

**PRIORITIZATION PLAN
2009 PRIORITIZATION AND RANKING
UNSCHEDULED PROJECTS LIST**



November 2008

Purchase Area Development District Plan for FY09 Prioritization Process

Introduction

The Kentucky Transportation Cabinet (KYTC) statewide transportation planning process is accomplished through a cooperative program with the KYTC's 12 Highway District Offices (HDO), 15 Area Development Districts (ADD), 9 Metropolitan Planning Organizations (MPO), Regional Transportation Committees (RTC), local officials and public involvement committees. This process identifies transportation needs based on data and public input, documents available data on each project, sets priorities for input to the Statewide Transportation Plan, Statewide Transportation Improvement Program and the Six-Year Highway Plan. This statewide transportation planning, identification, prioritization and ranking process complies with federal reauthorization and legislative requirements to inform, solicit input from and consult with transportation users, publicly elected officials, and representatives from all transportation modes and the underserved populations.

The purpose of the ADD Plan for Prioritization is to provide KYTC an implementation strategy for the prioritization and ranking of projects on the Unscheduled Project List (UPL). The KYTC Statewide Prioritization Process is a program intended to identify, evaluate and rank transportation needs based on highway data, input from the general public, involvement from local officials and regional transportation committees. The prioritized projects will be used for input to the 2010 KYTC Recommended Highway Plan, to be submitted to the 2010 session of the Kentucky General Assembly. The prioritization plan outlines the process that the Purchase Area Development District (PADD) will administer to the local officials and PADD RTC to determine the Purchase Region priorities and rankings. The PADD process will be developed by following the timelines and guidelines established by the KYTC for acquiring local and regional priorities.

The economic challenges facing the KYTC, specifically the availability of funding to complete project development phases (Design, Right-of-Way, Utilities, and Construction) for transportation projects in the current highway plan and limited funds for additional projects in the KYTC Six-Year Plan, will minimize the amount of UPL projects to be prioritized during the FY09 priority cycle. KYTC's decision to reduce the statewide UPL will place an emphasis on projects that received a "double high" in the FY07 priority cycle. Double high indicates that a UPL project was ranked high by the ADD RTC and HDO. The current statewide UPL has 563 projects with a double high status. These projects will be considered the base list for the FY09 Prioritization Process.

The funding challenges being what they are, it is recommended to place an emphasis on projects that cost less than \$2 million. Also, keep in mind that all identified projects will remain on the statewide UPL and thus eligible for funding, but will not be prioritized in FY09. Those projects not prioritized in FY09 will maintain the FY07 prioritization.

The FY09 Prioritization Process will be completed using a 2 step process. First, the focus will be to prioritize new projects that have been added or projects that have been segmented on the

UPL since the FY07 prioritization. Second, the base list will be sorted into cost tiers and ranked 1 – 10 in order of importance. Once the tiers are ranked then an overall top 5 list may be developed for the region.

KYTC Summary Guidelines with Timeline

- **October 16, 2008 Statewide Transportation Planners (STP) Meeting** – Introduction of FY09 Prioritization Process (statewide 563 projects are ranked both HIGH by ADDs and HDOs this is the base list to use for FY09 Prioritization Process)
- **November 26, 2008** – All revised, segmented and new projects submitted to KYTC
- **December 5, 2008** – New Project List to be sent to ADD/HDO from KYTC

Step #1

- ADD will solicit local input
- New projects to be ranked High/Med/Low by the ADD/MPO/HDO (Only those new projects ranked a HIGH Priority by both the ADD/MPO and HDO will be added to the prioritization base list)
- New Project Rankings to be submitted to KYTC by February 1st
- **January 21, 2009 STP Meeting** – FY 09 Kickoff Meeting
- **February 1, 2009** – New Project Priorities due to KYTC
- **February 16, 2009** - The base list of projects ranked HIGH by ADD and HDO plus new projects with a HIGH ranking by ADD and HDO submitted on February 1st will be sent to the ADD/ HDO.

Step#2

The Tier List will be in this format:

Tier 1	Tier 2	Tier 3
< \$2 million	\$2-\$10 million	>\$10 million

- ADD/HDO will rank each Tier Group 1 - 10
- Overall Top 5 selected from the tier top 10 lists
 - Process – Solicit local input, ADD Regional Committees/MPO Technical Committees and HDO meetings
- **June 30, 2009** – Tier Rankings and Overall Top 5 Ranking to be submitted to the KYTC

KYTC Two-Step Process

The new projects and segmented projects list will be provided to the ADD on December 5, 2008. These projects should be prioritized and submitted to the KYTC by February 1, 2009. The base list for prioritization will be provided by February 16, 2009. These projects should be ranked according to the guidelines and submitted to KYTC by June 30, 2009.

Local input must be solicited for these projects. KYTC will leave the method of obtaining the local input to the discretion of the ADD, but at a minimum the local judge executive and mayor (KYTC recognized urban area only) should be consulted. After local input has been obtained, the ADD RTC, and where applicable MPO Technical Committees should rank the base list

according to the guidelines provided by KYTC. This input should then be shared with the HDO to provide a District ranking.

Step 1

This step will consist of obtaining a regional and district priority (High, Medium, Low) for any new projects that have been added to the UPL since FY07. Because these projects have no prior ranking history, it will be necessary to prioritize them by the regional committees and district highway offices. Any new projects that obtain the “double high” status will be added to the base list of 563 projects. Projects that have been segmented since FY07 should also be reviewed. If a segmented project’s parent project was originally a double high it should be added to the base list.

Step 2

The second step will be the prioritization of the base list by ranking the projects 1-10 based on tier costs. In addition to ranking in the tiers, an overall Top 5 list should be decided.

PADD Plan for Prioritization

The following plan is the tentative process for the PADD to obtain local input and regional priorities for new and segmented projects for the FY09 Prioritization Process. The priority plan will be provided to RTC members along with the tentative meeting dates and will be posted on the PADD web page. Staff will also utilize the monthly PADD Board meetings to provide information and obtain input from the Board of Directors.

The first meeting to obtain regional priorities for the new and segmented projects will be held on December 10, 2008. At this meeting staff will present the projects for prioritization to the RTC for discussion. At the conclusion of the discussion the RTC will set the priorities. Staff will then brief the committee about the prioritization of the base list and discuss the plan for obtaining input and priorities for those projects.

Prior to the December 10, 2008 Regional Transportation Committee meeting, staff will solicit local input for the eight new projects for the region. It will be recommended that the segmented projects retain the priority of the parent project for simplicity in obtaining priorities for this priority cycle. Staff will contact the appropriate county judge-executive and mayors in the KYTC defined urban areas, to gather local priority input. This information will be shared with RTC members before the December RTC meeting. By providing information before the meeting members will have time to review and ask questions before placing regional priorities on the new projects. Based on local input and knowledge of the UPL projects, staff will prepare recommendations for the RTC to consider as a starting point for discussion purposes and deciding regional priorities. Ultimately the RTC will provide staff with an approved ranking of the new and segmented projects that will be provided to the HDO. These project priorities will be provided to the KYTC before February 1, 2009.

KYTC will provide the PADD with the base list of projects to be prioritized by February 16, 2009. Local meetings will be scheduled in the eight counties to solicit local input. The purpose will be to review the FY07 priorities/ rankings and discuss recommendations on the FY09 priority that will be used as input to the RTC for setting regional priorities and rankings.

Two regional meetings have been tentatively scheduled for the purpose of obtaining tier rankings and overall Top 5 ranking (April 22, 2009 and May 6, 2009), these meeting dates are subject to change. Most likely one meeting will be sufficient for finalizing regional rankings, but a second meeting will be scheduled in the event more time is needed to agree on the regional rankings. Staff will provide committee members with Project Identification Forms (PIF), along with project maps and photographs to all committee members prior to the regional meetings.

The method of review will be a PowerPoint presentation of the projects. The presentation will be a summary of the PIF, maps and project area photographs. Traffic data (adequacy ratings, traffic counts, prioritization history) will also be made available to committee members. Project discussion will be encouraged during the review process.

At the conclusion of the review process committee members will be asked to provide input for the regional rankings. The committee will determine the method used to reach a consensus on final rankings. Staff will provide recommendations to the RTC on methods to use. One option will be to provide RTC members with ballots for the purpose of ranking projects in the tiers. The project with the lowest cumulative score will be number 1 the next lowest will be number 2 and so on until a top 10 in each respective tier has been set. If any tier contains less than 10 projects then the rankings will be 1 through however few projects there are for the respective tier.

A second option would be to rank all projects in order of importance 1 – however many projects. The tier rankings could be determined by the overall ranking. The highest ranking tier 1 project would be number 1 in tier 1. The next highest ranking tier 1 project would be number 2 in tier 2 and so on. This method would be used to set all ranking lists for each of the three tiers.

Conclusion

The PADD will submit the final regional rankings to the KYTC by June 30, 2009. Staff will document the actions / efforts of the FY09 process in order to record groups contacted and addressed, meetings held, methods of prioritization, etc. This documentation will be provided to the KYTC within 30 days of the priority submittal.