



U.S. Department
of Transportation

**Federal Highway
Administration**

Western Federal Lands Highway Division
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April 5, 2016

In Reply Refer to: HFL-17

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

Greetings:

2016 Request for Proposals
Oregon 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 Oregon Federal Lands Program in fiscal years 2019, 2020 and 2021. 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 between the appropriate FLMA and state/county/local/tribal government is encouraged to ensure adequate time for thorough review and input before the submittal due date.

Proposals must be signed by the following agency officials:

| <u>Federal Agency</u> | <u>Signing Official</u> |
|-------------------------------------|-------------------------------------|
| National Park Service | Park Superintendent |
| US 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> |
| Oregon Department of Transportation | Region Managers or Division Manager |
| County | Commissioner or Judge |
| 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 Oregon Federal Lands Access Program is currently estimated to receive about \$36 million annually. Proposals requesting \$100,000 or more will be considered for the 2016 Request for Proposals.

Are matching funds required?

The program requires matching funds of 10.27% 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. Right-of-way, construction, and other phases of the project may use cash and/or “in-kind matches” such as donated property, materials, and services subject to WFLHD approval. 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/fedaaid_guidance_nfmr.htm

http://www.oregon.gov/ODOT/TD/AT/Pages/donations_contributions.aspx

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, project limits or 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 **July 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 must 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/or/>

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 Oregon Department of Transportation, Association of Oregon Counties, U.S. Forest Service, National Park Service, U.S. Fish and Wildlife Service, Bureau of Land Management, U.S. Army Corp of Engineers, Bureau of Reclamation, 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, Oregon Department of Transportation, and the Association of Oregon 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 late fall of 2016.

Who will be the lead agency for project delivery?

The lead agency for project delivery will usually be the WFLHD. Project delivery consists of federal environmental compliance, design, construction contract advertisement, and construction contract administration. However the lead agency and participating agencies roles will be considered during proposal evaluation. Decisions regarding lead and participating agency roles will be based on the type of project, project complexity, and how the work is proposed to be delivered. The TAG may approach the project applicants during proposal evaluation to discuss project delivery. 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 April 27, 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 |
| Oregon Department of Transportation | Patricia Fisher | (503) 986-3528 | patricia.r.fisher@odot.state.or.us |
| Association of Oregon Counties | Emily Ackland | (503) 585-8351 | eackland@oregoncounties.org |
| US Forest Service | Amy Thomas | (503) 808-2473 | aethomas@fs.fed.us |
| National Park Service | Justin De Santis | (415) 623-2278 | Justin_DeSantis@nps.gov |
| Bureau of Land Management | Aaron Eklund | (503) 808-6100 | aeklund@blm.gov |
| US Fish & Wildlife Service | Jeff Holm | (503) 231-2161 | jeff_holm@fws.gov |
| US Army Corp of Engineers | Tom Ibsen | (503) 808-4306 | thomas.b.ibsen@usace.army.mil |
| Bureau of Reclamation | Lynette Ripley | (541) 389-6541 ext 233 | lripley@usbr.gov |
| 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
 Proposal Instruction Checklist
 Webinar Announcement
 Proposal Form

**2016 Proposal Evaluation Criteria
Oregon 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 | |

**2016 Request for Proposals
Oregon 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/or/>
- Initiate coordination between the federal land agency and the State/County/Local/Tribal government. The proposal should be completed jointly by Federal Land Manager and the State/County/Local/Tribal government.
- 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 must be signed by the appropriate federal agency official AND the appropriate local agency official listed below. 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 |
| US 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> |
| Oregon Department of Transportation | Region Manager or Division Manager |
| County | Commissioner or Judge |
| 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 must not exceed 30 pages.
- E-mail your completed application package to:
WFL.CallForProjects@dot.gov
- Proposals must be received by **July 1, 2016** to be considered. Submit the proposal early, if possible, to avoid unexpected issues.

Webinar Announcement

2016 Request for Proposals

Oregon Federal Lands Access Program

In conjunction with the 2016 request for proposals for the Federal Lands Access Program (FLAP) in Oregon, 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 Oregon 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

April 27, 2016 at 10 AM PST.

Duration

1.5 hours.

Registration

Registration is not necessary – anyone can join.

Location

<https://connectdot.connectsolutions.com/orflap2016/>

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