

Background

The purpose of the Transportation Improvement Program (TIP) for the City of Georgetown is to identify roadway, transit, bicycle, pedestrian and other transportation programs and projects that will be scheduled and implemented within the next three year period. These projects must meet certain criteria developed to ensure that the projects will be ready to be implemented within the programmed years; be consistent with local, state and regional transportation plans; and conform to local, state, regional and federal planning requirements. This process is designed for major capital improvement projects, and not maintenance repairs and local street improvements. Eligible projects include the following:

- Collector, arterial, or freeway capacity improvements;
- Intersection and safety improvements along collector and arterial roadways;
- New location collectors, arterials, or freeways;
- Bicycle and pedestrian facilities; and,
- Transit improvements.

Projects that are not selected for inclusion in the City of Georgetown TIP for funding may be included in the Georgetown Overall Transportation Plan (OTP) for consideration in future TIP cycles. It is important to note that projects currently not in the Georgetown OTP may be added through this process as an amendment to the OTP.

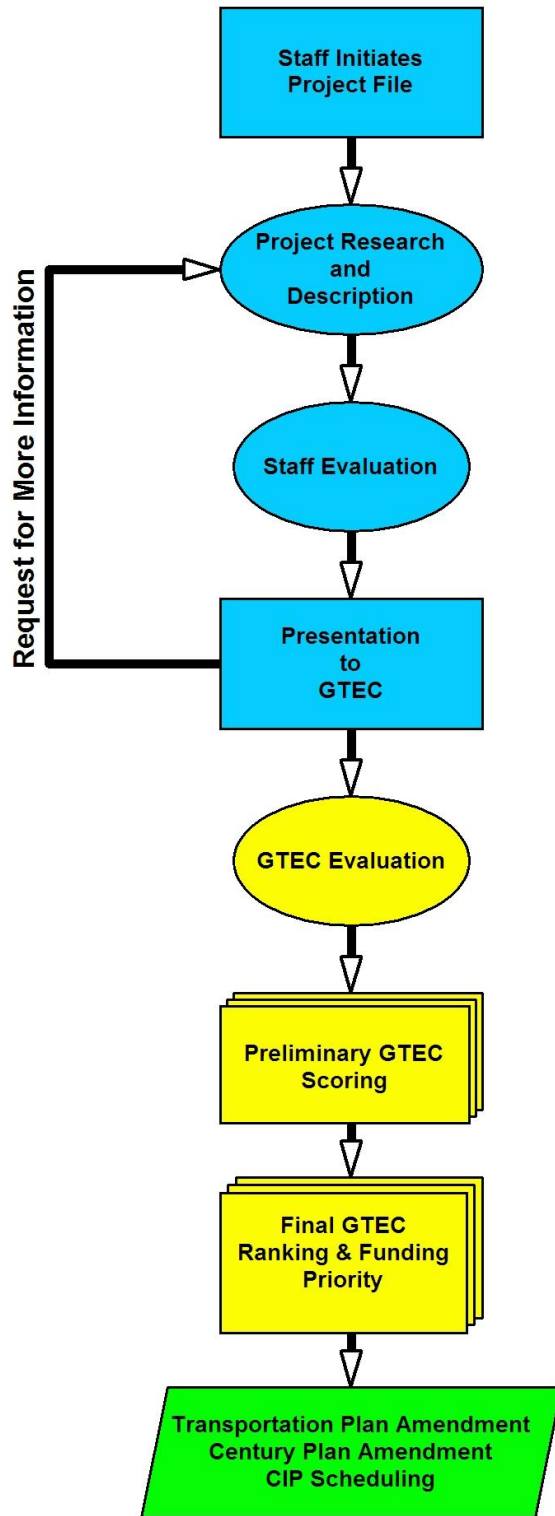
Regionally significant projects will be forwarded to the Capital Area Metropolitan Planning Organization (CAMPO) and the Texas Department of Transportation (TxDOT) for inclusion in their respective TIPs. Additionally, projects that are not funded under the City's TIP process may be eligible to compete for funding under one of those agencies funding programs.

Even though the TIP is a 3-year document, it can be amended on an as-needed basis to reflect changes in local priorities, or to allow for adjustments in project implementation plans or schedules. However, projects selected for inclusion in the TIP should always be consistent with the goals and objectives set forth in the OTP.

TIP Process

The City of Georgetown TIP Project Selection Process is essentially a three step program of evaluating and ranking proposed transportation improvements, as shown in the flow chart on the next page. The first step (shown in blue) involves project initiation, including the completion of the project description form by City of Georgetown staff, and project evaluation by City staff. Step two (shown in yellow) involves GTEC Board project evaluation and development of final ranking and funding priority. Step three (shown in green) begins the implementation process for the selected projects.

Project Selection Process



Project Readiness and Descriptions

To determine project readiness, a review is conducted of all applicable project information provided with the submitted application. Project cost estimates will be reviewed for consistency with TxDOT's cost standards to ensure that the costs seem appropriate and reasonable. Project costs should include right-of-way acquisition and all construction-related expenses. Preliminary Engineering and Environmental Analysis must meet TxDOT and City of Georgetown standards. Right-of-way acquisition may be approved as a TIP project independent of other construction activities; however, this type of project should be programmed in the OTP before inclusion in the TIP to be consistent with regional planning processes. Projects may also include the City providing the local match for a regionally significant project that would be funded and/or implemented by another entity. Projects related to bicycle and pedestrian use and transit are encouraged, as well as projects that reduce congestion, enhance or improve roadway capacity, safety or aesthetics.



Transportation Improvement Program Project Description Form

This Project Description Form is to be completed by City of Georgetown Staff for each potential transportation improvement project. City Staff will then present each project will then be presented to the GTEC Board.

Project Origination Date _____

1. Project Name _____

2. Contact Person and/or Sponsor _____

3. Project Location/Street Name _____

4. Project Length (Linear Miles) _____

5. Estimated Project Implementation Date _____

6. The proposed project is:

- Identified as a project in the Georgetown OTP;
- Proposed as an amendment to the Georgetown OTP; or,
- Part of a Traffic Impact Analysis (TIA) for off-site development.

7. Project Description – Provide a thorough description below of the work to be performed under this project. Please provide sufficient supporting detail for City Staff to use in evaluating the project, including how the project is consistent with the OTP, and other agency program, if applicable. Attach additional sheets as necessary.

Transportation Improvement Program Project Description Form

8. Cost Estimates – Please complete the following table with all applicable project costs.

Project Element	Cost	Funding to Be Provided by Other Source (Specify in Project Readiness # 2)
Preliminary Engineering		
Environmental Analysis		
Right-of-Way		
Utility Relocation		
Construction		
Other Road Costs*		
Vehicle Purchase/Lease (Transit Project)		
Maintenance/Operation (Transit Project)		
Feasibility Study/Planning		
Administrative		
Other (Specify_____)		
Other (Specify_____)		
TOTAL PROJECT COST		

*Other Road Costs – Includes Final Engineering; Signing and Striping; Bridge/Connectors; Mobilization; Traffic Management; TxDOT Review/Construction Engineering and Contingency (approximately 10% of Total Project Cost).

Project Readiness

1. Public Involvement Documentation – Provide documentation of public involvement activities for the proposed project. This may include letters of support or opposition from affected community groups, or official records of any project-related public meetings.
2. Funding Commitment (If Applicable) – This documentation should be provided if funding from another entity is considered necessary to the project’s implementation. This might include the participation of other funding entities, or the donation of right-of-way or other related funding, equipment, etc. from a developer.
3. Right-of-Way (ROW) Documentation – Please provide the following information, if applicable:
 - a. Is ROW required for this project? (Circle One) YES NO
 - b. If yes, how much ROW will the project require? _____
 - c. Is ROW acquisition complete? (Circle One) YES NO
 - d. If no, how much ROW has been acquired to date? _____
 - e. How much ROW still needs to be acquired? _____
 - f. Estimated completion date for ROW acquisition _____
4. Environmental Analysis – In this table, indicate if the proposed project will need any of the following studies or special permits; indicate the date of completion if this work has already been completed.

Environmental Study or Permit	Yes	No	N/A	Completion Date
Categorical Exclusion (CE)				
Environmental Assessment (EA)				
Environmental Impact Statement (EIS)				
Corps of Engineers Permit Compliance (404)				
Cultural Resources (Historical 106, Archeological)				
Noise Impacts (added capacity projects only)				
Endangered Species (Section 7 Process)				
Floodplain Impacts				
Parkland Impacts (Section 4F Process)				
Air Quality Impacts (CMAQ)				
Hazardous Materials (landfills, superfund)				



Transportation Improvement Program Project Description Form

5. Social Justice - Describe the number of potential displacements due to the proposed project:

_____ Number of Single-family homes

_____ Number of Multi-family residential units

_____ Number of Buildings with more than 50 employees

_____ Number of Buildings with less than 50 employees

_____ Number of Section 4F displacements (parks, bikeways and pedestrian trails)

Describe Section 4F Displacements _____

_____ Total displacements for entire project (approximate total square feet of usable space)

Existing Conditions and Project Data

Describe existing transportation facility or program conditions (if applicable).

Number of thru lanes _____

Is it divided (circle one)? YES NO

Is there a center turn lane? YES NO
(circle one)

ROW Width (linear feet) _____

Existing Functional Classification

_____ Local

_____ Minor Collector

_____ Major Collector

_____ Minor Arterial

_____ Major Arterial

_____ Freeway

_____ Expressway

_____ Parkway



Transportation Improvement Program Project Description Form

3. Intersection Volumes – If applicable, please provide the following Intersection Volume information. If the proposal is a signalization project affecting more than one intersection, please fill out for each applicable intersection. If additional intersection tables are necessary, please copy this sheet as many times as necessary.

Intersection Number _____

Major Street Name, Minor/Cross Street Name, Major Street ADT or Average Weekday Traffic, Minor Street ADT or Average Weekday Traffic, Intersection Spacing, Number of Train Movements per Day (If Applicable), and Type of Intersection (i.e. T-Intersection)

Intersection Number _____

Major Street Name, Minor/Cross Street Name, Major Street ADT or Average Weekday Traffic, Minor Street ADT or Average Weekday Traffic, Intersection Spacing, Number of Train Movements per Day (If Applicable), and Type of Intersection (i.e. T-Intersection)



Transportation Improvement Program Project Description Form

4. Transit Project Data – For new transit start-up service or service expansion, provide the following Transit Project Data.

a. Provide Current Total Ridership (per one-way trips)

Average Weekday _____

Average Saturday _____

Average Sunday _____

Total Annual Trips _____

b. Provide Projected Future Total Ridership (per one-way trips)

Average Weekday _____

Average Saturday _____

Average Sunday _____

Total Annual Trips _____

c. Provide Hours of Operations (i.e. 6 a.m.-7 p.m.)

Weekday _____

Saturday _____

Sunday _____

Annual Trips _____

d. Average Route Trip Length (Linear Miles) _____

e. Current Fleet Size _____

f. Number of Vehicles to be Acquired _____

g. Description of Vehicle to be Acquired (i.e. 15-passenger van, mini bus, 40-foot bus, etc.)



Transportation Improvement Program Project Description Form

Project Tracking

Revision #1

Date _____ Modification _____

Revision #2

Date _____ Modification _____

Revision #3

Date _____ Modification _____

Revision #4

Date _____ Modification _____

Revision #5

Date _____ Modification _____

Revision #6

Date _____ Modification _____

Revision #7

Date _____ Modification _____



Transportation Improvement Program Staff Project Evaluation and Ranking Form

Project Description _____ Project No. _____ TxDOT No. _____

Criteria	Points Possible	Points Awarded
<p>Demonstrated Need – Does the project documentation clearly demonstrate existing or future need for this project? Does the project significantly improve LOS along the facility or adjacent facilities? Is the project required due to a TIA? Does the OTP Travel Demand Model place priority on the project?</p> <p>Staff Comments:</p> <p>_____</p> <p>_____</p> <p>_____</p>	15	
<p>Improves Bottleneck Or System Continuity And Connectivity – Does this project propose to remove a bottleneck? Does the project provide for connecting sections of an existing or planned street that are presently discontinuous?</p> <p>Staff Comments:</p> <p>_____</p> <p>_____</p> <p>_____</p>	15	
<p>Maximizes Effectiveness Of Existing Transportation Network/Facilities – Does this project help traffic flow improve on an existing roadway without increasing capacity (i.e. installing a traffic signal or improving signal timing or coordination – Low Cost with High Benefits)?</p> <p>Staff Comments:</p> <p>_____</p> <p>_____</p> <p>_____</p>	15	
<p>Preserves For Future Continuity or ROW – Does this project protect right-of-way for future roadway, bicycle trail or pedestrian trail development? Is this ROW protection consistent with elements contained in the Thoroughfare Plan or Overall Transportation Plan?</p> <p>Staff Comments:</p> <p>_____</p> <p>_____</p> <p>_____</p>	10	
<p>Safety Problem Addressed – Will implementation of this project improve safety for vehicles, bicyclists or pedestrians? Will accidents be reduced with this project? Does this project reduce the likelihood of accidents or remove unsafe driving/biking/walking conditions?</p> <p>Staff Comments:</p> <p>_____</p> <p>_____</p> <p>_____</p>	10	



Transportation Improvement Program Staff Project Evaluation and Ranking Form

Criteria	Points Possible	Points Awarded
<p>Cost Reasonableness – Does the proposed cost for the project seem reasonable when compared to comparable projects undertaken in the City, County or Region? Are the cost estimates in line with TxDOT or County estimates for similar projects?</p>		
<p>Staff Comments:</p> <hr/> <hr/> <hr/>	5	
<p>Project Readiness/Likelihood Of Successful Implementation Within 3-Year TIP Programming Period – If this project is highly likely to be implemented within this 3-year TIP period, it may receive points between 1 and 5 depending on the perceived likelihood for implementation and progress within this time period. Has sufficient engineering work occurred on this project to ensure timely implementation? Has the right-of-way for the project been secured?</p>		
<p>Staff Comments:</p> <hr/> <hr/> <hr/>	5	
<p>Environmental Impacts – Does this project impact the community’s environment positively, or is there the potential for negative environmental impacts? Could air quality be improved with the implementation of this project (i.e. less vehicle emissions resulting from reduced congestion)? If the expected impacts are negative, assign this category a score of zero. If benefits are expected, then assign a positive score based upon the anticipated magnitude of the benefits. A neutral impact may receive a score of 1.</p>		
<p>Staff Comments:</p> <hr/> <hr/> <hr/>	5	
<p>Bicyclist/Pedestrian Benefits – Does this project help or assist bicycle mobility? Does the project improve accessibility or safety for bicyclists? Does this project improve mobility or access for pedestrians? Is pedestrian safety enhanced with this project?</p>		
<p>Staff Comments:</p> <hr/> <hr/> <hr/>	5	
<p>Transit, Carpool Or Vanpool Ridership Increase Reasonable For Expenditure – Will this project contribute to potential use of a transit, carpool or vanpool mode? Is the expenditure for this service or infrastructure reasonable when compared to the expenditure of providing extra roadway capacity?</p>		
<p>Staff Comments:</p> <hr/> <hr/> <hr/>	5	



Transportation Improvement Program GTEC Project Evaluation and Ranking Form

Project Description _____ Project No. _____ TxDOT No. _____

Criteria	Points Possible	Points Awarded
Community Priority and Support - Does the project have community support, and is it a priority for the community?		
GTEC Board Member Comments: _____ _____ _____	20	
Staff Evaluation, Scoring and Ranking – Rate the level of agreement you have with the Staff’s Scoring and Ranking		
GTEC Board Member Comments: _____ _____ _____	20	
Contributes to Economic and Community Development Goals – Does this project support the GTEC’s missions of economic and community development, required for the use of 4B Tax dollars?		
GTEC Board Member Comments: _____ _____ _____	NO * YES	
Maximizes Return on 4B Tax Investment – Does this project provide a high level of community benefit relative to the proposed cost? (Available budget and funding options)		
GTEC Board Member Comments: _____ _____ _____	40	
PROJECT TOTAL POINTS - Add points awarded for each category to get project total points.		
	100	

* A “No” answer disqualifies this project for funding under the 4B Tax Category.