



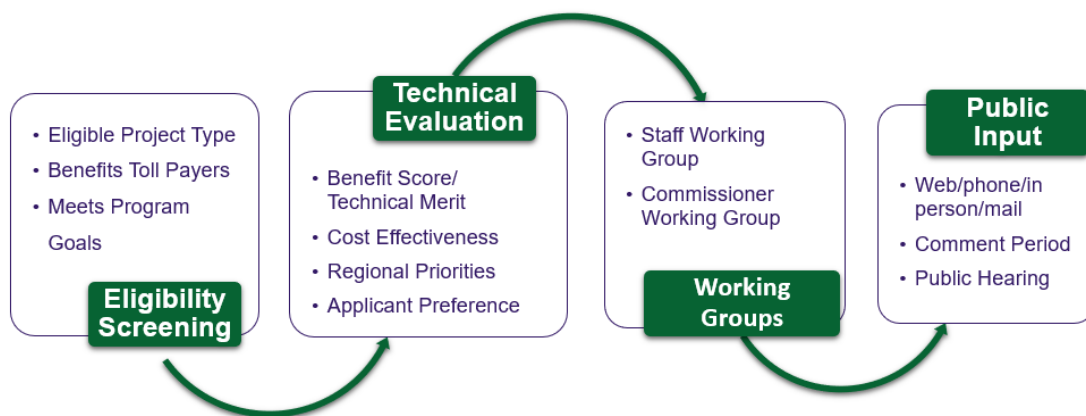
I-66 Commuter Choice Program Project Selection Process

The Memorandum of Agreement (MOA) for the Transform 66: Inside the Beltway Project directs NVTC to administer the I-66 Commuter Choice Program and develop a Project Selection Process to evaluate and prioritize the submitted multimodal projects. The selection process informs the list of projects to be recommended by the Commission for endorsement by the Commonwealth Transportation Board (CTB).

In May 2018, the Commission directed NVTC to re-examine the I-66 Commuter Choice Program Prioritization Process and Evaluation Criteria. The re-examination involved a coordinated effort by NVTC staff, consultants, the Jurisdictional Staff Working Group, and the Commissioner Working Group. This document describes the resulting refinement and update to the overall Project Selection Process for the I-66 Commuter Choice Program Call for Projects.

As defined by the MOA, the Project Selection Process is required to include eligibility screening, technical evaluation, prioritization, and a public input process. NVTC has determined regional priorities in the past two years for the program based on jurisdictional input through working groups. The Project Selection Process is shown in Figure 1. The elements of the Project Selection Process are weighed against the available funding to arrive at a recommended project list.

Figure 1: Project Selection Process



I. Eligibility Screening

NVTC screens submitted projects to determine if each project meets the eligibility criteria as established by [Section II.B.1 of the MOA](#). The results of the eligibility screening will be provided to the Commission. All eligible projects:

Must benefit toll-paying users of the facility

Must have capacity to attain one or more of the following Improvement Goals:

- a) Move more people
- b) Enhance transportation connectivity
- c) Improve transit service
- d) Reduce roadway congestion
- e) Increase travel options

Must be one of the following multimodal transportation improvements serving the corridor:

- f) New or enhanced local and commuter bus service including capital and operating expenses (e.g., fuel, tires, maintenance, labor, and insurance), subject to the limitations in paragraph II.A.4 [of the MOA], and transit priority improvements
- g) Vanpool as well as formal and informal carpooling programs and assistance
- h) Capital improvements for Washington Metropolitan Area Transit Authority (WMATA) rail and bus service including capital and operating expenses, subject to the limitations paragraph II.A.4 [of the MOA], and improved access to Metrorail stations and Metrobus stops
- i) Park-and-ride lots and access or improved access thereto
- j) Roadway improvements to address impacts from the dynamic tolling of the facility on roadways in the corridor (including but not limited to Routes 7, 29, 50, and 309, and Washington Boulevard, Wilson Boulevard, and Westmoreland Street)
- k) Roadway operational improvements in the corridor
- l) Transportation systems management and operations as defined in 23 U.S.C. § 101(a) (30) on December 1, 2015
- m) Projects identified in the Commonwealth Reports or projects in the region's constrained long-range plan

For non-debt financed projects, must demonstrate the ability to obligate the toll revenue to cost of the project within two fiscal years and to expend the toll revenues within five fiscal years of the fiscal year in which the funds are allocated by the CTB

Must demonstrate that the project will be in compliance with all applicable laws, rules, and regulations—and have received or will receive all required regulatory approvals

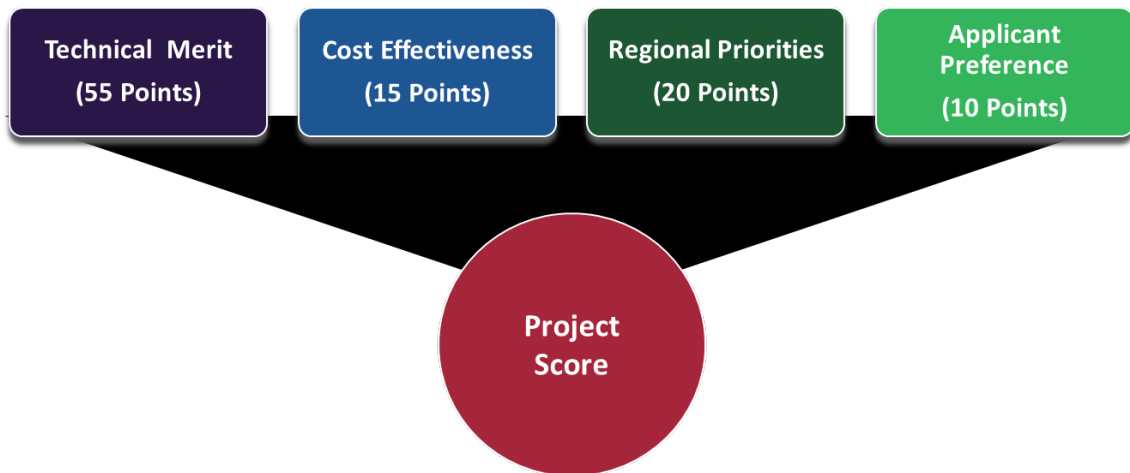
II. Technical Evaluation, Prioritization, and Project Score

The Project Selection Process was refined to calculate a quantitative project score that reflects both the technical evaluation and the prioritization of each project. This project score communicates the impacts of the project locally and regionwide. The project score is calculated as the sum of the points assigned to technical evaluation and prioritization measures:

- Technical Merit (i.e. expected ability of the project to address some or all of the I-66 Improvement Goals) – maximum 55 points
- Cost Effectiveness (i.e. the impact created per million dollars of toll revenue investment) – maximum 15 points
- Regional Priorities (i.e. how closely the project aligns to regionally priorities recommended by a working group of jurisdictional representatives) – maximum 20 points
- Applicant Preference (i.e. how the project ranks in priority or preference among the other projects submitted by each specific applicant) – maximum 10 points

As shown in Figure 2, each of these four measures are assigned points to total to a maximum possible 100-point project score.

Figure 2: Project Score



Each element of the project score is calculated relative to the other projects in the application year. The intent is to provide an assessment of which potential projects will have greater impacts compared to the other submitted projects, and to align with processes used by other discretionary programs. The project score, together with public input and the constraints of the available funding, inform the list of projects that is recommended by the Commission for endorsement by the CTB.

III. Technical Merit

The criteria used to evaluate the technical merit of a project are noted in Figure 3. Each technical merit criteria aligns to one or more of the Improvement Goals. Projects are evaluated based on the degree to which they satisfy each technical merit criteria (e.g. higher satisfaction of the criteria, medium satisfaction of the criteria, or lower satisfaction of the criteria). Technical merit criteria are weighted as a part of the technical merit score as shown in Figure 3.

Figure 3: Technical Merit Criteria

Evaluation Category	Criteria Objective	Maximum Score
Congestion Relief	Person Throughput <i>(To move people through the corridor efficiently)</i>	45
	Peak Period Travel Time <i>(To provide consistent travel during congested periods for users of the corridor and improve operational efficiency in the transportation network)</i>	15
	Connectivity <i>(To create, complete, or link transportation network elements and/or modes)</i>	15
	Accessibility <i>(To provide access to opportunity)</i>	15
Diversion Mitigation	To mitigate impacts of trips diverted from I-66 inside the Beltway as a result of tolling and/or high occupancy vehicle restrictions	10

The following discusses how the individual technical merit criteria are scored and how they factor into the overall technical criteria score.

B. Congestion Relief – Person Throughput

The objective of the person throughput technical merit criteria is to assess the number of people and vehicles moved through the corridor by, or resulting from, a submitted project. This technical merit criteria aligns with the ‘move more people’ Improvement Goals.

Numerically, the person throughput technical criteria score represents approximately 45 percent of the technical merit score.

For projects primarily affecting non-motorized travel modes (e.g. bike, walk, and some TDM strategies), the project will be given a “Lower” score if the project can be reasonably assumed to increase person throughput. If there are no expected changes to throughput, the project will be given “No Score.”

This scoring recognizes the throughput benefits of projects geared towards non-motorized modes, but also realizes those benefits may not be within the same scale as the throughput benefits potentially realized by projects geared towards motorized travel.

However, if the project can be demonstrated to result in a strong increase in the corridor's person throughput, the scoring methodology described for motorized travel modes may be applied.

For projects primarily affecting motorized travel modes (e.g. vehicular, transit, and some TDM strategies), the project will be assessed based on the calculated increase in person throughput divided by the number of vehicles involved in that increase. "Higher" and "Medium," and "Lower" scores will be distributed among projects based on this calculated result. The top third highest persons per vehicle will be scored "Higher", the 2nd highest third will be scored "Medium", and the remaining third will be scored "Lower."

C. Congestion Relief – Peak Period Travel Time

The objective of the peak period travel time technical merit criteria is to assess how well a project is suited to provide or support consistent travel time during congested periods for users of the corridor as well as to improve the operational efficiency of the transportation network. This technical merit criteria aligns with the 'reduce roadway congestion' Improvement Goals.

Each project will be assigned a score of "Higher," "Medium," "Lower," or "No Score" based on the likelihood of significant, moderate, minimal, or no reductions in per person congested travel time compared to a similar commute without the project.

Higher – project is likely to result in reductions (30 percent or greater) in peak direction total travel time per person

Medium – project is likely to result in reductions (15 to 30 percent) in peak direction total travel time per person

Lower – project is likely to result in reductions (5 to 15 percent) in peak direction total travel time per person

No Score – project is likely to result in no change (less than 5 percent) in peak direction peak hour travel time.

Each project will be categorized by project type, travel time of a comparable trip (including a non-tolled vehicular trip), and serviced population. Projects that move more people through the corridor, faster and more efficiently, in the peak directions during the peak period will be identified as having a higher likelihood for moderate or significant travel time reductions.

D. Congestion Relief – Connectivity

The objective of the connectivity criteria is to assess how well a project is suited to create, complete, or link transportation network elements and/or modes. The measurement of this criteria is based on the number of created or enhanced connections between modes and the promotion of transportation choice in daily travel. This technical merit criteria aligns with the 'enhance transportation connectivity' Improvement Goals.

Each project will be assessed for potential impacts on modal interaction and transportation choice in the corridor and assigned a score of "Higher," "Medium," "Lower," or "No Score."

Higher – project provides or enhances connections between two or more travel modes

Medium – project provides new modal connections AND/OR further promotes transportation choice AND/OR completes a significant existing gap in the transportation network

Lower – project has minimal or no impact on connectivity

No Score – project creates a barrier between modes OR results in a loss of travel options

E. Congestion Relief – Accessibility

The objective of the accessibility criteria is to evaluate the project's ability to provide people with opportunities. This measure is based on the connections created or enhanced between people and activity centers. This technical merit criteria aligns with 'increase travel options' Improvement Goals.

Each project is assigned a score of "Higher," "Medium," "Lower," or "No Score" based on an assessment of the projects improvement to transportation options and connect people with their destinations.

Higher – project connects travelers to two or more activity centers

Medium – project connects travelers to at least one activity center

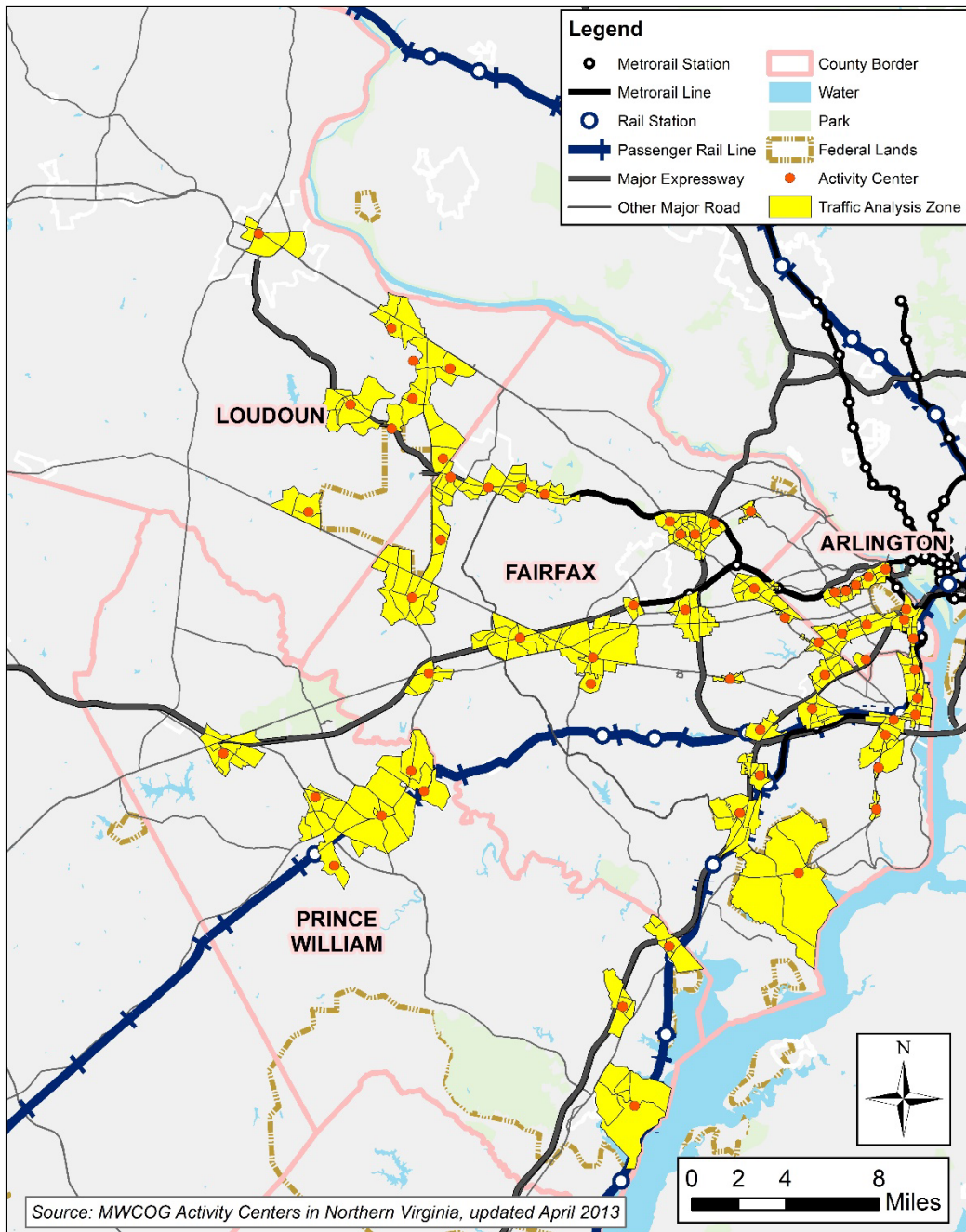
Lower – project addresses, improves, OR enhances "first/last mile" travel between home/employment locations and transit or carpool/vanpool facilities

No Score – project does not connect travelers to activity centers nor improve "first/last mile" travel

Projects that support travel to one or more of the activity centers will be considered for the high or medium evaluation scores. Activity centers are based on locations identified on the Metropolitan Washington Council of Governments Regional Activity Center Maps (2013) and located within the jurisdictional boundaries of Planning District 8 (see Figure 4: Activity Center Mapping).

Projects will also be assessed on how well they address, improve, or enhance "first/last mile" travel between transit or multimodal hubs (such as park-and-ride lots with transit service) and home or work locations.

Figure 4: Activity Center Mapping



F. Diversion Mitigation

The objective of the diversion mitigation criteria is to assess how well a project is suited to mitigate the impacts of trips that are diverted from I-66 inside the Beltway onto parallel routes as a result of tolling and/or the high occupancy vehicle restrictions. This technical merit criteria aligns with the 'improve transit service' and 'reduce roadway congestion' Improvement Goals. This measure was added based on feedback from the jurisdictions and concern tolling policies might have on parallel roadways and neighborhoods in the corridor.

Each project is assigned a score of "Higher," "Medium," "Lower," or "No Score" based on the project type and an assessment of potential for trip diversion mitigation.

Higher – project provides, supports, or enhances transit service that attracts trips that are diverted from I-66 due to tolling or HOV restrictions

Medium – project provides, supports, or enhances carpool or vanpool services that attracts trips that are diverted from I-66 due to tolling or HOV restrictions

Lower – project provides, supports, or enhances operational or geometric improvements along a roadway in the corridor that may be used by trips that are diverted from I-66 due to tolling or HOV restrictions OR otherwise is another project type not specified in the "Higher" or "Medium" categories that can be demonstrated to mitigate diversion from I-66 due to tolling or HOV restrictions.

No Score – project does not mitigate the impacts of diversion

Consideration will be given to locations where trip diversion is expected based on most-recently available I-66 inside the Beltway traffic analysis at the time of the technical evaluation.

IV. Cost Effectiveness

The objective of cost effectiveness is to identify solutions to multimodal issues that can be achieved with a responsible application of available tolling revenue. This measure is based on a comparison of the technical merit criteria scores with the requested program funding.

For each project, the cost effectiveness score will be calculated as the sum of the technical merit criteria scores divided by funding request. Cost effectiveness will be expressed as technical merit score per million dollars of funding.

Projects will be ranked according their cost effectiveness. The top third will be given a "Higher" score, the middle third will be given a "Medium" score, and the bottom third will be given a "Lower" score.

V. Regional Priorities

During the refinement process, it was determined that the process would be improved by establishing regional priorities for the funding cycle prior to the application period and including the priorities in the Call for Projects. This adjustment allows applicants to better align applications with the program priorities. The regional priorities to be considered in the prioritization of projects are established by the Jurisdictional Staff Working Group and

approved by the Commission as part of the Call for Projects. For this program year, the regional priorities were identified as the following:

- Moving more people
- Maximizing cost effectiveness
- Maximizing transit operating funding
- Reducing single occupancy vehicle use
- Improving transportation network connectivity

Depending on how the priority is defined, where applicable projects will be scored either “Higher”, “Medium”, or “Lower” if applicable. For some priorities the scoring might only be a binary “Higher” or “Lower.” When the projects can be ranked based on the priority, then the 3-scale scoring will be used. When the priority addresses a specific objective (i.e. a “yes” versus “no”), then the 2-scale scoring will be used.

In addition to being used as part of the project score calculation, the program priorities will be used to look at different scenarios in planning out a possible final program.

VI. Applicant Preference

As part of the application, each applicant will be required to rank their application submissions in priority order. Application materials must include board or counsel certification of project ranking. The top ranked project for each applicant will be given 10 points. Should a project that is ranked highest be determined ineligible or otherwise withdrawn by the applicant during the application period, the 10 points will be assigned to the next highest-ranking project for that applicant.

VII. Working Groups

As part of the Call for Projects, NVTC will convene a Jurisdictional Staff Working Group and a Commissioner Working Group with the objective of assisting NVTC with the prioritization of projects based on the MOA and aligned with funding availability. The membership of the Jurisdictional Staff Working Group includes jurisdictions and transit agencies that are eligible to apply for funding.

Roles and responsibilities of Jurisdictional Staff Working Group members include:

- Attending Jurisdictional Staff Working Group meetings
- Coordinating submission of the jurisdiction’s or agency’s project applications
- Serving as a liaison between the jurisdiction or agency and the Jurisdictional Staff Working Group
- Providing specific details regarding projects submitted by the jurisdiction or agency
- Reviewing project evaluation scores
- Developing a prioritization framework for the program
- Assisting NVTC with the prioritization of projects
- Serving as a representative of the jurisdiction or agency for purposes of public outreach, including staffing of meetings or events

VIII. Public Input

The Commission seeks public input on projects submitted for funding consideration as part of the I-66 Commuter Choice Program. During the public comment period, comments may be submitted through the program website, by telephone, or by mail. NVTC also conducts a public meeting for in-person comments.

The project score, public input process and funding constraints are utilized by NVTC, together with the Jurisdictional Staff Working Group and Commissioner Working Group, to develop the program of projects to be approved by NVTC for recommendation and approval by the CTB for inclusion in the SYIP.