

# Project Tracking Policy Review

Regional Project Evaluation Committee  
September 26, 2025



Puget Sound Regional Council



*We are leaders in the region to realize equity for all. Diversity, racial equity and inclusion are integrated into how we carry out all our work.*

[psrc.org/equity](https://psrc.org/equity)



# Review Topics



Two project tracking policy topics to be reviewed:

- Consideration of pre-bid cost estimate increases to potentially receive funds under PSRC's annual TIP rebalancing process
- Evaluate the current \$50K limit for administrative transfer of PSRC funds between phases



# Process & Timeline

Timeline	RPEC Tasks
September meeting	Introduce topics Provide preliminary input
<i>PSRC staff will coordinate with WSDOT and compile supporting data to be included in the October agenda packet</i>	
October meeting	Full committee discussion both topics
December meeting	Final discussion and action on recommendations
January board meetings	RPEC recommendations forwarded to boards



# PSRC Project Tracking Policies

**Purpose:** Ensure the timely and predictable use of all regionally managed federal funds, and assist the region to:

- Reduce project delays that lead to increased costs
- Ensure the traveling public benefits from investments at the earliest point possible
- Meet federal funding delivery expectations
- Preserve PSRC funds and ensure they are kept locally
- Position region for additional funding opportunities by demonstrating the ability to deliver projects.

Informed by RPEC recommendations ~ Adopted by the Board



# PSRC Project Tracking Policies

The tracking policies lay out the rules and procedures implemented for the region to meet annual federal delivery requirements

- **Annual rebalancing process** – measures to distribute additional available funds to agencies fairly and transparently, as needed to meet FHWA delivery target
- **Late year and 'emergency' measures** – based solely on a project's ability to immediately utilize available funds

Policy topics are here



# Baseline Considerations – Policy Topic #1

Consideration of pre-bid cost estimate increases to potentially receive funds under PSRC's annual TIP rebalancing process

- Currently, only the phase cost provided at the time of award is considered in a project's capacity to receive increased federal share
- If cost estimate at the time of obligation is higher than initially estimated and programmed, policies do not allow that to be factored into a project's capacity to receive additional funds



# Baseline Considerations – Policy Topic #1

Consideration of pre-bid cost estimate increases to potentially receive funds under PSRC's annual TIP rebalancing process

## Primary Questions:

- How to ensure that cost estimates are consistently vetted for all projects at time of award and update?
- How to implement on a timeline that maintains the requirement increased federal share amounts be confirmed in time for the March TIP/STIP update?
- Other questions?





# Baseline Considerations – Policy Topic #2

## Evaluate the current \$50K limit for administrative transfer of PSRC funds between phases

- PSRC funds are awarded by project phase, not to the entire project
- PSRC funds unspent at the completion of the phase are de-obligated and returned, and then redistributed to the next eligible project
- PSRC policies allow administrative transfer of up to \$50,000 between phases of the same project, as long as all phases remain fully funded
- Any transfer greater than \$50,000 is subject to “exception” policies and requires board approval





# Baseline Considerations – Policy Topic #2

## Evaluate the current \$50K limit for administrative transfer of PSRC funds between phases

- The limit for administrative transfer based on an amount determined reasonable for new project funding
  - Based on policy that if a project is unable to utilize the funds for the requested purpose, unspent funds should go to the next eligible project on the list
  - But also acknowledges the benefit of some limited flexibility to accommodate minor change in conditions



# Baseline Considerations – Policy Topic #2

Evaluate the current \$50K limit for administrative transfer of PSRC funds between phases

## Primary Questions:

- Since this limit was set several years ago, is there a higher amount that should be considered while still maintaining the overall intent of the policy?
- Other questions?



# Next Steps

- PSRC staff will compile and provide supporting information prior to October meeting
- Full committee discussion at October meeting with vote on any recommendations in December
- RPEC recommendations forwarded to boards in January meetings

