

IOWA DEPARTMENT OF TRANSPORTATION

AGENDA ITEMS/COMMISSION ORDERS

Tuesday, December 11, 2012  
Materials Conference Room  
Ames DOT Complex

<u>ITEM NUMBER</u>	<u>TITLE</u>	<u>SUBMITTED BY</u>	<u>PAGE</u>
D-2013-28 1:30 p.m.	*Approve Minutes of the November 13, 2012, Commission Meeting  Commission Comments  Staff Comments	Connie Page	1
PPM-2013-29 1:35 p.m.	*Calendar Year (CY) 2013 Intercity Bus Program	Ryan Ward	2
PPM-2013-30 1:40 p.m.	*Revitalize Iowa's Sound Economy (RISE) Policies	Craig Markley	4
PPM-2013-31 1:45 p.m.	*Railroad Revolving Loan and Grant (RRLG) Program – Project Completion Settlement Process Policy	Stuart Anderson	6
1:50 p.m.	Adjourn		

\*Action Item

On Tuesday, December 11, the Commission and staff will meet informally at 10 a.m. in the Materials conference room at the DOT complex in Ames. Transportation-related matters will be discussed but no action will be taken.

DEPARTMENT OF TRANSPORTATION  
COMMISSION ORDER

Division/Bureau/Office Director's Office Order No. D-2013-28  
Submitted by Connie Page Phone No. 515-239-1242 Meeting Date December 11, 2012  
Title Approve Minutes of the November 13, 2012, Commission Meeting

**DISCUSSION/BACKGROUND:**

**PROPOSAL/ACTION RECOMMENDATION:**

It is recommended the Commission approve the minutes of the November 13, 2012, Commission meeting.

**COMMISSION ACTION:**

Moved by Yanney Seconded by Wiley

	Aye	Vote	Pass
	absent	Nay	
Blouin	_____	_____	_____
Cleveland	<u>X</u>	_____	_____
Miles	<u>X</u>	_____	_____
Reasner	<u>X</u>	_____	_____
Rose	<u>X</u>	_____	_____
Wiley	<u>X</u>	_____	_____
Yanney	<u>X</u>	_____	_____

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Division  
Director

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Legal

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State Director

DEPARTMENT OF TRANSPORTATION  
COMMISSION ORDER

Division/Bureau/Office Planning, Programming & Modal Division  
Office of Public Transit Order No. PPM-2013-29

Submitted by Ryan Ward Phone No. 515-233-7877 Meeting Date December 11, 2012

Title Calendar Year (CY) 2013 Intercity Bus Program

**DISCUSSION/BACKGROUND:**

Approval is requested for the CY 2013 Intercity Bus Program grants. Specific project recommendations are listed on the attachment.

**PROPOSAL/ACTION RECOMMENDATION:**

It is recommended the Commission approve the CY 2013 Intercity Bus Program funding recommendations as attached.

**COMMISSION ACTION:**

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

	Aye	Vote Nay	Pass
Blouin	_____	_____	_____
Cleaveland	_____	_____	_____
Miles	_____	_____	_____
Reasner	_____	_____	_____
Rose	_____	_____	_____
Wiley	_____	_____	_____
Yanney	_____	_____	_____

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Division Director                      Legal                      State Director

**CY 2013 Intercity Bus Program**

<u>Agency</u>	<u>Type</u>	<u>Project description</u>	<u>Amount recommended</u>
Jefferson Lines	Continuation	Existing service support	\$174,199
	Continuation	New service support Minnesota to Missouri border	28,990
	Continuation	Marketing existing service - central Iowa	7,500
	Continuation	Iowa Travel Information Center (800-451-5333)	44,480
	New	Refurbish three over-the-road coaches	120,000
	New	Purchase one 45-foot over-the-road coach (83 percent)	<u>470,669</u>
			\$845,838
Dubuque	New	Intercity Bus portion of new Dubuque, Intermodal Center	<u>\$199,196</u>
			\$199,196
Fort Dodge	Continuation	Marketing existing service	<u>\$7,500</u>
			\$7,500
Burlington Trailways	Continuation	Existing service support	\$325,853
	Continuation	Marketing existing service	7,500
	New	Purchase three 45-foot over-the-road coaches	<u>472,916</u>
			\$806,269
Sioux City Transit	New	Concrete and HVAC system repair	<u>\$12,000</u>
			\$12,000
		Total CY2013 funding recommended	\$1,870,803

PPM-2013-29

Ryan Ward, Office of Public Transit, said more than once he has been asked the question “why are public transportation funds used to support private interstate bus companies?” His answer is because they are willing to provide the service. The trend in public transportation is to streamline service and increase efficiency which results in cutting service. This trend literally leaves many people out in the cold. Intercity bus funds are now more important than ever. They keep rural service viable for agencies that see the public need for a national transportation network to support those that don’t have other transportation options. He requested Commission approval of funding for 12 intercity bus projects totaling \$1.87 million as listed on the attachment to the commission order. He also expressed appreciation to the Commission for past and continuing support for intercity bus services.

Commission Wiley moved, Commissioner Reasner seconded the Commission approve the CY 2013 Intercity Bus Program funding recommendations as shown on the attachment. Commissioner Blouin absent; remaining Commissioners voted aye.

DEPARTMENT OF TRANSPORTATION  
COMMISSION ORDER

Division/Bureau/Office Planning, Programming and Modal Division  
Office of Systems Planning Order No. PPM-2013-30  
Submitted by Craig Markley Phone No. 515-239-1027 Meeting Date December 11, 2012  
Title Revitalize Iowa's Sound Economy (RISE) Policies

**DISCUSSION/BACKGROUND:**

Policies used to evaluate and administer RISE projects have been reviewed by department staff. The attached document describes those policies. Changes to the RISE policies apply to all future and previously approved RISE projects.

**PROPOSAL/ACTION RECOMMENDATION:**

It is recommended the Commission approve the attached RISE policies.

**COMMISSION ACTION:**

Moved by Reasner Seconded by Yanney

	Aye	Vote	Pass
	absent	Nay	
Blouin			
Cleaveland	X		
Miles	X		
Reasner	X		
Rose	X		
Wiley	X		
Yanney	X		

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Division Director                      Legal                      State Director

**Revitalize Iowa's Sound Economy (RISE) Policies**  
**December 11, 2012, Iowa Transportation Commission's Business Meeting**

Annual laborshed wage rate

- A company's ability to meet 100 percent of the annual laborshed rate for their area will be used to assist in determining RISE participation.

Project completion settlement process

- First 50 percent of RISE funding not subject to settlement calculation.
- Settlement prorated against RISE funding beyond first 50 percent.
- In evaluating job contingency requirements, consideration will be given to jobs created from a different company locating at the site of the original RISE-supported development. These jobs are subject to the same monitoring period as the original RISE development and will be evaluated based on wage rate, benefits and other RISE eligibility requirements.
- If at least 90 percent of the job creation and/or retention contingency is met at the wage rate established at the time of project approval, the project is considered substantially complete.
- Settlement installment payments calculated based on the prime interest rate minus 3 percent.

Monitoring process

- In monitoring job contingency requirements, initial payroll is required to establish baseline data.
- Three years after the roadway is open to traffic, the job creation and/or retention along with the wage rate contingencies must be met. Review and calculate average number of jobs created and/or retained using payrolls from the beginning and end of any six-month period from the time funding is awarded to three years after the RISE infrastructure improvement is complete.
- Submittal of documentation in cases of job turnover for establishing compliance with agreement contingency is allowable.

RISE cost per job increase

- Maintain \$10,000 per job maximum.

Local development funding

- Funding used for speculative RISE-eligible (nonretail) development.
- RISE participation held to 50 percent of eligible project costs.

Double access issue

- Interpretation has been to not fund RISE projects that create more than one access unless necessary to support additional entrances to a business or the project is the last link in the street/highway network. RISE funding will not be provided for more than one access unless necessary to support RISE-eligible development.

Loan interest rate

- RISE loan installment payments calculated using an interest rate between 0 percent and the 10-year U.S. Treasury bond rate based on the quality of the RISE project.

Addition of RISE funding to a previously awarded project

- Allow the addition of RISE funding by Iowa Transportation Commission approval if the road construction has not started yet or the RISE supported company construction has not been completed.

Roads/streets previously improved with RISE funding

- Additional funding for previously RISE-funded projects not allowed. However, new projects for capacity improvements necessary to support immediate job creation decision will be considered.

DEPARTMENT OF TRANSPORTATION  
COMMISSION ORDER

Division/Bureau/Office Planning, Programming and Modal Division Order No. PPM-2013-31

Submitted by Stuart Anderson Phone No. 515-239-1661 Meeting Date December 11, 2012

Title Railroad Revolving Loan and Grant (RRLG) Program – Project Completion Settlement Process Policy

**DISCUSSION/BACKGROUND:**

The RRLG Program project completion settlement process policy used to evaluate and administer projects has been reviewed. The attached document describes the policy. This policy will be effective on RRLG Program projects awarded with funding from fiscal year 2013 or later.

**PROPOSAL/ACTION RECOMMENDATION:**

It is recommended the Commission approve the attached RRLG Program Project Completion Settlement Process Policy.

**COMMISSION ACTION:**

Moved by Reasner Seconded by Rose

	Aye	Vote Nay	Pass
Blouin	absent	_____	_____
Cleveland	X	_____	_____
Miles	X	_____	_____
Reasner	X	_____	_____
Rose	X	_____	_____
Wiley	X	_____	_____
Yanney	X	_____	_____

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Division Director                      Legal                      State Director



**Railroad Revolving Loan and Grant Program  
Project Completion Settlement Process Policy  
December 11, 2012**

The Railroad Revolving Loan and Grant (RRLG) Program has three components: targeted job creation, rail network improvement, and rail port planning and development. The targeted job creation component provides grants and/or loans to assist in rail infrastructure development and preservation and grant funds are tied to the creation or retention of jobs. Therefore, it is only the targeted job creation projects that are subject to this settlement process.

Average laborshed wage rate

- A company's ability to meet 100 percent of the annual laborshed wage rate for their area will be used to assist in determining RRLG Program participation.

Project completion settlement process

- If the project is found to be noncompliant (i.e., short of job contingency commitments), repayment will be prorated based on the number of jobs committed vs. the actual jobs created or retained meeting the wage threshold established in the application.
- In evaluating job creation and retention requirements, consideration will be given to jobs created from a different company locating at the site of the original RRLG supported development. These jobs are subject to the same monitoring period as the original RRLG development and will be evaluated based on wage rate and other RRLG eligibility requirements.
- If at least 90 percent of the job creation and/or retention commitment is met at the wage rate established at the time of project approval, the project is considered substantially complete.

Monitoring process

- In monitoring job contingency requirements, initial payroll is required to establish baseline data.
- Three years after the project is determined to be complete (i.e., signed certificate of completion), the job creation and/or retention along with wage rate contingencies must be met. Review and calculate average number of jobs created and/or retained using payrolls from the beginning and end of any six-month period from the time funding is awarded to three years after the RRLG project is complete.
- Submittal of documentation in cases of job turnover for establishing compliance with agreement contingency is allowable.
- The project must be maintained for 10 years as stated in the award agreement.

Meeting adjourned at 1:36 p.m.