



Capital Development Project Implementation

Board of Trustees Policy No. 3.3

Application: Board of Trustees and Local Advisory Council

I. Purpose: This policy establishes how Capital Development ~~P~~projects are advanced from the planning study phase through development and implementation. It also establishes the process by which the Local Advisory Council and the Board of Trustees approve Capital Project Development projectsPlans as required in the Utah Public Transit District Act.

II. Definitions:

A. *“Capital Development Project”* means a project that creates new assets that:

1. Expand transit service through construction of new or extended rail lines or bus rapid transit systems, {including associated acquisition of new revenue service vehicles} (*“Transit Corridor Project”*); or
2. Involve the construction of new or replacement transit-related facilities that include structures (e.g. maintenance facilities, pedestrian bridges, parking structures, stations, etc.) or other major infrastructure components (e.g. intermodal centers, bus hubs, etc.) (*“Transit Facilities Project”*); and
3. Are not transit-oriented development projects.
4. For purposes of this policy, Capital Development Projects do not apply to ongoing maintenance, state of good repair, safety and security, or information technology projects, unless those projects fit into the definition of Capital Development Projects.

B. *“Capital Project Development Plan”* means a plan for a Transit Corridor Project that includes the following information: -project overview, purpose and needs, ridership and benefits, initial cost estimates, and funding potential.

III. Policy:

A. Transit Corridor Projects - The planning, construction, and approval of the Authority’s Transit Corridor Projects will proceed as described below and on Exhibit A.

1. Systems Planning-
 - a. During the systems planning process, the Authority considers the long-range regional transportation plans developed by the Metropolitan Planning Organizations (MPOs), local master plans and transportation plans, community

needs, and community support for potential capital projects. This visioning effort leads to the identification of specific projects to be studied further.

2. Project Study

- a. During the project study phase, the Authority identifies the purpose of a project and assesses the need for and the benefits of a project. The Authority also evaluates initial cost estimates and funding potential and develops a proposed Capital Project description.
- b. The Authority will present the proposed Transit Corridor Project description to the Local Advisory Council and the Board of Trustees for informational purposes as it advances to the development phase.

3. Environmental Analysis-

- a. After a proposed Transit Corridor Project moves to the development phase, the Authority begins the environmental analysis and conceptual engineering for the project. The environmental process identifies a preferred alternative, including alignment and mode and/or site selection. Capital, operating and maintenance cost estimates are also refined and developed. Public and stakeholder involvement will occur throughout the environmental analysis phase.

b. Once affected MPO(s) approve the locally-preferred alternative (LPA) for the project and presentations are made to affected City Councils, a Capital Project Development Plan will be prepared.

~~b.~~ 4. Capital Project Development Plan

~~c.~~a. The Capital Project Development Plan will include the LPA, the project's impacts, benefits, costs, and a funding plan that identifies local funding partners, grant opportunities, and other funding sources.

b. For Transit Corridor Projects that are under the authority of the Utah Department of Transportation (UDOT) as described in Utah Code § 72-1-2, et seq., the Authority's Board of Trustees will approve a Capital Project Development Plan that is 1) primarily funded by state funds or federal grants awarded to UDOT; and 2) has been -assigned by UDOT to the Authority to perform specified work on a Transit Corridor Project. The Capital Project Development Plan will be presented to the Board of Trustees in a public meeting for review, along with comments from affected partners. At a subsequent public meeting, the Capital Project Development Plan will be presented to the Board of Trustees for adoption by resolution.

~~d.~~c. For all other Transit Corridor Projects not governed by III.A.4.b. above, ~~the~~ Capital Project Plan, along with comments received from affected partners, will be presented to the UTA Local Advisory Council for ~~its~~ their approval by

resolution and recommendation for adoption by the Board of Trustees. The Capital Project Plan will then advance to the UTA Board of Trustees for its final approval and adoption by resolution, and to the federal funding agency if federal funding is being sought.

4.5. Funding-

- a. Any funding agreements between local partners will be approved by the UTA Board of Trustees. Applicable grant applications will be initiated at this time.

5.6. Procurement-

- a. After funding is secured or expenditure authority is received from a funding agency, the Authority may begin procurement efforts, select project designers and contractors, and initiate the purchase of vehicles and equipment.
- b. All contracts will be approved in accordance with the policies of the Board of Trustees.

6.7. Design/Construction-

- a. Once design is underway, ~~and appropriate activation steps are completed~~, the Authority is authorized to acquire necessary rights of way, begin project construction, and commence operation after the appropriate activation steps are completed, in accordance with the policies of the Board of Trustees.

- B. Transit Facilities Projects - The planning, construction, and approval of the Authority's Transit Facilities Projects will be developed and approved as part of the Five-Year Capital Plan as defined in Board Policy 2.1 Financial Management.

- IV. Cross References: Utah Public Transit District Act, Utah Code § 17B-2a-804 and ~~801-1808.2~~; Utah Code § 72-1-2, et seq Board Policy 2.1 Financial Management; Board Policy 2.2 Contract Authority, Procurement and Grants.

Approved this ~~21st~~ day of ~~December~~ 2022

Carlton Christensen - Chair, Board of Trustees

Secretary of the Authority

Approved as to form and content:

Counsel for the Authority

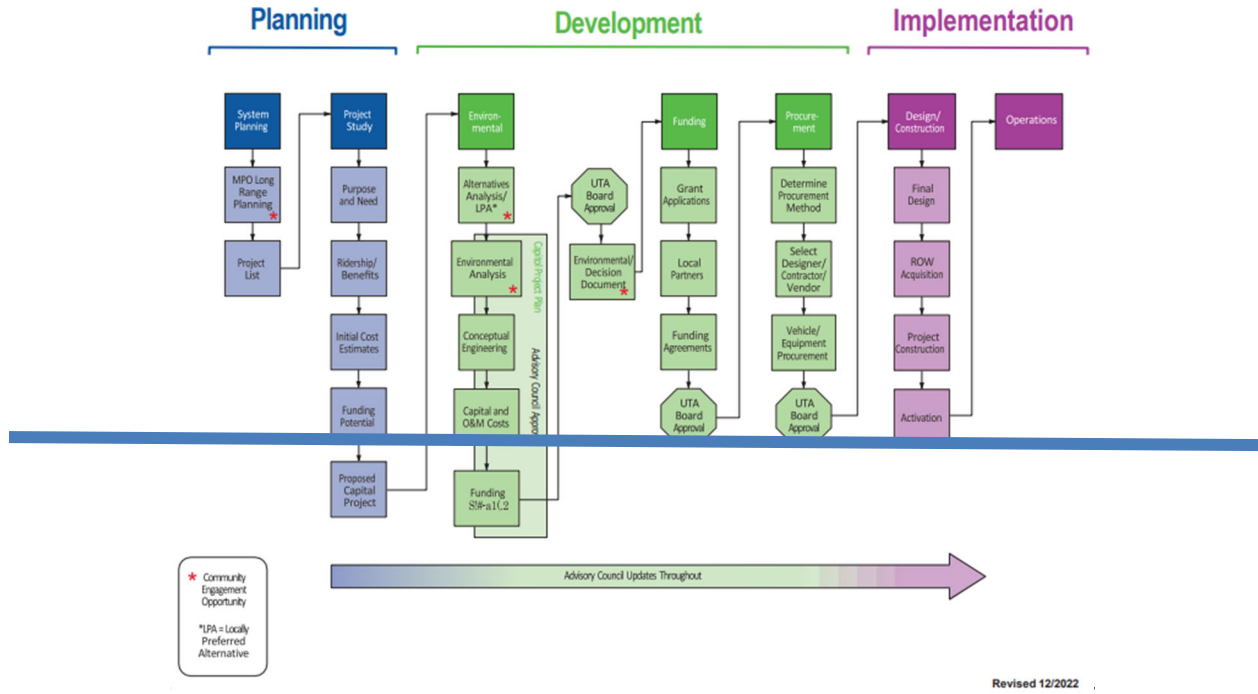
Revision/Review History:

Date of Local Advisory Council Consultation	Board of Trustees Approval (Resolution Number)	Action
02-20-2019	R2019-02-04	Revised, renamed, and renumbered from Ends Policy No. 1.4.2 – Planning, Designing, Funding and Construction of Transportation Infrastructure and Services to Policy 1.4.2 – Capital Development Project Implementation.
06-12-2019	R2019-06-01	Reformatted, renumbered to Board Policy 3.3, and revised to reflect name change from Local Advisory Board to Local Advisory Council.
09-07-2022	R2022-12-07 (12-21-2022)	Clarification added on definitions and processes for Capital Project Plans and Transit Corridor Projects; added correlation to Five-Year Capital Plan defined in Board Policy 2.1 Financial Management.
<u>11-06-2024</u>		<u>Provided policy revisions in response to updates in Utah Code § 72-1-2, et seq regarding transit related Capital Project Plans under the authority of UDOT.</u>

Exhibit A

OLD GRAPHIC

UTA Capital Development / Transit Corridor Project Implementation Process



NEW GRAPHIC

UTA Capital Development / Transit Corridor Project Implementation Process

