

2021

# LOCAL PROJECT DELIVERY PROCESS

An Overview of PennDOT Publication 740



## Looking for Transportation Funding?

### WHERE DO I START?

Local Project Sponsors generally work with a variety of organizations and individuals such as community groups, County officials, PennDOT, and SPC to put forward projects for consideration. A good way to start investigating the applicability of a project for consideration is to contact your local PennDOT District Office, County Planning Department, or SPC. These agencies have knowledgeable project staff that can provide guidance and information getting started.

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## Tips for Local Project Sponsors

- Become a PennDOT ECMS Business Partner
- Follow the proper consultant selection process
- Utilize a consultant that has previous experience with similar projects and/or PennDOT procedures

### Project Development Flowchart

## WHAT IS A "LOCAL PROJECT"?

Generally, a "Local Project" is a project on a transportation facility owned/operated by a local government. Local projects can include a project owned by a municipality or governmental agency that is funded through the region's Transportation Improvement Program.

PennDOT Publication 740 gives an overview of the required processes for delivering local projects using federal and/or state funding. Early understanding of these requirements by Local Project Sponsors helps to streamline the overall process by saving time, reducing omissions, and making efficient use of funds. PennDOT Publication 740 can be found online at: <http://www.dot.state.pa.us/public/pubsforms/Publications/PUB%20740.pdf>

## WHAT IS "PROJECT DELIVERY"?

"Project Delivery" refers to the implementation of a project from inception to construction and project finalization. The phases involved with Project Delivery generally include planning and programming, preliminary engineering/environmental clearance, final design, right of way, utilities, and construction. Not all local projects will require each phase. The time required to progress a project through each stage varies depending on project type and funding availability and type.

|  |                 | Planning & Programming   | Project Start-Up   | Design   |  | Construction  |
|--|-----------------|--|--|--|--|---|
| Project Phase  | STATE FUNDING   | 6 Mos. - 2 Yrs.  | 3 - 12 Mos.  | 4 - 8 Mos.   | 8 Mos. - 1.5 Yrs.  | 1 - 2 Yrs.  |
|  | FEDERAL FUNDING | 6 Mos. - 2Yrs.   | 3 - 12 Mos.  | 4 - 14 Mos.  | 1 - 1.5 Yrs.   | 1 - 2 Yrs.  |
| <i>Approximate time to complete</i>  |                 |  |  |  |  |   |
| Factors that can Impact a Schedule:  |                 | <ul style="list-style-type: none"> <li>• Identify Project</li> <li>• Contact SPC to consider project as a TIP Candidate</li> </ul> | <ul style="list-style-type: none"> <li>• Execute Reimbursement Agreements, Engineering Agreements or Work Orders</li> <li>• Hold Project Scoping Field View</li> </ul> | <b>Preliminary Engineering (PE)</b> <ul style="list-style-type: none"> <li>• Environmental Clearance</li> <li>• Preliminary Bridge/Roadway Design</li> </ul> | <b>Final Design (FD)</b> <ul style="list-style-type: none"> <li>• Right of Way Clearance</li> <li>• Permit Approvals</li> <li>• Final Bridge/Roadway Design</li> </ul> | <ul style="list-style-type: none"> <li>• Construct Project</li> </ul> |
| <ul style="list-style-type: none"> <li>- Historic Bridges</li> <li>- Right of Way Acquisitions</li> <li>- Parks/Recreational Areas</li> <li>- Endangered Species</li> <li>- Archaeology</li> <li>- Railroad Involvement</li> <li>- Utilities</li> <li>- Waterway Permitting</li> </ul> |                 |  |  |  |  |   |