



Chicago Metropolitan Agency for Planning

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MEMORANDUM

To: STP Project Selection Committee

From: CMAP Staff

Date: June 16, 2022

Re: STP Shared Fund Methodology: Preliminary Engineering Requirements

The completion of preliminary (phase 1) engineering is critical for defining the scope, preferred alternative, and preliminary cost estimate for a project. Sponsor participation in projects through the completion of preliminary engineering is also an indicator of commitment to seeing projects through to completion. As such, the requirement for preliminary engineering to be “substantially complete” prior to application for regional fund sources has been an important and effective part of the project selection methodology. Recognizing that processes evolve over time and that providing clarity for applicants is of utmost importance, staff proposes adding the underlined language below within the methodology for the upcoming call for projects cycle.

Completion of preliminary engineering

For road, bridge, and bike/ped projects requiring phase 1 engineering, one of the following must occur **on or before the application deadline (<insert date>)** for the current call for projects:

- a. Design approval has been received.
- b. IDOT has confirmed that all comments have been addressed and a final Project Development Report has been submitted for signatures.
- c. IDOT has confirmed that a preliminary Project Development Report has been received for review and that the report is sufficiently complete, including the below milestones, to ensure an accurate cost estimate and clear scope for the remaining phases of the project has been established:
 - i. Project has been presented at a State/Federal Coordination meeting, a CE determination has been made, and FHWA concurrence of environmental

processing has been given (not required for State Approved Categorical Exclusions)

- ii. The IDOT Bureau of Design and Environment (BDE) has completed the Environmental Survey Request (ESR) review (if required) and documentation of the environmental investigations, associated coordination, and any commitments made are included in the draft PDR
- d. A final Planning and Environmental Linkages (PEL) report prepared in accordance with IDOT Bureau of Design and Environment (BDE) Manual section 11-7.04 has been completed documenting the project Purpose and Need, Alternatives to Be Carried Forward, and public involvement and there are no further comments from any Federal or state resource agencies.

For transit projects that will be processed through an FTA grant that qualify as a Categorical Exclusion (CE) per US Code Title 23 § 771.118(c), the sponsor must demonstrate that sufficient pre-engineering and/or architectural work has been completed to establish an accurate cost estimate and a clear scope. For transit projects that may include unusual circumstances such as those described in § 771.118(b), or projects requiring an Environmental Assessment (EA) or Environmental Impact Statement (EIS), the sponsor must demonstrate that a draft EA or EIS has been prepared and submitted to FTA for review.