Bicycle Corridor Improvement Program
2012 Call for Projects Frequently Asked Questions
Updated as of 3/7/12

Question	Answer
General Program Questions	
How do outreach projects satisfy the "direct relationship to surface transportation" component?	Per the BCIP Guidelines, the direct relationship may be one of function, proximity, or impact. In the case of outreach projects, the relationship would fall into the "impact" category.
What is a safety outreach project?	Safety outreach projects can be public education and marketing efforts to reduce bicycle accidents and fatalities. The program must be currently unfunded (not funded). The CMAQ funds cannot supplant other funding in the program.
Will OCTA assist with my project application?	OCTA can provide one-on-one meetings to provide assistance at the agency's request. OCTA staff will not be completing the application or scoring the application for agencies prior to the closing of the call for projects.
Can two agencies partner together to submit an application?	Yes. Two eligible agencies may submit joint applications. In addition, a non-profit may submit an application through one of the 35 local Orange County governmental agencies.
Is Environmental and Design the same phases?	Yes. The FHWA sees Environmental and Design as a single phase under "Project Specifications and Engineering."
Can Design be completed by in-house staff?	Yes. However, the agency must bill for direct expenditures towards the project and provide back-up documentation of activities.
If a project crosses jurisdictions, can both agencies apply separately if the project cost is higher than $1 million?	Yes. The agency can break the project into complete segmented phases. The project must be under $1 million in CMAQ for each segment.
Can you provide a list of projects funded in the last call for projects and the dollar amount of each award?	No. This is the first time this program has been implemented. There were no other calls through this program.
How many application were received in the last call for projects and how many were funded?	This is the first time this program has been implemented. There were no other calls through this program.
Who made the decision regarding eligibility for projects? OCTA or the Funding Source?	The CMAQ allows a wide array of projects, however, the Board of Directors approved the use of 10 percent of annual CMAQ apportionment towards bicycle and pedestrian projects. The guidelines, eligibility, and application were approved by the Technical Steering Committee (TSC), Technical Advisory Committee (TAC), Bicycle and Pedestrian Citizens Advisory Committee, and the Board of Directors. All approving bodies provided input to developing the requirements.
Is there a limit to the number of projects a city can submit?	No.
Do the proposals require City Council or Board of Supervisors approval/resolution?	Yes. The resolution is due to OCTA no later than June 30, 2012.
Does the project's environmental documentation go through Caltrans?	Yes. The environmental documentation is processed through Caltrans District 12.
Can construction move forward without E-76 approval?	No.

Eligibility	
Who is eligible to apply for the program?	The 34 local Orange County Cities and the County of Orange are eligible applicants for the BCI Program.
What type of work is eligible?	Environmental/Design, Right-of-Way acquisition, and Construction. Planning is not an eligible expenditure.
What types of improvements are allowed?	Projects are subject to CMAQ requirements. All projects should have a measurable air quality improvement. Please be aware that the program is a competitive program and the project may not be selected. Projects include bicycle facilities, bicycle trails, and bicycle safety/outreach programs.
Can I submit an outreach project for consideration?	Yes. Outreach projects are eligible for funding per the CMAQ guidelines. However, agencies should consult with OCTA prior to submitting the application to determine specific eligibility requirements. Please be aware that the program is a competitive program and construction projects are prioritized.
Are bicycle signal projects eligible?	Signal projects for only a bicycle facility are allowable.

Funding	
How much funding is available?	Approximately $9 million in federal CMAQ program funds are available from Fiscal Year 2012-2013 to 2013-2014.
What is the CMAQ limit for each project? Can an agency request more than $1 million in CMAQ funding?	Agencies may not request more than $1 million per project, however, larger projects can be submitted in segments as separate projects.
What is the match rate?	A 12% minimum local match is required. There is no maximum local match. Agencies that contribute 25% and greater will be receive 20 points.
Are soft match and in-kind match eligible?	No. Soft-match and in-kind match are not eligible match sources.
What are direct costs to the project?	Direct costs include costs that are directly related to the phase of work the project is applying for.
How will cost savings affect the project funding?	Cost savings will be distributed proportionally based on the match rate between CMAQ and match fund source.
Which Federal Agency will be processing the CMAQ funding?	FHWA and FTA will be processing the funding. However, the majority of projects will be processed through FHWA. FTA projects must have specific requirements from the project. OCTA will determine the federal agency that projects will be processed once projects are selected and approved by the Board of Directors.
What determines if a project will be processed by the FTA?	FTA projects must have transit elements, such as direct connections to transit facilities. OCTA will select approved eligible projects for FTA processing
Can construction of a segment of the project be used to satisfy the local share/matching funds requirement? If so, can such construction occur prior to the award of any grant funds?	The match must come from the proposed project. Match from another segment/project or funds spent prior to award of the grant or prior to E-76 approval is not an eligible match.

Criteria	
Where can I find the evaluation criteria?	Selection criteria are available on page 3 and 4 of the BCI Program 2012 Call for Projects guidelines.
What are the evaluation criteria?	Evaluation criteria can be found on page 3 and 4 of the BCI Program 2012 Call for Projects guidelines. The evaluation criteria includes: • Coordination • Direct Relationship to Surface Transportation • Improve Connectivity to or Between Employment and Activity Centers • Bikeways Priority Index Rank • Project Readiness • Cost Effectiveness • Safety • Public and Agency Support • State and Federal Compliance • Financial Viability • Air Quality
What are the pass/fail criteria?	The pass/fail criteria include State and Federal Compliance, Financial Viability, and Air Quality. Projects proposals must pass all requirements in the pass/fail criteria. Marking "Yes" is a pass. Marking "No" is an automatic fail and the project will not be scored.
How is cost effectiveness measured?	Cost-effectiveness is measured by using the total direct costs of the phase of the project divided by the length.
Can individual members of the public submit letters of support?	No. Only businesses, organizations, and agencies can submit letters of support. If an individual member of the public chooses to submit a letter of support, he/she should submit it through an organization such as a home owners association.
What is the last date letters of support must be received by OCTA?	All letters of support must be received at the OCTA administrative offices by June 14, 2012.
Who should letters of support be addressed to?	Letters of support can be addressed to agency Staff prior to project submittal Letters can also be addressed to OCTA and sent to Kia Mortazavi, Executive Director, Planning with attention to Adriann Cardoso, State and Federal Programming Manager.
Will partial points be awarded for project readiness?	No.

Scoring and Review	
How was the Advisory Panel selected?	Advisory panel members are experts in the fields of engineering, air quality, and bicycle planning. The panel will consist of five members: • Members from the Technical Advisory Committee • A OCTA Bicycle Planner • A employee of the South Coast Air Quality Management District • The Chair of the Bicycle and Pedestrian Citizens Advisory Committee
What is the maximum number of points scored on the application?	Project selection criteria will total up to a maximum of 100 points. The pass/fail criteria are not scored.
How is project readiness determined?	Project readiness is determined by completion of prior phases of work. For example, a construction project that is ready to list will have environmental completed, design completed, and right-of-way certified.
How will projects be selected for FTA or FHWA processing?	Most projects will go through FHWA for processing, with the exception of projects that meet FTA requirements and/or are within vicinity or connection of a transit facility.
How will safety and outreach projects be reviewed?	The program will prioritize construction projects. However, safety and outreach projects are eligible for funding. Under certain criteria, outreach projects will be required to answer separate questions.

Program Schedule	
When are applications due?	Applications must be received at the OCTA administrative offices in Orange no later than 4:00 PM on April 30, 2012.
When will the program of projects be approved?	OCTA is currently estimating Board of Directors approval for the final program of projects in August 2012.

Project Delivery	
If environmental is being submitted, how do we submit the E-76?	The E-76 must be submitted as part of the design phase.
When must the environmental documentation be submitted?	For construction projects, environmental documentation must be submitted to Caltrans by November 1 of the program fiscal year and approved by February 1 of the program fiscal year.
When must authorization to proceed be submitted for any phase of work?	Authorization to Proceed (E-76) must be submitted by February 1 of the program year
When can the agency advertise for construction?	Within 6 months after E-76 approval. Any expenditure prior to E-76 approval is not reimbursable.

Bicycle Plans	
Are there criteria that have to be met in OCTA's Commuter Bikeways Strategic Plan (CBSP)?	OCTA's Commuter Bikeways Strategic Plan (CBSP) is regularly updated every five years to accommodate any changes to the existing bikeway network and proposed bikeways. However, OCTA is currently considering amendments to the 2009 CBSP, in an effort to assist local jurisdictions with eligibility for various funding programs. If your agency would like to include any new proposed bikeway routes, please submit the following information to Carolyn Mamaradlo, Associate Transportation Analyst at cmamaradlo@octa.net by March 14, 2012 5:00pm: • Project Location and limits • Project map or aerial • Proposed Bikeway Class • Documentation of council/board support
What is an approved bicycle plan?	An approved bicycle plan is a plan that has been approved by the governing body of the jurisdiction including the City Council or Board of Directors. The plan can be an agency plan, countywide plan, multi-agency collaborative plan, or OCTA bicycle plan.
Can I submit a project that is not in a bicycle plan?	The last CBSP was published in 2009 and reflects local plans at that time. It will be comprehensively updated again in 2014. In the meantime, OCTA is considering an addendum in an effort to assist local agencies with eligibility for recent funding opportunities, including the BCI. OCTA will consider the following for the CBSP Addendum: • projects approved by Council/Board • projects that demonstrate regional connectivity to transit, major employment centers, colleges, and universities with a letter of support from the Public Works Director If your agency would like to include projects in the CBSP addendum, please submit project information by April 6, 2012 to Carolyn Mamaradlo, Associate Transportation Analyst at cmamaradlo@octa.net or (714) 560-5748.
Does the project have to be in an OCTA bicycle plan?	No. Please see above.
What level of detail does a project need in order to qualify to be in a bike plan?	Project design details do not need to be defined in qualified bike plans. Project location, limits, and Class should be specified.
When is OCTA amending the Commuter Bikeway Strategic Plan?	For information regarding the Commuter Bikeway Strategic Plan and planned changes and amendments, please contact Carolyn Mamaradlo, Associate Transportation Analyst at 714-560-5748.

Bicycle Priority Index Ranking			
How does the Bicycle Priority Index Ranking (BPIR) calculate and rank projects?	BPIR will calculate the cumulative total of all the factors and divide it by the distance of the project. Projects will be ranked and tiered into three groups. Agencies will be required to submit the limits of the project and a GIS shape file on a compact disk or via e-mail.		
What are the data sources for the BPIR?	Origin-side	Population Density (2005)	2005 residential population per square mile; Orange County Projections 2010 (OCP10)
		Population Growth (2005 - 2035)	Change in population per square mile between 2005 and 2035; OCP10
		Density Under of 18 years old	Residential population of persons under age of 18 years old per square mile; American Community Survey (ACS) 2005-09
		Land-Use Mix	Calculated entropy measure reflecting the evenness/mix of residential, commercial, and institutional land-uses based on 2005 Land-Use Classification data from SCAG
		Residents that Bicycle to Work	Residential population per square mile of persons reporting the use of a bicycle as the mode of travel to work; ACS 2005-09
		Bicycle Network Proximity	Areas within 1/4- and 1/2-mile of an existing bicycle path on OCTA's revised 2011 Bikeways Map
	Destination-Side	Employment Density (2005)	Employees (Jobs) per square mile; OCP10
		Employment Growth (2005 - 2035)	Change in jobs per square mile between 2005 and 2035; OCP10
		University/College Enrollment	University/College/Community Colleges ranked by 2008-09 enrollment; National Center for Education Statistics
		Metrolink Rail Stations	Metrolink rail stations ranked by 2006 AM Alighting; ; 2006 Metrolink Survey
		Local Schools (Elem, Middle, HS)	Locations of local elementary, middle, and high-schools; Thomas Bros Maps
		Parks, Local Retail, Public Services	Locations of local/neighborhood trip attractors. Thomas Bros Maps & OCTA
		Bus Frequency (Number of Trips)	OCTA bus stops ranked by PM Peak period bus trips. OCTA's October 2010 service schedule
Why are activity centers clustered in North Orange County?	The map of the Composite Index results only shows areas with above average index scores (values). Coverage in south county and elsewhere is more extensive. The lower value areas are not shown on the map in order to clearly show the pattern of index scores. The map was developed for visual purposes only.		
Can the agencies get an the BPIR score prior to the project due date?	At the request of the agency, OCTA will provide a ranking of the agencies own projects, however, we will not provide total score of the project based on the origins and destinations factors.		
What is the area in relation to the project, which the BPIR will calculate factors?	The BPIR will calculate the factors up to ¼ of a mile from the project limits.		

Air Quality	
Why is there a limit in the air quality Average Annual Daily Traffic (ADT)?	The Air Quality Management District determined the ADT maximum cap at 30,000. If the facility or the adjacent facility has over 30,000 ADT, choose the 24,000 to 30,000 ADT range.