

NORTHWEST MUNICIPAL CONFERENCE

1600 East Golf Road, Suite 0700
Des Plaines, Illinois 60016
(847) 296-9200 • Fax (847) 296-9207
www.nwmc-cog.org



*A Regional Association of Illinois
Municipalities and Townships
Representing a Population of Over One Million*

- MEMBERS**
Antioch
Arlington Heights
Bannockburn
Barrington
Bartlett
Buffalo Grove
Deer Park
Deerfield
Des Plaines
Elk Grove Village
Evanston
Fox Lake
Glencoe
Glenview
Grayslake
Hanover Park
Highland Park
Hoffman Estates
Kenilworth
Lake Bluff
Lake Forest
Lake Zurich
Libertyville
Lincolnshire
Lincolnwood
Morton Grove
Mount Prospect
Niles
Northbrook
Northfield
Northfield Township
Palatine
Park Ridge
Prospect Heights
Rolling Meadows
Schaumburg
Skokie
Streamwood
Vernon Hills
Wheeling
Wilmette
Winnetka
- President*
Daniel DiMaria
Morton Grove
- Vice-President*
Kathleen O'Hara
Lake Bluff
- Secretary*
Dan Shapiro
Deerfield
- Treasurer*
Ray Keller
Lake Zurich

**NORTH SHORE COUNCIL OF MAYORS
TECHNICAL COMMITTEE MEETING
Thursday, June 27, 2019
8:30 A.M.
Skokie Village Hall
5127 Oakton Street, Skokie, IL 60077**

AGENDA

- I. Call to Order/Introductions**
- II. Approval of Meeting Minutes – May 7, 2019 (Attachment A)**
Action Requested: Approval
- III. Agency Reports**
 - A. Pace**
 - B. IDOT Highway Report**
 - C. Cook County Department of Transportation and Highways (Attachment B)**
 - D. Illinois Tollway**
 - E. IDOT Local Roads (Attachment C)**
 - F. Chicago Metropolitan Agency for Planning (CMAP)**
- IV. North Shore Council of Mayors Surface Transportation Program (STP) (Attachment D)**
Staff will provide an overview of the North Shore Council's STP Program, noting changes that have been made since the last meeting.
Action Requested: Discussion
- V. STP Project Selection Methodology Discussion (Attachment E)**
Staff will outline changes made to the STP Project Selection methodology as a result of the discussion held on May 7. Staff will also review next steps regarding approval of the updated methodology.
Action Requested: Discussion
- VI. Other Business**
- VII. Next Meeting**
To be determined (TBD)
- VIII. Adjourn**

Executive Director
Mark L. Fowler

NORTHWEST MUNICIPAL CONFERENCE

1600 East Golf Road, Suite 0700
Des Plaines, Illinois 60016
(847) 296-9200 • Fax (847) 296-9207
www.nwmc-cog.org



*A Regional Association of Illinois
Municipalities and Townships
Representing a Population of Over One Million*

**NORTH SHORE COUNCIL OF MAYORS
TECHNICAL COMMITTEE MEETING MINUTES**

Thursday May 7, 2019

2:00 p.m.

**Northwest Municipal Conference
1600 E. Golf Road, Des Plaines, IL 60016**

- MEMBERS**
- Antioch
- Arlington Heights
- Bannockburn
- Barrington
- Bartlett
- Buffalo Grove
- Deer Park
- Deerfield
- Des Plaines
- Elk Grove Village
- Evanston
- Fox Lake
- Glencoe
- Glenview
- Grayslake
- Hanover Park
- Highland Park
- Hoffman Estates
- Kenilworth
- Lake Bluff
- Lake Forest
- Lake Zurich
- Libertyville
- Lincolnshire
- Lincolnwood
- Morton Grove
- Mount Prospect
- Niles
- Northbrook
- Northfield
- Northfield Township
- Palatine
- Park Ridge
- Prospect Heights
- Rolling Meadows
- Schaumburg
- Skokie
- Streamwood
- Vernon Hills
- Wheeling
- Wilmette
- Winnetka

- President*
- Daniel DiMaria
- Morton Grove

- Vice-President*
- Kathleen O'Hara
- Lake Bluff

- Secretary*
- Dan Shapiro
- Deerfield

- Treasurer*
- Ray Keller
- Lake Zurich

- Executive Director*
- Mark L. Fowler

Attendance

- Erik Cook, Director of Engineering, Village of Skokie, *Chair*
- Sat Nagar, Senior Project Manager, City of Evanston
- Adriana Webb, Engineering Division Manager, Village of Glenview
- Andrew Letson, Public Works Director, Village of Lincolnwood
- Chris Tomich, Village Engineer, Village of Morton Grove
- Stacy Sigman, Village Manager, Village of Northfield
- Dan Manis, Village Engineer, Village of Wilmette
- Matt Havlik, Public Works Analyst, Village of Winnetka
- Kama Dobbs, Policy and Programming Senior, CMAP
- Joel Christell, Project Manager, Civiltech Engineering
- Patrick Brennan, Village Manager, Village of Kenilworth
- Larry Bury, Deputy Executive Director, NWMC
- Josh Klingenstein, Program Associate for Transportation

I. Call to Order

Mr. Cook called the meeting to order at 8:32 a.m.

II. Approval of Meeting Minutes – April 4, 2019

The minutes were approved on a motion by Mr. Nagar, seconded by Mr. Tomich.

III. Shared Fund Bonus Point Distribution Methodology

Mr. Klingenstein reviewed the options for distributing shared fund bonus points among the two submitted projects. He noted that the Council could choose to distribute the 25 points however it wished, but that one project could only receive a maximum of 15 points. The committee discussed the options and ultimately decided in favor of distributing 15 points to the top-ranked project and 10 points to the second highest-ranked project.

The Committee voted to distribute 15 points to the highest-ranked project and 10 points to the second-highest-ranked project, on a motion by Mr. Tomich seconded by Mr. Nagar.

Mr. Klingenstein then explained the voting process, noting that each community would receive five votes to distribute to the two projects. Mr. Nagar asked if only those communities present for the presentation would be allowed to vote, or if every community in the North Shore Council could vote. Ms. Sigman noted that the meeting notice did not specify that communities needed to attend the meeting in order to vote. The committee agreed that all communities would be allowed to vote.

IV. Shared Fund Project Presentations

Mr. Cebulski presented on the Happ Road reconstruction project in the Village of Northfield. He explained that a roundabout would be constructed on the north end of Happ Road, and that the middle segment of the road would be a three-lane cross-section with a center turn lane. Finally, he reviewed improvements at the Winnetka Road intersection at the south end of the project.

Mr. Nagar asked if there were plans to fix the alignment at the intersection with Willow Road. Mr. Cebulski responded that there were not. Mr. Tomich asked about the length of the project. Mr. Cebulski responded that the project was about 0.7 miles long in total. Mr. Tomich also asked about state and county participation, and Mr. Cebulski said that the county would be contributing matching funds. He also said that the state would be in contact with the Village about funding as the plans moved forward. Ms. Webb asked if the Village was only seeking STP funding for construction. Ms. Sigman said that the Village was seeking Phase II engineering funds as well. Mr. Klingenstein noted the costs of Phase II engineering and construction, based on the STP shared fund application. Mr. Bury asked if any right-of-way acquisition would be required. Ms. Sigman responded that there would be some right-of-way required, and that the Village had not yet started acquisition.

Ms. Webb then presented on the Chestnut Avenue widening and reconstruction project in the Village of Glenview. She reviewed the project background, the projected number of people who would benefit from the project, and the proposed improvements. She also reviewed the funding request and project schedule.

Mr. Tomich asked about the length of the project, and Ms. Webb responded that the total length would be around 0.8 miles. Ms. Webb also reviewed the land use surrounding the project limits. Mr. Nagar asked how the project would impact the region. Ms. Webb responded that Chestnut Avenue is an important corridor and would create a regional benefit for people traveling through Glenview. Ms. Sigman asked about the inclusion of Johns Drive. Ms. Webb said that the Village wanted to reconstruct Johns Drive and make intersection improvements at the intersection of Johns Drive and Chestnut Avenue.

V. STP Project Selection Methodology Discussion

Mr. Klingenstein noted that the project selection methodology was mostly complete, but that the committee still needed to make decisions regarding the scoring for safety and transit-supportive land use. Mr. Klingenstein then outlined the options for the safety scoring, noting that some measures used IDOT crash data to measure safety need, while others used other metrics such as the safety road index (SRI). The committee discussed the various options, with Mr. Cook noting that he liked the idea of measuring both safety need and potential improvement. The committee ultimately decided to use a combination of the SRI and crash reduction factors (CRFs) to measure safety need and improvement. The committee directed NWMC staff to flesh out the scoring before presenting it for final approval.

The committee then discussed the scoring for transit-supportive land use. Ms. Sigman said that she supported including points for residential density, but that she did not think that it was necessary to award points for allowing Missing Middle

Housing. Other members of the committee agreed, and Mr. Klingenstein said that he would include the change in the final draft of the methodology.

Mr. Manis asked if the methodology should put more emphasis on project readiness. Mr. Tomich said that, given the need to have projects “shovel-ready” for reprogramming, he supported adding additional weight to the project readiness category. The committee discussed lowering the maximum amount of points available for the local need category to 15 while raising the maximum amount of available points for project readiness to 15. The committee also discussed adjusting the milestones which need to have been completed in order to receive project readiness points. The committee ultimately decided to raise the maximum amount of points available for project readiness to 15 and to change the milestones to be more reflective of a project’s progress.

The committee also asked that the minimum amount of points available for pavement condition be adjusted downward from five to zero for having pavement in excellent condition. The committee then asked that NWMC staff look at past North Shore Council projects to see how they would score under the new system.

VI. Other Business

Mr. Klingenstein said that Cole Jackson had left NWMC to take a position with the Village of Glen Ellyn. He noted that NWMC was in the process of hiring a replacement, but that he would act as the North Shore Planning Liaison for the time being.

VII. Next Meeting

The committee agreed to hold their next meeting on June 20, 2019 at 8:30 a.m. at Skokie Village Hall.

VIII. Adjourn

The committee voted to adjourn on a motion by Mr. Nagar, seconded by Ms. Webb.

**COOK COUNTY DEPARTMENT OF TRANSPORTATION AND HIGHWAYS (CCDOH)
NORTH SHORE COUNCIL OF MAYORS REPORT
2018-2023**

PHASE III - CONSTRUCTION

Project Name - Limits	Scope	Est. Cost	Programmed Year	Letting Date	Award Date	Const. Start	Const. End
EAST LAKE AVENUE Over North Branch of Chicago River	Job order contract	\$ 1,155,513.50	2018			9/10/2018	1/11/2019

Municipalities: Glenview, Wilmette

Project Status: Work is 100% complete. Completing punch list work and checking final quantities. Final Change Order to be executed by the CPO upon receipt of required documentation.

PHASE II - DESIGN ENGINEERING

Project Name - Limits	Scope	Est. Cost	Programmed Year	Letting Date	Award Date	Const. Start	Const. End
PAVEMENT PRESERVATION AND REHABILITATION PROGRAM NORTH 2019 Euclid Avenue/West Lake Avenue (Wolf Rd to Landwehr Rd)	Construction	\$ 4,600,000.00	2019	TBD			

Municipalities: Glenview, Mt Prospect

Project Status: 100% final plans complete. Target July 2019 letting.

LAKE COOK ROAD

Over Middle Fork North Branch Chicago River	Design Engineering	In-House	2017				
Municipalities: Northbrook	Construction - Remove and replace the existing expansion joint and deck slab and approach slab repairs as needed.	\$ 400,000.00	2019	March 29, 2019			
	Construction Engineering	In-House	2019				

Project Status: Plans at 100% completion. Project was let on March 29, 2019.

SKOKIE VALLEY TRAIL

Lake Cook Road to Voltz Road	Design Engineering	\$ 300,000.00	2017				
Municipalities: Northbrook	ROW Acquisition	\$ 196,000.00	2019				
	Construction - New pedestrian/bike bridge and trail extension	\$ 3,280,170.00	2021	Est. Dec. 2020			
	Construction Engineering	\$ 350,000.00	2021				

Project Status: Cook County has partnered with the Village of Northbrook and Lake County to construct a prefabricated pedestrian bridge over Lake Cook Road and an extension of Skokie Valley trail into Northbrook of approximately 2.5 miles. Both portions of the Project have received official PH I approval from IDOT. PH II work for both the bridge and trail extension is led by Cook County and is currently underway. Cook County successfully applied for \$2,780,936 in CMAQ/TAP funds.

Project Name - Limits	Scope	Est. Cost	Programmed Year	Letting Date	Award Date	Const. Start	Const. End
OLD ORCHARD ROAD							
Woods Drive to Skokie Boulevard (US-41)	Design Engineering County-led	\$ 1,152,846.11	2017				
Municipalities: Skokie	R.O.W. Acquisition	\$ 3,454,314.00	2018				
	Construction - This project includes pavement widening and reconstruction with composite pavement - HMA over PCC base course over aggregate subgrade, intersection improvements including additional turn lanes, drainage improvements, extending lanes to accommodate heavy turning, modifying the vertical alignment, adding pedestrian crosswalks and pedestrian-actuated signals, constructing 10-foot wide path/sidewalk, traffic modernization, segmental block retaining wall along the southbound exit ramp and replacing bridge over I-94.	\$ 11,877,907.33	2021	Est. Nov. 2020			
	Construction Engineering	\$ 1,187,791.00	2021				

Project Status: Continuing to finalize the design. Three parcels are going through the condemnation process.

PHASE I - PRELIMINARY ENGINEERING

Project Name - Limits	Scope	Est. Cost	Programmed Year	Letting Date	Award Date	Const. Start	Const. End
HAPP ROAD							
Winnetka Road to Willow Road	Preliminary Engineering (Village-led)	\$ 485,177.43	2016				
Municipalities: Northfield	Design Engineering	\$ 500,000.00	2021				
	Construction - Roadway reconstruction and widening, add turn lanes, improve drainage system, add traffic control and add pedestrian/bike facility.	\$ 5,000,000.00	2024				
	Construction Engineering	\$ 500,000.00	2024				

Project Status: Revisions to Preferred Alternative geometrics and draft Project Report in progress. Geometrics currently under review by IDOT. Final Public Meeting anticipated for later in 2019.

SANDERS ROAD

Milwaukee Avenue to Willow Road	Preliminary Engineering	\$ 539,844.61	2017				
Municipalities: Glenview, Prospect Heights, Unincorporated	Design Engineering	\$ 700,000.00	2019				
	ROW Acquisition	\$ 100,000.00	2021				
	Construction - Pavement reconstruction	\$ 7,000,000.00	2022				
	Construction Engineering	\$ 700,000.00	2022				

Project Status: Wetland Delineation Report, Wetland Impact Evaluation forms, and corresponding exhibits were submitted to IDOT on 12/08/17. Comments to the Location Drainage Study were provided back to the consultant on 5/24/2018. Comments to the Plan and Profile were provided back to the consultant on 09/10/2018. A project status update email was circulated to stakeholders (Village of Glenview, City of Prospect Heights, Allstate) on 08/30/18. CCDOTH received the Traffic Management Plan and revised IDS's in January 2019, and they are under internal review. Proposed drainage plans are forthcoming. Interim repairs to the Sanders corridor (grind and overlay of the existing pavement with some patching) are planned for this construction season in advance of the completion of the Phase I study.

INVEST IN COOK - 2017 AWARDS

Project Name - Project Type	Project Phase	Grant Award
Waukegan Road Sidewalk Gap Bicycle/Pedestrian project Applicant/Municipality: Northfield	Construction	\$201,000
Touhy Avenue & Cicero Avenue Geometry Improvements Roadway project Applicant/Municipality: Lincolnwood	Preliminary Engineering	\$175,000
Skokie Valley Trail Improvements Bicycle/Pedestrian project Applicant/Municipality: Glenview	Preliminary Engineering	\$188,000

INVEST IN COOK - 2018 AWARDS

Project Name - Project Type	Project Phase	Grant Award
Howard Street Streetscape Roadway project Applicant/Municipality: Chicago	Construction	\$380,000
North Branch Trail Connection Bicycle/Pedestrian project Applicant/Municipality: Niles	Design Engineering	\$30,000
Oakton Street/Caldwell Avenue Sidewalk Connectivity Bicycle/Pedestrian project Applicant/Municipality: Morton Grove	Design Engineering	\$90,000
South Deerfield Commuting Study Transit project Applicant/Municipality: TMA of Lake Cook	Planning Study	\$40,000

INVEST IN COOK - 2019

83 applications received, including 6 transit, 36 bike/ped, 10 freight, and 31 roadway projects
 \$43.6 million requested for \$8.5 million available

PLANNING STUDIES

COOK COUNTY FREIGHT PLAN

Received by Cook County Board in October 2018

ROSEMONT TRANSIT STUDY

Cook County is preparing to take advantage of an opportunity to create a multimodal transportation center on County-owned land at the Rosemont Blue Line Station in the Village of Rosemont. The planned improvements include a new bus transfer facility that will increase capacity for Pace buses and create a better connection to the CTA. The cost of the transportation center will be partially covered through joint development of a mixed-use, privately developed office and retail complex. Due diligence activities including a traffic study and geotechnical and environmental study of the site have been completed. The County will be working with stakeholders before preparing and issuing a RFP for the site's eventual development.

COOK COUNTY TRANSIT PLAN

Cook County has secured funding to complete a countywide transit plan. The plan will define the County's role in the transit arena, including the types of policies and improvements where the County can add the most value. The Department is initially focusing on studying the transit needs in south Cook County, where the loss of jobs and population over the course of decades has significantly reduced transit ridership.

Selections: RCO: 02	Engineer
Fund:	Tip Fund:

LOCAL ROADS & STREETS STATUS SHEET FOR FEDERAL AID PROJECTS

02

LOCATED IN THE CMAP **NORTH SHORE REGIONAL COUNCIL**

Local Agency/ Section	Project Route/ From/ To/ Scope of Work 1/ Scope of Work 2/	Current CE3 Estimate	T.I.P. NO. FFY/Fund/Cost/Fed Cost/Authorized	Environmental Approval	Public Hearing Status	Design Appv Requested CD Est/Act CD DT	ROW Req CD Certified DT	Plans to CO CD DT	Target Let/ Low Bid/ Award Date Award Amt	E1/E2 Consultant	Jntagmt Cd Dt RR Agmt Cd Dt 404 Permit Cd Dt	A-95 Review STATE * NIPC *
5 LINCOLNWOOD 110005700BT	FAU1353 - Pratt Av Longdale Av to McCormick Blvd PAVEMENT MARKING SIGNAGE	181,500	02-11-0008 E1: FFY11 / STEP / 16,493 / 13,195 / A E2: / / / / RW: / / / / C: FFY19 / STE / 181,500 / 145,200 /	CE 1 5/14/2019	NR	No			11/8/2019	AH CR Gewalt Ha	NR	* NR * * * * * * * * *
1995						REMARKS: PE2 kick-off meeting held 3-26-19, Need updated PPI/TIP/Costs.						
6 LINCOLNWOOD 160006100LS	FAU1349 - Devon Av Lincoln Av to McCormick Blvd WIDENING & RESURFACING/SW LIGHTING/LANDSCAPING	4,066,000	02-16-0004 E1: / / / / E2: FFY19 / STPL / 303,952 / 106,383 / RW: / / / / C: MYB / STPL / 4,066,000 / 2,749,500 /	CE 1 9/18/2018	NR	Yes	A 9/18/2018		4/24/2020	AH CR CBBEL	NR	* NR * * * * * * * * *
2799						REMARKS:						
7 MORTON GROVE 120010600PV	FAU2791 - Austin Av Oakton St to Lincoln Av RECON; INTERSECTION IMPR. RESURFACING; SEWER	3,081,263	02-13-0002 E1: / / / / E2: FFY16 / STPL / 168,968 / 118,278 / A RW: / / / / C: FFY18 / STPL / 3,081,263 / 1,881,747 / / TARP / 98,544 /	CE 1 2/16/2016	NR	Yes			9/20/2019	AH CR Ciorba	NR	* NR * * * * * * * * *
2607						REMARKS: PE2 kick-off meeting held 3-31-16. Letting based on ROW schedule. 9/20/2019 letting due to ROW (6-5-19)						
8 SKOKIE 080027900FP	FAU3520 - Gross Point Rd Old Orchard Rd to E of IL 58 (Golf Rd) RECONSTRUCTION MODERNIZE TRAFFIC SIGNALS	4,598,000	02-06-0035 E1: / / / / E2: FFY17 / STPL / 265,714 / 186,000 / A / CMAQ / 40,000 / 32,000 / A RW: FFY18 / STPL / 150,000 / 105,000 / / ILL / 22,500 / C: FFY19 / STPL / 3,543,714 / 2,480,600 / / ILL / 1,560,000 / / CMAQ / 557,000 / 446,000 /	CE 1 1/26/2012	E	Yes	A 1/26/2012		1/1/2020	AH CR Transyste		* * * * * * * * * * * * * *
1415						REMARKS: State \$ (all phases). JT involved. Stage 1 omits IL 58 Intersection. PE2 kick-off held 8-25-17. CMA Q in MYB. Need schedule (6-11-19).						

Selections: RCO: 02	Engineer
Fund:	Tip Fund:

LOCAL ROADS & STREETS STATUS SHEET FOR FEDERAL AID PROJECTS
 LOCATED IN THE CMAP **NORTH SHORE REGIONAL COUNCIL**

02

Local Agency/ Section	Project Route/ From/ To/ Scope of Work 1/ Scope of Work 2/	Current CE3 Estimate	T.I.P. NO. FFY/Fund/Cost/Fed Cost/Authorized	Environmental Approval	Public Hearing Status	Design Appv Requested CD DTCD Est/Act CD DT	ROW Req CD DT	Plans to CO CD DT	Target Let/ Low Bid/ Award Date Award Amt	E1/E2 Consultant	Jntagmt Cd Dt RR Agmt Cd Dt 404 Permit Cd Dt	A-95 Review STATE * NIPC *
9 SKOKIE 080028000FP	- Old Orchard Rd Harms Rd/(1-94) to Skokie Blvd RECONSTRUCTION SIGNAL TIMING/PROGRESSION	16,400,000	02-97-0006 E1: / / / / E2: / / / / RW: FFY17 / CMAQ / 1,907,500 / 1,526,000 / A C: FFY20 / HPP / 1,000,000 / 800,000 / / CMAQ / 10,000,000 / 7,800,000 / / / / /	CE 2 12/10/2014	NR	Yes A 12/10/2014			1/1/2020	AH CR Transyste		* * * * * * * * * *
1312				REMARKS: Bill #1809. Kick-off meeting held 4-4-08. Part of CCHD Project.								
10 WILMETTE 160019900RS	FAU1296 - Central Av Green Bay Rd to Sheridan Rd RECONSTRUCTION MODERNIZE TRAFFIC SIGNALS	6,550,000	02-13-0004 E1: / / / / E2: FFY19 / STPL / 503,000 / 352,000 / RW: / / / / C: FFY20 / STPL / 6,550,000 / 3,837,000 / / STE / / 999,104 / / / / /	CE 2 6 /19/2018	NR	No A 6 /19/2018			4/24/2020	AH CR Transyste	NR	* * * * * * * * * *
2797				REMARKS: PE2 kick-off meeting held 5/22/19.								

Fiscal Year 18 PROJECTS	Sponsor	TIP Number	Phase	Let	Correct Amount	In Tip	Notes
Locust Rd.	Wilmette	02-13-0003	ENG II	Already Let	\$ 1,813,482	\$ 1,813,482	Project Complete
Northfield Rd.	Northfield	02-16-0014	ENG II	Already Let	\$ 103,172	\$ 103,172	Project Complete
Skokie Blvd.	Wilmette	02-07-0013	ENG II	Already Let	\$ 63,888	\$ 63,888	Project Complete
TOTAL					\$ 1,980,542	\$ 1,980,542	

Fiscal Year 19 PROJECTS	Sponsor	TIP Number	Phase	Let	Correct Amount	In Tip	Notes
Willow Road	Winnetka	02-06-0021	ENG II	Late 2019	\$ 405,745	\$ 393,927	Ongoing VOW/IDOT discussions
Locust Rd	Wilmette	02-13-0003	Construction	Nov. 2018	\$ 2,256,389	\$ 2,220,069	
Austin/Oakton Intersection	Morton Grove	02-13-0002	ENG II	March 2019	\$ 14,002	\$ 14,002	
Austin/Oakton Intersection	Morton Grove	02-13-0002	Construction	Sep. 2019	\$ 2,314,282	\$ 2,314,282	
Northfield Rd.	Northfield	02-16-0014	Construction	Let - March 2019	\$ 1,222,900	\$ 1,222,900	
Devon Avenue	Lincolnwood	02-16-0004	ENG II	2019	\$ 109,574	\$ 103,600	Reflects Lincolnwood's Portion though project is split with Chicago
Howard Street	Evanston	02-16-0002	ENG II	Feb. 2019	\$ 167,516	\$ 162,637	Reflects Evanston's Portion though project is split with Chicago.
Central Ave.	Wilmette	02-13-0004	ENG II	Authorized Apr. 2019	\$ 462,812	\$ 462,812	Cost increase processed 4/19/2019
Kenilworth Avenue	Kenilworth	02-16-0003	ENG II	2019	\$ 37,132	\$ 36,050	
TOTAL					\$ 6,990,352	\$ 6,930,279	

Fiscal Year 20 Projects	Sponsor	TIP Number	Phase	Let	Correct Amount	In Tip	Notes
Devon Avenue	Lincolnwood	02-16-0004	Construction	Apr. 2020	\$ 3,019,534	\$ 2,931,586	MYB. Reflects Lincolnwood's Portion though project is split with Chicago
Gross Point Road	Skokie	02-06-0035	Construction	Jun. 2020	\$ 2,525,000	\$ 2,852,000	
Howard Street	Evanston	02-16-0002	Construction	Apr. 2020	\$ 2,324,580	\$ 2,256,874	MYB. Reflects Evanston's Portion though project is split with Chicago
Kenilworth Avenue	Kenilworth	02-16-0003	Resurfacing	Jun. 2020	\$ 514,060	\$ 514,060	MYB.
Skokie/Lake Intersection	Wilmette	02-16-0005	ENG II	2020	\$ 54,640	\$ 53,048	
Central Ave.	Wilmette	02-13-0004	Construction	Apr. 2020	\$ 4,069,631	\$ 3,951,099	Update letting in TIP
Willow Road	Winnetka	02-06-0021	Construction	Likely 2020	\$ 2,543,290	\$ 2,469,214	MYB, need update in TIP
TOTAL					\$ 15,050,735	\$ 15,027,881	

Post-Fiscal Year 20 Projects	Sponsor	TIP Number	Phase	Let	Correct Amount	In Tip	Notes
Skokie/Lake Intersection	Wilmette	02-16-0005	Construction	Sept. 2020	\$ 751,305	\$ 729,422	
TOTAL					\$ 751,305	\$ 729,422	

NORTH SHORE COUNCIL OF MAYORS

STP Project Selection Methodology

Introduction

Overview

Federal surface transportation funding operates under multiyear authorizations. Northeastern Illinois is comprised of eleven regional Councils of Mayors and the City of Chicago. Each local council oversees the planning and programming of these STP funds within their own region. The STP provides flexible funding states and localities can use for projects on any federally eligible roadways, bridge projects on any public road, transit capital projects, or intercity and intercity bus terminals and facilities. Each Council has developed a set of project selection guidelines. These guidelines set the parameters by which the Councils program STP funds to locally submitted projects.

The North Shore Council is comprised of Evanston, Glencoe, Glenview, Golf, Kenilworth, Lincolnwood, Morton Grove, Northbrook, Northfield, Skokie, Wilmette and Winnetka. Project applications are reviewed by the North Shore Council of Mayors Technical Committee. The Technical Committee recommends projects to the North Shore Council of Mayors which makes final decisions based on Council vote.

Key Terms

1. **Planning Liaison** - The Planning Liaison coordinates the Surface Transportation Program for the North Shore Council of Mayors. The liaison also represents the Council to county, state, regional and federal transportation agencies and performs other duties described in the contract scope of work with CMAP.
2. **North Shore Council of Mayors** - A cooperative body of municipalities comprised to plan and program the Surface Transportation Program for the North Shore region. The North Shore Council of Mayors membership includes the mayor or president from each municipality in the North Shore Council.
3. **North Shore Council of Mayors Technical Committee** - The committee contains municipal engineers (or other staff) that review and recommend projects for STP funds. Membership on the Technical Committee is made up of one engineer from each municipality.

Project Application and Selection Process

Project Submittal Process

1. **Call for Projects**

The North Shore Council of Mayors will develop a five-year program with a call for project every two years. The Technical Committee will only consider programming new projects after a call for projects. Project applicants should be given adequate notice of call for projects. In addition, project applicants should have no less than sixty days between the call for projects and the application deadline.

2. Project Scoping

Project applicants wishing to apply for STP funds must first contact the Planning Liaison to discuss the scope of the project. Project applicants may (but are not required to) get initial concurrence from the Bureau of Local Roads at the Illinois Department of Transportation (IDOT) regarding the project's scope, federal and state requirements and schedule. Project scoping prior to submittal of an application is extremely important. Requirements associated with the use of federal funds and the IDOT review process can delay and add costs to projects. Poorly scoped projects can face significant delays and considerable cost increases.

3. Project Application

Following project scoping, project applicants will complete the project application form provided to them by the Planning Liaison and located at the back of this packet.

4. Project Review

The Planning Liaison, with the assistance of the Technical Committee, shall review each project application in accordance with the project prioritization system outlined in Section III. The Planning Liaison will assign a "benefit number" which shall be used to compare project applications.

Once each project has been assigned a benefit number, the project applications will be placed on the agenda of a Technical Committee meeting. Prior to the project selection meeting of the Technical Committee, the Planning Liaison shall distribute copies of the project applications to all committee members. At the meeting, the project applicants should be prepared to give a brief presentation and answer questions concerning the project. The Technical Committee will review project applications, project rankings and available funding in making programming recommendations. The technical Committee will recommend projects with the five-year program and will recommend projects for inclusion in a Contingency Program.

5. Project Selection

The North Shore Council of Mayors will consider the Technical Committee's programming recommendation at its next regular scheduled meeting. Following the North Shore Council's approval, the Planning Liaison will submit the required documentation to the Chicago Metropolitan Agency for Planning (CMAP) so that the project may be considered for addition to the region's Transportation Improvement Program (TIP).

6. Project Kick-Off

Following inclusion in the TIP, the project sponsor and Planning Liaison will schedule a kick-off meeting with IDOT's Bureau of Local Roads. Similar to the project scoping, this meeting will confirm the project scope, engineering requirements and schedule. Although Phase I Engineering is not an eligible for STP funding, the project sponsor must hold a kick-off meeting at the beginning of Phase I Engineering to ensure that all federal and state requirements will be met.

The municipality must work closely with IDOT's Bureau of Local Roads. Any work that proceeds without the consent of IDOT may be ineligible to receive STP funding.

Outside Agency Applications

Outside agencies, such as Cook County, townships and transit agencies have access to STP funds for capital costs of projects by obtaining the co-sponsorship of the project from at least one North Shore Council of Mayors member. This municipality would then present the project to the North Shore Council of Mayors Technical Committee for consideration for STP funding. Any applications from outside agencies must be for STP eligible projects.

Project Prioritization

Overview

The following project selection categories shall be considered by the Technical Committee in formulating their recommendations for STP projects.

Project Selection Category	Weight
A. Safety	20 %
B. Pavement Condition	20 %
C. Congestion Mitigation	10 %
D. Project Readiness	15 %
E. Local Needs	10 %
F. Complete Streets	15 %
G. Inclusive Growth	3 %
H. Green Infrastructure	2 %
I. Transit Supportive Land Use	5 %

The Planning Liaison will score each project on a 100-point scale. Point totals in the Congestion Mitigation and Complete Streets/Multimodal categories will be multiplied by a weighting factor.

A. Safety

The Safety category aims to prioritize projects where major safety concerns exist and can be addressed by appropriate engineering solutions.

Safety Need

The safety need score is calculated using IDOT's safety road index (SRI) for roadway segments and intersections. The SRI score is based on the locations Potential for Safety Improvement (PSI) score. IDOT developed SRI scores for local and state routes and categorized them by peer group into critical, high, medium, low, or minimal. Within each peer group, locations categorized as critical have the highest PSIs, and locations categorized as minimal are less likely to have safety benefits from treatments. CMAP will provide the data on SRI scores. The proposed project's safety need score will be the highest SRI category along the project location. This will include both segment and intersection locations.

SRI Category	Points
Critical	10
High	8
Medium	6

Low	4
Minimal	2

Safety Improvement

This score is based on the improvement of the project and the planning level expected safety benefit (reduction of crashes) after implementing the improvement. The planning level safety improvement score is modeled after the SMART SCALE Safety Factor Evaluation method developed by the Virginia Department of Transportation (VDOT). Similar to VDOT's method, NWMC staff will develop a list of common improvement types (countermeasures) and the accompanying planning level crash reduction factors (CRFs). The planning level CRFs will be developed using information from CMAP, IDOT, Crash Modification Clearinghouse, and Highway Safety Manual. NWMC staff will review project details from the application to determine the relevant countermeasure and the assigned planning level CRF for that countermeasure. If multiple countermeasures are to be employed as part of the project, NWMC staff will assign points based off the maximum planning level CRF. Planning level crash reduction factor (CRF) point assignments are as follows:

CRF	Points
Above 50%	10
36-49%	8
26-35%	6
15-25%	4
Under 15%	2

B. Pavement Condition

The Pavement Condition category aims to prioritize projects most in need of rehabilitation and repair. Scoring will be based on CMAP pavement condition data for all federally-eligible routes.

<u>Condition Rating</u>	<u>Points (20 point maximum)</u>
1.0 to 4.5 (poor)	20
4.6 to 6.0 (fair)	15
6.1 to 7.5 (good)	10
7.6 to 9.0 (excellent)	0

C. Congestion Mitigation

The Congestion Mitigation category aims to prioritize projects on roadways with severe congestion that threatens the transportation utility of a roadway or intersection. The project must address the level of service to qualify for congestion mitigation points. The project sponsor is asked to provide supporting documentation of the level of service improvement.

<u>Level of Service (Existing)</u>	<u>Points (5 point maximum)</u>
F	5

E	4
A-D	3

<u>Level of Service Improvement</u>	<u>Points (5 point maximum)</u>
3 levels	5
2 levels	4
1 level	3
No improvement	0

D. Project Readiness

The Project Readiness category aims to prioritize those projects that are closer to construction. Given the complexities that go along with federal funding, project readiness is important for spending STP funds within a reasonable timeframe. Project sponsors will need to provide documentation to receive points for project readiness. In order for Phase I to be underway, the applicant must either have entered into a Phase I engineering contract with an outside firm, or be able to provide documentation showing that Phase I work has begun in-house. Documentation of in-house work may include interim work products, timesheets indicating that work on the project is underway, or some other form of documentation that clearly demonstrates that Phase I has begun. NWMC staff may bring documentation before the Technical Committee to ensure that it is sufficient.

<u>Project Status</u>	<u>Points (10 point maximum)</u>
Project has received Design Approval from IDOT	15
A Phase I Project Development Report (PDR) has been submitted to IDOT	10
Phase I underway through IDOT	5
Project has not started Phase I	0

E. Local Needs

The Local Need category aims to prioritize projects in communities that have not had the assistance of STP funding for their transportation system.

<u>Years Since Last STP Project</u>	<u>Points (5 point maximum)</u>
10 years	5
5 years	2.5

<u>Planning</u>	<u>Points (5 point maximum)</u>
Project appears in local, subregional or regional plan	5
Project not in any adopted plans	0

F. Complete Streets (Up to 15 points total)

The Complete Streets/Multimodal category aims to prioritize projects that account for all users of the transportation network. For transit projects, scoring is based off of the

presence of a transit improvement or an improvement that makes transit more accessible. For bicycle and pedestrian projects, more points will be awarded to a project if it involves the construction of a new facility that connects users to one or more existing facilities. Projects of this nature will receive ten points in this category. Projects that involve the improvement of an existing bicycle or pedestrian facility, or the construction of an isolated facility, will receive five points in this category. The Planning Liaison will determine scoring based on information provided in the application, as well as online resources such as Google Maps or Google Street View.

<u>Transit*</u>	<u>Points (10 point maximum)</u>
Transit Improvement	5
Transit Access Improvement	5
No Transit Improvements	0

<u>Pedestrian</u>	<u>Points (10 point maximum)</u>
New Connected Pedestrian Facility	Up to 10
Improvement to Existing Pedestrian Facility or New Isolated Facility	5
No Pedestrian Improvements	0

<u>Bicycle</u>	<u>Points (10 point maximum)</u>
New Connected Bicycle Facility	Up to 10
Improvement to Existing Bicycle Facility or New Isolated Facility	5
No Bicycle Improvements	0

*A project with transit components can receive points for an improvement (bus pullout, transit shelter, transit signal priority, etc.) and for an access improvement (sidewalk to transit stop or station, bicycle access, etc.).

G. Inclusive Growth (3 points max)

Inclusive growth is a regional priority from ON TO 2050. [The CMAP inclusive growth map, which is created using data from CMAP’s travel demand model,](#) will be used to determine the allocation of points in this category.

<u>Percent of users that are low-income and people of color</u>	<u>Points</u>
10%+	3
5-10%	2
0-5%	0

H. Green Infrastructure (2 points max)

<u>Element</u>	<u>Points</u>
Project incorporates a green infrastructure element (bioretention, bioswale, street trees, permeable pavement, native plants, other elements as approved by technical committee on a case-by-case basis)	2
Project does not incorporate green infrastructure elements	0

I. Transit Supportive Land Use (Up to 5 points total)

<u>Element</u>	<u>Points</u>
A project adjacent zoning district has eliminated parking minimums	2
A project adjacent zoning district has parking maximums	2
A project adjacent zoning district allows for greater than 16 dwelling units/acre	2
A project adjacent zoning district allows for shared parking	1
A project adjacent zoning district requires parking behind, to the side, or underneath buildings	1
A project adjacent zoning district allows for between 6 and 16 dwelling units/acre	1

Programming Guidelines

Eligible Routes

All projects must be on STP eligible routes (federal-aid eligible) prior to applying for STP funds. Routes must have a functional classification as a "collector" or higher. STP eligible routes serve a regional purpose and must serve more than a local land access function. Project applicants can review current roadway classifications at the following website:

<https://www.cmap.illinois.gov/mobility/roads/roadway-functional-classification>

The STP provides flexible funding. Under federal provisions, bridge projects on any public road are eligible for STP funding. In addition, carpool, pedestrian, bicycle and safety projects may be implemented with STP funding on roads of any functional classification.

Eligible Projects

The following is a partial list of projects eligible for STP funding. Should a project applicant be unsure of a project's eligibility, contact the Planning Liaison.

- Construction, reconstruction, restoration and rehabilitation of roads and bridges
- Highway and transit safety improvements
- Traffic signalization projects
- Intersection improvements
- Park & ride facilities
- Bicycle and pedestrian facilities

- Wetland mitigation, wetland banking, landscaping and mitigation of water quality impacts if undertaken with an approved STP project

Project Requirements

Before submitting an STP application, project applicants must complete the following:

- Contact the Planning Liaison to discuss the project's scope, timetable and estimated costs
- Confirm that the project is on a STP eligible route
- Confirm that the project work type is STP eligible
- Confirm that the project sponsor can fund the required local match

Regional Projects

The Technical Committee shall accept proposals for regional projects and may develop its own project proposals. Proposals for regional projects must go through project scoping and have the support of the relevant jurisdictions before the Technical Committee will consider programming funds to regional projects.

Active Program Management

Applicants must follow the guidelines in CMAP's [STP Active Program Management Policies](#). Training, when available, is encouraged for applicants but not required. Applicants will be required to provide quarterly status updates as outlined in the Active Program Management Policies document. Applicants are highly encouraged, but not required, to have projects in their capital improvement programs. The North Shore technical committee must approve requests for the six month extensions of the phase obligation deadlines allowed in the active program management program. If denied, the applicant may appeal to the North Shore Council of Mayors.

All cost increases must be approved by the North Shore Technical Committee. No project can be moved out of the active program without approval of the North Shore Technical Committee except as required in the active program management policies. NWMC staff may make other active reprogramming decisions without the need for technical committee approval. This includes accelerating projects into the active program and current FFY (if the project is ready to obligate and funding is available). NWMC staff must log any changes and present them to the North Shore Technical Committee at the next meeting.

Funding Parameters and Policies

Eligible Phases

The North Shore Council of Mayors dedicates STP funding for Phase II Engineering and Construction (including Construction Engineering). Phase I Engineering and any Right-of-Way acquisition are the responsibility of the project sponsor.

Local Match Requirements

The North Shore Council of Mayors allocates STP funding to projects based on a 70/30 federal/local match ratio for phase II engineering. If an applicant does not utilize STP funds for phase II engineering they may receive an 80/20 federal/local match for construction and construction

engineering. Project sponsors are responsible for the local match and any non-participating expenses.

Funding Limit

The North Shore Council of Mayors limits the funding of a single project to 5 million. This can be waived by a majority vote from the technical committee.

Cost Increase Policies

All cost increases will be funded at the same match ratio they are receiving for the project unless otherwise specified. Project sponsors seeking cost increases will be required to submit a written request to the Planning Liaison. The written request must outline the updated project costs, explain the cause for the cost increase and state that the project sponsor agrees to pay the percent local match.

All cost increases will be subject to approval by the North Shore Council of Mayors via the Technical Committee. Approval will be contingent upon the following:

- a. Programming constraints and funding availability within that fiscal year.
- b. Special circumstances that resulted in an increase in project costs such as additional improvements that are being required by federal, state and/or county transportation agencies not considered in during the project scoping process.
- c. Project sponsor has not petitioned the Council for cost increases for the same project during that particular fiscal year.

Limit on Cost Increases

The Technical Committee shall limit large cost increase requests as outlined below:

- a. If the programmed STP funding for a project phase is less than 25 percent of the Council's annual STP allocation, then the Council will not consider cost increases in excess of 100 percent of programmed STP funding for the project phase.
- b. If the programmed STP funding for a project phase is between 25 and 50 percent of the Council's annual STP allocation, then the Council will not consider cost increases in excess of 75 percent of the programmed STP funding for the project phase.
- c. If the programmed STP funding for a project phase is more than 50 percent of the Council's annual STP allocation, then the Council will not consider cost increases in excess of 50 percent of the programmed STP funding in the project phase.

Percent of Annual Allocation	Maximum Cost Increase Request
< 25 percent	100 percent
Between 25 and 50 percent	75 percent
> 50 percent	50 percent

If the cost increase request exceeds the limits outlined above, the project sponsor may choose to move the project to the contingency program or remove the project from the program and have it reconsidered during the next programming cycle.

Proper project scoping (see Section II.A.2) is important in developing project application cost estimates in order to avoid large cost increases. Requests for increases from the Shared Fund, per the regional APM policies, are subject to these same limitations

Cost Increase Requests Between Regular Technical Committee Meetings

All cost increase requests submitted between regular quarterly meetings of the Technical Committee shall be added to the agenda of the next quarterly meeting, unless a project's letting or local agency agreement is contingent on approval of the cost increase request before the next quarterly meeting. In such cases, the Technical Committee can vote via fax/email, with a simple majority of the twelve members constituting the requisite votes for passage. A fax/email vote shall not be used if the cost increase request is:

- Over 35 percent of the currently programmed project cost estimate, or
- Over 25 percent of the North Shore Council's annual STP allotment for the federal fiscal year.

If either of these two conditions is met, then the project shall require a special meeting of the Technical Committee to act on the request.

Council Prerogative

The North Shore Council of Mayors has the authority to grant special exceptions to any of the above guidelines if in its opinion the circumstances so dictate and the exceptions are within federal and state guidelines, the provisions of the October 2017 agreement between the Council of Mayors, Chicago DOT, and CMAP Active Program Management policies.