

# 2019 Project Delivery Summit Q&A

Timestamp	Question	Answer
Webinar Chat Question	When are projects purged from the STIP if they've used their federal funds? We have large projects that should remain in the STIP even if they don't have active federal grants.	The TIP and STIP are 4-year rolling documents that are meant only to display current funding to projects within that time period. Once federal funds are obligated, if there are no other funds in the project within that 4-year span, the project will not be included. The STIP does not need to show projects throughout every stage of their lifespan.
12:40	WSDOT Local Programs requires projects using federal funds to submit reimbursement invoices on a monthly basis. Is it possible to submit them on a quarterly basis?	WSDOT will consider quarterly reimbursement on a case-by-case basis. The primary goal of the monthly invoicing policy is to keep projects off the inactive projects list. To make arrangements for quarterly invoicing, project sponsors will need to submit a proposal to WSDOT local programs for their consideration.
29:37	Given the delays in getting approvals from NOAA's National Marine Fisheries Service (NMFS) to satisfy the Endangered Species Act (ESA) requirements, how are project sponsors expected to meet PSRC's obligation deadlines?	Projects applying for PSRC funds need to ensure they have built adequate time into their schedules to deal with the challenges that come with delivering projects with federal funds. PSRC reviews projects for readiness during project selection, but we will work with our Countywide Chairs to enhance our process for vetting the readiness of projects in future competitions. If a project experiences an unforeseen delay that was not known at the time of grant application, PSRC's project tracking policies provide an opportunity for a one-time extension, and provisions are provided for sponsors to request an exception to PSRC's boards.

31:07	How can an agency participate in the Regional Road Maintenance (4(d)) Program?	More information on the Regional Road Maintenance Program can be found on WSDOT's website at <a href="https://www.wsdot.wa.gov/Maintenance/Roadside/esa.htm">https://www.wsdot.wa.gov/Maintenance/Roadside/esa.htm</a> .
32:15	What does an agency need to do to participate in the 4(d) program?	The agency must apply and agree to train their maintenance staff on the ten program elements and the use of Best Management Practices to achieve environmental outcomes including the protection of habitat and water quality. The agency must also agree to do annual reporting of their projects to NMFS. In exchange the agency will not have to do ESA consultations for a large subset of their work.
Webinar Chat Question	PSRC is adopting new rules that grants will be forfeited if the sponsor doesn't keep their project on schedule or allow enough time for their major milestones. Does WSDOT have (or could you easily produce) a list of typical milestones and how much time an agency should allow? At least typical ranges?	PSRC's rules for obligation deadlines are not new. The project tracking policies have been in place for many years, with the June 1st deadline provision and extension policies adopted in 2015. Typical milestones are included in both PSRC's grant application and the biannual progress reporting form, as well as on WSDOT's quarterly progress report form. In addition, WSDOT provided information on the minimum timeframes for each phase during the project delivery summit; presentation slides (22-23) and the recorded webinar (1:11:38 timestamp) are available on PSRC's website at <a href="https://www.psrc.org/our-work/funding/tracking-and-delivery">https://www.psrc.org/our-work/funding/tracking-and-delivery</a> .
46:38	Is the right of way (ROW) estimate table available online?	The draft ROW estimate table can be found at <a href="https://www.wsdot.wa.gov/publications/fulltext/LocalPrograms/RealEstate/LPAForms/ROWEstimateDraft.xlsx">https://www.wsdot.wa.gov/publications/fulltext/LocalPrograms/RealEstate/LPAForms/ROWEstimateDraft.xlsx</a> .

48:10	Will the new ROW process still allow you to use the appraisal waiver?	Yes
48:34	Will this process require a LAG change and when will this change happen?	Yes, ideally the update will happen in early 2020 but there isn't a set timeline yet.
49:26	Project has wide ROW and project does not touch the ROW but the ROW must be cleared due to federal requirements.	This is a federal requirement with encroachment.
55:07	For areas that require mitigation for 10+ years, are these easements considered temporary or permanent due to the long duration?	There isn't a specific definition for temporary easement. The type of easement is determined on a case-by-case basis. It is possible to have long-term temporary easements (10-12 years). It's important to discuss this with your local agency coordinator as early as possible in the process.
57:56	Do activities that involve local agency staff time qualify for ROW billing or is it only ROW acquisitions?	Local agency staff time is eligible but it's dependent on how the ROW phase was set up on the local agency agreement.
59:26	What are the differences between needing a temporary construction easement (TCE) versus a construction permit?	A permit is allowed for minor activities, such as feathering a driveway, and is not having a substantial impact to the property. If the work will have a larger impact to the property, then it will require a TCE.
1:09:03	Are there guidelines for combining adjacent projects in order to reduce costs?	WSDOT approval is required. The local agency must send in a public interest finding (PIF) that explains why combining the project is in the public's best interest. Best practice is to reach out to your WSDOT Local Program Coordinator to help you through the process.

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1:31:27	What specific action does a local agency have to do to meet PSRC's obligation deadline?	For the purposes of PSRC's obligation deadline, a project is considered to have "obligated" when the project sponsor has submitted a full and complete obligation package to WSDOT.
1:32:35	When filling out the supplemental, which requires the advertisement date, what date should we use?	The rule of thumb is eight weeks. This allows WSDOT two weeks to process plus the six weeks the local agency has before they are required to advertise.
1:37:06	A consulting contract has negotiated an hourly rate, but the following year they give their employees a pay increase and the consultant requests an increase of hourly rate. How should local agencies respond?	A pay increase is acceptable only if the contract allows an hourly wage increase. Agencies should draft contracts that clearly outline if pay increases are allowed, and if they are, how that process will be handled.

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