Municipal Highway and Stormwater Mitigation Program
VTrans Municipal Mitigation Program

- **Better Roads Program**
  - Established in 1997 and formerly administered by local non-profit
  - In 2013 transitioned to VTrans oversight
  - Annual program, approximately $3.0M in recent years, projects $10k-$75k
  - Constructed with State funding

- **Municipal Highway and Stormwater Mitigation Program**
  - New in 2017
  - Approximately $1.5M available
  - Intended for larger environmental mitigation related projects, >$250k construction
  - Federal funding
Federal Highway Administration (FHWA) funds, ~$1.5M

80% federal/state share, requires 20% local match
  - Local match typically cash match, in-kind match rarely approved
Eligibility

Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff.
Eligible Applicants

- Municipalities
- RPCs can apply for scoping projects on behalf of municipalities

Program Parameters

- No cap on funding for individual projects
- Applications accepted for scoping/planning or design and construction
  - No design only projects
- Design and construction projects must advance to completion or risk chance of payback
- Reimbursement program
  - Municipality pays for project costs and submits reimbursement request to VTrans
Potentially Eligible Project Types

- Planning Studies
  - Stormwater Inventories
  - Flow Restoration Plans
  - Phosphorus Control Planning
- Salt/Sand Sheds
- Bank Stabilization
- Culvert Replacement/Re-sizing
- Stream Bank Stabilization
- Detention Ponds

- Check Dams
- Swirl Separators
- Permeable Pavers
- Infiltration Basins
- Gravel Wetlands
- Subsurface Detention Systems
- Bio Filters
- Bio Retention Systems
Project Development Process

- Municipal Project Manager Selection
- Design Engineer Selection
- Conceptual Plan Development/Review
- National Environmental Policy Act (NEPA) Approval
- Preliminary Plan Development/Review
- Right-of-Way (ROW) Plan Development and Clearance
- Final Plan Development/Review
- Project Advertisement, Bidding, and Award
- Construction and Oversight
- Maintenance

Typical project takes 2-4 years to complete
Municipal Project Manager

- May assign a municipal employee if minimum qualifications are met
  - Required knowledge base:
    - Can read engineering plans
    - Organized
    - Knowledge of FA project development process
    - Time commitment of up to 40 hours per week

- Request For Proposals
- At-the-Ready Selection
- Projects where municipalities have hired an MPM have typically been much more successful
At-the-Ready Selection

- Available for MPM, Design Engineers, and Construction Inspectors
- VTrans has completed step one of two of the QBS process
- Pick from list of pre-qualified consultants
- Will still need to rank consultants and negotiate and contract with them
Design Engineer Selection

- RFQ/RFP or ATR

Conceptual Plan Development/Review

- Initial design
- Public involvement
- Requires 3 week Agency review
National Environmental Policy Act (NEPA)

- Minimum of 6 months to complete

Preliminary Plan Development/Review

- Requires 3 week Agency review

ROW Plan Development/Clearance

- Highly variable in schedule duration
- If no ROW acquisitions required for construction/maintenance, 1 month to clear
- If acquisitions are required
  - Simple: 6-12 months
  - Complicated 1- several years
Final Plan Development/Review
- Requires 3 week Agency review

Project Advertisement, Bidding and Award
- Use of VTrans - Municipal Assistance Bureau standard bid documents
- Low bid sealed bid process
- Three week minimum advertisement period

Construction and Oversight
- Municipality must provide oversight/resident engineering services
  - ATR or RFP/RFQ
- Materials Testing and Acceptance

Maintenance
- Municipality must maintain project
Funding Requirements

- Buy America (steel & iron products)
- Davis Bacon Federal Wage Rates
- Proprietary Products not allowed without Public Interest Finding
- Project must be design and constructed in accordance with all federal/state/local permits and regulations
Examples of Candidate Projects

- Construction cost >$250k
- Requires fully engineered design
- Treat substantial highway runoff
  - Non-highway runoff eligible, but projects that treat a higher portion of highway runoff are more likely to be awarded
- Clear water quality benefit
- Clearly fits within the program’s eligibility requirements
  - Pollution prevention and pollution abatement activities
  - Mitigation to address stormwater management, control
  - Water pollution prevention or abatement related to highway construction or due to highway runoff

New bridge, Duxbury

Large culvert, Cambridge

Retention pond, So. Burlington

Gravel wetland, St. Albans
Projects For Other Programs

- No engineering required
- Small construction cost <$250k
- Municipal crews plan to complete work
- Town will not be able to come up with 20% cash match
Successful Applications Include:

- Maps that clearly depict project location
- Clear pictures of the problem
  - Write on pictures if it’s not clear
  - If pictures cannot be taken, clearly describe the problem
    - Example: If a closed system has failed
      - Is it flooding basements?
      - Are there sinkholes in the street?
      - How often does this happen and how much sediment and pollutants are entering the water?
- Include detailed description of solution
- If available, include scoping reports and any preliminary engineering designs
- All questions are fully and clearly answered
Application Requirements

- Letter of Support from Regional Planning Commission
- If within State ROW:
  - Correspondence with VTrans District Transportation Administrator
  - Considerations for projects within the ROW may include:
    - Culverts/drainage
    - Signage
    - Driveway accesses
    - Maintenance
    - Comingling of stormwater
    - Lighting/security fences
    - Guardrail
How to apply:

http://vtrans.vermont.gov/highway/Municipal-Highway-and-Stormwater-Mitigation-Program
http://vtrans.vermont.gov/, click on ‘Highways’ in left border
Click on ‘Local Projects’
MUNICIPAL ASSISTANCE BUREAU - LOCAL PROJECTS

Municipal Assistance Bureau (MAB) technical staff is assigned to work with, and support, the municipalities in the development of projects while providing oversight and guidance to ensure projects are developed in accordance with applicable design standards and federal and state regulations. Projects can encompass every area of transportation such as: development of scenic byway management corridor plans and other improvements to byways; stormwater improvement projects; development of bicycle and pedestrian facilities; alignment with corridor work; Safe Routes to School education and infrastructure improvements; municipal park and role facilities; bridge improvements, roadway and intersection improvements, and a variety of transportation enhancements.

The Vermont Better Roads program is a unique addition to the MAB, and offers municipalities the opportunity to work with experienced and qualified staff to improve and enhance local roads through grant opportunities.

- Annual Reports:
  - 2016 Bike and Kite Annual Report
  - 2016 Bike and Pedestrian Annual Report
  - 2016 Better Roads Annual Report
  - 2016 Transportation Alternatives Annual Report

- MAB Guidebook, Appendix, and Project Bid Documents
- Bicycle and Pedestrian Program
- Transportation Alternatives
- Park-and-Rides

- Municipal Mitigation
  - Better Roads
  - Municipal Highway and Stormwater Mitigation Program

- FHWA Federal-aid Essentials (training videos and documents)
- Shared Documents and Templates
Maps
Submission Format

- Electronically only
  - Please submit as a single PDF file

Ross Gouin
VTrans Municipal Assistance Bureau
ross.gouin@vermont.gov

Organization
1. Application form
2. Map
3. Pictures
4. Scoping study/engineering plans
5. Letters of Support
6. Any other misc. supporting documentation
Anticipated Program Schedule

- August 20 - Program Announcement and release of applications information
- September, Any program questions answered, applications prepared
- **October 1, Applications due by 1:00 PM**
- October 4-8, Site visits by committee as needed
- October 11-22, Selection Committee Evaluations
- October 27-29, Project Awards announced
Applications due October 1\textsuperscript{st}

Questions? - Please contact:

Ross Gouin  
VTrans Municipal Assistance Section  
ross.gouin@vermont.gov  
(802) 595-2381