Project Tracking and Delivery
RPEC - January 25, 2018
Project Delivery Working Group

➢ First meeting was on December 12, 2018
➢ Reviewed:
  ▪ Project delivery and rebalancing challenges
  ▪ PSRC’s Project Tracking Policies
➢ Discussed:
  ▪ Ideas to improve policies, processes, and delivery
  ▪ Data needs for future discussions
Project Delivery Working Group

- Next meeting is today from 11:30am – 1:30pm
- Assessment of ideas discussed at previous meeting
  - Feasibility and challenges
- Discussion of progress report and extension request forms
- Next steps
November 2018 Progress Reports

Project On Schedule

Example Reasons for Delay

- Permitting process
- Right-of-Way negotiations
- Utility coordination
- Staff turnover
- Lack of funds to move onto next phase
- Required to refresh NEPA
Progress Report Form

Current Project Status

Is your project on schedule?
If the project is not progressing per schedule, please provide more details on the factors causing delay in the following milestone section.

☐ Yes  ☐ No

Please select your type of project:
☐ Stand-alone Planning Study (i.e., corridor study, master plan, etc.)
☐ Capital or Other Project

IMPORTANT: The following section requests information on the anticipated obligation dates for PSRC funds. It is important to be aware that all PSRC-funded projects are subject to the obligation deadline according to PSRC’s Project Tracking Policies in place at the time of the grant award. PSRC’s Project Tracking Policies can be accessed. Sponsors are strongly encouraged to review PSRC’s Project Tracking Policies here to ensure obligation deadline are fully understood.
Progress Report Form

**Preliminary Engineering & Design**

Actual or expected obligation date for federal funds for PE phase:
- Not Applicable

Design status (percent complete): __%__

Has PE/Design been completed?
- Complete
- Not Complete
- N/A

Actual or expected completion date

Have all environmental documents been approved?
- Complete
- Not Complete

Actual or expected completion date

What is the current or anticipated level of environmental documentation under the National Environmental Policy Act (NEPA) for this project?
- Environmental Impact Statement (EIS)
- Environmental Assessment (EA)
- Documented Categorical Exclusion (DCE)
- Categorical Exclusion (CE)

If not yet complete, please describe the work needed to achieve the expected completion date above:

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Project Finances and Expenditures

Have there been any changes to the total estimated project cost?

Yes/No ☑

Updated estimate:

Last bill submitted on
Sponsors are expected to submit bills for reimbursement on a regular basis after federal funds have been obligated or are at risk of the project being closed and federal funds repaid.

Not Applicable

Next bill submittal on
Not Applicable

Other/ Administrative

Please use this space for additional comments, to update contact information or for any other follow-up communication with the PSRC staff.

Administrative

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Effectiveness of Progress Reporting Form

➢ Are we tracking information that is useful? Are we getting the data we need?

➢ What information is needed for effective project tracking?
  • Is the project on-schedule? If not, why?
  • Feasibility of obligating earlier or using advance construction
  • Other?

➢ Does the current progress report schedule need to be adjusted
  ➢ Currently every ~ 6 months (Spring and Fall)
2018 Extension Requests

Policy
- Obligation deadline is June 1st of programmed year
- Requests due April 1st of programmed year
- Extends obligation deadline to December 31st
- Extensions are not granted based on a consideration of the cause of delay

Requests
- 9 projects
- Totaling $14,291,255

Obligations
- All 9 met the December 31, 2018 deadline.
2019 Extension Requests

Previously: form released in March

Proposal: release form next week so we can get advanced notification of the need for extensions

- requests would still be due April 1, 2019