



U.S. Department
of Transportation

**Federal Highway
Administration**

Western Federal Lands Highway Division
610 E. Fifth Street
Vancouver, WA 98661
Phone 360-619-7700
Fax 360-619-7846

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In Reply Refer to: HFL-17

Federal Land Management Agencies
Montana Department of Transportation
Regional, County & Local Governments
Tribal Governments

Greetings:

2016 Request for Proposals
Montana Federal Lands Access Program

The Western Federal Lands Highway Division (WFLHD) of the Federal Highway Administration is soliciting for capital improvement, enhancement, surface preservation, transit, planning, and research proposals to receive funds through the Montana Federal Lands Program in fiscal years 2019 and 2020. Proposal awards will be contingent upon availability of funds.

What is the purpose of the Federal Lands Access Program?

The purpose of the Federal Lands Access Program (FLAP) is to provide safe and adequate transportation access to and through Federal Lands for visitors, recreationists, and resource users.

Where can proposals be located?

Proposals must be located on Federal Lands Access Transportation Facilities. Federal Lands Access Transportation Facilities means a public highway, road, bridge, trail or transit system that is located on, is adjacent to, or provides access to Federal lands for which title or maintenance responsibility is vested in a state, county, town, township, tribal, municipal, or local government. Maintenance means the preservation of the entire roadway surface, shoulders, roadside ditches, drainage structures, bridges, and traffic control devices necessary for safe and efficient operations. Vested maintenance responsibility means that the majority of the cost for these activities is borne by the state, county, town, township, tribal, municipal, or local government.

Who may apply?

All proposals must be submitted jointly by the Federal Land Management Agency(ies) whose lands are accessed and the entity with title or vested maintenance responsibility (State, county, town, township, tribal, municipal or local government) for the Federal Lands Access Transportation Facility. Early coordination with the appropriate FLMA is encouraged to ensure adequate time is provided for thorough review and input.

Proposals must be signed by the following agency officials:

<u>Federal Agency</u>	<u>Signing Official</u>
National Park Service	Park Superintendent
National Forest Service	Forest Supervisor
US Fish & Wildlife Service	Refuge/Hatchery Supervisor
Bureau of Land Management	District Manager
Bureau of Reclamation	Area Manager
US Army Corp of Engineers	Operations Project Manager
Department of Defense	Installation Commander
<u>Local Agency</u>	<u>Signing Official</u>
Montana Department of Transportation	District Engineers
County	Commissioner
City, Town	Mayor
Tribe	Tribal Chair
Transit District	District Manager

Proposals that do not have the signatures that are listed above will not be eligible for consideration. If the Federal Land Management Agency was not listed above and/or you have any questions regarding the appropriateness of the signing official, please contact George Fekaris (see contact info below).

What types of proposals will be considered?

Proposals will be accepted for the following:

Capital Improvements- These proposals include rehabilitation, restoration, construction, and reconstruction of roads and bridges. This includes improvements such as safety improvements, widening, realignments, surfacing, culverts, signing, guardrail, walls and associated roadway appurtenances.

Enhancements- These proposals are road and trail related improvements such as interpretative signing, kiosks, viewpoints, adjacent vehicular parking areas, roadside rest areas (including sanitary and water facilities), provisions for pedestrians and bicycles, acquisition of scenic easement and scenic or historic sites, trailheads, trails, and improvements that improve public safety and reduce vehicle-wildlife mortality while maintaining habitat connectivity.

Surface Preservation- These proposals include surface preservation of roads, trails, and adjacent vehicular parking areas. They include chip sealing, crack sealing, and aggregate courses. Surface preservation proposals will only be considered for FY 2019.

Transit- These proposals include construction of transit facilities and limited duration operation/maintenance of transit services and facilities (including vehicles).

Planning- These proposals include engineering studies, corridor management planning, bicycle/pedestrian planning and alternative transportation planning that will provide valuable information for future FLAP proposals.

Research- These proposals include evaluating solutions that enhance access, safety or sustainability. They address issues such as wildlife-vehicle collision avoidance measures, context sensitive roadside safety features, and congestion management strategies. Research must be broad-based and applicable to multiple Federal Lands Management Agencies.

Proposals should also be consistent with a statewide, regional, county, local, or tribal transportation plan and a Federal Land Management Plan. Proposals that are specifically identified in a transportation plan will receive additional consideration.

What size proposal will be considered?

The Montana Federal Lands Access Program is currently estimated to receive about \$22 million annually. Proposals requesting at least \$100,000 or more will be considered for the 2016 Request for Proposals.

Are matching funds required?

The program requires matching funds of 13.42% of the total proposal costs. Applicants may also provide additional funds to contribute to the project. Because of limited FLAP funding, proposals will receive additional consideration when funding is leveraged from other sources.

Typically, the preliminary engineering phase (planning, engineering, NEPA, etc...) of a project will require a cash match. Other phases of the project (construction, construction administration, etc.) may use cash and/or “in-kind matches” such as donated property, materials, and services. Funds authorized under the Tribal Transportation Program and the Federal Lands Transportation Program as well as other Federal funds not authorized under Title 23 or 49 may also be used to satisfy the match. Match must be mutually acceptable to both WFLHD and the proposal applicants. Additional information regarding match may be found at the following website:

http://www.fhwa.dot.gov/legsregs/directives/policy/fedaid_guidance_nfmr.htm

How do I submit a proposal?

The best available data should be used in completing the project proposal forms. Maps and photos should be included to support the proposal. Maps should include project locations, proposal termini, high use federal recreation sites, federal economic generators, and most importantly, **show the Federal Lands accessed by the proposal**. Letters of support from other entities may also be included.

Email the completed proposal form with all required signatures, maps, photos and any letters of support to:

WFL.CallForProjects@dot.gov

The proposal must be received by **April 1, 2016**. The entire proposal packet (the proposal form, signature pages, maps, photos, and any letters of support) should not exceed 10 megabytes in file size and the total page length should not exceed 30 pages.

Copies of this letter, evaluation criteria, proposal instruction checklist, proposal form, and webinar announcement can be downloaded from the following website.

<http://flh.fhwa.dot.gov/programs/flap/mt/>

How will the proposals be evaluated?

A Technical Advisory Group (TAG) will review the proposals according to the following evaluation criteria (see attached for additional details): Safety, Preservation, Recreation/Economic, Mobility, Sustainability/Environmental Quality, and Readiness/Support. Preference shall be given to proposals that provide access to high-use federal recreation sites or federal economic generators, as identified by the Federal Land Management Agency.

The TAG will be facilitated by the WFLHD and include representatives from the from the Montana Department of Transportation, Montana Association of Counties, U.S. Forest Service, National Park Service, U.S. Fish and Wildlife Service, Bureau of Land Management, U.S Army Corp of Engineers and the Military Surface Deployment and Distribution Command (DOD).

The TAG may request additional information during the evaluation process. Proponents should be ready to provide documentation that substantiates, clarifies or appends any information provided in the proposals.

How will a final decision be made on the proposals?

The Program Decision Committee (PDC) made up of representatives from WFLHD, Montana Department of Transportation, and the Montana Association of Counties, will make a final decision on the proposals. The PDC will make these decisions based on the evaluation criteria and recommendations of the TAG. The PDC will also coordinate with the Federal Land Management Agencies prior to making a final decision. The final decision on the project proposals should be made by early fall of 2016.

Who will be the lead agency for project delivery?

The lead agency for all facets of project delivery will be the WFLHD. Project delivery consists of federal environmental compliance, design, construction contract advertisement, and construction contract administration. The project proponents may request another agency take the lead for project delivery but must provide rationale for the request. The rationale should include why another agency should take the lead, previous experience in delivering Federal-Aid (Title 23) funded projects, any certifications to deliver Federal-Aid funded projects, and ability to satisfy Federal Highway Administration project delivery requirements. The WFLHD will still be responsible for stewardship and oversight of the project to assure compliance with federal requirements. The final decision for project delivery resides with the PDC.

What if I have questions?

In conjunction with this request for proposals, WFLHD will conduct an informational webinar on Jan 12, 2016. This webinar will provide information to potential applicants on the FLAP, eligibility, evaluation criteria, how to submit proposals, and helpful hints for filling out proposal forms. See the attached webinar announcement for details.

In the meantime, if you have questions you can contact George Fekaris or the FLAP coordinator for your agency.

Agency	Contact	Phone	Email Address
Federal Highway Administration	George Fekaris	(360) 619-7766	george.fekaris@dot.gov
Montana Department of Transportation	Wayne Noem	(406) 444-6109	wnoem@mt.gov
Montana Association of Counties	Harold Blattie	(406) 449-4360	hblattie@mtcounties.org
US Forest Service	Pam Hergett	(406) 273-7088	phergett@fs.fed.us
National Park Service	Sena Wiley	(303) 969-2615	sena_wiley@nps.gov
Bureau of Land Management	Scott DeBock	(406) 896-5207	sdebock@blm.gov
US Fish & Wildlife Service	Nathan Caldwell	(703) 358-2205	nathan_caldwell@fws.gov
US Army Corp of Engineers	Alana Mesenbrink	(406) 293-7751 Ext 252	alana.f.mesenbrink@usace.army.mil
Department of Defense	Jason Cowin	(618) 220-5229	jason.w.cowin.civ@mail.mil

Additional information, guidance, and FAQs regarding the Federal Lands Access Program may also be found at the following websites:

<http://flh.fhwa.dot.gov/programs/flap/>

<http://www.fhwa.dot.gov/map21/guidance/guideflap.cfm>

<http://www.fhwa.dot.gov/map21/qandas/qaflap.cfm>

Sincerely yours,



George N. Fekaris
Transportation Planner

Enclosures:

- Proposal Evaluation Criteria
- Webinar Announcement
- Proposal Instruction Checklist
- Proposal Form

**2016 Proposal Evaluation Criteria
Montana Federal Lands Access Program**

Maximum Points

<p>1. Safety</p> <p>Improvement of the Transportation Network for the safety of its users.</p> <ul style="list-style-type: none"> ▪ Improves identified crash sites 0-15 ▪ Improves identified hazardous conditions other than crash sites 0-10 ▪ Improves safety for a wide range of users 0-10 	25
<p>2. Preservation</p> <p>Improvement of the Transportation Network for economy of operation and maintenance.</p> <ul style="list-style-type: none"> ▪ Improves National Bridge Inventory System (NBIS) deficient bridge rating 0-10 ▪ Improves surface condition 0-10 ▪ Included in a surface management system 0-5 ▪ Reduces maintenance or operating costs 0-5 	20
<p>3. Recreation and Economic</p> <p>Development, utilization, protection, and administration of the Federal Lands and its resources.</p> <ul style="list-style-type: none"> ▪ Federal high-use recreation site or Federal economic generator: (Scale by categories for each FLMA.) <ul style="list-style-type: none"> High Use or High Economic Impact 10-15 Medium Use Medium Impact 5-10 Low Use Low Impact 0-5 ▪ Federal Land area accessed: <ul style="list-style-type: none"> Over 100,000 acres 5 25,000-100,000 acres 2-4 Under 25,000 0-2 ▪ Supports community economic goals/needs or designated Scenic Byway 0-5 	20
<p>4. Mobility</p> <p>Mobility of users and continuity of the transportation network serving the Federal Lands and its dependent communities.</p> <ul style="list-style-type: none"> ▪ Need identified in transportation plan, FLMA Plan, State plan, or County Comprehensive plan, or route is connected to a designated route on the FLMA inventory for FLTP 0-10 ▪ Fills missing link in network, removes travel restriction, bottleneck, size/load limit 0-10 ▪ Sole access to area or major traffic generator (destination, resource extraction) 0-5 ▪ Reduces travel time and congestion, increases comfort and convenience or improves mode choices 0-5 	15
<p>5. Sustainability and Environmental Quality</p> <p>Protection and enhancement of the environment associated with the Federal Lands and its resources.</p> <ul style="list-style-type: none"> ▪ Supports or advances environmental goals 0-5 ▪ Enhances wildlife connectivity or aquatic organism passage 0-5 ▪ Enhances water quality, riparian function, wetlands function 0-5 ▪ Uses design, materials or techniques that will <i>exceed</i> the minimum environmental requirements or mitigates an existing environmental problem in the area 0-5 ▪ Contributes to improved environmental quality (i.e. GHG reductions) and reduces VMT. 0-5 ▪ Unique mitigation for impacts. 0-5 ▪ Contributes to the use of sustainable energy sources for transportation. 0-5 	10
<p>6. Readiness and Support</p> <p>Project readiness, local support, financial support, capacity, and project delivery.</p> <ul style="list-style-type: none"> ▪ Project support, agency priorities and previous federal investment. 0-10 ▪ Applicant's share of project costs, type of funds, availability of funds and certainty of funds. 0-10 ▪ Project readiness, project delivery schedule (environmental compliance, design ROW). 0-10 	10
<i>Total available Points</i>	100

Webinar Announcement

2016 Request for Proposals

Montana Federal Lands Access Program

In conjunction with the 2016 request for proposals for the Federal Lands Access Program (FLAP) in Montana, the Western Federal Lands Highway Division of the Federal Highway Administration will be conducting an informational webinar.

This webinar will provide information to potential applicants to the Montana FLAP. Topics that will be covered include: Overview of the FLAP program, eligibility, schedule/due dates for the request for proposals, the application process, evaluation criteria, and helpful hints for filling out applications. Plenty of time will be allocated for questions.

Date

Jan 12, 2016 at 10 AM MST.

Duration

1.5 hours.

Registration

Registration is not necessary – anyone can join.

Location

<https://connectdot.connectsolutions.com/mtflap2016/>

Log In Information

Select the option for “Enter as a Guest”

Type your name in the box provided

Click the button “Enter Room”

Audio Details

Conference Number: 888-273-3658

Participant Code: 6414784

2016 Request for Proposals Montana Federal Lands Access Program Proposal Instruction Checklist

- Download the Request for Proposal packet and the proposal form from the following website:
<http://flh.fhwa.dot.gov/programs/flap/mt/>
- Complete the proposal form with the best available data. Provide thorough, realistic and concise responses to questions. “Not Applicable” is an acceptable response if appropriate. Include any assumptions.
- Develop a map that includes project locations, proposal termini, high use federal recreation sites, federal economic generators, and **most importantly**, show the Federal Lands that the proposal accesses, is adjacent to or is on.
- The proposal should be completed jointly by Federal Land Manager and the State/County/Local/Tribal government.
- The proposal must be signed by the appropriate federal agency official AND the appropriate local agency official. Proposals that DO NOT have the appropriate signatures will NOT be eligible for consideration.

<u>Federal Agency</u>	<u>Signing Official</u>
National Park Service	Park Superintendent
National Forest Service	Forest Supervisor
US Fish & Wildlife Service	Refuge/Hatchery Supervisor
Bureau of Land Management	District Manager
Bureau of Reclamation	Area Manager
US Army Corp of Engineers	Operations Project Manager
Department of Defense	Installation Commander
<u>Local Agency</u>	<u>Signing Official</u>
Montana Department of Transportation	District Manager
County	Commissioner
City, Town	Mayor
Tribe	Tribal Chair
Transit District	District Manager

- The entire proposal packet (the proposal form, signature pages, maps, photos, and any letters of support) should not exceed 10 megabytes in file size and the total page length does not exceed 30 pages.
- E-mail your completed application package to:
WFL.CallForProjects@dot.gov
- Proposals must be received by **April 1, 2016** to be considered. Submit the proposal early, if possible, to avoid unexpected issues.