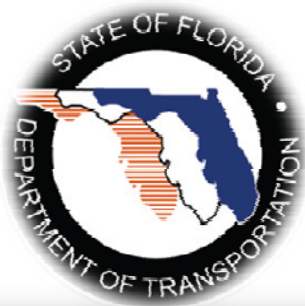




Local Agency Program Annual Report FY2013



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Local Agency Program Mission: To provide the Department and qualified Local Agencies with an alternative method for delivering federally funded transportation projects

Program Vision: To be recognized as a first tier Local Agency Program

Program Values: Accountability, Consistency, Customer Driven, Efficiency, Innovation, Respect, & Teamwork

The Production Support Office presents the **Local Agency Program (LAP) Annual Performance and Accomplishments Report** for State Fiscal Year 2013 (FY 13). This report highlights the efforts undertaken in LAP throughout the year, documents program performance against established baselines, and presents various initiatives employed to improve customer service and program efficiency. The Federal Highway Administration (FHWA) has given authority to the Department to approve project development and construction administration. Through LAP, the Department has given some of this authority to qualified Local Agencies. LAP allows a Local Agency to keep more approval authority at the Local Agency level when developing federally funded transportation projects. The benefits of LAP to a Local Agency include the ability to administer and advance future Work Program projects into the current year and obtain federal reimbursement for eligible project activities.

During FY 13, LAP federal aid obligations were approximately **\$108.3 million** of the Department's total **\$1.9 billion** federal aid obligations. LAP accounted for **5.7%** of the Department's overall federal aid obligations. During FY 13, **206** construction projects were completed for a value of **\$191,599,951**¹. **Figure 1** provides the number and dollar value of construction projects completed by each District.

Figure 1: LAP Construction Completion and Dollar Value		
District	Construction Projects Completed	Dollar Value
1	16	\$11,107,893
2	8	\$10,951,397
3	10	\$21,293,492
4	17	\$20,840,287
5	102	\$90,765,149
6	42	\$22,291,896
7	11	\$14,349,837
Total	206	\$191,599,951

The completed projects include those let in previous fiscal years, but were completed in FY 13 as well as projects let and completed in FY 13. During FY 13, a number of real estate acquisitions occurred. The total value of real estate acquisitions was **\$1,060,205.46**. **Figure 2** displays the real activity by District.

Figure 2: LAP Real Estate Activities			
District	Real Property Acquisition	Residential Relocations	Non-Residential Relocations
5	53	0	0
7	2	0	0
Total	55	0	0

¹ Construction complete is defined as construction work has stopped and the final invoice has been paid to the Local Agency. Construction value is defined as the final dollar value of the contract between the Local Agency and its contractor.

Initiatives and Accomplishments

Paperwork Reduction Effort designed to:

- Eliminate unnecessary and obsolete forms
- Identify forms specifically requested by Districts
- Clarify documentation that should be reviewed by the Districts

LAP Certification and Performance Management Chapter:

- Clarifies certification requirements
- Establishes certification, recertification and certification removal process
- Streamlines certification process
- Establishes LAP performance evaluation process

Functional Area Support LAP Bulletin 02-13:

- Establishes that each function area must designate a primary point of contact to assist with the LAP program.

Initiated the Everyday Counts Consultant Flexibilities Initiative. The initiative is designed to:

- Shorten time and reduce cost
- Increase compliance with state and federal consultant acquisition requirements
- Promote Local Agency autonomy

The LAP Community of Practice initiated the Asked and Answered series:

- Promotes CPR by documenting answers to questions from the Districts and Local Agencies

Professional services process reviews took place in:

- District 2
- District 3
- District 5
- District 7

Right of Way reviews took place in:

- District 1
- District 2
- District 3
- District 7

The FHWA reviewed 131 LAP projects sampling the following areas:

- Progress Payments and Change Orders
- Disadvantage Business Enterprises
- National Environmental Policy Act Documentation
- Safety

Critical Components Vs. Critical Projects LAP Bulletin 01-13:

- Establishes the difference between a critical project and a project with critical components
- Streamlines material testing and certification requirements

Project Awards and Recognition

The LAP projects shown below received awards and recognition during FY 13.

District 1: Sarasota County; N. Cattlemen Road: Florida Transportation Builders Association Statewide Best in Construction Award in the Local Agency Category.



District 2: The City of Gainesville; Old Gainesville Depot Restoration project: 2013 City of Gainesville Beautification Award; 2013 Florida Trust for Historic Preservation: the Outstanding Achievement in the Restoration/Rehabilitation Category, and the Outstanding Achievement in the Green Category award



Performance Management

LAP projects appear on the Department’s consultant acquisition and contract letting plan. Inclusion of LAP projects on these plans measure a District’s ability to enter into an agreement with the Local Agency, not the Local Agency’s ability to deliver the project. The tables below illustrate the District’s performance on both plans.

CONSULTANT ACQUISITIONS BY DOLLAR IN \$MILLIONS										
DISTRICT	D1	D2	D3	D4	D5	D6	D7	TE	CO	SW
ADOPTED PLAN	2.7	0.4	2.3	NP	12.0	2.0	2.2	NP	NP	21.6
YTD PLAN	2.7	0.4	2.3	NP	12.0	2.0	2.2	NP	NP	21.6
PERFORMANCE	2.7	0.4	2.5	NP	10.5	1.5	2.2	NP	NP	19.8
% PLAN COMPLETE YTD	100%	100%	109%	NP	88%	75%	100%	NP	NP	92%
PRODUCTION	2.8	0.4	4.6	NP	17.6	1.6	3.5	NP	NP	32.0
CONSULTANT ACQUISITIONS BY NUMBER										
DISTRICT	D1	D2	D3	D4	D5	D6	D7	TE	CO	SW
ADOPTED PLAN	15	2	12	NP	22	9	13	NP	NP	73
YTD PLAN	15	2	12	NP	22	9	13	NP	NP	73
PERFORMANCE	15	2	12	NP	21	8	13	NP	NP	71
% PLAN COMPLETE YTD	100%	100%	100%	NP	96%	89%	100%	NP	NP	97%
PRODUCTION	16	2	26	NP	43	9	20	NP	NP	116

85	90	95	TARGET 95%-105%	105	110	115
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LAP CONTRACT LETTINGS BY DOLLAR IN MILLIONS																	
DISTRICT	D1	D2	D3	D4	D5	D6	D7	TE	CO	SW							
ADOPTED PLAN	17.2	1.9	21.9	9.7	36.8	8.9	4.9	NP	NP	101.3							
YTD PLAN	17.2	1.9	21.9	9.7	36.8	8.9	4.9	NP	NP	101.3							
PERFORMANCE	15.4	1.9	22.3	10.8	31.3	2.7 (1)	5.0	NP	NP	89.4							
% PLAN COMPLETE YTD	90%	100%	102%	111%	85%	30%	102%	NP	NP	88%							
PRODUCTION	15.4	1.9	27.1	10.8	47.6	2.7	10.4	NP	NP	115.9							
DISTRICT	D1	D2	D3	D4	D5	D6	D7	TE	CO	SW							
ADOPTED PLAN	22	2	21	13	17	7	8	NP	NP	90							
YTD PLAN	22	2	21	13	17	7	8	NP	NP	90							
PERFORMANCE	21	2	20	13	17	6	8	NP	NP	87							
% PLAN COMPLETE YTD	96%	100%	95%	100%	100%	86%	100%	NP	NP	97%							
PRODUCTION	21	2	26	13	35	6	19	NP	NP	122							
<table border="1" style="width:100%; text-align:center;"> <tr> <td style="width:12.5%; background-color:red;">85</td> <td style="width:12.5%; background-color:yellow;">90</td> <td style="width:12.5%; background-color:green;">95</td> <td style="width:12.5%;">TARGET 95%-105%</td> <td style="width:12.5%; background-color:lightgreen;">105</td> <td style="width:12.5%; background-color:yellow;">110</td> <td style="width:12.5%; background-color:pink;">115</td> </tr> </table>											85	90	95	TARGET 95%-105%	105	110	115
85	90	95	TARGET 95%-105%	105	110	115											
(1) D6...414731-1 @ \$6.2 M NOT LET (CR934/NW 74 ST)																	

On-going Challenges

Improving program operations and streamlining the LAP process were the key focal areas in FY 13. While improvements have been made in these areas, they will remain focal areas well into the future. In addition to these areas, the following areas are on-going challenges:

- High turnover at Local Agencies leading to a continuous cycle of training and retraining
- Providing a forum to train Department employees on LAP
- Balancing the level of oversight applied by the Department with the level of risk involved with the project and the Local Agency
- Shorten project time and cost
- Promoting Local Agency autonomy while ensuring state and federal compliance

The LAP Community of Practice (LAP CoP) and its partner organizations such as the Florida Association of County Engineers and Road Superintendents (FACERS) and the American Public Works Association (APWA) will continue to work on the on-going challenges that fall within their sphere of influence. The LAP CoP has had success in promoting mutual understanding and in identifying various opportunities for streamlining. Additionally, the advocacy efforts of the partner organizations have had a positive impact on the federal transportation legislation in relation to the LAP Program.

Future Outlook

LAP workshops are scheduled for August and October 2013. The current schedule is as follow:

- District 1 – August 20th
- District 7– August 21st
- District 5 – August 22nd
- District 4 – October 2nd
- District 6 – October 3rd

Workshops in District 2 and 3 will be held in November of 2013. Specific dates have not been established.

Between 2014 and 2019 the approximately **656** projects with an estimated value of **\$596,784,451** are scheduled to be delivered via the LAP program. **Figure 3** provides a breakdown of the number of projects and dollar values by District.

Figure 3: LAP Project Outlook For 2014-2019		
District	Number of Projects	Total Dollar Value
1	96	\$47,242,919
2	26	\$3,348,224
3	98	\$43,245,048
4	109	\$177,423,246
5	160	\$169,479,258
6	93	\$84,439,118
7	74	\$71,606,626
Total	656	\$596,784,451

The number of LAP projects continues to grow as local agencies seek alternate methods of funding their projects. Participation in LAP has resulted in notable projects that enhance local communities. As with any program involving multiple partners, a continuous cycle of process improvements exist. The participating local agencies recognize that while some of the challenges can be resolved by the Department, many of the core challenges must be addressed through legislative changes at the national level. The United States General Accountability Office is currently conducting a national review of LAP and plans to make recommendations to Congress on how to improve the program.