What Consultants Need to Know About Federal-aid Projects for Local Agencies in Oregon:

A comparison of "ODLAP" and "CLPA" projects.

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Justin Bernt, ODOT Delivered Local Program Manager

Tiffany Hamilton, Local Agency Certification Program Manager

Oregon Department of Transportation

Learning Objectives

Building understanding about the following:

- The key differences between federally funded projects delivered through the ODOT-Delivered Local Projects “ODLAP” Program and the ODOT Local Agency Certification Program.
- How the consultant role may differ between these two types of projects.
- Who to contact for each type of project.
- Where to find resources for each program.
- Who to contact for program questions.

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Agenda

1. Certification Program Overview
2. ODLAP Overview
3. Compare & Contrast
4. Key considerations
5. Resources
6. Q&A

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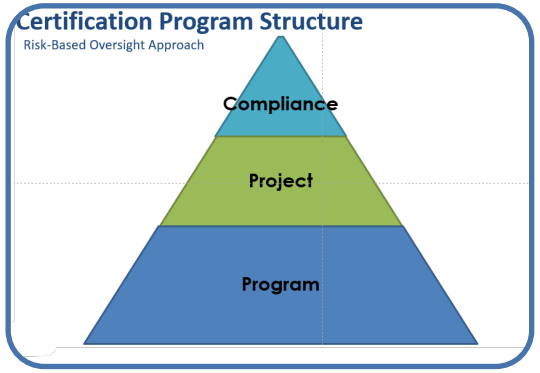
What is the Local Agency Certification Program?



Program

- FHWA approved, state administered, started early 2000s
- **Enables local agencies to deliver federal projects**
- Risk-based oversight by ODOT (key milestones & programs: environmental, ROW, civil rights)

Purpose and objectives

- Delegate **project delivery** and **contracting responsibility** to the lowest practical level
- Provide accountability and assistance
- Streamline administrative costs while maintaining quality

https://www.oregon.gov/odot/LocalGov/Pages/Certification.aspx

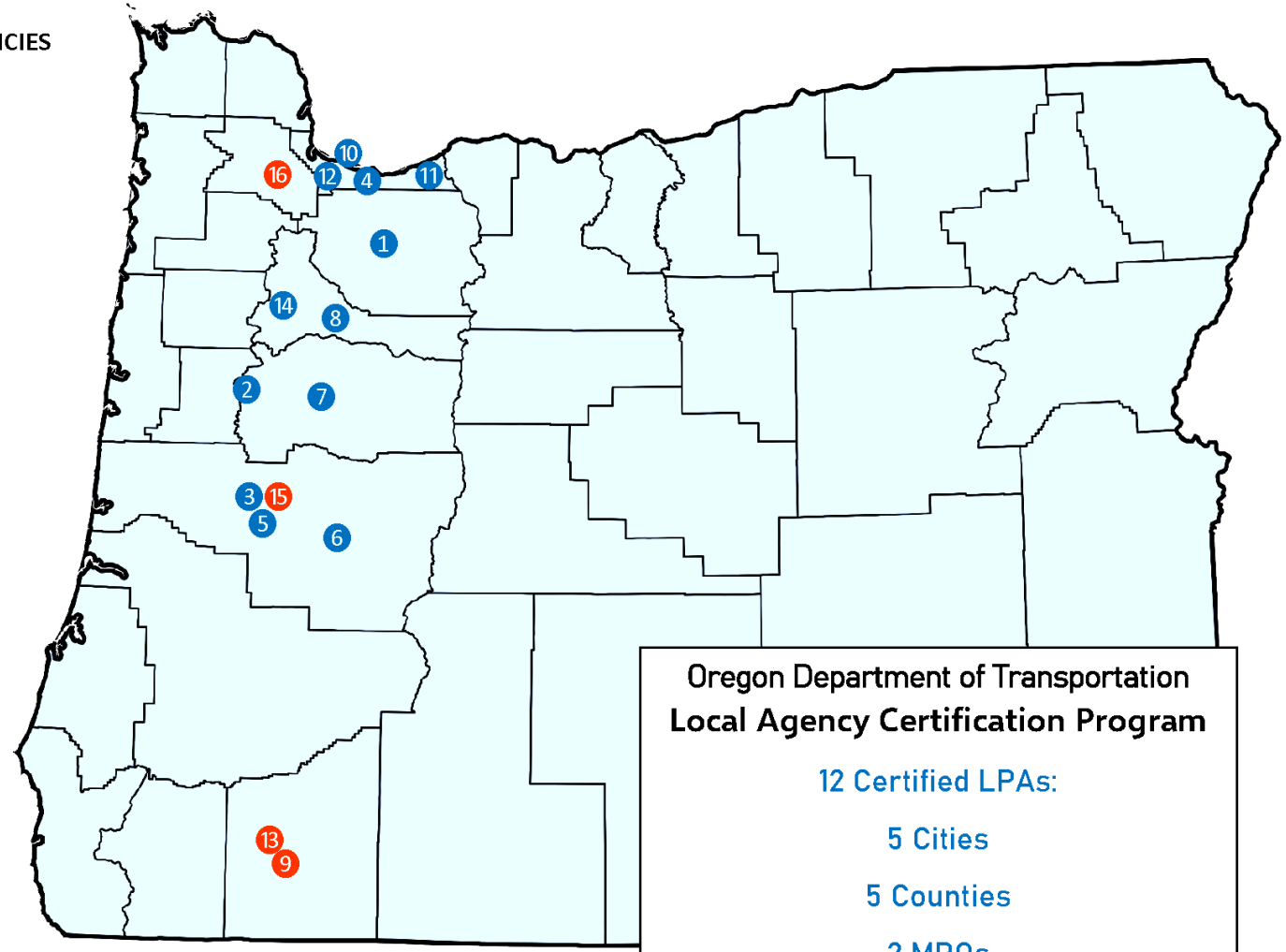
Certification Program Snapshot

2024-2027 STIP Projects
- 111 Certified LPA
- 5 COBO
- $593.3M

STIP-FP data as of 3/04/24

PARTICIPATING LOCAL AGENCIES

1. Clackamas County (P)
2. Corvallis (P)
3. Eugene (P)
4. Gresham (P)
5. Lane COG (C)
6. Lane County (P)
7. Linn County (PB)
8. Marion County (P)
9. Medford
10. Metro MPO (C)
11. Multnomah County (P)
12. Portland (PB)
13. Rogue Valley COG
14. Salem (P)
15. Springfield
16. Washington County



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Local Agency Certification Program

12 Certified LPAs:

5 Cities

5 Counties

2 MPOs

4 Pending Certification

CERTIFICATION TYPE:

(P) Project Delivery

(PB) Project Delivery plus Bridge Design

(C) Consultant Selection for Planning Services only

ODLAP: ODOT DELIVERED LOCAL AGENCY PROGRAM

Prior known as non-certified.

- Program reinstituted in 2021 as a delivery program alongside Certification and ODOT Delivery.
- Does not follow Certification guidance
- Similar but not the same as ODOT delivery
- Addresses delivery by ODOT on behalf of a local agency
- Establishes policy, requirements, and process to be followed (for both inhouse and outsourced delivery)

General Information

ODLAP

- Training to ODOT, consultants, LPA's
- ODLAP Quality Plan
- ODLAP Manual (expected July 2024)
- Invoice ODOT
- ODOT partners with LPA for ODOT to deliver the project on their behalf (ODLAP quality plan)

Cert/ODLAP

- ODOT general guidance and direction for FHWA requirements
- Procurement requirements
- Civil rights requirements
- ODOT Seeks reimbursement of federal funding from FHWA
- LPA/CLPA agreement with ODOT for individual project

CLPA

- Training to CLPAs
- Local Agency Guidelines Manual for Certified LPAs (LAG)
- Invoice CLPA, CLPA seeks federal reimbursement from ODOT
- CLPA delivers w'key approvals from ODOT per approval authority matrix
- Cert Program Agreement & Project Agreement

Procurement (A&E)

ODLAP

- ODOT SOW templates (ODLAP specific)
- ODOT advertisement
- LPA makes final selection of consultant after initial selection by ODOT.

Cert/ODLAP

- ODOT to provide technical advice and support to project teams
- ODOT to provide guidance, direction, procurement templates and requirements for both delivery programs
- Guidance on Civil Rights goals

CLPA

- CLPA SOW templates
- CLPA advertisement
- CLPA makes sole selection of consultant.

Standards

ODLAP

- ADA: Follow ODOT standards, drawings, pertinent to ADA
- LPA above minimum, may require an ODOT design exception depending on circumstance
- ODOT discipline quality plans, noting applicability within ODLAP Quality Plan

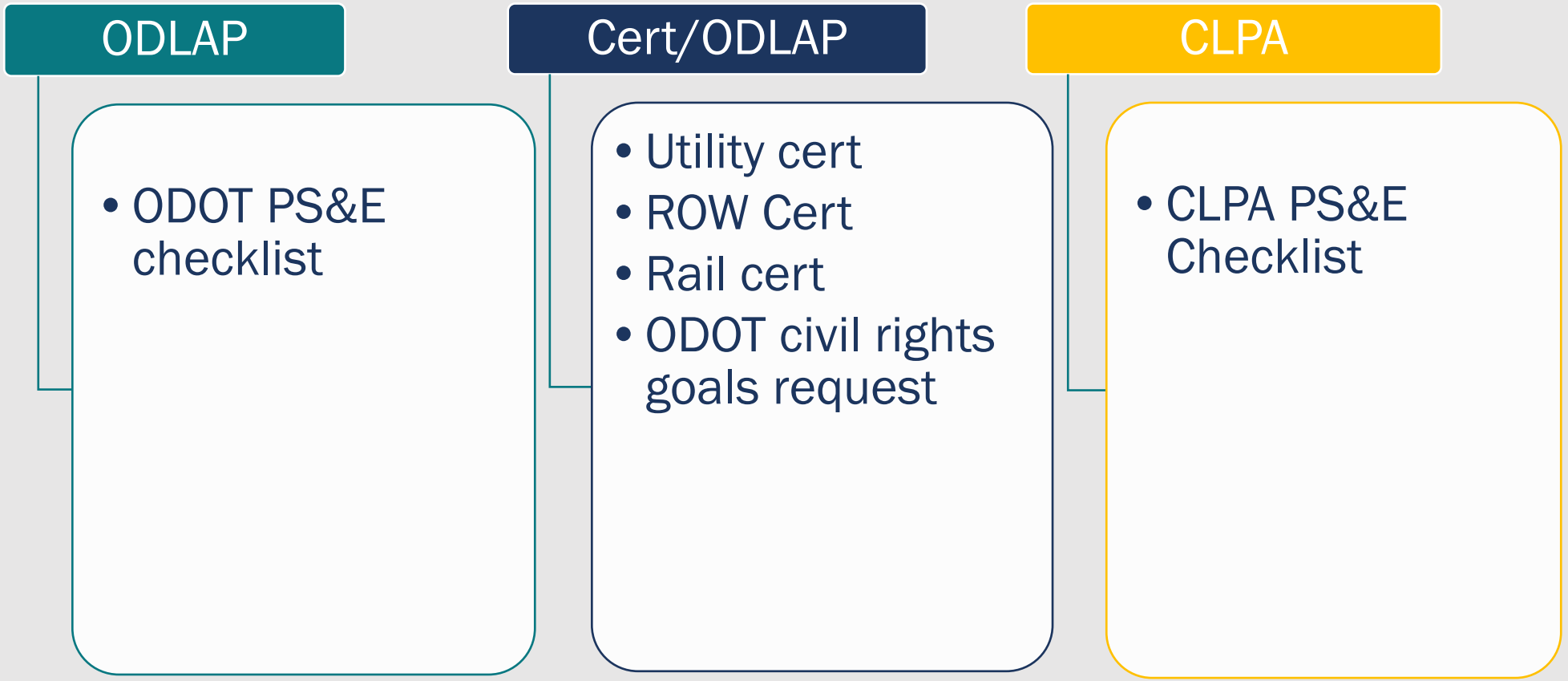
Cert/ODLAP

- ODOT facility: ODOT Standards
- Non-ODOT facility: Minimum AASHTO
- Minimum MUTCD with Oregon Supplement
- Environmental prospectus
- Local Agency Technical Scope Sheet

CLPA

- ADA: follow CLPA ADA transition plan
- CLPA standards above minimum
- CLPA quality program plan

PS&E


ODLAP
• ODOT PS&E checklist
Cert/ODLAP
• Utility cert
• ROW Cert
• Rail cert
• ODOT civil rights goals request
CLPA
• CLPA PS&E Checklist

Construction: Ad, Bid, Award

ODLAP

- ODOT advertised
- ODOT bid
- ODOT awarded
- ODOT assess bid
- ODOT may reject bids

Cert/ODLAP

- Follow FHWA requirements
- Follow same general advertisement lengths per FHWA CACC

CLPA

- CLPA advertised
- CLPA bid
- CLPA awarded
- CLPA assess bid, seek ODOT concurrence on rejection of all bids

Contract Administration

ODLAP

- ODOT does all contract administration of A&E contract
- ODOT does all contract admin of construction contract
- ODOT templates and forms

Cert/ODLAP

- ODOT civil rights documentation, guidance, contract provisions*

CLPA

- CLPA admin A&E
- CLPA admin Construction
- Cert. Program or CLPA templates, forms
- *CLPA to enforce civil rights contract provisions with advice/oversight from ODOT civil rights field coordinators
- **CLPA to provide AASHTOWare compatible data

Key considerations

- On an ODLAP project, though the LPA is a consulted team member, ODOT procures and administers the contracts.
- A&E contracts are frequently full-service
- Procurement on OregonBuys
- Direct technical questions to the ODOT project manager

- On a CLPA project, though ODOT is a consulted team member, the CLPA procures and administers the contracts.
- A&E contract scopes vary significantly between CLPAs and project-project.
- Procurement may be on OregonBuys and/or CLPA's website or procurement system
- Consultants and ODOT technical experts should only communicate directly regarding a CLPA project with the CLPA project manager's permission.

Resources

Local Government Page:
https://www.oregon.gov/ODOT/LocalGov/Pages/index.aspx

Funding Programs, Guidance, Certification & Engagement

- ODOT-FHWA Stewardship & Oversight Agreement
- Local Agency Certification Status
- Local Agency Guidelines for Certified LPAs
- Certified LPA Approval Authority Matrix
- Certification Guidance and Forms (Includes application form)
- Certified Local Agency Resources for Consultant Selection
- Certification User Group (GovDelivery mailing list available)
- Training Opportunities (See Federal-aid Essentials)

More Resources

- ODOT Statewide Transportation Improvement Program
- STIP documents
- ODOT Project Delivery Guide
- ODOT NEPA Manual
- ODOT Utility Relocation Manual
- Consultant PS&E Guide

Questions

Who do you ask?

Contacts

- Local Agency Certification Program
- ODOTCertification@odot.oregon.gov
- Tiffany Hamilton, Program Manager, 503-551-6277
- Hanne Eastwood, Compliance Coordinator, 503-428-9748
- Melissa Flores, Certification Coordinator, 503-480-5018
- ODOT Delivered Local Agency Program Manager
  - Justin Bernt, 503-910-0996
- Statewide Programs Unit Manager/Grant Programs Contact
- Cecelia Gilbert, 503-991-8689