Planning and Programming Process

Georgia Department of Transportation

Office of Planning

Friday, April 19, 2019

MPOs

Project Identification

Project identified through the MPO planning process → Early Coordination between GDOT, MPO, and Project Sponsor → Project selected and approved by MPO

Funding

Funding year identified → Project added to the LRTP and/or TIP → Scoping with PTIP/Gov't Estimator

PM requests PE oversight funds from local government, if required

Local Government PFA

Develop PFA/ In Lieu of PFA Letter to sponsor → Prepares & submits PFA to local gov't → Local gov't returns signed PFA → PM submits PFA internally for approval → PM receives fully executed PFA → PM distributes fully executed PFA to sponsor

Schedule

Request Funding, if required → SSA prepares schedule → Review by Schedule Review Committee → Schedule approved by Chief Engineer/DOP → Schedules entered into Primavera → Concept development begins

Planning

Project Identification

Project identified by DOP, GDOT districts, or local gov'ts → Projects submitted to DOP and/or CE for consideration → DOP and/or CE makes decision

Following consultation, DOP instructs OFM to fund and include project in CWP or not

DOP and/or CE makes decision → Approved → Funding year identified

DOP and/or CE makes decision → Rejected → Project remains as a historical record

Funding

Funding year identified → Yes → Project added to CWP/ STIP → Project assigned to an office → PM assigned → Is PE Local?

Is PE Local? → Yes → Request Funding, if required

Is PE Local? → No → Request Funding → SSA prepares schedule

Funding year identified → No → Project added to LRTP → Project assigned to an office

Special Program Projects

RR Crossing Safety (Utility Office)

Crossing identified based on hazard index → Projects programmed by State RR Crossing Program Manager

*When included in a non-RR safety project the funding for RR warning devices are paid with funding for that project.

LS Maintenance (Maintenance Office)

Maintenance need identified by district → Projects assigned priority levels → Approved by the State Maintenance Engineer

*Weigh stations and welcome centers are also programmed by the Maintenance Office.

Bridge Maintenance (Bridge Office)

Bridge Rehabilitation project identified by Bridge Maintenance Unit → Project prioritized → Project identified and funding requested by the State Bridge Maintenance Engineer

Operational Improvements (OTO)

Operational problem identified by GDOT → Project qualifies for safety funds → No → Proposal has qualifying operational B/C ratio → Yes → Proposal submitted/ presented to Operational Improvement Committee → Operational Improvement Committee Approval → Yes → Notify Stakeholder and Program Project

Operational Improvement Committee Approval → No → Notify Stakeholder

Proposal has qualifying operational B/C ratio → No → Program Project

Safety (OTO)

Project qualifies for safety funds → Yes → Safety concern identified by GDOT → Crash Data and B/C validated → Project considered for programming → Program Project

Bridge Program (Bridge Office)

Bridge identified by Bridge Prioritization → Funding year identified by Director of Engineering in coordination with Director of Planning

Transit (Intermodal Office)

Project identified by MPO or local gov't or transit operator. → Sponsor submits individual grant application to GDOT → GDOT evaluates applications and makes award determinations → GDOT submits consolidated grant application to FTA → Funding approved by FTA

*This process is not applicable where transit operator is the direct recipient, in which case the sponsor applies directly to FTA.

Lighting (ODPS)

Receive request from local gov't → Verify warrants & establish priority → Funding approved by Chief Engineer/ Director of Planning

*When lighting is part of roadway project, this process normally occurs during concept phase.

TAP (NON-TMA) (OPD)

GDOT Project Solicitations → Locals submit TAP applications to GDOT. → Internal Review by GDOT → Application & comments to TAP Advisory Panel → TAP Advisory Panel reviews and ranks projects → TAP Recommendations sent to GDOT Planning Director for Review

Legends:

- Planning
- Financial Management
- Program Control
- PM Office
- as noted

Notes:

1. This chart reflects the normal process for planning and programming common types of projects. Please refer to the PDP text for additional details.

2. Procedures for design-build are contained within the GDOT Design-Build manual prepared by the Office of Innovative Delivery.

3. After PE funds have been authorized, a SUE Request Form should be submitted by the PM if project is a candidate for SUE.

DISCLAIMER
This flowchart is provided as a general guidance tool in conjunction with the PDP manual. It does not supersede the manual.

List of Acronyms:

B/C = Benefit to Cost Ratio
CATS = Contract Authorization Tracking System
CE = Chief Engineer
CES = AASHTO Trns*port Cost Estimating System (AASHTO Ware)
CWP = Construction Work Program
DOP = Director of Planning
FTA = Federal Transit Administration
LRTP = Long Range Transportation Program
LS = Lump Sum
MPO = Metropolitan Planning Organization
ODPS = Office of Design Policy & Support
OFM = Office of Financial Management
OPD = Office of Program Delivery
OTO = Office of Traffic Operations
PDP = Plan Development Process
PE = Preliminary Engineering
PFA = Project Framework Agreement
PJS = Project Justification Statement
PM = Project Manager
PTIP = Project Team Initiation Process
RR = Railroad
SSA = State Scheduling Administrator
SUE = Overhead/Subsurface Utility Engineering
STIP = State Transportation Improvement Program
TAP = Transportation Alternatives Program
TIP = Transportation Improvement Program
TMA = Transportation Management Areas