

LPA TRAINING

MODULE 2: Project Initiation

JOINT PROJECT AGREEMENT SECTION

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OVERVIEW

- ▶ When and why an IGA is required
- ▶ What do we need to initiate an IGA
- ▶ Standard Language
- ▶ Deadlines
- ▶ How long does the IGA process take

Joint Project Agreement Section

Development of Agreements



The JPA Section supports the Project development process.

All IGAs for LPA projects are written and executed by the JPA Section.

Purpose of Agreements

Why are IGAs necessary?



- **Required by statute - ARS §§ 11-951 through 11-954 – (Title 11 Article 3 – Joint Exercise of Powers)**
- **Protect the interests of the parties**
- **Establish party responsibilities**
- **Mechanism that allows for the exchange of funds between ADOT and the CA**
- **Memorialize the agreement between the parties**

IGAs with LPAs

When? Why?



► Project funding

All federally funded design/construction/procurement projects require administration by ADOT.

HSIP

OSB

Section 130 (Railroad)

HURF (Highway User Revenue Fund)
Exchange program

IFTA (Intergovernmental Funds
Transfer Agreement) process

IGAs with LPAs

When? Why?



- ▶ **LPA requests improvements be included as part of a State project**
- ▶ **LPA project impacts an ADOT facility**
- ▶ **Maintenance by an LPA within ADOTs right of way**

Improvements within State's project limits (i.e. aesthetics, sidewalks, TIs, lighting, etc.)

LPA project will go over, under, on State right of way, such as pedestrian bridges, multi use paths, etc.

Master Maintenance Agreements, cross streets – over an/or under

IGAs with LPAs

What is required to initiate an IGA

- Programmed project
- Initiate Project, contact LPA Section
- TIP/STIP No./Copy of approved TIP
- ADOT Project No.
- Federal Aid No. (if federally funded)
- Purpose for the Agreement - Brief Project description
- Project location
- Who is responsible for what? design/construction/maintenance
- Cost estimate - Funding type/breakdown
- Local agency contact information
- SCOPE/SCHEDULE/BUDGET



Standard Language

- ▶ **“Standard Language” has been developed with each of the appropriate technical groups:**
 - Finance
 - Right-of-way
 - Utilities
 - Maintenance
 - Attorney General
 - Risk Management

- ▶ **Changes to “Standard Language”**
 - All requested changes must be reviewed and appropriate approvals obtained



Language – ROW and Indemnification

- ▶ **Right of Way**
 - Acquisition/turn-back vs. granting ADOT temporary right to enter

- ▶ **Indemnification**
 - Full indemnification

- ▶ **Tribal Provisions**



ADOT seldom deviates from the Standard Language for federally funded Local Projects.

IGA Process

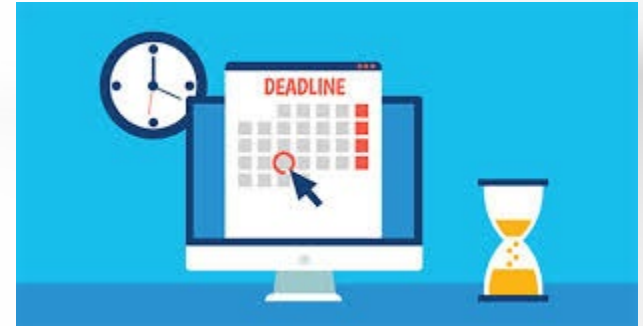
Deadlines

▶ Prior to Project Advertisement/Authorization

- IGA Executed
- LPA funds/match must be received

▶ FY End

- If HSIP or OSB funds are being used, State Transportation Board approval is required. IGAs must be executed prior to the project going to the TB.



Initiation to Execution

- ▶ **How long does the IGA process take?**
 - The process can take up to 100 days
 - Project Schedules influence timelines
 - Review times may be shortened due to project schedules and/or targeted delivery dates



JPA Section

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THANK YOU