

Glenda Wiles

From: Chris Hockman [hockman_cw@hotmail.com]
Sent: Wednesday, October 09, 2013 10:23 AM
To: Glenda Wiles
Subject: FW: CTEP Questions and Answers from MDOT pertaining to Fairgrounds "Bicycle Rest Area"

For correspondence folder.

From: hockman_cw@hotmail.com
To: commissioners@rc.mt.gov
Subject: CTEP Questions and Answers from MDOT pertaining to Fairgrounds "Bicycle Rest Area"
Date: Tue, 1 Oct 2013 09:44:50 -0600

Dear Commissioners,

The following was submitted for consideration during the 01OCT2013 BOC meeting noticed as "*Discussion and decision on moving forward with the Ravalli County Fairgrounds parking lot as a CTEP project.*"

Sincerely,
Chris Hockman
Hamilton

CTEP: Questions and Answers

The following sections address some frequently asked questions about Montana's Community Transportation Enhancement Program (CTEP).

CTEP funds come from the federal-aid highway program, which involves many complex laws, rules, regulations, policies and procedures. Like other federal-aid highway projects, CTEP projects must comply with these requirements to be eligible for federal funding.

Although it's impossible to anticipate every question or address every issue, the following questions and answers will help explain the "cans and cant's", the "dos and don'ts" of CTEP.

If you need the CTEP Manual and/or forms, further information or clarification of any issues regarding CTEP, please call the MDT CTEP Section, 444-4221 or 444-9209.

Click a question to display the answer. Click the question again to hide the answer.

Hide All Answers :: Display All Answers

Application and Project Development Issues

Project Eligibility

Q. Are bicycle racks and other bicycle and pedestrian amenities eligible?

A. Amenities for bicyclists or pedestrians such as bike racks and benches are eligible under most circumstances. Restrooms may also be eligible as a pedestrian or bicycle facility under some circumstances. Before submitting an application that includes restrooms, contact MDT for eligibility.

Q. Can CTEP funds be used for road construction activities which are primarily for motorized vehicle use?

A. Generally, no. Local, state, or federal funding is better suited for this type of work.



Miscellaneous Issues

Q. Why does a project have to be let to contract through a competitive bid process; i.e., why can't a local government just hire a local contractor?

A. MDT recognizes local governments would like to keep CTEP money in their communities. However, CTEP funds are federal tax dollars. As such, federal, as well as state laws, require a very strict competitive bidding process so that all contractors, regardless of their home base location, receive a fair chance for bidding on the contract.

Q. Under what circumstances does a project have to be let by competitive bidding?

A. Always, if the project is over \$50,000. If the project is less than \$50,000, the local government may conduct a limited solicitation without advertising for bids, but the local government should try to get at least three bids from qualified contractors. For construction projects or procurements less than \$5,000, the local government may negotiate directly with contractors or suppliers.

Q. How detailed must project plans be?

A. If the total project is less than \$50,000, it may be possible to get by without a detailed set of plans and specifications. If the project will cost more than \$50,000, it must be let to contract through an approved competitive bid process. Detailed plans and specifications will then need to be developed.