

RAIL

MOVING AMERICA FORWARD



32nd Street Underpass Project Rail Crossing Elimination (RCE) FY 22 - Kick-Off Meeting

Melanie Choquette, Project Manager - FRA, Office of Railroad Development

Lynne Marie Whately – MTAS Project Manager

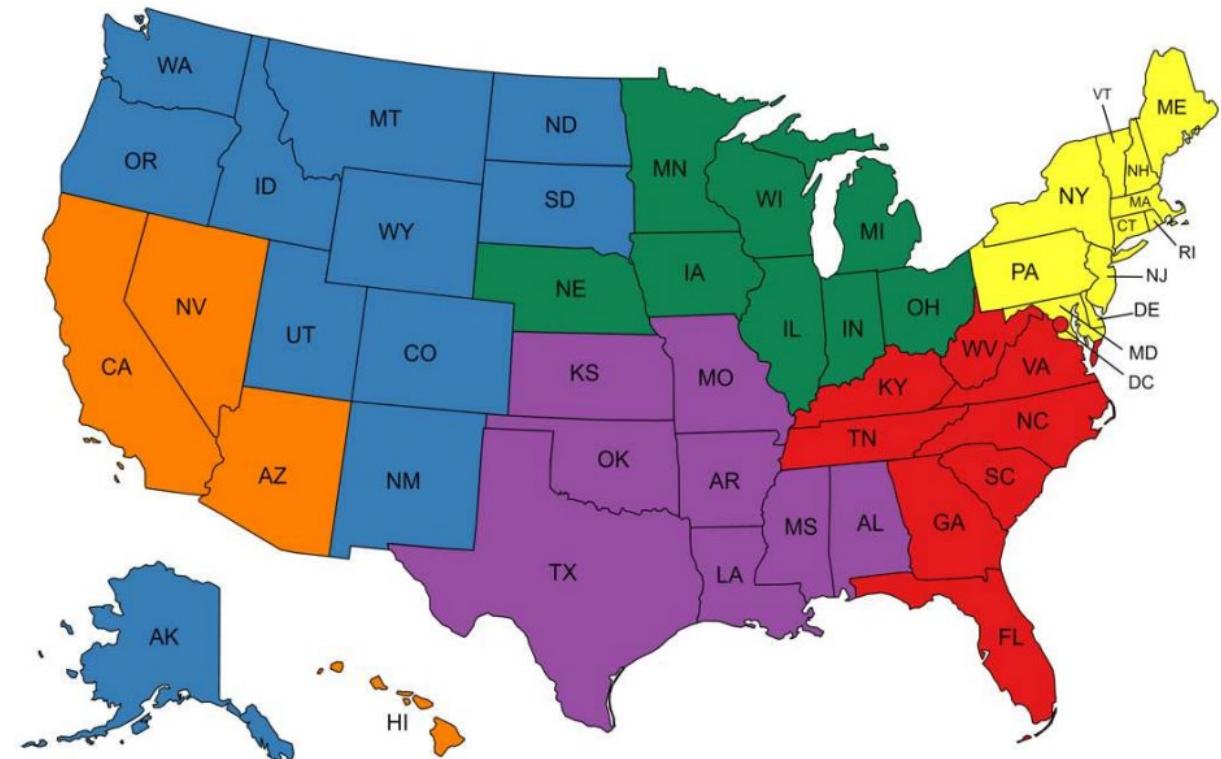


U.S. Department of Transportation
Federal Railroad Administration

August 9, 2023

FRA Project Team Structure

Project teams combine project specific expertise to more effectively manage our grant programs and project portfolios while fostering stakeholder relationships.



FRA RCE FY22 – 32nd Street Underpass Project - Points-of-Contact

Title	Name/Contact Information
Project Manager *	Melanie Choquette, melanie.choquette@dot.gov , 720-926-1010
Grant Manager	Leonardo Maldonado, leonardo.maldonado@dot.gov , 202-695-6091
Engineer	TBD
Environmental Specialist	Mequela Moreno, Mequela.Moreno@dot.gov , 771-216-1085
Planner	TBD
Legal	Sydney Johnson, sydney.johnson@dot.gov , 202-536-9639
Contractor Support**	Lynne Marie Whately, lmwhately@transystems.com , 321-239-3174 Gabe Stillman, Gabriel.Stillman@dot.gov , 857-331-0393

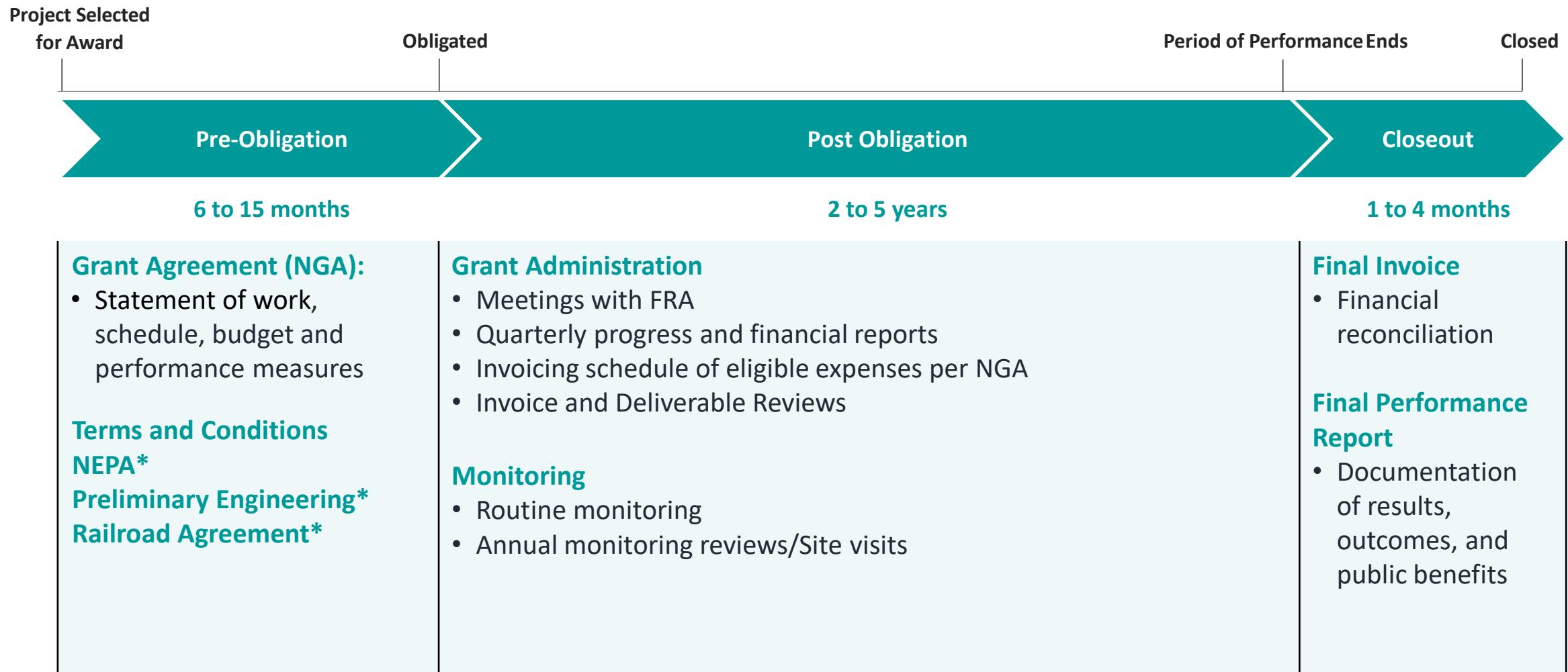
**Main POC*

***Please cc contractor support on emails*

Project Description and Funding

32 nd Street Underpass Project	
Project Type	Preliminary Engineering/NEPA/Final Design/Construction
Project Description Summary	The proposed project will fund project development, final design, right of way acquisition, and construction to separate a grade crossing to reconnect the Addy Street neighborhood with the downtown port area. The proposed design will reduce freight rail bottlenecks and allow for increased operational speeds. This will require reconstruction of five key intersections along 32 nd Street, of which the rail right of way is owned by BNSF.
Budget	FRA Grant: \$40,480,000 (80%) Grantee Match: \$10,120,000 (20%) Total: \$50,600,000 (100%)

Grant Lifecycle and Approximate Time Frames



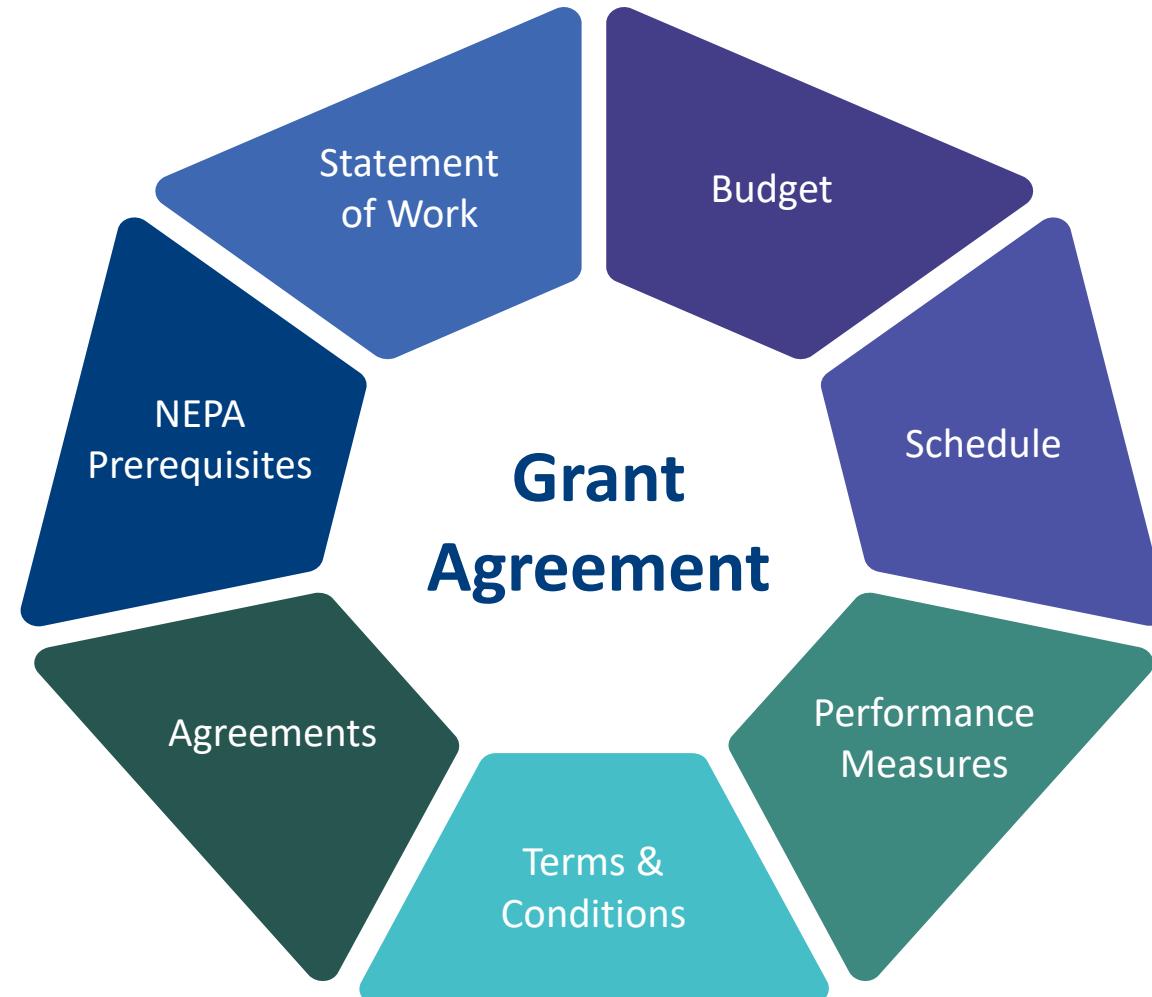
*as applicable



Pre-Obligation

Melanie Choquette, Project Manager - FRA, Office of Railroad Development
Lynne Marie Whately – MTAS Project Manager

Creation of Grant Agreement



[Grant Attachment
Templates](#)

Environmental – Pre-Obligation

- Obligation of federal funds is an action requiring environmental and historic preservation compliance
- FRA Environmental Protection Specialists (EPSs) assist grantees through this process
- Each grant is evaluated to determine the appropriate Class of Action (COA) of environmental review to comply with the National Environmental Policy Act (NEPA)
- Each grant needs to comply with a host of other federal environmental and historic preservation laws/Executive Orders
- EPSs work with grantees to obtain relevant information to determine COA
- EPSs work with grantees to develop/edit applicable documentation to complete NEPA and other compliance requirements

Railroad Agreement and/or Approvals

By accepting the grant, the Grantee certifies that it has an agreement that meets the requirements in 49 U.S.C 22905 **or** that the requirements do not apply.



[49 U.S.C. § 22905\(c\)\(1\)](#)

[FAQs](#)

Prior to proceeding with the construction of the Project funded by this Agreement, if applicable, Grantee will obtain necessary approvals to commence construction from any impacted rail carriers or real property owners

Post Obligation

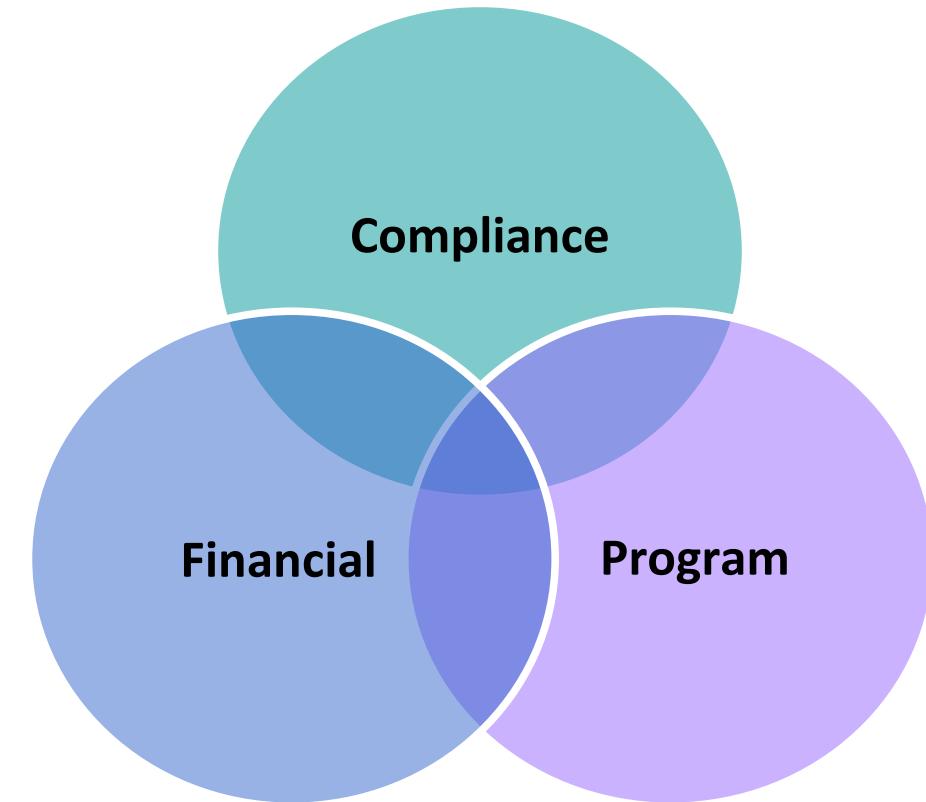
Melanie Choquette, Project Manager - FRA, Office of Railroad Development
Lynne Marie Whately – MTAS Project Manager

Starting Work

- All awards must have an approved statement of work, schedule, budget and performance measures contained in a Notice of Grant Award (NGA).
- Your NGA may identify additional documents that are required before starting work, such as an environmental determination or approved engineering plans.
- Costs incurred before all required documentation identified in the NGA has been approved by FRA may not be eligible for reimbursement.

FRA Roles and Responsibilities

- **Compliance oversight/monitoring** measures how well recipients are following grant requirements, including terms and conditions. (Monitoring)
- **Program oversight/monitoring** assesses scope, timeframes, budget, and targeted technical matters, such as engineering, environmental, and financial analysis. (Deliverable Review/Progress Reports/Grant Amendments)
- **Financial oversight/monitoring** assesses issues related to expenditures and the financial management capabilities of the recipient. (Financial Reports/Reimbursement Requests)



Grantee Roles and Responsibilities

The Grantee who is the recipient of Federal funds and is responsible for:

- Compliance with the Grant Terms & Conditions
 - Contractor Flow Down Provisions
 - Buy America Compliance
- Grant Oversight & Monitoring Compliance
- Certifying Reimbursement Requests
- Project Progress and Deliverable Submission
- Reporting
- Securing FRA Approval BEFORE Making Changes to the Statement of Work, Schedule, Budget, or Performance Measures
- Project Completion and Closeout



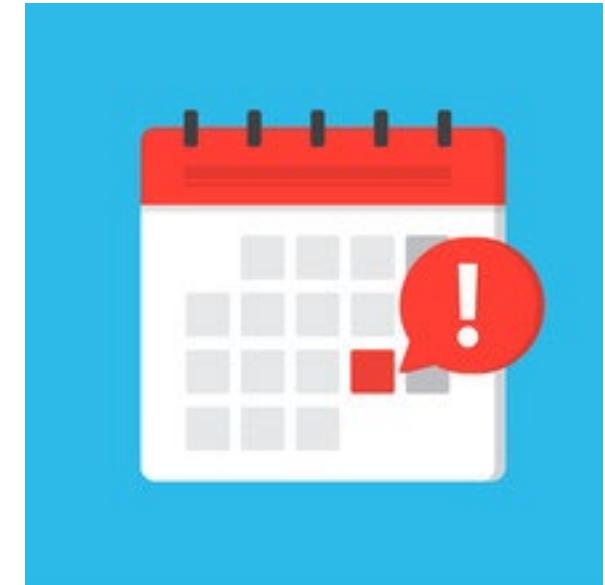
As a recipient of Federal funds, the Grantee is responsible for adhering to current Federal policies. The following links provide additional information regarding Buy America:

- [FRA Buy America](#)
- [FRA Buy America FAQs](#)
- [Build America, Buy America Factsheet and FAQs for Award Recipients](#)
- [DOT Made in America website: Made in America | US Department of Transportation](#)



Project Performance Period

- The Project Performance Period (PPP) can be found in Box 4 of the NGA coversheet.
- Any pre-agreement costs are identified in Section 4 of Attachment 1 (for FRA grants) and should be identified in Budget section.
- Costs incurred outside the PPP or pre-agreement cost date may not be eligible for reimbursement.
- Matching costs incurred outside of the PPP may not be eligible contributions.
- Extension requests should be initiated 90 days prior to the end of the PPP.



Payments/Invoicing

- Payment is on a reimbursement basis
- Before requesting payment, please be sure of the following:
 - ✓ Have a signed NGA and an approved statement of work, schedule and budget
 - ✓ Be current on FRA reports and scheduled deliverables/prerequisites as outlined in the NGA
 - ✓ Seek reimbursement for only allowable costs incurred during the period of performance
 - ✓ Ensure the Federal portion of the total project cost does not exceed the authorized amount
 - ✓ Attach appropriate supplemental information to tie costs back to the approved budget and statement of work and allow FRA to evaluate the reimbursement request



[FRA Payments](#)

Example Deliverables

- **Detailed Project Work Plan**
- **Project Agreements**
- **NEPA Documentation**
- **Preliminary Engineering Plans**
- **Final Design Plans**

Example Reports

- **Quarterly Progress Report**
- **Quarterly Federal Financial Report**
- **Final Performance Report**
- **Performance Measure Reports**



[FRA Reporting Requirements](#)

On-going and frequent communications between FRA, the Grantee, and project partners (as necessary)

Pre-Obligation:

- NGA pre-requisites status
- Target Obligation Date

Post Obligation:

- Project Status
- Deliverables and Reporting Status
- Adherence to Scope, Schedule, and Budget

FRA Annual Monitoring

A scheduled monitoring exercise that requires an in-depth review of a project and is more time and resource intensive than routine communication. Based on project risk.

- **Desk Review:** A comprehensive, periodic review of all current progress and financial reporting information. Desk reviews are typically performed on an annual basis and primarily evaluate compliance and programmatic review elements.
- **Site Visit:** An in-person visit to assess project progress and performance and provide targeted training and technical assistance. Site visit activities primarily include reviewing programmatic aspects of performance but also cover aspects of grantee compliance.



Records Retention

- All records, documents and invoices must be kept for a minimum of three years following the close-out of the award.

Closeout

- After the PPP ends, grantees have 120 days to invoice FRA for expenses that were incurred prior to the end of the PPP, submit final reports and close out the grant. New costs cannot be incurred after the PPP ends.

Project Lifecycle Stages

Melanie Choquette, Project Manager
FRA, Office of Railroad Development

Environmental – Post Obligation

- For projects where NEPA and associated environmental/historic preservation compliance work is a deliverable to be completed post obligation, grantees will continue to work with EPSs on required documentation
- EPSs will assist grantees through completing consultations, reviews, and applicable NEPA documentation
- Examples of documentation needed to complete reviews may include but is not limited to:
 - Section 106 consultation for impacts to historic properties
 - Endangered Species Act surveys
 - Noise/vibration studies
 - Section 4f analysis documents
 - NEPA Documents
 - Categorical Exclusion Worksheets
 - Environmental Assessments

Engineering – Post Obligation

- Please keep FRA engineering staff involved throughout the development of engineering documents
- FRA's engineering staff provides:
 - Interim reviews
 - Engineering deliverable reviews
 - Technical Support
- Key Deliverables:
 - Preliminary Engineering
 - Signed by all stakeholders
 - Final Design
 - Approved by all stakeholders



Next Steps

FRA Action Items

- Schedule recurring coordination meetings

Grantee Action Items

- Provide FRA Draft Grant Agreement based on Application and/or most recent project updates
- Begin Railroad Agreement and/or Approval Coordination, as necessary

A dark blue-tinted photograph of a conference room. Several people are seated around a large conference table, their silhouettes visible against a bright window in the background. The room is filled with the warm glow of sunlight, creating a high-contrast scene where the people are dark against the light.

QUESTIONS?

Contact Us

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Connect with us **USDOTFRA**

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