



## MEMORANDUM

**TO:** TPB Technical Committee  
**FROM:** Andrew Austin, TPB Transportation Planner  
**SUBJECT:** Status Report on the Development of the Initial Inputs for the Draft FY 2023-2026 Transportation Improvement Program (TIP)  
**DATE:** February 4, 2022

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In December 2020 the TPB approved the Technical Inputs Solicitation: Submission Guide for the 2022 Update to Visualize 2045 and the FY 2023-2026 Transportation Improvement Program (TIP). The schedule set forth in that document states that inputs to the draft TIP to be released for public comment are **due on March 11, 2022**. All inputs to the draft programming tables must be submitted under TIP Adoption 23-00 in the Project InfoTrack database application by the deadline.

The draft FY 2023-2026 TIP will be released for a 30-day public comment on April 1 and the TPB will be asked to approve the TIP along with the 2022 Update to the Visualize 2045 long-range plan and the air quality conformity analysis of the plan and TIP on June 15, 2022.

Each implementing agency involved in developing the TIP was sent a set of draft tables detailing the baseline for inputs to the FY 2023-2026 TIP. Using these inputs as a starting point, each agency is expected to complete their submissions for the draft TIP in accordance with their most recently approved projected programming. This memo provides a brief background on how the initial inputs were developed and additional instruction on how to build on the baseline inputs and complete the submission by the deadline. There is a significant change to how the Total Project Cost amount is derived that requires your additional attention. There will also be a moratorium on amendments and modifications during the April 1 - May 1 public comment period.

### DEVELOPMENT OF THE INITIAL INPUTS TO THE FY 2023-2026 TIP

Each implementing agency involved in developing the TIP was sent a set of draft tables detailing the baseline for inputs to the FY 2023-2026 TIP. These initial inputs were derived from two sources:

- 1) Projects with related records in the conformity analysis inputs that were established back in February 2021. These projects already had funding programmed beyond Planning and Preliminary Engineering in the current FY 2021-2024 TIP, and
- 2) All remaining active projects in the current TIP of record that have a completion year of 2022 or higher. TPB staff have already completed the steps required to carry these project records over into the 23-00 TIP Adoption.

For the projects included in the initial draft inputs, funding programmed in fiscal years 2023 and 2024 of the draft TIP were carried over directly from the FY 2021-2024 TIP as amended and modified through January 2022. Any funding shown in FY 2025 and FY 2026 has been provided by

the implementing agency. Projects that show a completion date prior to 2022 and that have no funding beyond FY 2022 were presumed to be complete and not included in the initial inputs. All project and funding records are saved in each implementing agency's set of "In Progress" TIP Adoption records in Project InfoTrak and are fully editable by agency staff.

## **CHANGE TO THE TOTAL PROJECT COST DATA CALCULATION**

Federal regulations require that the TIP includes a total cost for each project. The Project InfoTrak database currently has two potentially conflicting fields that are presented as the total cost. The first is a field carried over from our previous database, the iTIP which required manual updates when project costs changed. The second total cost data point is a calculated value that sums up all prior, current, and future funding shown for each project. **The legacy iTIP field WILL BE DELETED and the calculated value will be used to determine a project's cost.**

For most projects, prior funding should be complete since all funding that had been programmed in previous fiscal years of the TIP has been carried forward. TPB staff have reviewed each project in the TIP and if the value of the legacy "total project cost" is higher than the calculated total, the difference between those amounts has been entered in a fiscal year beyond 2026. These amounts are shown in the "Future" column for each TIP project. By doing this, the calculated value for the total project cost should match the values in the legacy data. Note: for the drafts received already, the source for the future funding amount was chosen based on the highest amount programmed thus far. TPB staff have requested that the consultants that provide the software and support for Project InfoTrak add a new source placeholder called "FUTURE-TBD" that will be used for these amounts in any further drafts.

For continuous and ongoing programs or groupings of small-scale projects, prior funding has not been included and no future funding has been added (unless by the implementing agency). If a corresponding long-range plan record (with a CE ID) does not exist to capture the expenditures of this program or project grouping through 2045, then agencies should either provide those expenditures (with adjustments for inflation) as one lump sum in a future funding year for that TIP record or create a new LRTP record under LRTP Amendment 45-22 to capture the costs of the program from 2027 through 2045.

## **AMENDMENT AND MODIFICATION MORATORIUM**

Once the final draft programming tables have been assembled for the FY 2023-2026 TIP and it is release for public comment and interagency review on Friday, April 1, TPB staff will halt all requests for amendments and modifications to the current FY 2021-2024 TIP until the comment period is completed. This will prevent any changes made via amendment from inadvertently being omitted from the draft FY 2023-2026 TIP.

At the conclusion of the public comment and interagency review period TPB staff will allow agencies a short window of time to make corrections to programmed amounts in the draft TIP if errors are found. These corrections will be presented in an errata sheet along with the TIP document when it is sent to the TPB for approval in June.

Following the end of the comment period, TPB staff will resume processing amendment and modification requests only for FY 2022. This should allow for agencies to take care of any year-end reallocations prior to the end of the fiscal year. Any amendments or modifications for FY 2023 or beyond will only be processed once the new TIP has been approved.