



Bipartisan Infrastructure Law Overview: Application to Delivery

League of Wisconsin Municipalities (LWM) &
Wisconsin Department of Transportation (WisDOT)

Informational Webinar

4/27/2022

Welcoming Remarks

- Jerry Deschane– LWM Executive Director
- Rebecca Burkel– WisDOT DTSD Administrator
- Joe Nestler– WisDOT DTIM Administrator



BIL and WisDOT Local Programs

- Webinar Agenda
 - BIL General Information and Action Plan
 - FFY 2022 Solicitation Updates
 - FFY 2023 – 2026 Solicitation Overview
 - FFY 2023 – 2026 Application Form Overview
 - BREAK
 - Local Program Delivery Process Overview
 - Reference Links
 - Question & Answer



General Information

What is BIL?

- Signed on November 15, 2021, the Bipartisan Infrastructure Law (BIL) represents a significant increase of federal funding available for local programs and introduces new programmatic funding opportunities.
 - **Surface Transportation Block Grant (STBG)**
 - Surface Transportation Program (STP)
 - Local Bridge Improvement Assistance Program
 - Transportation Alternatives Program (TAP)
 - Congestion Mitigation & Air Quality (CMAQ)
 - NEW - Carbon Reduction Program



Bipartisan Infrastructure Law (BIL) funding Preliminary Estimates

Funding For Roads & Bridges
~\$1.29 Billion Over 5-Years

Federal Fiscal Year (FFY)
Schedule = October 1 – September 30

	Amount \$	SFY-22	SFY-23	SFY-24	SFY-25	SFY-26
Road & Bridge	\$1,064,000,000	\$173,000,000	\$193,000,000	\$213,000,000	\$232,000,000	\$253,000,000
Bridge Only	\$225,000,000	<u>\$45,000,000</u>	<u>\$45,000,000</u>	<u>\$45,000,000</u>	<u>\$45,000,000</u>	<u>\$45,000,000</u>
Total	\$1,289,000,000	\$218,000,000	\$238,000,000	\$258,000,000	\$277,000,000	\$298,000,000

CAUTION : Many Requirement Details Unknown



BIL Impacts: Local Bridge & STP Funding Preliminary Estimates

- Local Bridge: \$42.9M → \$87.9M
 - Increase of 104% (\$45M)
- STP: \$72.2M → \$138.2M
 - Increase of 91% (\$66M)



Local Programs BIL Action Plan

FFY 2022 Solicitation

- Obligate **FFY 2022** funding
- STP, Local Bridge, Carbon Reduction – **New solicitations**
- STP-Local
- TAP – FFY 2022 Solicitation Forthcoming
- Non- Infrastructure & Construction projects only
 - August 1st, 2022 PS&E → Nov 2022 lets

FFY 2023 – 2026 Solicitation

- Focus on scheduling **FFY 2023 – 2026**
- STP, Local Bridge, CMAQ – **New solicitation**
- TAP – FFY 2023-2026 solicitation forthcoming
- Design and construction projects

Future of BIL & Local Programs

- May 2023: Return to “Traditional” Program Cycle Solicitations at BIL Levels
- Technical Assistance & Support
 - Central Office
 - DTSD Regional Staff
- Future Webinars
- Q&A and FAQ
dotlocalprograms@dot.wi.gov



State Fiscal Year (SFY) vs. Federal Fiscal Year (FFY)

- Calendar Year: January 1st through December 31st
- State Fiscal Year (SFY): July 1st through June 30th
 - Example: SFY 2022 is 7/1/2021 – 6/30/2022
- Federal Fiscal Year (FFY): October 1st through September 30th
 - Example: FFY 2022 is 10/1/2021 – 9/30/2022



FFY 2022 Solicitation Update

- FFY 2022 BIL Solicitation webinar: https://youtu.be/c3Mce_VNu38
- Application Deadline for FFY 2022 Solicitation: **April 1, 2022**
- Simplified Application Forms for STP-Urban/Rural/Local Bridge & STP-Local
 - **STP-Local**
 - Applicants **must** be in an adjusted census defined areas less than 50,000 population **AND** be outside of an urbanized area
 - May be utilized on roads functionally classified as minor collectors and local roads
 - Eligibility Map: <https://wisdot.maps.arcgis.com/apps/webappviewer/index.html?id=0c12fe578f204941b3b677b118598005>
 - New STP-Tribal Program
- All FFY 2022 project awards will be State let, no locally let contracts allowed
- In FFY 2022: No environmental, real estate, utilities, railroad
- Design work must be 100% locally funded
 - This work to be undertaken by consultant
- Construction projects only: August 1st, 2022 PS&E → Nov 2022 lets



FFY 2022 Project Types & Sponsor Eligibility

Examples of Eligible Project Types (Construction Only):

- Preservation - mill & overlay
 - Resurface
 - Pavement Replacement
 - Bridge Rehabilitation – deck repairs
 - Bridge Replacement – replace deck, girders, or abutments
- Other project types may be possible – Contact DTSD Regional Program Manager
- Eligibility Checklists
 - [FFY 2022 STP-Urban/Rural/Local Bridge](#)
 - [FFY 2022 STP-Local](#)



FFY 2022 Solicitation Timeline

1. Application solicitation (**Jan 31 – April 1**)
 - Application submission due date (**April 1**)
2. Application processing and selection (**April 2022**)
3. Project Award Announcements by WisDOT (**early May**)
4. Projects loaded into FIIPS at Life Cycle 10 (**early May, by May 19, 2022**)
5. Regions request projects be included in MPO TIP Amendments (**early May to mid-May 2022**)
6. Projects posted in STIP Amendment (May 20)



FFY 2022 Solicitation Timeline (Continued)

7. Develop & Sign State-Municipal Agreement **(May to early June 2022)**
8. WisDOT approval of MPO TIPs **(June – Mid July 2022)**
 - TIP Numbers entered in FIIPS
9. FHWA approval of STIP labels for projects **(June – Mid July 2022)**
 - Regions request STIP labels from FHWA after TIP approvals
10. Public involvement for Environmental Document **(late May-early June)**
11. Scheduled PS&E Date **(early August 2022)**
12. State let **(Nov 2022)**



What is the Carbon Reduction Program?

- This new federal program provides funding for projects that reduce transportation emissions and requires states to develop comprehensive carbon reduction strategies.
- Examples of eligible activities include:
 - Zero Emission Transit/Fleet Vehicles/Construction Equipment and Related Charging Equipment
 - Diesel Engine Retrofit projects
 - Construction of on/off road non-motorized trail facilities
- A full list of eligible activities can be found on the FFY 2022 application



FFY 2022 Carbon Reduction Solicitation

- Eligible project types to include non-infrastructure projects, construction-only projects, and more
 - Design components not eligible for FFY 2022 solicitation
- Additional resources will be provided via the WisDOT Carbon Reduction Program webpage



Carbon Reduction Program Funding Preliminary Estimates

Areas > 200K	50K < Areas < 200K	5K < Areas < 50K	Areas < 5K
\$6,111,075	\$2,578,811	\$1,791,560	\$5,091,611

**Total FFY 2022 Carbon Reduction Program Funding Estimate =
\$15,573,057**

CAUTION : Final Approvals Pending



Navigating WisDOT Webpages: Local Assistance

<https://wisconsin.gov/pages/doing-bus/local-gov/astnce-pgms/default.aspx>

1. Starting from the WisDOT Local Assistance Programs Website

2. Click the Section Header Titled “Other aid”

State of Wisconsin
Department of Transportation

DMV ONLINE SERVICES - DMV INFO - DOING BUSINESS - TRAVEL - SAFETY - PROJECTS AND STUDIES - ABOUT WISDOT -

Search Wisconsin DOT

Local assistance programs

Assistance programs

- BIL - Local Programs
- Road and bridge
- Transit
- Other aid

New! Bipartisan Infrastructure Law (BIL) - Local Programs

The Bipartisan Infrastructure Law (BIL) represents a significant increase of federal funding available for local programs over the next five fiscal years.

Road and bridge assistance programs

These programs assist local governments with needed improvements to local roads, highways and bridges.

Transit assistance programs

Transit programs can assist local governments and transit systems with operating and/or capital expenses to support public transportation services, such as buses, vans and shared-ride taxi systems.

Click Here → **Other aid**

These programs provide financial assistance to local governments, along with other public and private entities, to make a variety of improvements to highways, airports, harbors, bike, rail and pedestrian facilities.

Related information:

- 2021 WisDOT Statewide Local Program Symposium
- Wisconsin Information System for Local Roads (WISLR)

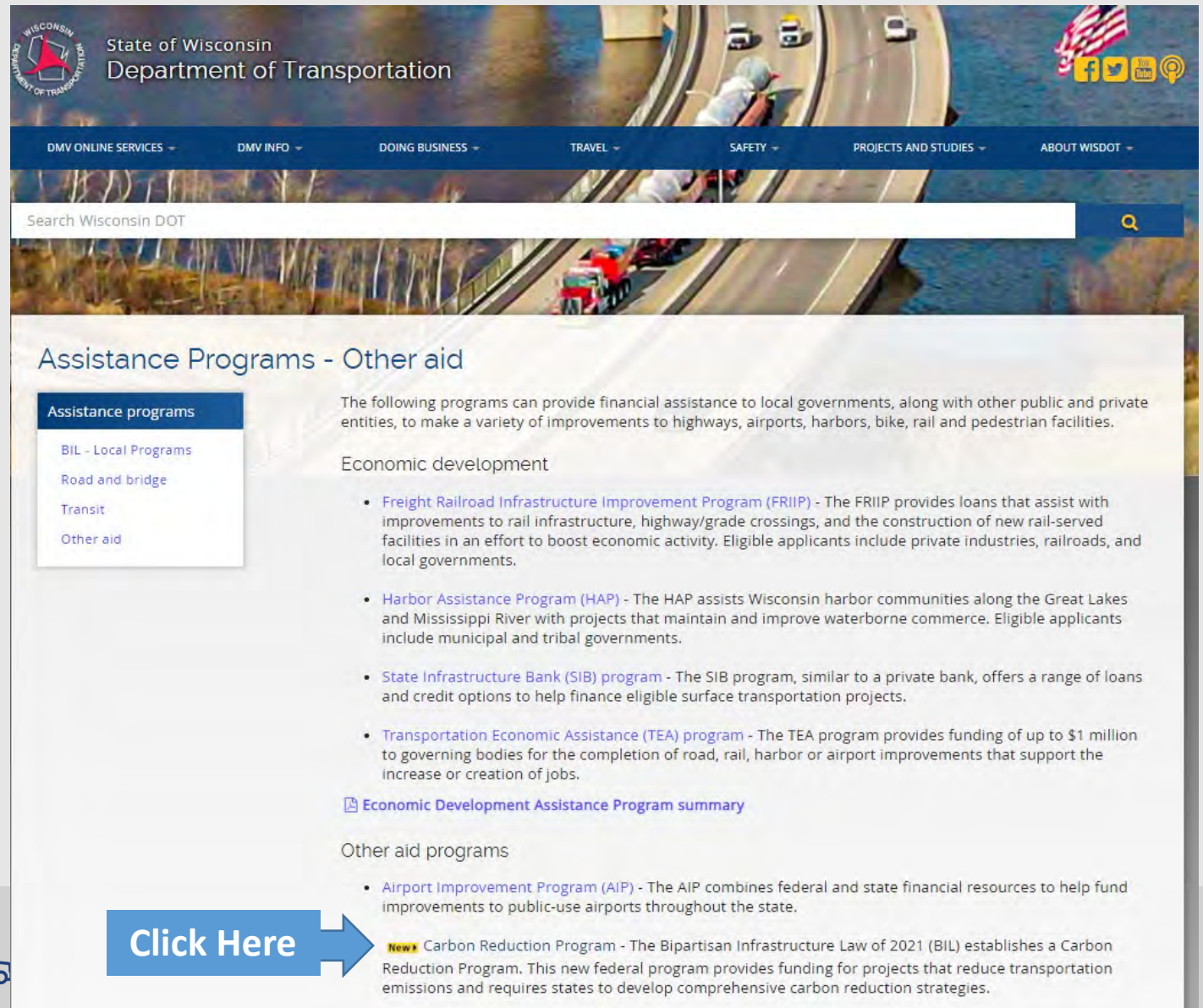


Navigating WisDOT Webpages: Other Aid

<https://wisconsin.gov/Pages/doing-bus/local-gov/astnce-pgms/aid/default.aspx>

3. From “*Assistance Programs – Other aid*” scroll down to “*Other aid programs*”

4. Select “*Carbon Reduction Program*”



State of Wisconsin
Department of Transportation

DMV ONLINE SERVICES - DMV INFO - DOING BUSINESS - TRAVEL - SAFETY - PROJECTS AND STUDIES - ABOUT WISDOT -

Search Wisconsin DOT

Assistance Programs - Other aid

The following programs can provide financial assistance to local governments, along with other public and private entities, to make a variety of improvements to highways, airports, harbors, bike, rail and pedestrian facilities.

Economic development

- [Freight Railroad Infrastructure Improvement Program \(FRIIP\)](#) - The FRIIP provides loans that assist with improvements to rail infrastructure, highway/grade crossings, and the construction of new rail-served facilities in an effort to boost economic activity. Eligible applicants include private industries, railroads, and local governments.
- [Harbor Assistance Program \(HAP\)](#) - The HAP assists Wisconsin harbor communities along the Great Lakes and Mississippi River with projects that maintain and improve waterborne commerce. Eligible applicants include municipal and tribal governments.
- [State Infrastructure Bank \(SIB\) program](#) - The SIB program, similar to a private bank, offers a range of loans and credit options to help finance eligible surface transportation projects.
- [Transportation Economic Assistance \(TEA\) program](#) - The TEA program provides funding of up to \$1 million to governing bodies for the completion of road, rail, harbor or airport improvements that support the increase or creation of jobs.

[Economic Development Assistance Program summary](#)

Other aid programs

- [Airport Improvement Program \(AIP\)](#) - The AIP combines federal and state financial resources to help fund improvements to public-use airports throughout the state.
- [New! Carbon Reduction Program](#) - The Bipartisan Infrastructure Law of 2021 (BIL) establishes a Carbon Reduction Program. This new federal program provides funding for projects that reduce transportation emissions and requires states to develop comprehensive carbon reduction strategies.

[Click Here](#)



Navigating WisDOT Webpages: Carbon Reduction Program

<https://wisconsindot.gov/Pages/doing-bus/local-gov/astnce-pgms/aid/carbon.aspx>

5. See “*FFY 2022 Program Cycle*” for Application Materials

6. Program Contacts are also found on this page

State of Wisconsin
Department of Transportation

DMV ONLINE SERVICES – DMV INFO – DOING BUSINESS – TRAVEL – SAFETY – PROJECTS AND STUDIES – ABOUT WISDOT –

Search Wisconsin DOT

Carbon Reduction Program

Assistance programs

- BIL - Local Programs
- Road and bridge
- Transit
- Other aid

The Bipartisan Infrastructure Law of 2021 (BIL) establishes a Carbon Reduction Program. This new federal program provides funding for projects that reduce transportation emissions and requires states to develop comprehensive carbon reduction strategies. Program funding levels may be updated as necessary pending state biennial budget changes and federal reauthorization.

Wisconsin's Federal Fiscal Year (FFY) 2022 estimated suballocation requirement for the Carbon Reduction Program is \$15.6 million.

FFY 2022 Solicitation Opens – April 11, 2022

↓

Application Submission Due Date – May 6, 2022

↓

Application Processing and Selection to occur in May/June 2022

↓

Selection Anticipated Announcement in June/July 2022

Transportation Management Associations (TMAs) representing population areas over 200,000 and Metropolitan Planning Organizations (MPOs) representing population areas between 50,000 and 200,000 will pick their projects that meet eligibility guidelines for the Carbon Reduction Program. For population areas less than 50,000, local units of government submit applications to Wisconsin Department of Transportation (WisDOT) Regions.

The federal cost share on projects eligible for Carbon Reduction Program funding is 80% and 20% local share. Projects in areas with a population over 50,000 must be selected in coordination with the MPO that represents the urbanized area prior to obligating funding. WisDOT will utilize an expedited process to ensure that available funds are obligated by September 30, 2022.

FFY 2022 Program Cycle

- Application
- Instructions
- Memo to potential applicants



Application
Materials



Carbon Reduction Program Application



WisDOT FFY 2022 Bipartisan Infrastructure Law (BIL) Carbon Reduction Program Application

Project Applicant and Application Type

Name, Location of Public Sponsor and Sponsor Type:

Sponsor Name:

Sponsor Type: State County City Village Town Tribal Nation
(Check appropriate box)

Project Title:

Describe location, boundaries and length of the project:

County:

Street Address of Project (if located on a highway or road):

Name of the MPO representing the project (check one, if applicable):

- | | | |
|---|---|--|
| <input type="checkbox"/> Appleton | <input type="checkbox"/> Beloit | <input type="checkbox"/> Oshkosh |
| <input type="checkbox"/> Green Bay | <input type="checkbox"/> Chippewa Fall—Eau Claire | <input type="checkbox"/> Racine |
| <input type="checkbox"/> Madison Area | <input type="checkbox"/> Fond du Lac | <input type="checkbox"/> Sheboygan |
| <input type="checkbox"/> Milwaukee Area | <input type="checkbox"/> Janesville | <input type="checkbox"/> Duluth—Superior |
| <input type="checkbox"/> Twin Cities | <input type="checkbox"/> Kenosha | <input type="checkbox"/> Wausau |
| <input type="checkbox"/> Round Lake Beach | <input type="checkbox"/> La Crosse | <input type="checkbox"/> West Bend |

Project Representative Contact Person(s) Information:

Primary Public Sponsor Agency Contact Information:

Name: Title: Street Address: Phone: () -

Municipality: State: **WI** Zip:

E-mail:

Secondary Public Sponsor Agency or Private Organization Contact Information:

Organization / Agency Name:

Name: Title: Street Address: Phone: () -

Municipality: State: **WI** Zip:

E-mail:

Project Activity

Improvement Type:

Indicate the appropriate improvement type(s) by checking all of the boxes which apply to the proposed project:

- Establishment or operation of a traffic monitoring, management, and control facility or program, including advanced truck stop electrification systems (23 USC, Section 149(b)(4))
- A public transportation project that is eligible for federal assistance (23 USC, Section 142)
- Construction, planning, and design of on- or off-road trail facilities for pedestrians and bicyclists
- Advanced transportation and congestion management technologies (23 USC, Section 503(c)(4)(E))
- Deployment of infrastructure-based intelligent transportation systems capital improvements and the installation of vehicle-to-infrastructure communications systems
- Replacement of street lighting and traffic control devices with energy-efficient alternatives
- Congestion pricing, shifting transportation demand to non-peak hours or other transportation modes, increasing vehicle occupancy rates, or otherwise reducing demand for roads, including electronic toll collection and transportation demand management strategies
- Efforts to reduce environmental and community impacts of freight movements
- Deployment of alternative fuel vehicles and charging/fueling infrastructure
- Purchase or lease of zero-emissions construction equipment and vehicles
- Diesel engine retrofit projects as described in 23 USC, Section 149(b)(8)
- A project that does not result in the construction of new capacity (23 USC, Section 149(b)(5))
- Reduction of transportation emissions at port facilities, including through the advancement of port electrification
- Projects eligible under the federal Surface Transportation Block Grant Program (23 USC, Section 133(b)), if the US DOT secretary certifies that the project will reduce transportation emissions.

Project Summary (400 words or less). In 400 words or less, describe the project in the space provided. A project summary should describe the project well enough that the reader can make a value judgement without reading the rest of the application. Include in your summary how your project will reduce transportation emissions. Please describe how a demonstrated reduction in emissions will result from this project. Prepare a project summary in a Word document, complete a spell check, and cut & paste the summary into the application form.

Existing Facilities & Projects

Rail Facilities:

Does a railroad facility exist within 1,000 feet of the project limits? Yes No

If yes, specify: **SELECT**

If yes, does the project physically cross a rail facility? Yes No

Owner of Rail Facility:

Is the proposed project location in an area with known safety issues? Yes No

If yes, specify: (consider applying for Highway Safety Improvement Program (HSIP) funds if applicable)

Is this project an essential facility used for emergency services? Yes No

the project. The sponsor agrees to add these costs to the project under the same match requirements 80% / 20% match requirements.

- k. Projects that are fully or partially federally funded must be designed in accordance with all applicable federal design standards, even if design of the project was 100% locally funded.
- l. As the project progresses, the state will bill the project sponsor for work completed that is ineligible for federal reimbursement. Upon project completion, a final audit will determine the final division of costs as between the state and the project sponsor. If reviews or audits reveal any project costs that are ineligible for federal funding, the project sponsor will be responsible for any withdrawn costs associated with the ineligible work.
- m. ***For 100% locally funded design projects, costs for design plan development and state review for design are 100% the responsibility of the local project sponsor. Project sponsors may not seek federal funding only for state review of design projects.
- n. The project sponsor acknowledges that the requisite project completion timeline for approved carbon projects will be memorialized in a state-municipal agreement, and failure to comply with the applicable project timeline can jeopardize federal funding.
- o. Federally funded transportation construction projects, with the exception of sidewalks, are likely improvements that benefit the public at large. Improvements of this type cannot generally be the basis of levying a special assessment pursuant to Wis. Stat. § 66.0703. Municipalities who wish to obtain project funding via special assessment levied against particular parcels should seek advice of legal counsel. See Hildebrand v. Menasha, 2011 WI App. 83.

I confirm that I have read and understand project conditions (a) through (n) above:

Name: [redacted] Title: [redacted]

Accepted (please initial here): [redacted]

Fiscal Authorization and Signature

Application prepared by a consultant? Yes No
If yes, consultant information and signature required below.

Consultant Company Name: [redacted] Company Location (City, State): [redacted]

Consultant Signature (electronic only): [redacted] Date: [redacted]

NOTE: On Local Program projects, it is not permissible for a consultant to fill out applications gratis (or for a small fee) for a municipality and then be selected to do the design work on a project **unless** the municipality either:

- a.) uses a one-step QBS process with the scope of work to include the grant application and the design services, if authorized; or
- b.) uses a two-step QBS process with the scope of work for the first selection for the preparation of the grant application(s) and the second selection for the actual design(s).

In either case, all costs incurred prior to WisDOT project authorization are the responsibility of the municipality. See FDM 8-5-3 for additional information: <https://wisconsin.gov/rdwy/fdm/fd-08-05.pdf#fd8-5-3>

Sponsor Agency: [redacted]
Contact Person: [redacted] (Note: must be Head of Government or Designee)
Title: [redacted]
Address: [redacted]
Telephone: [redacted]
Email: [redacted]
Only one project sponsor is allowed per project. As a representative of the project sponsor, the individual that signs below confirms that the information in this project application is accurate. A local official, not a consultant, must sign the application. I understand that completion of this application does not guarantee project approval for federal funding.
Head of Government/Designee Signature (electronic only): [redacted] Date: [redacted]

Application and Attachments Checklist

Submit applications and attachments utilizing the contact information contained in the corresponding Carbon Reduction Program Application Instructions. Eligible applications must be **postmarked or electronically submitted on or before May 6, 2022**, and must include the following documents:

- A completed application **in Microsoft Word format**
- Narrative Response: limited to three double-spaced pages of minimum 11-point font size and in Microsoft Word format.
- Cost Estimate Detail Spreadsheet **in Microsoft Excel format**
- Project map: submitted **in PDF format**, formatted to size 8½ X 11
- Optional attachment(s): no more than six pages of project description, specifications, photos, and additional maps
- Letters of Support (optional)

WisDOT Information – Shaded area to be completed by WisDOT staff only.

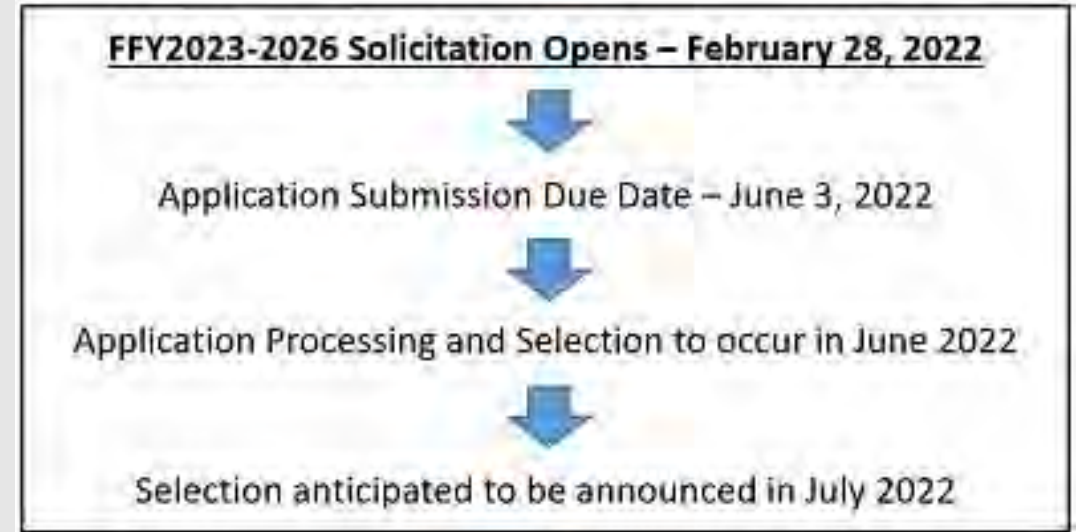
FOR WISDOT USE ONLY – enter the following information at application review	
NOTE: Please add any WisDOT application comments in the comments section on the Confidential page A-5.	
Subprogram: [redacted]	Project Improvement Type: [redacted]
Region Reviewer's Name: [redacted]	
Reviewer's Title: [redacted]	
Date Received: [redacted]	
WisDOT Region Reviewer's Signature: [redacted]	Date: [redacted]

FFY 2023 - 2026 BIL Solicitation Overview



FFY 2023 - 2026 BIL Solicitation

- Programs in the FFY 2023 – 2026 Solicitation
 - CMAQ, STP, and Local Bridge
 - TAP Solicitation: Anticipated the week of May 2nd, 2022



- Eligible project types to include design, construction, and more
- Additional resources will be provided via the WisDOT BIL webpage



Congestion Mitigation and Air Quality (CMAQ) Improvement Program

- Criteria Pollutant Non-Attainment or Maintenance Areas
 - Milwaukee, Racine, Kenosha, Waukesha, Washington, Ozaukee, Walworth, Sheboygan, Manitowoc, Kewaunee and Door
- Purpose: Reduce emissions related to traffic congestion, improve vehicle and fuel technologies, reduce overall number of motorized vehicle trips & miles traveled
- Project Examples: Transit vehicle acquisition, traffic control technologies, bicycle/pedestrian facilities, etc.
- Project selection based on emission reduction benefits



Local Bridge Improvement Assistance Program

- State and Federally funded program
- Only bridge replacements and bridge rehabilitations as determined by Sufficiency Rating (SR) are eligible
- County Highway Commissioner (CHC) submits a prioritized list to WisDOT and verifies eligibility
 - Projects selected through statewide rating and ranking process based on entitlement balance and estimated cost
- All Local Bridge projects are State let and require State oversight



Surface Transportation Program (STP)

- Provides federal funding for up to 80% of the cost of local road or bridge improvements
- Eligible Roads
 - Functional classification of Major/Rural Collector or higher (STP-Urban, STP-Rural)
 - Functional classification of Minor Collector or Local Road (STP-Local)
 - Connecting highways are not eligible
- STP funding suballocations are based on population groups
- In urbanized areas, Metropolitan Planning Organizations (MPOs) select projects
- STP Tribal



Roadway Functional Classification: STP Eligibility

Roadway Functional Classifications		
Arterial	Principal	Interstate
		Expressway
		Other Principal
	Minor Arterial	
Collector	Major Collector	
	Minor Collector	
Local Roads		

STP-Urban & STP-Rural

STP-Local (NEW)

Visit [Wisconsindot.gov](https://wisconsindot.gov) – <https://wisconsindot.gov/Pages/projects/data-plan/plan-res/function.aspx>



Navigating WisDOT Webpages: BIL Landing Webpage

<https://wisconsindot.gov/Pages/doing-bus/local-gov/astnce-pgms/highway/bil-lp.aspx>

Bipartisan Infrastructure Law (BIL) - Local Programs

Assistance programs

- [BIL - Local Programs](#)
- [Road and bridge](#)
- [Transit](#)
- [Other aid](#)

Signed on November 15, 2021, the Bipartisan Infrastructure Law (BIL) updates federal law and potential federal funding levels across federally funded Wisconsin Department of Transportation (WisDOT) Local Programs. It is expected that new federal funds will be distributed over the next five fiscal years, beginning in the current Federal Fiscal Year 2022 (FFY22).

- [Presentation: Local Programs BIL Action Plan \(as of January 2022\)](#)

New Frequently Asked Questions

- [Frequently Asked Questions \(Updated February 25, 2022\)](#)

Please refer to this site for up-to-date local program guidance on federally funded programs and/or please send your questions to Jason Starke at dotlocalprograms@dot.wi.gov.

FFY22 BIL Program Solicitation

Application Materials and eligibility guidelines are available on the FFY22 BIL Program Solicitation webpage.

WisDOT is soliciting construction-only projects for:

- Surface Transportation Program (STP)
- Local Bridge Improvement Assistance Program

Projects should be ready and eligible to leverage FFY22 funding. Construction projects must obligate funds by September 30, 2022.

New FFY2023 - 2026 - BIL Program Solicitation

WisDOT is soliciting projects for Federal Fiscal Years 2023 through 2026 in the following programs:

- Surface Transportation Program (STP)
- Local Bridge Improvement Assistance Program
- Congestion Mitigation & Air Quality (CMAQ) Improvement Program

Application Materials and eligibility guidelines are available on the FFY2023 - 2026 BIL Program Solicitation webpage.



Click Here

FFY 2023 - 2026 BIL Webpage

FFY2023 - 2026 Bipartisan Infrastructure Law (BIL) Program Solicitation

Assistance programs

[BIL - Local Programs](#)

[Road and bridge](#)

[Transit](#)

[Other aid](#)

The FFY2023 - 2026 BIL solicitation will include materials for the Surface Transportation Program (STP) (Urban, Rural and Local), Local Bridge, and Congestion Mitigation & Air Quality (CMAQ) Improvement Programs. Please note, the Transportation Alternatives Program (TAP) is not included in this solicitation; a separate BIL solicitation for TAP is anticipated later this summer.

All Applications for the FFY2023 - 2026 BIL Solicitation are due by 5:00 PM on Friday, June 3, 2022.

Program Application Materials

2023-2026 STP-Urban

STP-Urban roadways are functionally classified as urban principal arterials, urban minor arterials and urban collectors.

- [STP Pre-Project Award Flexibility Agreement](#)
- [Application Instructions](#)
- [Application](#)

2023-2026 STP-Rural

STP-Rural roadways are functionally classified as rural principal arterials, rural minor arterials and rural major collectors.

- [STP Pre-Project Award Flexibility Agreement](#)
- [Application Instructions](#)
- [Application](#)

FFY2023-2026 Solicitation Opens – February 28, 2022



Application Submission Due Date – June 3, 2022



Application Processing and Selection to occur in June 2022



Selection anticipated to be announced in July 2022

FFY 2023 - 2026 BIL Webpage

2023-2026 STP-Local

STP-Local roadways are functionally classified as rural minor collectors, rural local roads and urban local roads that are located in urban areas with populations under 50,000.

- [📄 STP Pre-Project Award Flexibility Agreement](#)
- [📄 Application Instructions](#)
- [📄 Application](#)

A map application to assist with identifying eligible roads for the STP-Local program is available.

2023-2026 Local Bridge Improvement Assistance Program

The Local Bridge Improvement Assistance Program helps rehabilitate and replace, on a cost-shared basis, the most seriously deficient existing local bridges on Wisconsin's local highway systems.

- [📄 Application Instructions](#)
- [📄 Application](#)

2023-2026 Congestion Mitigation & Air Quality (CMAQ) Improvement Program

CMAQ encourages transportation projects that improve air quality. It includes efforts to enhance public transit, bicycle/pedestrian facilities, ridesharing programs and facilities, and technologies that improve traffic flow and vehicle emissions.

IMPORTANT: CMAQ project location eligibility is limited to the following counties: Milwaukee, Racine, Kenosha, Waukesha, Washington, Ozaukee, Walworth, Sheboygan, Kewaunee, Manitowoc and Door.

- [📄 Application Instructions](#)
- [📄 Application](#)

FFY 2023 - 2026 Application Materials

- Congestion Mitigation & Air Quality (CMAQ) Improvement Program
- Local Bridge
- Surface Transportation Program (STP) Urban, Rural, and Local





WisDOT FFY 2023-2026 Bipartisan Infrastructure Law (BIL) Congestion Mitigation & Air Quality (CMAQ) Improvement Program Application

NOTE: This application is required for each proposed 2023-2026 program cycle CMAQ project. Please review and utilize CMAQ program application instructions when completing this application.

Project Applicant and Application Type

Name, Location of Public Sponsor and Sponsor Type:
 Sponsor Name:
 Sponsor Type: State County City Village Town Tribal Nation
 (Check appropriate box)

Project Title:
 Describe location, boundaries and length of the project:
 County:
 Street Address of Project (if located on a highway or road):

Name of the MPO representing the project (check one):
 Southeastern Wisconsin Regional Planning Commission (SEWRPC)
 Bay-Lake Regional Planning Commission (BLRPC) – for Sheboygan Metropolitan Planning Area only
 Non-Metropolitan Planning Area

Project Representative Contact Person(s) Information:
 Primary Public Sponsor Agency Contact Information:
 Name: Title: Street Address: Phone: () -
 Municipality: State: **WI** Zip:
 E-mail:

Secondary Public Sponsor Agency or Private Organization Contact Information:
 Organization / Agency Name:
 Name: Title: Street Address: Phone: () -
 Municipality: State: **WI** Zip:
 E-mail:

Head of Government Contact Information:
 Name: Title: Street Address: Phone: () -
 Municipality: State: **WI** Zip:
 E-mail:

NEW

Project Activity

CMAQ Category:
 Indicate which ONE of THREE categories best identifies the proposed project:
 Project reduces the number of vehicle trips and/or vehicle miles traveled (VMT).
 Project reduces the per mile rate of vehicle emissions related to traffic congestion.
 Project reduces the per mile rate of vehicle emissions through improved vehicle and fuel technologies.

CMAQ Improvement Type:
 Indicate the appropriate improvement type(s) by checking all of the boxes which apply to the proposed project:
 Public Transportation
 Bicycle/Pedestrian
 Car and Vanpooling
 Park & Ride Lot
 Traffic Flow Improvement (e.g. System Signalization)
 Diesel Retrofit
 PM2.5 Emissions Reduction
 Lock and Dam Modernization or Rehabilitation
 Marine Highway Corridor, Connector, or Crossings
 Micromobility Project (Bike Share or Shared Scooter System)
 Zero-Emission Vehicles and Related Charging Equipment
 Other If Other, Please Describe:

Project Summary (400 words or less). In 400 words or less, describe the project in the space provided. A project summary should describe the project well enough that the reader can make a value judgement without reading the rest of the application. Include in your summary how your project will contribute to lower emissions and mitigate traffic congestion. Prepare a project summary in a Word document, complete a spell check, and cut & paste the summary into the application form.

Existing Plan

Is your project consistent with the goals of a regional, county, or municipal plan? Yes No
 Indicate and describe the plan and plan goal (describe in the space provided) that your project implements:
 Regional Long-Range Plan; County Comprehensive Plan; Municipal Comprehensive Plan
 MPO Long Range Plan Comment:

Existing Facilities & Projects

Rail Facilities:
 Does a railroad facility exist within 1,000 feet of the project limits? Yes No
 If yes, specify: **SELECT**
 If yes, does the project physically cross a rail facility? Yes No
 Owner of Rail Facility:

Is the proposed project location in an area with known safety issues? Yes No
 If yes, specify: (consider applying for Highway Safety Improvement Program (HSIP) funds if applicable)

Is this project on or parallel to a local road or street? Yes No
 If Yes, provide the name of the road or street:

C
M
A
Q



CMAQ

Application & Attachments Checklist:

Submit applications and attachments utilizing the contact information contained in the corresponding CMAQ Program Application Instructions. Eligible applications must be **postmarked or electronically submitted on or before June 3, 2022**, and must include the following documents:

- A completed application **in Microsoft Word format**
- Narrative Response: limited to three double-spaced pages of minimum 11-point font size and in Microsoft Word format.
- Cost Estimate Detail Spreadsheet **in Microsoft Excel format**
- Project map: submitted **in PDF format**, formatted to size 8½ X 11
- Optional attachment(s): no more than six pages of project description, additional photos, and maps**

Application Instructions:

Project Activity

CMAQ Category. Indicate the most pertinent category by checking the appropriate box.

CMAQ Improvement Type. Indicate the appropriate improvement type(s) by checking all of the boxes which apply to your project.

PLEASE NOTE: Under the Bipartisan Infrastructure Law (BIL), eligible improvement activities have been enhanced to include:

- Lock and dam modernization or rehabilitation projects
- Marine highway corridor, connector, or crossings projects
 - Must be functionally connected to the Federal-aid highway system and be likely to contribute to the attainment or maintenance of a national ambient air quality standard
- Micromobility projects, including bike share and shared scooter systems
- Purchase of medium- or heavy-duty zero emission vehicles and related charging equipment
- Eligible transit operating costs will no longer be subject to time limitation or phase-out requirement



Local Bridge



FFY 2023-FFY 2026 BIL Local Bridge Program Application Instructions

NOTE: The application is required for each new potential FFY 2023-FFY 2026 program cycle project. Please review these application instructions and use them to assist you in completing the application. WisDOT will program the BIL 2023-2026 award cycle at the state budget level approved by the Wisconsin Legislature for the Local Bridge program once that level is known.

Project Eligibility

- All eligible structures must be on the current WisDOT Bridge List. The Bridge List is provided to all County Highway Commissioners. A project must be located on a locally owned public roadway (not on a connecting highway) and the overall structure opening must be greater than 20 feet in length along the center of the roadway to be eligible for funding.
- Rail improvements are not eligible for Local Bridge program funding.
- Refer to the following link to TRANS 213 for additional information on project eligibility: https://docs.legis.wisconsin.gov/code/admin_code/trans/213.pdf

Recommendations for Completing the Application

- It is strongly recommended that the local sponsor contact the Regional Local Program Manager well in advance of the application deadline to address any comments or updates to the application.
- The application is required for each new potential FFY 2023-FFY 2026 program cycle project and must include all pages of the application. Please review these application instructions and use them to assist you in completing the application.
- The Tab key can be used in the application to tab to the next box or field.
- Questions on the application process should be directed to the appropriate Wisconsin Department of Transportation (WisDOT) regional contact person listed below:

SE Region	Jacob Varnes	jacob.varnes@dot.wi.gov	(262) 548-8789
SW Region	Michael Erickson	michael.erickson@dot.wi.gov	(608) 246-5361
NW Region	Bill Zimmer	william.zimmer@dot.wi.gov	(715) 635-5014
NC Region	Ben Roskoskey	benjamin.roskoskey@dot.wi.gov	(715) 365-5783
NE Region	Alex Dums	alex.dums@dot.wi.gov	(920) 492-5707

- Additional project cost estimate information is available on the following WisDOT web page: [WisDOT Bureau of Structures Cost Estimate Tool](#)
- When you have completed the application, include the name of the local unit of government in the file name and email it to the appropriate WisDOT Region email address:

SE Region	DOTDTSSELocalApps@dot.wi.gov
SW Region	DOTDTSWLocalBridge@dot.wi.gov
NW Region	DOTDTSNWLocalBridge@dot.wi.gov
NC Region	DOTDTSNCLocalPrograms@dot.wi.gov
NE Region	DOTDTSNELocalBridge@dot.wi.gov

- Project application **deadline is no later than 5:00 p.m. Friday, June 3, 2022**. Submitting applications prior to the deadline will allow WisDOT time for quick review and communication with locals on any outstanding questions.



FFY 2023-FFY 2026 BIL Local Bridge Program Application

NOTE: This application is required for each new potential FFY 2023 - FFY 2026 program cycle project. Please review the application instructions (see link below) to assist you in completing the application.

[FFY23-26 Local Bridge Application Instructions](#)

Project Description

Project Sponsor: Facility Owner:

Project Location:

Municipality: County:

On Route:

At Route (Start): Offset: (tenths of a mile)

Toward Route (End):

Note: Attach an 8½ x 11 map showing the project location. A WISLR map is REQUIRED (refer to the following link: <http://wisconsindot.gov/Pages/doing-bus/local-gov/wislr/default.aspx>)

Existing Bridge ID#:

Length of Project: (feet)

Average Daily Traffic (ADT): ADT Year: Posted or Statutory Speed Limit(s): (mph)

Functional Classification:

Existing Facility

Bridge Type: if Other, specify:

Feature the Structure Passes Over:

Clear Roadway Width of Bridge: (feet) Bridge Length: (feet)

Number of Spans: Approach Pavement Width: (feet)

Is the bridge on the current WisDOT Eligible Bridge List? Yes No

Most Recent Inspection Date:

Bridge Build Year:

Bridge Rehabilitation Year:

Is scour currently a problem? Yes No

Has flooding (overtopping) of the bridge been observed? Yes No

Is debris accumulation and clogging currently a problem? Yes No

Current Load Posting:

Sufficiency Rating:

Structurally Deficient

Functionally Obsolete

Existing sidewalk? Yes, one side Yes, both sides No

Existing bicycle accommodations? Yes No





FFY 2023 – 2026 STP Flexibility Agreement, Applications, and Instructions



STP

WisDOT Division of Transportation Investment Management
Bureau of Transit, Local Roads, Railroads & Harbors
4822 Madison Yards Way, PO Box 7913
6th Floor South
Madison, WI 53707

Governor Tony Evers
Secretary Craig Thompson
wisconsindot.gov
Telephone: enter (608) 266-2870
Email: michael.loughran@dot.wi.gov



Use This Form to Resubmit a Previous Application

PLEASE READ THIS PAGE CAREFULLY

WisDOT – Local Public Sponsor Surface Transportation Program (STP) Pre-Project Award Flexibility Agreement

The following form should be filled out by local public sponsors who previously submitted an eligible application for an STP project that was NOT funded. Please note this form only applies for applicants in non-urbanized areas, i.e., areas under 50,000 in population.

Instructions. If you previously applied for federal dollars in the 2023-2027 Program Cycle solicitation (the applications that were due on October 15, 2021) or the Federal Fiscal Year (FFY) 2022 BIL solicitation (the applications that are due on April 1, 2022), and your application was program eligible but NOT funded, please fill out page 2 and send it via e-mail to the DOT Local Programs inbox (DOTLocalPrograms@dot.wi.gov)

How to Take Action? By filling out and submitting this form to DOTLocalPrograms@dot.wi.gov, the previously submitted application will be reconsidered for funding in the new FFY 2023-FFY 2026 BIL solicitation (announced on February 28, 2022) without having to fill out another application. This application will be reconsidered, but there is not a guarantee that the project will be selected for program funding. A selected project may be scheduled for any year in the 2023-2026 program.

When will I know if my project has been selected to move forward?

- Formal approval memos indicating what projects have been selected for the standard 2023-2027 Program Cycle solicitation will be available by the end of March.
- It is expected that approvals for the January 31, 2022 BIL solicitation will go out in May.

You will be notified if you have a successful application, and then this flexibility agreement will not be needed. If your project is not selected, and you want your past application to be considered in the FFY 2023-FFY 2026 BIL solicitation, please fill out page 2 and send it via e-mail by June 3, 2022, to the DOT Local Programs inbox (DOTLocalPrograms@dot.wi.gov).

REQUEST TO CARRY OVER PREVIOUS UNSUCCESSFUL APPLICATION

Previous Solicitation (Check One)

- 2023 – 2027 Program Cycle
- FFY 2022 BIL Solicitation

Previous Program (Check One)

- STP-Local
- STP-Rural
- STP-Urban (5,000 to 20,000)
- STP-Urban (20,000 to 50,000)

Project Location or Description

Local Sponsor

Contact Person

Telephone number

e-mail address

Please return this form to DOTLocalPrograms@dot.wi.gov no later than June 3, 2022.





FFY 2023-2026 BIL STP-Urban Program Application Instructions

NOTE: The application is required for each new potential FFY 2023-FFY 2026 program cycle project. Please review these application instructions and use them to assist you in completing the application. WisDOT will program the BIL 2023-2026 award cycle at the state budget level approved by the Wisconsin Legislature for the STP program once that level is known.

Project Eligibility

- The roadway must be functionally classified as a Collector or higher to be eligible for funding.
- The roadway must be located within the urban area boundary. Because urbanized areas receive a fixed allocation, they may choose to extend a project outside the urbanized area boundary to the planning area boundary.
- Local improvement projects on connecting highways are not eligible for STP-Urban funds.

Recommendations for completing the application

- It is strongly recommended that the local sponsor contact the Regional Local Program Manager well in advance of the application deadline to address any comments or updates to the application.
- The application is required for each new potential FFY 2023-FFY 2026 program cycle project and must include all pages of the application. Please review these application instructions and use them to assist you in completing the application.
- The Tab key can be used in the application to tab to the next box or field.
- Questions on the application process should be directed to the appropriate Wisconsin Department of Transportation (WisDOT) regional contact person listed below.

SE Region	Jacob Varnes	jacob.varnes@dot.wi.gov	(262) 548-8789
SW Region	Michael Erickson	michael.erickson@dot.wi.gov	(608) 246-5361
NW Region	Bill Zimmer	william.zimmer@dot.wi.gov	(715) 635-5014
NC Region	Ben Roskoskey	benjamin.roskoskey@dot.wi.gov	(715) 365-5783
NE Region	Alex Dums	alex.dums@dot.wi.gov	(920) 492-5681

- Additional project cost information is available on the following WisDOT web page:
<http://wisconsindot.gov/Pages/doing-bus/local-gov/astnce-pgms/highway/tools.aspx>

- When you have completed the application, include the name of the local unit of government in the file name and email it to the appropriate WisDOT Region email address:

SE Region	DOTDTSSELocalApps@dot.wi.gov
SW Region	DOTDTSWSWSTPUrban@dot.wi.gov
NW Region	DOTDTSNWSWSTPUrban@dot.wi.gov
NC Region	DOTDTSNCLocalPrograms@dot.wi.gov
NE Region	DOTDTSNNESTPUrban@dot.wi.gov

- Project application **deadline is no later than 5:00 p.m. Friday, June 3, 2022**. Submitting applications prior to the deadline will allow WisDOT time for quick review and communication with locals on any outstanding questions.



FFY 2023-2026 BIL STP-Urban Program Application

NOTE: An individual application or Pre-Project Award Flexibility Agreement (located [here](#)) is required for each new potential FFY 2023 - FFY 2026 STP-Urban program project. Please review the application instructions (see link below) to assist you in completing the application.

[FFY23-26 STP-Urban Application Instructions](#)

Population Category:

SELECT

Project Description

Project Sponsor: **SELECT** Facility Owner: **SELECT**

Project Location:

Municipality: **SELECT** County: _____

On Route: _____

At Route (Start): _____ Offset: _____ (tenths of a mile)

Toward Route (End): _____

Is the project a planning, administration, or other non-infrastructure project? Yes No If yes, please select the type of project and provide a brief explanation: **SELECT**

NOTE: Attach an 8½ x 11 map showing the project location. A WISLR map is REQUIRED (refer to the following link)
<http://wisconsindot.gov/Pages/doing-bus/local-gov/wislr/default.aspx>

Length of Project: _____ (tenths of a mile)

Average Daily Traffic (ADT): _____ ADT Year: _____ Posted or Statutory Speed Limit(s): _____ (mph)

Functional Classification: **SELECT**

NOTE: Roadway must be functionally classified as a Collector or higher to be eligible for funding.

Existing Facility

Number of Lanes: _____ Lane Width: _____ Cross Section: Rural Urban

Pavement Type: **SELECT** If Combination, explain: _____ Pavement Width: _____

Pavement Rating: _____ Pavement Condition: _____ Year Last Improved: _____

Shoulder Type: **SELECT** If Combination, explain: _____ Shoulder Width: _____

Existing Sidewalk? Yes, one side Yes, both sides No

Existing bicycle accommodations? Yes, on street Yes, off street No

If Yes to either of previous questions, are bicycle/pedestrian accommodations designated as part of a regional or local bicycle or pedestrian system?
 Yes No

Lighting: **SELECT** Lighting Style: **SELECT**





FFY 2023-2026 BIL STP-Rural Program Application Instructions

NOTE: The application is required for each new potential FFY 2023-FFY 2026 program cycle project.

Please review these application instructions and use them to assist you in completing the application.

WisDOT will program the BIL 2023-2026 award cycle at the state budget level approved by the Wisconsin Legislature for the STP program once that level is known.

Project Eligibility

- The roadway must be functionally classified as a Major Collector or higher to be eligible for funding.
- The roadway must be located outside of all urban and urbanized boundaries (not planning boundaries) to be eligible.
- Local improvement projects on connecting highways are not eligible for STP-Rural funds.

Recommendations for completing the application

- It is strongly recommended that the local sponsor contact the Regional Local Program Manager well in advance of the application deadline to address any comments or updates to the application.
- The application is required for each new potential FFY 2023-FFY 2026 program cycle project and must include all pages of the application. Please review these application instructions and use them to assist you in completing the application.
- The Tab key can be used in the application to tab to the next box or field.
- Questions on the application process should be directed to the appropriate Wisconsin Department of Transportation (WisDOT) regional contact person listed below.

SE Region	Jacob Varnes	jacob.varnes@dot.wi.gov	(262) 548-8789
SW Region	Michael Erickson	michael.erickson@dot.wi.gov	(608) 246-5361
NW Region	Bill Zimmer	william.zimmer@dot.wi.gov	(715) 635-5014
NC Region	Ben Roskoskey	benjamin.roskoskey@dot.wi.gov	(715) 365-5783
NE Region	Alex Dums	alex.dums@dot.wi.gov	(920) 492-5707

- Additional project cost information is available on the following WisDOT web page: <http://wisconsindot.gov/Pages/doing-bus/local-gov/astnce-pgms/highway/tools.aspx>
- When you have completed the application, include the name of the local unit of government in the file name and email it to the appropriate WisDOT Region email address:
 - SE Region DOTDTSSELocalApps@dot.wi.gov
 - SW Region DOTDTSWSWSTPRural@dot.wi.gov
 - NW Region DOTDTSNWSTPRural@dot.wi.gov
 - NC Region DOTDTSNCLocalPrograms@dot.wi.gov
 - NE Region DOTDTSNESTPRural@dot.wi.gov
- Project application **deadline is no later than 5:00 p.m. on Friday, June 3, 2022**. Submitting applications prior to the deadline will allow WisDOT time for quick review and communication with locals on any outstanding questions.



FFY 2023-2026 BIL STP-Rural Program Application

NOTE: An individual application or Pre-Project Award Flexibility Agreement (located [here](#)) is required for each new potential FFY 2023 – FFY 2026 STP-Rural program project. Please review the application instructions (see link below) to assist you in completing the application.

[FFY23-26 STP-Rural Application Instructions](#)

Project Description

Project Sponsor: Facility Owner:

Project Location:

Municipality: County:

On Route:

At Route (Start): Offset: (tenths of a mile)

Toward Route (End):

NOTE: Attach an 8½ x 11 map showing the project location. A WISLR map is REQUIRED (refer to the following link: <http://wisconsindot.gov/Pages/doing-bus/local-gov/wislr/default.aspx>)

Length of Project: (tenths of a mile)

Average Daily Traffic (ADT): ADT Year: Posted or Statutory Speed Limit(s): (mph)

Functional Classification:

NOTE: Roadway must be functionally classified as a Major Collector or higher to be eligible for funding.

Existing Facility

Number of Lanes: Lane Width: Cross Section: Rural Urban

Pavement Type: If Combination, explain: Pavement Width:

Pavement Rating: Pavement Condition: Year Last Improved:

Shoulder Type: If Combination, explain: Shoulder Width:

Existing Sidewalk? Yes, one side Yes, both sides No

Existing bicycle accommodations? Yes, on street Yes, off street No

If Yes to either of previous two questions, are bicycle/pedestrian accommodations designated as part of a regional or local bicycle or pedestrian system?
 Yes No

Lighting: Lighting Style:

Any federal-aid-eligible structures within the existing facility? Yes No If yes, please indicate the structure ID # (s):

Does a railroad facility exist within 1000 feet of the project limits? Yes No If yes, specify:

Owner of Railroad facility:

NOTE: If there are pertinent railroad considerations, design funds may be included for Railroad Review Costs.



WisDOT FFY 2023- FFY 2026 BIL STP-Local Program Application Instructions

This application is for Federal Fiscal Year (FFY) 2023-FFY 2026 projects funded by the Bipartisan Infrastructure Law (BIL). The BIL allows states to fund up to 15% of small urban and rural federal funding allocations on minor collectors and local roads. This new federal program provides flexibility to states to fund roadways that previously were not eligible for federal funds. The roadway must be functionally classified as a Minor Collector or Local Road to be eligible for STP-Local funding. The roadway also must be located outside of urbanized areas (a population of less than 50,000) to be eligible for STP-Local funds. An individual application is required for each new potential FFY 2023-FFY 2026 STP-Local program project.

WisDOT will program the BIL 2023-2026 award cycle at the state budget level approved by the Wisconsin Legislature for the STP program once that level is known.

Project Eligibility

- The 2021 Bipartisan Infrastructure Law (BIL), allows states to fund up to 15% of small urban and rural federal funding allocations on minor collectors and local roads.
- The GIS Application linked [here](#) is expected to be available in the near future to assist in determining if the proposed project is a minor collector or local road. While the GIS Application will provide information that has a high degree of accuracy, please cross-validate with the department functional classification maps linked [here](#).
- The roadway must be functionally classified as a Minor Collector or Local Road to be eligible for STP-Local funding. In addition, the roadway must be located outside of urbanized areas (populations of less than 50,000) to be eligible for STP-Local funds.
- Local improvement projects on connecting highways are not eligible for STP-Local funds.

Recommendations for Completing an Application

- It is **strongly recommended** that the local sponsor contact the Statewide Local Program Manager well in advance of the application deadline to address questions, comments, or new updates to a submitted application.
- An application is required for each new potential FFY 2023-FFY 2026 STP-Local program project and must include all pages of the application, WISLR map, project description/justification, and detailed cost estimate calculations.
- Use the Tab key in the application to "tab" to the next box or field.
- Questions on the application process should be directed to the Wisconsin Department of Transportation (WisDOT); contact persons listed below.

Michael Loughran	(608)266-2870	michael.loughran@dot.wi.gov
Merrill Mechler-Hickson	(608)261-8977	merrill.mechlerhickson@dot.wi.gov
Tim Olusegun	(608)266-0254	tim.olusegun@dot.wi.gov

- Save the application by including the name of the local unit of government in the filename and email completed applications to: DOTLocalPrograms@dot.wi.gov.
- The application deadline is no later than **5:00 p.m. on Friday, June 3, 2022**. Submitting an application prior to the deadline is strongly encouraged.



WisDOT FFY 2023- 2026 BIL STP-Local Program Application

NOTE: This application is for Federal Fiscal Year (FFY) 2023-FFY 2026 projects funded by the Bipartisan Infrastructure Law (BIL). The BIL contains a new provision which allows states to fund up to 15% of small urban and rural federal funding allocations on minor collectors and local roads. This new federal program provides flexibility to states to fund roadways that previously were not eligible for federal funds. The roadway must be functionally classified as a Minor Collector or Local Road to be eligible for STP-Local funding. The roadway must be located outside of urbanized areas (less than 50,000) to be eligible for STP-Local funds. An individual application or Pre-Project Award Flexibility Agreement (located [here](#)) is required for each new potential FFY 2023 - FFY 2026 STP-Local program project. Please review the application instructions (see link below) to assist you in completing the application.

[FFY23-26 STP-Local Application Instructions](#)

Population Category: **SELECT** Functional Classification: **SELECT** Municipality Type: **SELECT**

Project Description

Project Sponsor: **SELECT** Facility Owner: **SELECT**

Project Location:

Municipality: **SELECT** County: **SELECT**

On Route: **SELECT**

At Route (Start): **SELECT** Offset: **SELECT** (tenths of a mile)

Toward Route (End): **SELECT**

Is the project a planning, administration, or other non-infrastructure project? Yes No If yes, please select the type of project and provide a brief explanation: **SELECT**

NOTE: Attach an 8 1/2 x 11 map showing the project location. A WISLR map is REQUIRED (refer to the following link)
<http://wisconsindot.gov/Pages/doing-business/local-gov/wislr/default.aspx>

Length of Project: **SELECT** (tenths of a mile)

Average Daily Traffic (ADT): **SELECT** ADT Year: **SELECT** Posted or Statutory Speed Limit(s): **SELECT** (mph)

NOTE: Roadway must be functionally classified as a Minor Collector or Local Road to be eligible for STP-Local funding.

Existing Facility

Number of Lanes: **SELECT** Lane Width: **SELECT** Cross Section: Rural Urban

Pavement Type: **SELECT** If Combination, explain: **SELECT** Pavement Width: **SELECT**

Pavement Rating: **SELECT** Pavement Condition: **SELECT** Year Last Improved: **SELECT**

Shoulder Type: **SELECT** If Combination, explain: **SELECT** Shoulder Width: **SELECT**

Existing Sidewalk? Yes, one side Yes, both sides No

Existing bicycle accommodations? Yes, on street Yes, off street No

If Yes to either of previous questions, are bicycle/pedestrian accommodations designated as part of a regional or local bicycle or pedestrian system?
 Yes No

Lighting: **SELECT** Lighting Style: **SELECT**



- h. The project sponsor will pay to the state all costs incurred by the state in connection with the improvement that exceed federal financing commitments or are ineligible for federal financing. In order to guarantee the project sponsor's foregoing agreements to pay the state, the project sponsor, through its duly authorized officers or officials, agrees and authorizes the state to set off and withhold the required reimbursement amount as determined by the state from any moneys otherwise due and payable by the state to the municipality.
- i. If the project sponsor should withdraw the project, it will reimburse the state for any costs incurred by the state on behalf of the project.
- j. For 100% locally funded design projects, costs for design plan development and state review for design are 100% the responsibility of the local project sponsor. Project sponsors may not seek federal funding for only state review for design projects.
- k. The sponsor agrees to state delivery and oversight costs by WisDOT staff and their agents. These costs include review of design and construction documents for compliance with federal and state requirements, appropriate design standards, and other related review. These costs will vary with the size and complexity of the project. The sponsor agrees to add these costs to the project under the same 80% federal and 20% local match requirements.
- l. Transportation construction projects using federal funds except sidewalks, are likely general improvements that primarily benefit the public at large and for which special assessments cannot be levied under s. 66.0703, Wis. Stats. Municipalities desiring to obtain the required local project funding through special assessments levied against particular parcels should seek advice of legal counsel. See Hildebrand v. Menasha, 2011 WI App 83.

I confirm that I have read and understand project conditions (a) through (l) listed above:

Name: [] Title: []

Accepted (please type your initials here): []

Contact Information and Signatures

Application prepared by a consultant? Yes No If yes, consultant information and signature required below.

Consultant Company Name: [] Company Location (City, State): []

Consultant Signature (electronic only): [] Date: []

NOTE: It is not permissible for a consultant to fill out applications gratis (or for a small fee) for a municipality and then be selected to do the design work on a project unless the municipality either:

- a. uses a one-step QBS process with the scope of work to include the grant application and the design services, if authorized; or
- b. uses a two-step QBS process with the scope of work for the first selection for the preparation of the grant application(s) and the second selection for the actual design(s).

In both cases, all costs incurred prior to WisDOT project authorization are the responsibility of the municipality.

See FDM 8-5-3 for additional information: <http://wisconsindot.gov/rdwy/fdm/fd-08-05.pdf>

Sponsor Agency: []	
Contact Person: []	(Note: must be Head of Government or Designee)
Title: []	
Address: []	
Telephone: []	
Email: []	
<p>Only one project sponsor is allowed per project. As a representative of the project sponsor, the individual that signs below confirms that the information in this project application is accurate. A local official, not a consultant, must sign the application. I understand that completion of this application does not guarantee project approval for federal funding.</p>	
Head of Government/Designee Signature (electronic only): []	Date: []
Local Unit of Government Agency (when owner differs from sponsor): []	
Owner Signature (when owner differs from sponsor) (electronic only): []	Date: []

WisDOT Information – Shaded area to be completed by WisDOT staff only.

FOR WISDOT USE ONLY – enter the following information at application review	
NOTE: Please add any WisDOT application comments in the comments section on the Confidential page A-6.	
Subprogram: []	Project Improvement Type: []
Region Reviewer's Name: []	
Reviewer's Title: []	
Date Received: []	
WisDOT Region Reviewers Signature: []	Date: []
FOR WISDOT USE ONLY – enter the following information after project approval	
Project ID(s): []	
[]	



WisDOT Grant Applications: Tips for Successful Applications

- *Actions to take before the application process:*

1. Decide on the parameters of your project

- Clearly define project need
- Clearly define project scope

2. Conduct stakeholder outreach

- Engage interest in your community
- Obtain letters of support
- Identify potential partners to create larger project benefit



WisDOT Grant Applications: Tips for Successful Applications

- *Actions to take during the application process:*
 1. Complete all sections of application materials
 - Map/location of project area
 - Photos
 2. Review application materials for errors
 3. Tell a story – Engage the reviewer
 4. Submit materials by the application deadline



WisDOT Grant Applications: Tips for Successful Applications

- *Actions to take after the application is submitted:*

1. Be Proactive

- Confirm receipt of application materials
- Inform WisDOT of any changes

2. Be Patient

- Ask when project awards are likely to be announced
- Do not start work on your project prior to authorization

3. Be Persistent

- Not all applicants are successful the first time
- Improve your application for future submissions





Bipartisan Infrastructure Law (BIL) Overview: Application to Delivery

Michael Baird, PE

League of Wisconsin Municipalities Webinar

April 27, 2022



Agenda

- FAQs, Acronyms/Definitions, and other Resources
- Stakeholders
- State/Municipal Agreement (SMA)
- Consultant Selection Process and Qualification Based Selection (QBS)
- Project Development Timeline and Major Milestones
 - Environmental Process
 - Railroad Coordination
 - Utility Coordination
 - Real Estate Acquisition
 - Plans, Specifications & Estimates (PS&E)
 - Project Bid Letting for Construction



FAQs, Acronyms/Definitions, and other Resources

- [Frequently Asked Questions](#) (Updated April 12, 2022)
- [WisDOT Local Program Acronyms and Definitions](#)
- [YouTube: WisDOT Project Development Process Training](#)
 - Twelve YouTube videos detailing steps in the project delivery process
- [Facilities Development Manual \(FDM\)](#)
 - [Chapter 8-5: Securing Consultant Services](#)
- wisconsindot.gov/localprogram

- Slides will be available online in order to access web links



Local Program Stakeholders

- Federal Highway Administration (FHWA)
 - Provides funding and oversight to ensure funds are spent within federal rules



Local Program Stakeholders

- Local Public Agency (LPA) or Sponsor
 - LPA is the sponsor of the project and need to “OWN” it
 - Responsible for the delivery of the project design, any utility moves, any real estate, approvals, etc. to meet interim and final submittal due dates
 - Hires the Consultant
 - Provides overall design project administration
 - Ensures quality control of the design



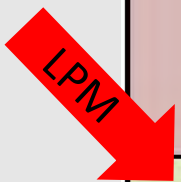
Local Program Stakeholders

- Wisconsin Department of Transportation (WisDOT)
 - Local Program Manager (LPM)
 - Develops a State/Municipal Agreement (SMA) to define cost shares and due dates
 - Local Program Project Manager (LPPM)
 - Coordinates with the Local Public Agency (LPA, also referred to as Project Sponsor) to develop the delivery schedule of Plans, Specifications and an Estimate (PS&E) including interim due dates
 - Works directly with LPA and Consultant
 - Ensures compliance of Federal and State requirements
 - Aids the sponsor in interpreting the regulations, manuals and guidelines as they apply to specific project conditions
 - Reviews/approves of design documents per the [Document Approval Designation Matrix](#)
 - Monitors progress schedule, but LPA and designer are ultimately responsible to meet deadlines



LOCAL PROGRAM PROJECT DELIVERY CONTACTS

SW REGION	SE REGION	NE REGION	NC REGION	NW REGION
<p align="center"><u>DESIGN SUPERVISOR</u></p> <p align="center"> Kyle Hemp (608) 246-5367 kyle.hemp@dot.wi.gov </p>	<p align="center"><u>DESIGN SUPERVISOR</u></p> <p align="center"> Jeff Bohlen (262) 548-5678 jeff.bohlen@dot.wi.gov </p>	<p align="center"><u>DESIGN SUPERVISOR</u></p> <p align="center"> Brian Edwards (920) 360-2801 brian.edwards@dot.wi.gov </p>	<p align="center"><u>DESIGN SUPERVISOR</u></p> <p align="center"> Dan Erva (715) 365-5776 daniel.erva@dot.wi.gov </p>	<p align="center"><u>DESIGN SUPERVISOR</u></p> <p align="center"> Tyler Rongstad (715) 461-0372 tyler.rongstad@dot.wi.gov </p>
<p align="center"><u>DESIGN PROJECT MANAGERS</u></p> <p> Lorraine Betzel (608) 246-3279 lorraine.betzel@dot.wi.gov Dane </p> <p> Brandan Burger (608) 267-4019 brandan.burger@dot.wi.gov Crawford, Grant, La Crosse, Vernon </p> <p> Valerie Guider (608) 789-6303 valerie.guider@dot.wi.gov Columbia, Iowa, Juneau Monroe, Richland, Sauk </p> <p> Zack Pearson (608) 246-5319 zachary.pearson@dot.wi.gov Dodge, Green, Jefferson, Lafayette, Rock </p>	<p align="center"><u>DESIGN PROJECT MANAGERS</u></p> <p> Michael Baird (262) 548-5918 michael.baird@dot.wi.gov Milwaukee County, Milwaukee County municipalities, Racine </p> <p> Greg Hafeman (262) 548-8677 greg.hafeman@dot.wi.gov City of Milwaukee, Kenosha, Ozaukee </p> <p> Currently vacant; please contact Jeff Bohlen (above) Walworth, Washington, Waukesha </p>	<p align="center"><u>DESIGN PROJECT MANAGERS</u></p> <p> Jodi Jarosinski (920) 360-2351 jodi.jarosinski@dot.wi.gov Fond du Lac, Outagamie Winnebago </p> <p> Doug Kirst (920) 362-0389 douglas.kirst@dot.wi.gov Brown, Calumet, Door Kewaunee, Manitowoc, Marinette, Oconto, Sheboygan </p>	<p align="center"><u>DESIGN PROJECT MANAGERS</u></p> <p> Michael Grage (715) 365-5705 michael.grage@dot.wi.gov Forest, Florence, Iron, Langlade, Lincoln, Marathon, Oneida, Price, Vilas </p> <p> Jason Schaeffer (715) 421-7309 jason.schaeffer@dot.wi.gov Adams, Green Lake, Marquette, Menominee, Portage, Shawano, Waupaca, Waushara, Wood </p>	<p align="center"><u>DESIGN PROJECT MANAGERS</u></p> <p> Paula Groom (715) 579-6776 paula.groom@dot.wi.gov Ashland, Barron, Bayfield, Burnett, Douglas, Polk, Rusk, Sawyer, St. Croix, Taylor, Washburn </p> <p> Matthew Thorsen (715) 225-4159 matthew.thorsen@dot.wi.gov Buffalo, Chippewa, Clark, Dunn Eau Claire, Jackson, Pepin, Pierce, Trempealeau </p>
<p align="center"><u>CONSTRUCTION PROJECT MANAGERS</u></p> <p align="center"> Project manager will vary by location; please call (608) 246-5367 </p>	<p align="center"><u>CONSTRUCTION PROJECT MANAGERS</u></p> <p> Phil Ciha (414) 750-1951 philip.ciha@dot.wi.gov Kenosha, Racine, Walworth, Washington, Waukesha, and Milwaukee County municipalities </p> <p> Mark Zapp (414) 750-2645 mark.zapp@dot.wi.gov City of Milwaukee, Milwaukee County, Ozaukee </p>	<p align="center"><u>CONSTRUCTION PROJECT MANAGERS</u></p> <p align="center"> Project manager will vary by location; please call (920) 492-5623 </p>	<p align="center"><u>CONSTRUCTION PROJECT MANAGERS</u></p> <p align="center"> Project manager will vary by location; please call (715) 365-3490 </p>	<p align="center"><u>CONSTRUCTION PROJECT MANAGERS</u></p> <p align="center"> Project manager will vary by location; please call (715) 461-0372 </p>
<p align="center"><u>LOCAL PROGRAM MANAGER</u></p> <p> Michael Erickson Phone: (608) 246-5361 Fax: (608) 246-3819 michael.erickson@dot.wi.gov </p>	<p align="center"><u>LOCAL PROGRAM MANAGER</u></p> <p> Jake Varnes Phone: (262) 548-8789 Fax: (262) 521-4425 jacob.varnes@dot.wi.gov </p>	<p align="center"><u>LOCAL PROGRAM MANAGER</u></p> <p> Alex Dums Phone: (920) 492-5707 Fax: (920) 492-5711 alex.dums@dot.wi.gov </p>	<p align="center"><u>LOCAL PROGRAM MANAGER</u></p> <p> Ben Roskoskey Phone: (715) 365-5783 Fax: (715) 365-5780 benjamin.roskoskey@dot.wi.gov </p>	<p align="center"><u>LOCAL PROGRAM MANAGER</u></p> <p> Please contact Randy Kirk for assistance Phone: (715) 392-7860 Fax: (715) 635-2309 randall.kirk@dot.wi.gov </p>



Local Program Delivery Contacts



Local Program Stakeholders

- Design Consultant
 - Needs to be knowledgeable about WisDOT and Federal design process in the Local Program
 - Professional Engineer responsible for design
 - Is responsible for internal quality control



Delegation Of Approval Authority



Local Program Document Approval Designation MATRIX

October 21, 2020

Please see website for latest version

<https://wisconsin.gov/Pages/doing-bus/local-gov/lpm/default.aspx>

- **A=Approve**
- **C=Concur**
- **R=Review (provide comment and recommend "approval")**
- **For LPA approval, an LPA employee must provide signature**
- **All Documents are Required to be Submitted to WisDOT for filing**
- **Designations Supersede WisDOT Manuals**

ACTIVITY/TASK	P D C H I E F	P D S U P	C U S U P	L P P M	L P A	O T H E R	COMMENT
DESIGN							
State Municipal Agreement (SMA)					A	A	<ul style="list-style-type: none"> • Region Systems Planning Operations
Memorandum of Understanding (MOU) Memorandum of Agreement (MOA)				A	A		
Change Management Request				R	A	A	<ul style="list-style-type: none"> • LPA complete • Region LPM or LPPM review/sign • DTIM Approve
Safety Certification Document (SCD)					A	A	<ul style="list-style-type: none"> • At LPA request to be completed at Application if design less than standa • Approved by Design Standards
Tribal Historic Preservation Office (THPO) Notification				A			<ul style="list-style-type: none"> • LPA completes • LPPM Sends on WisDOT letterhead
Projects on Tribal Lands						A	<ul style="list-style-type: none"> • Region Tribal Liaison
Categorical Exclusion Checklist (CEC)				A		C	<ul style="list-style-type: none"> • Federal Funded: IN ORDER • Region Environmental Coordinator (R) certifies and recommends LPPM approval • LPPM provides signature approval
Section 4(f)				R	A	A	<ul style="list-style-type: none"> • Federal Funded: IN ORDER • See Applicable Section 4(f) Forms to Determine Appropriate Signatories • Signed by Preparer • Signed by LPPM • Bureau of Technical Services, Director (Designee) signs and recommends FHWA approval-Required • FHWA provides signature approval-Required



SMA and Authorization

- SMA (State/Municipal Agreement)
 - Confidential Agreement between WisDOT and LPA
 - Agreement on scope and cost estimate for project
 - Funding limit identified at the total eligible amount
- Authorization
 - When WisDOT issued Project ID is able to incur eligible costs
 - Designer can already be selected...BUT...
 - Cannot submit DT1515 (Local Design Selection Approval Checklist) to WisDOT LPPM until SMA is approved by WisDOT and authorized for charging
 - Expenses incurred before authorization cannot be reimbursed



Consultant Selection

- What do I need to do before Procuring Services?
 - Develop a scope of services needed and an estimate (may use one you developed for application if you applied for design)
 - Develop a Request for Qualification (RFQ) solicitation
 - Develop Scoring Criteria
 - Identify individuals to serve on Review Committee



Consultant Selection

- Qualifications Based Selection (QBS) Process
 - Brooks Act applies when Federal funds used for design
 - Two-party contracts do not have Federal funds, so QBS does not apply, but is recommended
 - Three-party contracts do have Federal funds, so QBS does apply
 - Qualifications only (price is not a consideration)
 - Consultant Eligibility
 - WisDOT Roster of Eligible Engineering Consultants
 - Required for three-party contract; recommended for two-party
 - Conflict of interest (Facilities Development Manual 8-5-3) with QBS (Federal funds for design)
 - Not the municipal engineer
 - Cannot have prepared application, unless part of design contract
 - Local Program / WisDOT experience recommended



Consultant Selection

- Resources – Hiring a consultant
 - Facilities Development Manual (FDM) - Chapter 8 Consultant Services
 - [YouTube: Local Program Project Development Process Training](#)
 - [Video 3: Consultant Services](#)
- FFY2022 Design Consultant
 - Two-party, 100% local funded
 - WisDOT not involved in solicitation, selection, negotiation, execution or administration of contract
- FFY2023 (and beyond) Design Consultant
 - Two-party, 100% local funded
 - or Three-party, 20% local and 80% federally funded
- Note: Construction Oversight Consultant - WisDOT selection on behalf of the local public agency



Consultant Selection



- Two-party: LPA and Design Consultant (FDM [8-5-20.2](#))
- 100% locally funded, including WisDOT oversight costs
- WisDOT is not involved in solicitation, selection, negotiation, execution or administration of contract
 - Recommend following Qualification Based Selection (QBS) process, but not necessary
 - Strongly recommend that the consultant be on WisDOT's Roster of Eligible Firms
 - Firm must be eligible to practice engineering in Wisconsin
- WisDOT LPPM's should be included in contract scoping to ensure contract scope covers all necessary elements



Consultant Selection

- Three-party: LPA, WisDOT and Design Consultant
- Any amount of Federal/State in Design (no threshold required)
- Requires Qualification Based Selections (QBS)
- WisDOT's conflict of interest policy FDM 8-5-3
- Documentation of the selection procedures and maintaining a project file
- Estimate of engineering fees will dictate solicitation/selection requirements



Consultant Selection

- Three-party Design Contract
- Selection process: 6-9 weeks
 - Includes time for solicitation, selections and approval
 - Depends on sponsor timing
- Contracting process: 2-4 months
 - Depends on scope, design consultant familiarity with WisDOT contracting, negotiations, internal sponsor timing of approval



Consultant Selection: Type of Procurement – Three-party

- Small purchase (FDM 8-5-10)
 - Anticipated value of design services, including amendments, under \$200k
 - Contact 3+ firms on WisDOT roster, ask for qualifications
 - Select from those firms using QBS process, submit DT1515 (Local Design Selection Approval Checklist) to LPPM
 - After DT1515 approved, negotiate price with top qualified firm
 - NOTE: THIS IS NOT SOLE SOURCE
 - Any unavailability of consultant must be documented



Consultant Selection: Type of Procurement – Three-party

- Regular Procedure (FDM 8-5-20)
 - Anticipated value including amendments over \$200k but under \$1M
 - Advertise your Request for Qualifications
 - Municipal Roster (Minimum 10 Firms)
 - Entire WisDOT Roster
 - Advertise in Newspaper of Record and/or Municipal Website
 - Rank firms using QBS, submit top 5 on DT1515 (Local Design Selection Approval Checklist) to LPPM
 - After DT1515 approved, negotiate price with top firm



Consultant Selection: Type of Procurement – Three-party

- Regular Procedure, but estimate approaching or over \$1M (FDM 8-5-20)
 - Follow Regular Procedure to create short list for required interviews
 - WisDOT to approve short list
 - Hold interviews with 5 firms by selection committee
 - NOTE: WisDOT personnel required to attend, contact LPPM to secure person
 - Objectively Rank 5 firms
 - Submit DT1515 (Local Design Selection Approval Checklist) to LPPM for approval, after approved, negotiate price with top firm



Consultant Selection

- Items to take into account when selecting consultant designer...
 - Conflict of Interest (FDM 8-5-3)
 - LPA cannot use their municipal engineer
 - Firm can't submit application, then do design without LPA using the Qualification Based Selection (QBS) process
 - If firm did an independent engineering study on a bridge, they cannot compete for the design
 - A firm that performs bridge inspections can compete for design of rehabilitation or replacement of said bridge
 - Past performance
 - Firm's previous work performance
 - County knowledge of firm's performance



Consultant Selection

- Consultant Selection Committee (FDM 8-5-20.3)
 - Minimum of 3 LPA voting members including chairperson
 - Must document all procedures and correspondence
 - Need to maintain records for three years after construction and then records become a permanent part of the project records
 - Formalize Scope and Costs
 - Develops rating and ranking criteria.....



Consultant Selection

- Objective Ranking and Rating Criteria (FDM 8-5 Attachment 20.1 Consultant Interview Rating Sheet)
 - General
 - Familiarity with WisDOT procedures
 - Professional Registration of Firm and staff, education
 - Current Firm workload
 - Proximity of Firm's office to project
 - Specific Relevant Experience
 - Public Involvement
 - Environmental Analysis and Documentation
 - Right of Way Plat preparation
 - Structure and Roadway Design
 - Drainage, Traffic Control, Survey
 - Other
 - Experience with similar projects
 - Previous performance including timeliness, quality, trouble shooting



CONSULTANT INTERVIEW RATING SHEET FIRM _____							
RATING FACTORS							
1.	Resources Available To Do Job	Unsat --0--	Margn --2--	Norml --4--	Above --6--	Excel --8--	Outst --10--
	Outlook in general, interest in work.						
2.	Project Manager/Engineer	Unsat --0--	Margn --2--	Norml --4--	Above --6--	Excel --8--	Outst --10--
	General impression, self expression, knowledge and experience, self confidence, persuasiveness.						
3.	Public Involvement	Unsat --0--	Margn --2--	Norml --4--	Above --6--	Excel --8--	Outst --10--
	Proposal or plan, sensitivity.						
4.	Environmental Issues	Unsat --0--	Margn --2--	Norml --4--	Above --6--	Excel --8--	Outst --10--
	Knowledge, background.						
5.	Right-of-Way and Utility Issues	Unsat --0--	Margn --2--	Norml --4--	Above --6--	Excel --8--	Outst --10--
	Knowledge, background.						
6.	Knowledge of Job	Unsat --0--	Margn --2--	Norml --4--	Above --6--	Excel --8--	Outst --10--
	What work is needed, field review, etc.						
7.	Identify Problems	Unsat --0--	Margn --2--	Norml --4--	Above --6--	Excel --8--	Outst --10--
	Knowledge of problems and their approach to project challenges.						
8.	Accommodating Public and Agency Concerns	Unsat --0--	Margn --2--	Norml --4--	Above --6--	Excel --8--	Outst --10--
	Indication of sincere interest in the municipality, the Department and agencies, and their concerns.						

9.	Schedule	Unsat --0--	Margn --2--	Norml --4--	Above --6--	Excel --8--	Outst --10--
	Opinion of the firm's potential to complete on schedule.						
10.	Past Performance	Unsat --0--	Margn --2--	Norml --4--	Above --6--	Excel --8--	Outst --10--
	Rating from previous projects.						
CHECK ONE BOX IN THE MATRIX IMMEDIATELY AFTER THE INTERVIEW AND TOTAL THE RATINGS							
Rating Totals		--0--	--2--	--4--	--6--	--8--	--10--
Summary of Rating Totals _____							
RATING SCORES							
10	OUTSTANDING	Exceptional, applicable in rare instances					
8	EXCELLENT	Considerably above average, definitely stands out, makes immediate impression					
6	ABOVE AVERAGE	Well above average					
4	NORMAL	Satisfactory					
2	MARGINAL	Doesn't quite meet satisfactory standards					
0	UNSATISFACTORY	Unsuitable					
Interviewer Signature _____							
FDM 8-5 Attachment 20.1							



Consultant Selection

FDM 8-5-20

- Local Design Notification Process
 - Selection Committee Chairperson upon receiving WisDOT approval of design selection:
 - Notifies successful firm
 - Notifies unsuccessful firms
 - Invites successful firm to begin negotiations



Document,

Document,

Document!!!

A wise man once said,

“If the paperwork is not in the file, it didn’t happen!”

Don’t risk losing Federal funds..... Document it!!!

All your work is referred to on the next page.....

... the selection approval form.



Consultant Selection

- Local Design Approval Process (FDM 8-5-20)
- LPA Selection Committee ranks firms
 - LPA fills out the DT1515 (Local Design Selection Approval Checklist)
 - Send to WisDOT Region Local Program Project Manager to review and submit to Consultant Services Supervisor for processing & approval
- Region Consultant Services Supervisor
 - If design contract estimate greater than \$50,000, sends to Statewide Consultant Engineer for review
 - Once approved, sends approved signed DT1515 to Local Program Project Manager and LPA



Approved Project Information

Selection Committee

Estimate of Costs

Method of Solicitation
(letter, email, phone log....)

Objective Criteria

File Location

Selection Approval Date

WisDOT Region will send to Statewide
Consultant Engineer, if needed



LOCAL DESIGN SELECTION APPROVAL CHECKLIST

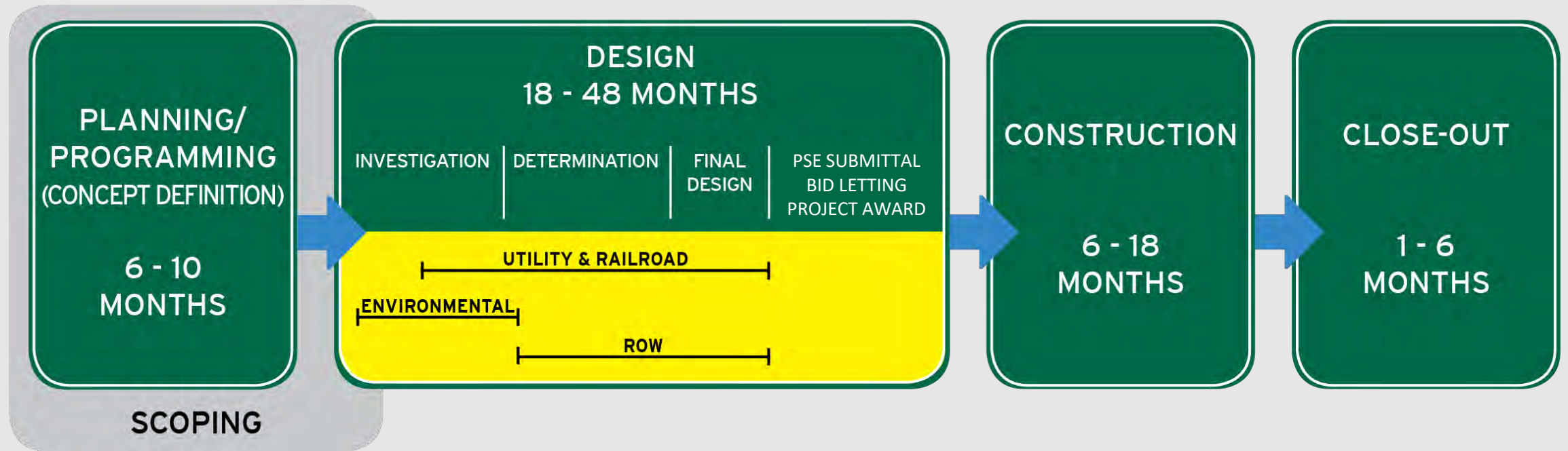
Wisconsin Department of Transportation
DT1515 10/2014

State Project ID		Highway/Street	Estimated Contract Cost
Description of Work			
Municipality Contact	Name		
Title	(Area Code) Telephone Number	Email Address	
Municipality Selection Committee <i>(List at least 3 voting members in the selection process, including the chairperson)</i>			
Name	Title	(Area Code) Telephone Number	
1			
2			
3			
4			
5			
Detailed estimate of hours and costs for the project was developed by:		Solicitation of Interest was published by: <i>(check all that apply)</i>	
<input type="checkbox"/> Municipality <input type="checkbox"/> Central Office Office <input type="checkbox"/> WisDOT Region		<input type="checkbox"/> Notifying entire WisDOT Eligible Roster of Consultants <input type="checkbox"/> Using WisDOT Internet site for design solicitation <input type="checkbox"/> Local Internet site <input type="checkbox"/> Justified Sole Source <input type="checkbox"/> Newspaper Advertisement <input type="checkbox"/> Small Purchase Procedure (see FDM 8-5-10) <input type="checkbox"/> Notifying entire municipally maintained roster of interested and qualified firms (minimum of 10). Solicitation method must be documented in the project file.	
Were objective criteria developed and used in short-listing the preferred consultants? <input type="checkbox"/> Yes <input type="checkbox"/> No		Number of firms contacted:	
Did the selection committee conduct interviews with the potential consultants? <input type="checkbox"/> Yes <input type="checkbox"/> No		Final short list of consulting firms in order of rank in the project:	
If Yes, how many firms were interviewed?		1	
A copy of the objective criteria can be found at the following location:		2	
<input type="checkbox"/> Central Office Office <input type="checkbox"/> WisDOT Region Region project file <input type="checkbox"/> Municipality Project File		3	
DOT Estimate Attached		4	
<input type="checkbox"/> Yes <input type="checkbox"/> No		5	
Approval for selecting the following preferred consultant is requested:			
Municipality	Prepared By (name and title)	Date (choose)	
		Date	
WisDOT Use Only * CARS Required Values			
*Contract Phase	Date of Request	Date	
*Status Status	*Contract Function	Function	
*Project Limits	*Program Code	Program Code	
	*Federal Funding %	%	
	*ARRA	<input type="checkbox"/> Yes <input type="checkbox"/> No	
*County County List	*DBE % Goal	%	
*Region/Bureau Region/Bureau	*DBE Waiver	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Selection for Design by Local Government Contract Approved by Contracts \$50,000 or more – Statewide Consultant Engineer / Contracts under \$50,000 – Region			Assigned Fixed Fee %
Approval Signature <i>(Brush Script font)</i>			Date (choose)
			Date

For Statewide Consultant Engineer's Approval, send form to DOTConsultantServicesApproval@dot.wi.gov



Phases of the Project Development Timeline

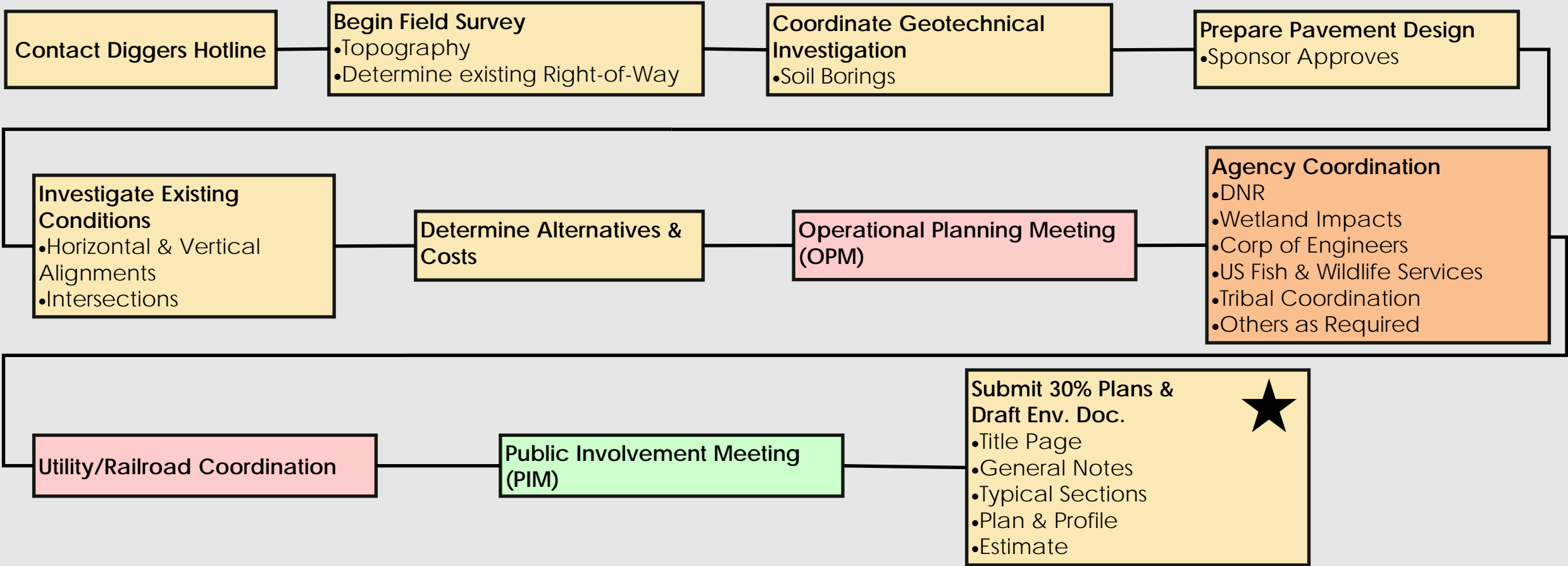


FFY2022: Completed designs only have a few months to meet the requirements for WisDOT Plans, Specifications, and Estimate (PSE) submittal for construction bid letting.

FFY2023: New designs will have a compressed schedule to the requirements for WisDOT Plans, Specifications, and Estimate (PSE) submittal for construction bid letting.



Project Development: 30% PS&E



★ Major Milestone

Normally 3-6 Months



Project Development: 60% PS&E

Submit Environmental Document ★
•Section 106
•4f / 6f
•Hazardous Materials Investigation

Develop Design of Preferred Alternative

Prepare Design Study Report (DSR)
•Transportation Management Plan (TMP)
•Preliminary Estimate

Submit DSR & 60% Plans ★
•Storm Water Management Plan
•Erosion Control Plan
•Traffic Control / Detour Route Plan
•Cross Sections
•Construction Details
•Pavement Marking/Signing Plan

Submit Right-of-Way Plat (if required) ★
•Traditional Plat or Transportation Project Plat (TPP)
•Legal Descriptions
•Relocation Order

2nd Public Involvement Meeting (if required)

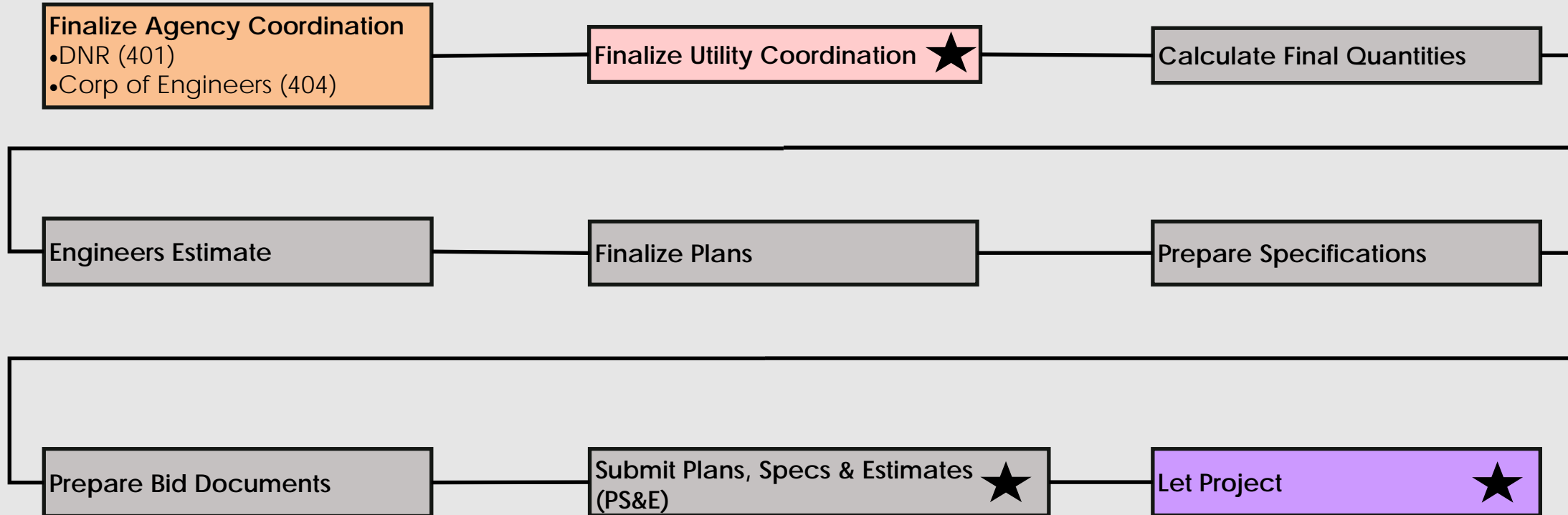
Begin Real Estate Acquisition (if required)

★ Major Milestone

Normally 12-18 Months

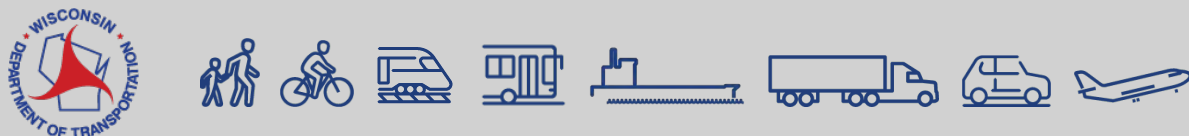


Project Development: 90% PS&E



★ Major Milestone

Normally 3-6 Months



Environmental Process

- Archaeological and Historical Screening
 - Some projects will qualify for WisDOT screening review
 - LPPM will coordinate the screening request through DT1030 form (Cultural Resources Screening Submittal)
 - Speak with LPPM and REC about screening criteria, make sure project is a good candidate
 - Screening is performed at the beginning of the project
 - Allow 8 week minimum for screening response
 - If a project is put on the screening list for both archaeology and history, the Section 106 process is complete



Environmental Process

- If the project is not placed on the screening list for both archaeology and history, a Section 106 Report is required
 - See [FDM Chapter 26](#) for process and forms
 - Project impacts need to be known and shown. This is shown with preliminary plans
 - Allow 3-6 months for Section 106 Report processing



CAUTION: Section 106 Process takes time!



Environmental Process

- Timeframe for environmental process
 - Allow ample time for report reviews and approvals
 - The environmental document cannot be approved until the project has completed:
 - Native Tribal Notifications (NTN)
 - History/Archeology is screened or Section 106 approved
 - US Fish and Wildlife Services (USFWS) Consultation, if required
 - HazMat Reconnaissance or Phase 1 Hazardous Materials Assessment (HMA) approved
 - A Categorical Exclusion Checklist (CEC) is approved by WisDOT and can take a few months to approve (most local projects utilize a CEC)
 - An Environmental Report (ER) is approved by FHWA and can take longer to approve



Environmental Process

- Allow ample time for report reviews and approvals
- Remember some agency coordination will require field work...and much of this field work is seasonal or weather dependent
- Ensure adequate project schedule time
- Avoid Scope Change: your project will be delayed, and costs will increase
- Reference: [Wisconsin Department of Transportation Environmental programs \(wisconsindot.gov\)](http://wisconsindot.gov)



CONTACT LPPM IF POTENTIAL SCOPE CHANGE



Railroad Coordination

- Projects Near Railroads

- If there is a railroad within 1000 feet of your project (or your detour route)
 - Why 1000 feet?
- Working definition of near is within the advanced warning distance of a railroad. A 55-mph advance warning sign (W10-1) is located 750' to 1000' from the crossing
- Only a screening tool, doesn't mean railroad work will be required, means WisDOT Regional Railroad Coordinator (RRC) should be contacted to determine if railroad work is required
- Impacts timely delivery of the project



Railroad Coordination

- Project Constraints
 - Cannot gap or stop just short of a crossing to avoid railroad impacts.
 - Must end project at a “logical” point
 - Cannot end a project one year short of a crossing then follow-up in coming years by starting on the other side just to avoid the crossing
 - Projects with railroad impacts are not simple projects and don't fit the streamlined PS&E process
 - Add a year or two for dealing with railroads and Office of the Commissioner of Railroad (OCR)
 - Design at the crossing must be submitted to your region railroad coordinator 24 months prior to letting



Utility Coordination

- Why is utility coordination important?
 - Utilities have a statutory right (ss.86.16) to occupy public right of way
 - Planners and excavators are required to “avoid to extent possible interference with transmission facilities” (ss.182.0175)



Utility Coordination

- Roles and Responsibilities - LPA/Design Consultant
 - Follow Local/State/Federal regulations
 - Follow WisDOT Guide to Utility Coordination
 - Complete Utility Coordination Task List
 - Update Local Program Project Manager (LPPM)
 - Finalize PS&E documents
 - Send certification of utility coordination to LPPM
 - Coordinate with Utilities post-PS&E to ensure moves
- Reference: [Wisconsin Department of Transportation Local program agency tools \(wisconsindot.gov\)](http://wisconsindot.gov)



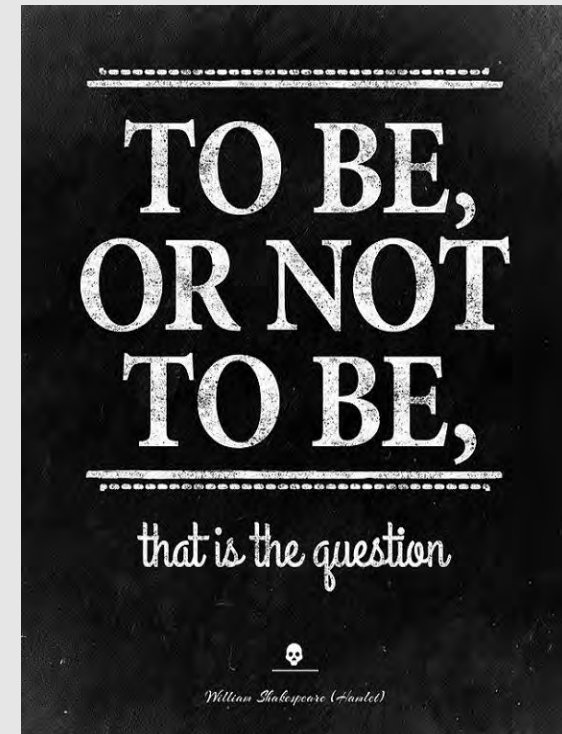
Utility Coordination

- Roles and Responsibilities - WisDOT LPPM
 - Work with LPA to ensure utility coordination is taking place
 - Sign Utility Status Report (USR) after receiving certification
 - Communicate with utility unit on complex issues
- Roles and Responsibilities - WisDOT Utility Unit
 - Region and central office staff available if LPPM needs assistance
 - Statewide contact for local program utility concerns



Utility Coordination

- Wis. Administrative Code Ch. Trans 220
 - Trans 220 does not apply to local roads, but timelines and processes are still recommended
- Utility work plan return time:
 - 60 days for resurfacing
 - 90 days for reconditioning
 - 120 days for reconstruction
 - Add 30 days if compensable or joint work



Right of Way Acquisition

- LPA's are expected to:
 - Follow the procedures outlined in the LPA manual
 - Secure the approvals needed to proceed with right of way acquisition on State or Federal aid projects
 - Ensure that all State and Federal procedures and laws are followed
 - Document, Document, Document
- Reference: Wisconsin Department of Transportation Local Program Real Estate Manual (LP RE Manual) (wisconsindot.gov)



Right of Way Acquisition

- Requirements Prior to Real Estate Acquisition
 - Approved Environmental Document
 - Approved Design Study Report (DSR)
 - Relocation Plan (if applicable)
 - Right of way plat approval/relocation order filed
 - Acquisition Capability Statement
 - Real Estate Start-Up Meeting



Right of Way Acquisition

- Allowable Activities Prior to Acquisition
 - Order and Review Title Searches
 - Identify Parcel Needs
 - Contract with Consultants
 - Start the Sales Study



Right of Way Acquisition

*Timing is for a SINGLE parcel - Number of days represents an average of WisDOT Projects

- Estimated Scheduled Time to Meet PS&E
 - 30 – 120 Days – Relocation Order thru last Appraisal Approved and all Nominals Acquired
 - 60 Days - Receipt of Owner's Appraisal
 - 30 – 60 Days – Negotiation of all Parcels, Condemnation if Required thru Recording of Last Award of Damages
 - 28 Days – Time for WisDOT to Review

• **TOTAL = 150-268 Days ROW Clear**



Plans, Specifications, & Estimates (PS&E)

- Reference [FDM 19](#) for requirements
- All documents need to be e-submitted (due Noon on PS&E date)
 - Make sure any region required documents are sent to LPPM
- Right of way needs to be clear, if it cannot, contact your LPPM and Real Estate Coordinator
- Utilities need to be clear, if it cannot, contact your LPPM
- Railroad needs to be clear, if it cannot, contact your Region Rail Coordinator and LPPM
- Traffic Management Plan (TMP) must be approved
- DNR Final Concurrence must be obtained
- All Permits must be in hand
- IF ANY OF THESE ARE MISSING, YOUR PS&E PACKAGE IS INCOMPLETE AND YOUR PROJECT IS SUBJECT TO HAVE ITS LETTING PULLED
- Schedule changes not guaranteed, talk to LPM and LPPM as soon as you anticipate one is needed



Plans, Specifications, & Estimates (PS&E)

- Locally Let Projects
 - Follow procedures in the [The Sponsor's Guide to Non-Traditional Transportation Project Implementation](#) and additional resources
 - Draft should be delivered to Region 28 days before Final
 - Final to be accompanied by all required documents and Request to Advertise
 - LPPM will review, bring in appropriate Ad Hocs as needed
 - Letting will follow Municipalities Normal Advertising Process
 - ⑩ Must be advertised for minimum 3 weeks

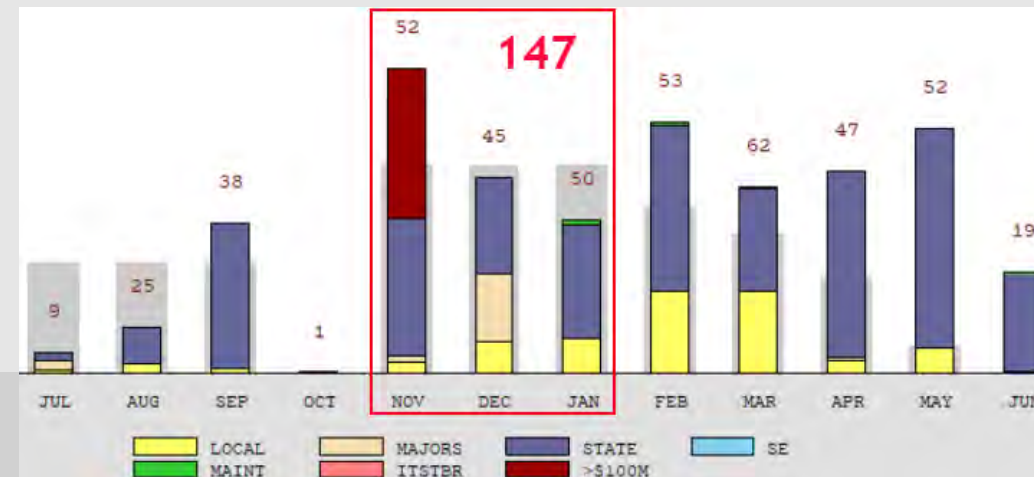


DO NOT ADVERTISE UNTIL THE REQUEST TO ADVERTISE PACKAGE HAS BEEN APPROVED AND YOU HAVE RECEIVED AUTHORIZATION LETTER

Plans, Specifications, & Estimates (PS&E)

- WisDOT Central Office Reviewers will check plans, specs, and estimates
 - Reviewed in order of Letting Date, so if you are in the 3rd month of a PS&E, do not anticipate review immediately
 - Turnaround times on addressing comments is tight, make sure Sponsor and Consultant are available
 - If Sponsor or Consultant need to make a change to plans/specs/estimate independently, contact LPPM to coordinate with Central Office

Letting Date	PSE Due	PSE Submitted To FHWA	AD Meeting	Ad on WISDOT Internet Site
Nov 8, 22 Dec 13, 22 Jan 10, 23	Aug 1	Sep 12, 22 Oct 17, 22 Nov 14, 22	Sep 27, 22 Nov 1, 22 Nov 29, 22	Oct 4, 22 Nov 8, 22 Dec 6, 22
2023 Feb 14, 23 Mar 14, 23 Apr 11, 23	Nov 1	Dec 19, 22 Jan 17, 23 Feb 13, 23	Jan 3, 23 Jan 31, 23 Feb 28, 23	Jan 10, 23 Feb 7, 23 Mar 7, 23
May 9, 23 Jun 13, 23 Jul 11, 23	2023 Feb 1	Mar 13, 23 Apr 17, 23 May 15, 23	Mar 28, 23 May 2, 23 May 30, 23	Apr 4, 23 May 9, 23 Jun 6, 23
Aug 8, 23 Sep 12, 23 Oct 10, 23	May 1	Jun 12, 23 Jul 17, 23 Aug 14, 23	Jun 27, 23 Aug 1, 23 Aug 29, 23	Jul 5, 23 Aug 8, 23 Sep 5, 23



Bid Letting for Construction

- Projects submitted to FHWA 8 weeks before letting date
- Projects advertised 5 weeks before letting date
- If an addendum is needed to make changes, follow [FDM 19-22](#) and contact LPPM
- Answer contractor questions as received
 - Do not answer any questions not asked through WisDOT BidExpress website, direct them to BidExpress website to ask the question if they want an answer



Post Bid Letting

- Bids posted on WisDOT website 24 hours post letting date
 - Do not contact LPPM to ask before this, we do not receive "inside information"
- If bid is 5% higher or 10% lower than Engineer's Estimate, or a sole bid is received, bid justification required
 - Email will be sent to designer, LPPM, and sponsor
 - Sponsor must concur to award if over the engineer's estimate more than 5% (remember, sponsor is responsible for any amount over SMA funding limit)
 - Bid justifications generally due Friday noon after let, make sure consultant and sponsor are available
- Once awarded, reach out to LPPM about setting up next steps



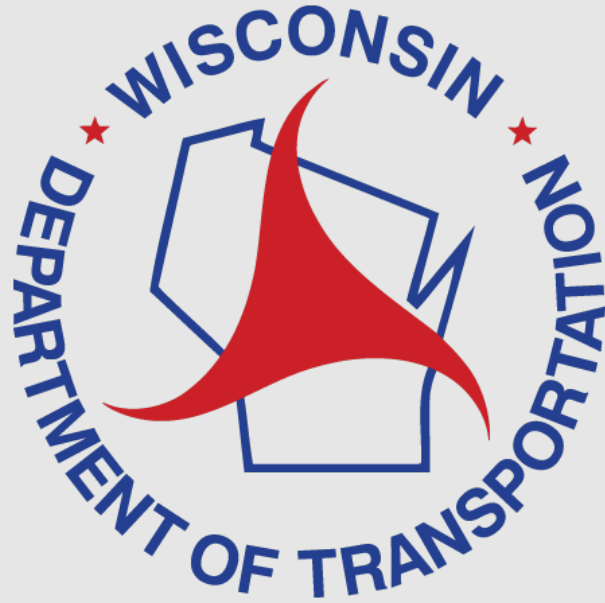
Post Bid Letting

- Locally Let Projects

- Follow procedures in the [The Sponsor's Guide to Non-Traditional Transportation Project Implementation](#) and additional resources
- Submit Request to Award package, along with any bid justification to LPPM
- Once awarded, reach out to LPPM about setting up next steps



DO NOT AWARD UNTIL THE REQUEST TO AWARD PACKAGE HAS BEEN APPROVED AND YOU HAVE RECEIVED AUTHORIZATION LETTER



ADDITIONAL RESOURCES

Central Office Local Programs Contacts

Jason Starke

BIL Primary Point of Contact

(608) 266-0436

dotlocalprograms@dot.wi.gov

Merrill Mechler-Hickson

Program & Policy Chief

(608) 261-8977

merrill.mechlerhickson@dot.wi.gov

Tim Olusegun

Program & Policy Supervisor

(608) 266-0254

tim.olusegun@dot.wi.gov

Michael Loughran

STP & Local Bridge Statewide Program Manager

(608) 266-2870

michael.loughran@dot.wi.gov

Travis Houle

TAP & CMAQ Statewide Program Manager

(608) 266-9656

travis.houle@dot.wi.gov



WisDOT Regions



NC Region – Ben Roskoskey
(715) 365-5783

benjamin.roskoskey@dot.wi.gov

NW Region – Randy Kirk
(715) 392-7860
randall.kirk@dot.wi.gov

NE Region – Alex Dums
(920) 492-5707
alex.dums@dot.wi.gov

SW Region - Michael Erickson
(608)-264-5361
michael.erickson@dot.wi.gov

SE Region - Jacob Varnes
(262) 548-8789
jacob.varnes@dot.wi.gov



Additional Resources

- FFY 2022 WisDOT Carbon Reduction Program Webinar
 - https://youtu.be/6pl1Zl5d_cl
- FFY 2023-2026 WisDOT BIL Webinar
 - <https://youtu.be/P6FN5daxJk0>
- FHWA Presentation on BIL
 - https://www.apta.com/wp-content/uploads/FHWA_BIL_Presentation_11-2021.pdf
- Wisconsin Access Management System (WAMS)
 - <https://on.wisconsin.gov/WAMS/home>
- Wisconsin Information System for Local Roads (WISLR)
 - <https://wisconsin.gov/Pages/doing-business/local-government/wislr/default.aspx>
- Highway Structures Information (HSI)
 - <https://wisconsin.gov/Pages/doing-business/engineering-consultants/cns/hsr/hsr.aspx>
- Facilities Development Manual (FDM)
 - <https://wisconsin.gov/Pages/doing-business/engineering-consultants/cns/rdwy/fdm.aspx>



Additional Resources

- Transportation Code 204 (towns)
 - https://docs.legis.wisconsin.gov/code/admin_code/trans/204
- Transportation Code 205 (counties)
 - https://docs.legis.wisconsin.gov/code/admin_code/trans/205
- Facilities Development Manual 11-20-1 (cities/villages)
 - <https://wisconsin.dot.gov/rdwy/fdm/fd-11-20.pdf#fd11-20-1>
- Transportation Code 301 (human services vehicles)
 - https://docs.legis.wisconsin.gov/code/admin_code/trans/301
- YouTube Local Program Project Development Process Training
 - [WisDOT Local Program Project Development Process Training - YouTube](#)



Additional Resources

- Bidding and advertising
 - [Wis. Stats. § 16.855](#), [66.0901](#), [985.01\(1m\)](#), [985.07](#)
- Railroad bidding & advertising
 - <https://docs.legis.wisconsin.gov/statutes/statutes/85/077>
- Railroad crossing alterations
 - <https://docs.legis.wisconsin.gov/statutes/statutes/195/29>
- County work rule restrictions
 - [Wis. Stats. § 59.52\(30\)](#)
- Bicycle/Pedestrian guidance
 - [Wis. Stats. § 84.01\(35\)](#)
- Local Program Real Estate Manual
 - <https://wisconsindot.gov/dtsdManuals/re/lpa-manual/lpa-manual-2022-Final.pdf>



Question & Answer Session

DOTLocalPrograms@dot.wi.gov

<https://wisconsin.gov/Pages/doing-business/local-government/assistance-programs/highway/bill-local-programs.aspx>

