

# VPSP2 Highway Mode Regionally Driven Projects/ RPC Qualifications Sheet Process Summary



**Asset Driven projects** are identified by VTrans' asset management systems based on asset condition, performance criteria, available funding levels and cost-benefit analysis that provide the most benefit to the highway network.

**Regionally Driven projects** consider asset management concepts but also include community needs, proposed development, harmonization, modernization and expansion.

**The following document provides guidance on how a project goes from an idea to being considered as a potential capital project that is Regionally Driven.**

As a reminder from the "VPSP2 Highway Mode Project Selection Process Summary":

**Step 1 (VTrans): Programmatic Budget Targets (September 1 - October 30)**

**Step 2 (VTrans): Asset Driven Potential Projects (November 1 - February 28)**

**Step 3: VTrans to RPC Communication (March 1):**

VTrans provides each Regional Planning Commission with the 150% list of potential projects and VPSP2 scoring data for five criteria: asset, safety, mobility, resiliency and environment by program, in their respective region. In addition, VTrans will provide each RPC with a list of existing Capital Program projects along with each projects Transportation Value for informational purposes in the following steps.

**Step 4: RPC Scoring for Asset Driven Potential Projects (March 1 - May 31):**

Each RPC will review the list of potential projects and scoring data provided by VTrans. The RPC will add VPSP2 scoring data for three criteria: economic access, health access and regional/community. This will be combined with the VTrans data identified in Step 3 to provide a preliminary Transportation Value for all potential projects identified by the VTrans asset management systems.

**Step 5: Regionally Driven Potential Projects (March 1 - May 31):**

After an RPC has scored the Asset Driven potential projects and reviewed the list of existing Capital Program projects, there will be an opportunity for RPC's to identify projects that they would like to propose for consideration as Regionally Driven Potential Projects. As an RPC identifies these projects, they will work with VTrans to compile data and scoring for each of the eight criteria so that these projects also has a preliminary Transportation Value.

**Step 6: RPC to VTrans Communication (June 1):**

Each RPC provides VTrans with the preliminary Transportation Value for both Asset Driven and Regionally Driven potential projects. This submittal will also include any additional information that the RPC would like VTrans to consider.

Step 7 (VTrans): Project Selection (July 1 – July 31)

Step 8 (RPC): RPC Review (August 1 – September 30)

Step 9 (VTrans): Project Programming (October 1 – November 30)

## **Additional Details for the Regionally Driven Projects**

### **Expectations for RPCs and their TACs**

All RPCs will use the RPC Qualifications Sheet to score potential projects with their TACs. The Qualifications Sheet should not be adjusted by individual RPCs. This allows for consistency across Regions for intake of projects to VTrans.

### **What is the RPC Qualifications Sheet?**

The RPC Qualifications Sheet was developed by RPC staff collaboratively from 2018-2021. It is designed as a screening tool to assist RPCs in prioritizing regionally driven projects. “I have an idea for a project. But will it score well when assessed using VPSP2 criteria?” The RPC Qualifications Sheet is a simpler, parallel scoring sheet to the VPSP2 Highways Workbook.

- If a project scores well in the RPC Qualifications Sheet, it will likely also score well in the VPSP2 Highways Workbook that generates the Transportation Value (i.e. what allows comparison between all projects, whether asset or regionally driven).
- If a project does not score well in the RPC Qualifications Sheet, the project will likely not receive a high Transportation Value. Consider refining/ revising the scope of the potential project, undertaking additional study of the project or table the project idea for now.

The Template Qualifications Sheet can be downloaded from the VPSP2 General Channel.

### **How many Regionally Driven projects can we submit?**

There is no fixed limit on the number of projects you may submit per region. Given VTrans fiscal constraints, however, it is not possible to fund many new projects each year.

- There is no fixed minimum score from the RPC Qualifications Sheet for the pilot year, but that will likely be established for future years, based on experiences from the Pilot Year.
- Use your experience to guide where the cut-off may be for projects you want to submit for consideration. If you have less projects, that is fine! The goal is quality over quantity!

### **How should projects be named?**

Please use the following naming convention for projects so that they will fit into the VPSP2 framework and allow for consistent naming throughout the process:

- Begin Town\_End Town-Route-RPC-Year-KeyWords
- For example: Calais\_Winchester\_VT99\_2021\_Paving
- Example key words include bridge, roadway, safety, pedestrian enhancements

### **Submittal of Regionally Driven Projects**

**A list of Regionally Driven projects will be provided to VTrans no later than May 1<sup>st</sup>** so VTrans Asset Management can calculate the VTrans components of the preliminary Transportation Value before the May 31<sup>st</sup> deadline. Information needs to be in two places within the [VPSP2 March 2021 Information Channel](#):

1. In “XXXRPC 2021 VPSP2 Potential Projects.xlsx”, go to the “RegionallyDrivenQuestions” tab and enter project information in the pink cells
2. In the “Qualifications Sheet” folder in the individual RPC folder, upload project’s “Qualifications Sheet” with all tabs completed, including “Intake Information” and “Map”. The Qualification sheet name should match the project name

### **Questions and Feedback**

If you have questions or feedback related to the Qualifications Sheet, please submit them on the VPSP2 Teams Site – see the “Asking Questions and Providing Comments” document in the [VPSP2 General Channel](#) for more information. Some questions may be easy to answer, while others may be held until the Pilot Year process is evaluated.

There is also a feedback system for Regionally Driven projects that are submitted to VTrans in August/ September (See Steps 7 and 8 in the “VPSP2 Highway Mode Project Selection Process Summary”)