs
    - Preliminary Engineering, unless criteria of Preliminary Engineering Section is met below
    - Construction Engineering
    - Decorative Items, not safety related in nature

- ‘Lump Summed’ 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” method.
- Let by MDOT or performed by Local Force Account, as approved by MDOT’s Local Agency Program office. For more information, you can visit [www.michigan.gov/mdot](http://www.michigan.gov/mdot) and click on the Doing Business link, then click on Local Agency Program. In the middle of the screen you will see a link to Force Account and Local Agency Reimbursement System Information.
- All social, economic and environmental impacts within the project limits 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.
- Local Agencies within MPO (Metropolitan Planning Organization) areas must coordinate with their MPO to ensure inclusion of their project in the area’s Transportation Improvement Program for the fiscal year for which the project was selected. MDOT Local Agency Programs will supply a list of selected projects to the MDOT Planning group, but it is the local agency’s responsibility to ensure these projects are included in the State Transportation Improvement Program.

FY 2015 Selected Safety Project Design Requirements:

- Meet current standards and warrants, current Americans with Disabilities Act and Buy America requirements.
- Designed in accordance with 3R, 4R, or the American Association of State Highway and Transportation Officials Low Volume Local Roadway Standards. Use of the Capital Preventative Maintenance guidelines and fixes will not be permitted.
- Traffic signal upgrade projects shall include the installation of signal back plates with reflectorized strips.
- Corridor (or local agency-wide) permanent signing or pavement marking projects must be of a higher standard than the minimums required by the Michigan Manual of Uniform Traffic Control Devices and/or standards. These type projects shall include additional signing improvements beyond upgrading sign reflectivity requirements; i.e. adding reflective sheeting to sign posts, larger signs, etc., and permanent pavement markings shall include improvements such as being recessed or high quality ‘durable’ markings.

Please refer to Attachment A for information regarding submitting candidate Safety Project Applications. Please note that applications **must be postmarked by Friday, October 4, 2013.**

FY 2015 Safety Program Financial Goals:

<b>Project Type</b>	<b>Total Program</b>
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
Safety Funds per MDOT Region	\$350,000

Preliminary Engineering

Preliminary Engineering for Selected Safety Projects may be programmed for one or more of the following:

- Design (up to 10% of the estimated eligible construction costs)
  - Transparency (5%) Location - Funded at 80/20 (Federal/Local), unless project scope fixes roadway deficiency related to a fatality (K) within the limits of proposed work, then funded at 90/10 (Federal/Local)
    - Identified in the 2008 through 2012 5% Reports.
    - Proposed scope of work must address the noted location deficiencies.
    - **Projects that are on the Transparency Report must be clearly identified.**
  - MDOT Local Safety Initiative (LSI) Identified Location – Funded at 50/50 (Federal/Local)
    - Proposed scope of work must address the noted location deficiencies reviewed and identified by the LSI Program.
    - **Copy of MDOT LSI written suggestion list must be included with application.**
- Traffic Signal Optimization
  - Funded at 80/20 (Federal/Local).
  - Must complete and implement traffic signal optimization study to analyze and adjust timing of signal controllers.
  - Signals should be studied to allow for a minimum of one second all red phase and the yellow change interval phase evaluated to meet current guidelines.
  - Maximum of \$5,000 total cost will be allowed per signal location for the analysis and adjustment of signal controllers.
  - Signal component upgrades are not permitted under this category.

Mr. John Niemela and Mr. Matt Bach  
Page 4  
July 16, 2013

- It is anticipated this work would be done via force account work by the local agency and physical adjustments of timing will be programmed under an 'A' Phase.
- Road Safety Audits (RSAs)
  - A maximum of \$10,000 in total project costs will be set up for an RSA, with the federal portion being at the same rate as the construction phase of the project.
  - Must be conducted at a time no later than 50% design completion.
  - RSA Final Report must be submitted to the Safety Program Administrator for reimbursement.
  - It is anticipated this work will be completed by a Consultant or another agency other than the road owner.

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 Lynnette Firman at (517) 335-2224 or at [firm anl@michigan.gov](mailto:firm anl@michigan.gov).

Sincerely,



Larry Doyle  
Local Agency Programs Engineer

Enclosure

cc: Dave Morena, FHWA  
M. DeLong  
P. Boyd  
T. Leix  
M. Harbison  
L. Firman  
MDOT Region Engineers  
MDOT TSC Managers  
MDOT LAP Listserv Members  
Rural Task Forces  
Metropolitan Planning Organizations

## Attachment A - Submitting Candidate Safety Project Applications

Applications must be postmarked no later than **Friday, October 4, 2013**.

- Projects postmarked after October 4, 2013, at MDOT's discretion, may or may not be reviewed for selection.
- It is recommended that your application be submitted by certified mail or other traceable delivery service.

Applications are reviewed by a committee and selected based on criteria which include:

1. Cover Letter
  - Provide a brief overview discussion as to the proposed project, crash pattern that has been experienced and how the proposed scope of work will remedy the past crash history.
2. MDOT Form 1627– Safety Project Submittal Form
  - The MDOT Form 1627 can be found at <http://mdotcf.state.mi.us/public/webforms/public/1627.pdf> or visit [www.michigan.gov/mdot](http://www.michigan.gov/mdot) (Doing Business, Forms, Local Government, 1627 – Safety Project Submittal Form).
3. 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.
  - Guardrail oriented projects do not require a TOR analysis.
  - Crash Reduction factors are listed in the TOR Spreadsheet.
  - For more information, you can visit [www.michigan.gov/mdot](http://www.michigan.gov/mdot) (Doing Business, Local Agency Program, Safety, TOR Spreadsheet).
4. UD-10s
  - Include for *all* crashes that are used to compile the TOR or Highway Safety Manual analysis/computation.
  - Use most current 3 to 5 year period of available data (2008-2010 through current availability).
  - Include only those UD-10 crash reports that relate to the proposed scope of work.
5. Detailed cost estimate or Michigan Engineers Resource Library estimate.
6. Map showing project location(s).

Applications, to provide additional support, may also include:

- Crash analysis to determine the proposed project's scope.
- Crash concentration maps in the proposed project's limits.
- MDOT LSI written suggestion list (**required** if requesting participation for Preliminary Engineering).
- Photos of existing project site conditions.
- Preliminary proposed plan view, cross-sections, and/or profiles.
- Ability to deliver a construction package for obligation within this fiscal year.
- Project coordination with other construction projects.
- Highway Safety Manual analysis\*.

### \*Highway Safety Manual (HSM) Analysis

A Highway Safety Analysis may replace or supplement the TOR Analysis. Guardrail oriented projects do not require a Highway Safety Manual (HSM) analysis. For locations where little to no crash history exists, proposed systemic safety improvement or where additional support of the TOR is desired, Local Agencies are encouraged to utilize the Highway Safety Manual (HSM).

FY 2015 HSM Analysis Requirements:

- Hand calculations or use the MDOT HSM spreadsheet located at [www.michigan.gov/mdot](http://www.michigan.gov/mdot) (Doing Business, Local Agency Program, Safety Program, HSM Analysis Spreadsheet).
- Calibration factors for use as part of HSM analysis have been compiled by MDOT and are included in the spreadsheet. Local Agencies performing hand calculations will need to refer to the [www.michigan.gov/highwaysafety](http://www.michigan.gov/highwaysafety) (see below) for calibration factors and distribution values.
- For any questions an agency might have regarding the HSM Calibration factors, please contact Dean Kanitz, MDOT Traffic and Safety Unit, at 517-335-2855.

For additional information for application development, please visit [www.michigan.gov/highwaysafety](http://www.michigan.gov/highwaysafety), where you can find specifics on:

- Traffic Crash Data (Maps) per Region
- HSM Calibration Factors/Distribution Values (Safety Links, Traffic Standards and Typical, Safety Programs, Highway Safety Manual)
- Safety Guides (Safety Links, Traffic Standards and Typical, Safety Programs, Safety Guides)
- Safety Links (Transparency (5%) Report)

Please send all eligible projects and supporting information by **Friday, October 4th, 2013**, to the following:

Ms. Lynnette Firman, P.E.  
Safety Engineer, Local Agency Programs  
Development Services Division  
425 W. Ottawa Street, P.O. Box 30050  
Lansing, Michigan 48909-7550

### Project Application Examples

- Systemic Safety Improvements such as area wide shoulder and center line rumble strips, improved permanent signing and pavement markings

- Elimination, replacement or installation of guardrail, removal of fixed objects
- 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
- Intersection safety improvements (Stopping Sight Distance, Clear Vision Corners)
- Mid-block pedestrian crossings; improvements to school zones

This list is not all inclusive and other types of safety improvement projects can be submitted for consideration.