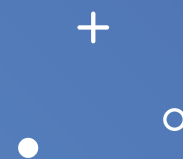




FOSTERING EXCELLENCE ACROSS AGENCIES

Certification User Group
Summer Work Session
June 18, 2025





CUG Co-chairs:
Tiffany Hamilton, ODOT
Ryan Crowther, Marion County





Objectives

- **Provide CUG and certification program updates**
- **Provide policy and funding updates**
- **Gather input on resources and tools through subcommittee work sessions**
- **Provide training on key topics for improved project delivery**
- **Encourage interaction and networking**

AGENDA



9:00 am	Welcome and Agenda Review
9:20 am	Policy and Funding Update
10:05 am	BREAK – Informal Networking
10:20 am	Subcommittee Working Sessions
11:20 am	Certification Program Updates
Noon	LUNCH – Order from Little Lois Café using group number 50126 until 9:30 am.
1:00 pm	Training Session 1 - Options:
	• Consultant Selection for Certified LPAs
	• Utilities and Railroad: Troubleshooting Project Delivery Issues
2:30 pm	BREAK – Informal Networking
2:45 pm	Training Session 2 - Options:
	• Consultant Contracting: A Certified LPA Peer Discussion Panel
	• Project Special Provisions: Preparing for ODOT Certification Review
3:45 pm	Closing Comments
	End of Day Feedback
4:00 pm	Adjourn



Introductions

- Welcome First Timers
- Agency Roll Call



Connect

Within your table, have each person share:

- Name and Role
- Connection to the Certification Program
- Answer ONE of the questions below

How long have you been involved with the CUG?

What has been most valuable to you or your agency?

If you're new to the CUG, what do you hope to gain?





Certification User Group Mission

Streamline and improve the delivery of certified local public agency federal aid transportation projects for Oregon by:

- Recommending and coordinating training to improve understanding of regulations, requirements, and processes;
- Providing a forum for sharing information and best practices;
- Facilitating ongoing communication and further development of relationships within and among ODOT, federal agencies, and local public agencies; and
- Providing a means for ODOT and local public agencies (LPAs) to improve coordination and efficient use of resources.



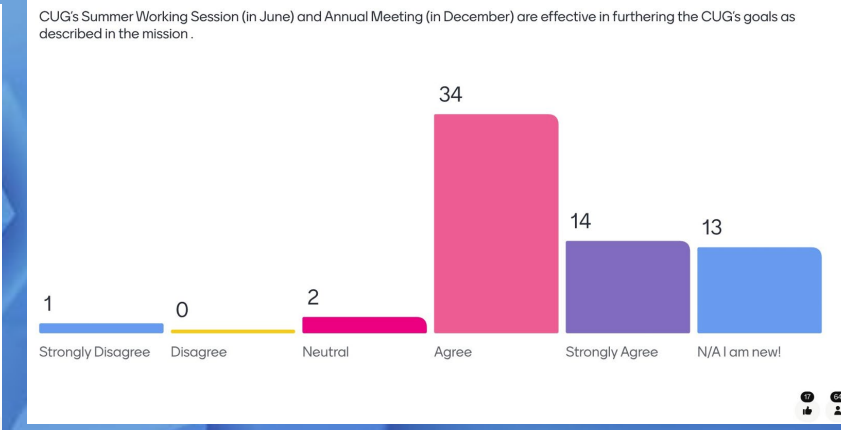
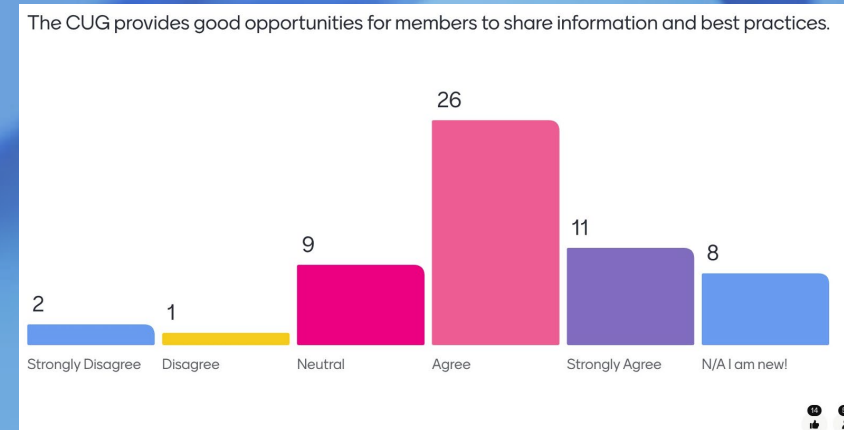
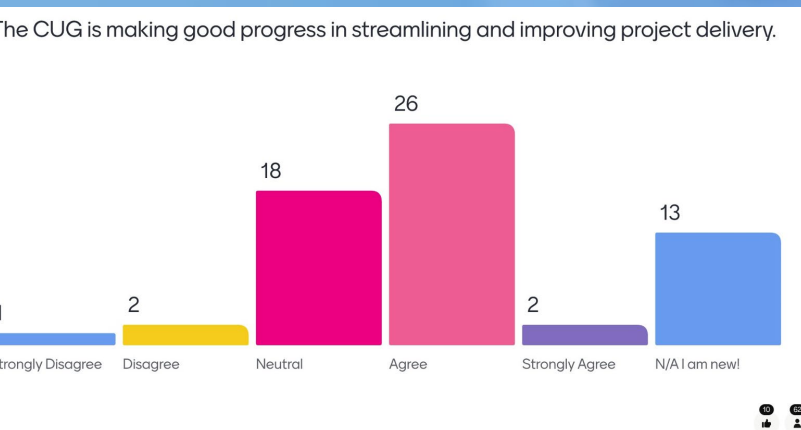
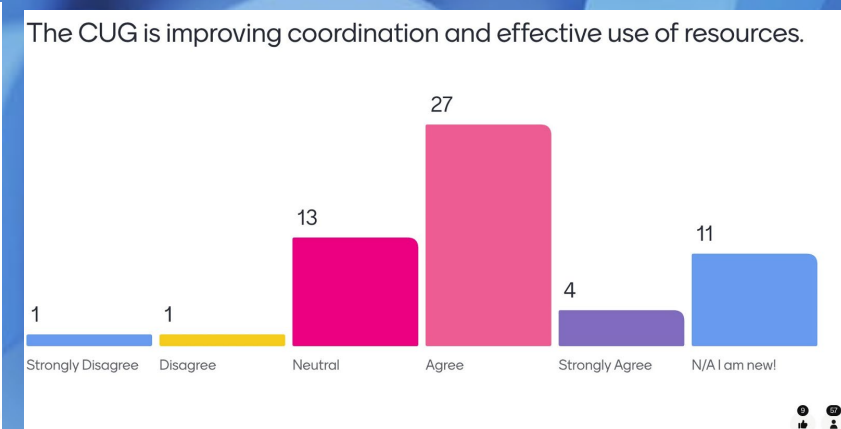
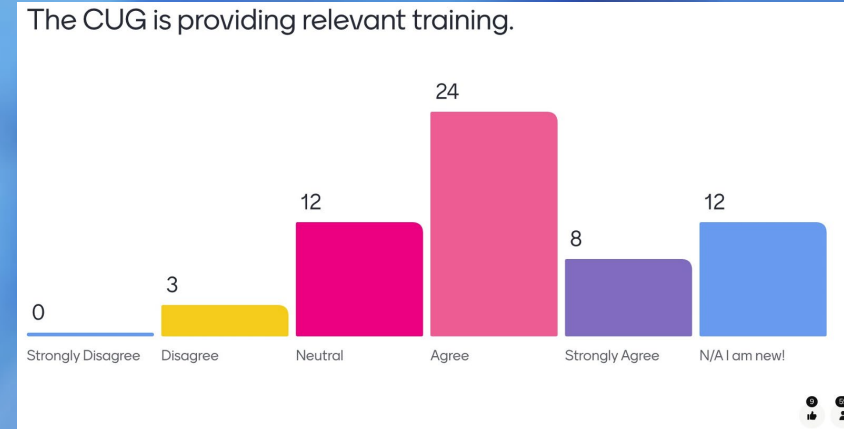
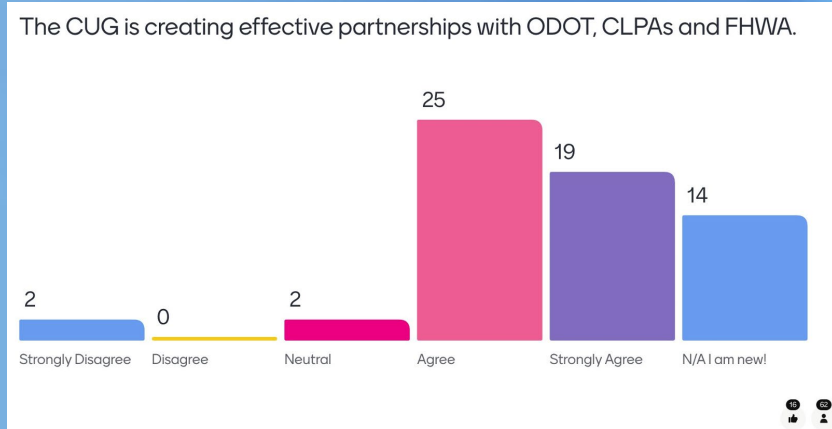


CUG Goals

- Achieve a high percentage of projects completed on schedule.
- Promote full obligation of program funds to projects.
- Enable agencies to obtain and/or maintain certification.
- Provide resources to support successful delivery of projects (tools, guidance, training, checklists, etc.)
- Promote understanding of compliance issues and identify trends to increase the success of local agencies.
- Update and streamline standards to simplify compliance and reduce ODOT Oversight.



Menti Survey: CUG Mission





Policy and Funding Updates



Jeff Flowers, ODOT
Statewide Investments Manager





Agenda

for Policy and Funding Updates

- **10 – Year Capital Improvement Program (CIP)**
 - STIP Changes
- **Federal Funding Updates**
- **State Funding Updates**





10 – Year Capital Imp. Program (CIP) – pt 1

- General Updates
- What makes up the 10 – year plan?
 - Years 1 - 4 = STIP
 - Years 5 - 10 = Intended Projects
- Intended Project lists starting to be developed in early 2026





10 – Year Capital Imp. Program (CIP) – pt 2

- What will the STIP updates look like?
 - Yearly updates once fully implemented
- STIP will be:
 - 27-30
 - 29-32
 - 30-33
 - 31-34
 - 32-35
- MTIP's – Different schedule and timelines



Federal Funding Updates – Pt. 1

- Federal Formula = Good to go
- Special Apportionment - Formula
 - NEVI = Frozen
 - Highway Improvement Program = Good to go



Federal Funding Updates – Pt. 2

- Discretionary
 - National Grants
 - Agreement & Obligated Funding = Good to go
 - All others = Frozen
 - Earmarks = Good to go
(Congressionally Delegated Spending)
 - Special Allocation = Frozen



Federal Funding Updates – Pt. 3

- Federal Highway and Federal Transit Agencies
 - Staffing impacts
- What does this mean?
- Obligation Requests
 - Timelines are being moved up this year for non-construction phases





FHWA Oregon Division Office

Field Operations Team

**Senior Field Operations
Engineer / Team Lead:**
Ben Haines

Region 1 Operations Engineer:
Christina McDaniel-Wilson
c.mcdaniel-wilson@dot.gov
503-316-2553

Region 2 Operations Engineer:
Ben Haines (*Acting until filled*)
benjamin.haines@dot.gov
503-316-2555

NOTE: Satvinder Sandhu will generally be signing 2nd line in FMIS for Region 2 projects, but Ben will be the contact for region specific questions.

Region 3 Operations Engineer:
Erin Parker
erin.parker@dot.gov
503-316-2554

Regions 4/5 Operations Engineer:
Erin Parker (*Acting until filled*)
erin.parker@dot.gov
503-316-2554

Environmental Program Manager:
Thomas Parker
thomas.w.parker@dot.gov
503-316-2549



State Funding Package

HB 2025 Transportation Reinvestment Package (TRIP)

Revenue

Revenue Mechanism	Rate in HB2025	Purpose
Fuels Tax	15 cent increase 1/1/26: +10¢/gallon 1/1/28: +5¢/gallon	Goes into the <u>State Highway Fund</u> : for the 50/30/20 split for the maintenance, operations, and preservation of Oregonian roads.
Title Fees	+\$70 to base	
Registration	+\$50 to base	
Weight-Mile	(waiting math)	
RUC Passenger Vehicles	Per mile charge (5% of gas tax)	
RUC Commercial Delivery Vehicles	Per mile charge (10% of gas tax)	
Fuels Tax Indexing	(adjusts with inflation)	
Payroll Tax	+0.2% increase on payroll	Transit maintenance and enhancement
Transfer Tax	2% on new vehicles 1% on used vehicles Floored at \$10,000	- Great Streets (\$250 million/bi) - Safe Routes (\$50 million/bi) - Anchor Projects (\$250 million/bi) Off the top of State Highway Fund
Privilege Tax	+.05% increase on new vehicle sales (in state)	Railroad Fund
Vehicle Use Tax	+.05% increase on new vehicle sales (out of state)	Wildlife Crossing Fund (\$10 million/bi)





Questions





CUG Subcommittees

The role of CUG subcommittees is to recommend courses of action that will help members continuously improve their delivery of Federally-funded projects.

Standards

Current work plan includes:

- Class of Work calculator
- LAG update
- Specification updates
- Consultant contract template updates

Summer Work Session Focus:

- Review and comment on proposed improvements to the consultant RFP and Contract template
- Identify current issues in consultant contracting
- Identify high priority issues relating to consultant contracting procedures

Process Improvement & Training

Current work plan includes:

- Implement a “critical path” web-based tool to help project managers identify project milestones and deliverables that can drive project timeframes.
- Develop a Training Framework to establish proficiencies for staff working on federal-aid projects; identify priority areas for training.

Summer Work Session Focus:

- Consider potential improvements to Consultant Contracting website
- Identify usability to RFP & Contract templates
- Identify high priority issues relating to consultant contracting procedures



Breaktime

FOLLOWED BY:

Subcommittee Working Session Breakout

Standards Subcommittee
Room: Pinot

*Process Improvement
& Training Subcommittee*
Room: Merlot/Reisling





4 Funding Divisions
5 Project Categories
20 Awards to be
given out!

APWA Oregon is looking for nominees for project of the year!

Information at:

<https://oregon.apwa.org/resources/awards/project-of-the-year-award/>

Or chat with Renus Kelfkens:

renus_kelfkens@washingtoncountyor.gov





CUG Subcommittee Highlights

Standards

Co-Leads:

- Tiffany Hamilton, ODOT
- Olaf Sweetman, Lane County

Process Improvement & Training

Co-Lead:

- Hanne Eastwood, ODOT





Tiffany Hamilton,
ODOT (co-chair)

Ryan Crowther,
Marion County
(co-chair)

Mark Hardeman,
ODOT R1⁺

Kate Dreyfus,
City of Gresham⁺

Heidi Shoblom,
ODOT HQ

Emily Miletich,
Multnomah
County⁺

Ted Leybold,
OR Metro⁺

Katie Marwitz,
City of Eugene

Drake McKee,
ODOT R2⁺

Satvinder Sandhu,
FHWA

THANK
YOU

2025 CUG
Steering
Committee

⁺Term expires/renews end of 2026.





Certification Program Updates

ODOT Certification Program Office



Tiffany Hamilton
and Hanne Eastwood



Certification Program Updates Overview

- Certification Program Participant Summary
- Bulletins Issued Since December 2024
- Additional Bulletins Anticipated in 2025
- Improved Access to Bulletins
- Lag Manual Updates



Certification Program Participation

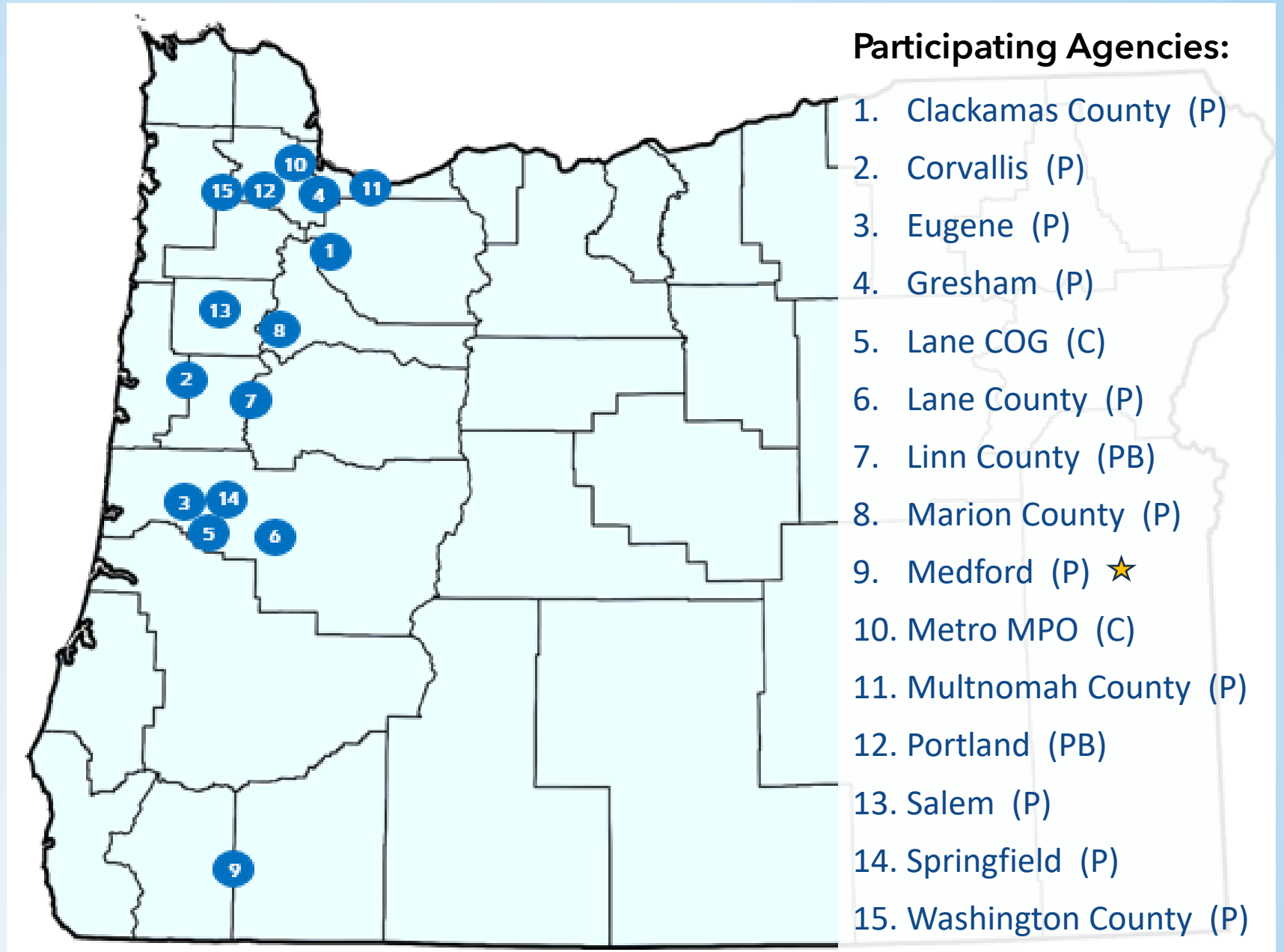
2024-2027 STIP

- 136 Certified LPA Delivered Projects
- \$634.6 M

STIP-FP data as of 06/12/25

Certification Types:

(P) Project Delivery (PB) Project Delivery + Bridge Design (C) Consultant Selection for Planning Services only





Certification Program Updates 2025

Bulletins Issued since December 2024

- 101-74: Consultant Contract Template: Indemnification Update (Dec)
- 101-75: Title VI Complaint Investigation Process (Feb)
- 101-76: Disadvantaged Business Enterprise (DBE) Goals for A&E Consultant Contracts (Feb)
- 101-60 Rev 3: Certified LPA Self-Audits 2025 (April)
- 101-77: Consultant Contracting Templates Proposed Updates (June)





Certification Program Work Underway 2025

ANTICIPATED BULLETINS:

- 101_62-rev2: Build America, Buy America (July)
- 101_47-rev6: Civil Rights Title VI Program AAR (Aug)
- 101_TBD: Consultant Selection: Template Updates (Fall)
- 101_53-rev4: Indirect Cost Allocation Plan / Rates (Fall)
- 101_66-rev2: 2024 CLPA General Conditions Template (Fall)
- 101_TBD: Local Agency Guidelines Manual Update (Fall)





Certification Program Bulletins

GUIDANCE

Local Agency Guidelines

Bulletins

Governance

Forms Library

Certified Local Agency Resources
for Consultant Selection

CERTIFICATION

About the Program

Certification Guidance and Forms

Certified Local Public Agencies

Certified LPA Review Schedule

ENGAGEMENT

The Oregon Department of Transportation Certification Program issues policies and guidance for local agencies. This guidance is primarily housed in the Local Agency Guidelines, or LAG, Manual. The manual provides information on Federal Highway Administration funding for local transportation-related projects through the Federal Highway Administration. ODOT issues bulletins to supplement LAG Manual guidance as needed. Bulletins provide temporary guidance and policies. Bulletins are cancelled when no longer applicable or once they are incorporated into permanent guidance.

[Bulletin Status Summary](#)

Sort

Bulletins List

Bulletin Title	Bulletin Number	Revision Number	Effective Date
Certified LPA Self-Audits 2025	101-60	Revision 3	4/30/2025
Disadvantaged Business Enterprise Goals for A&E Consultant Contracts	101-76		2/13/2025
Title VI Complaint Investigation Process	101-75		2/6/2025
Consultant Contract Template Indemnification Update	101-74		12/31/2024
Certified LPA Civil Rights Bidding Documents Checklist	101-73		10/29/2024
2024 LAG Update LPA Review Process	101-72	Revision 1	10/28/2024

Improved
Access to
Program
Bulletins



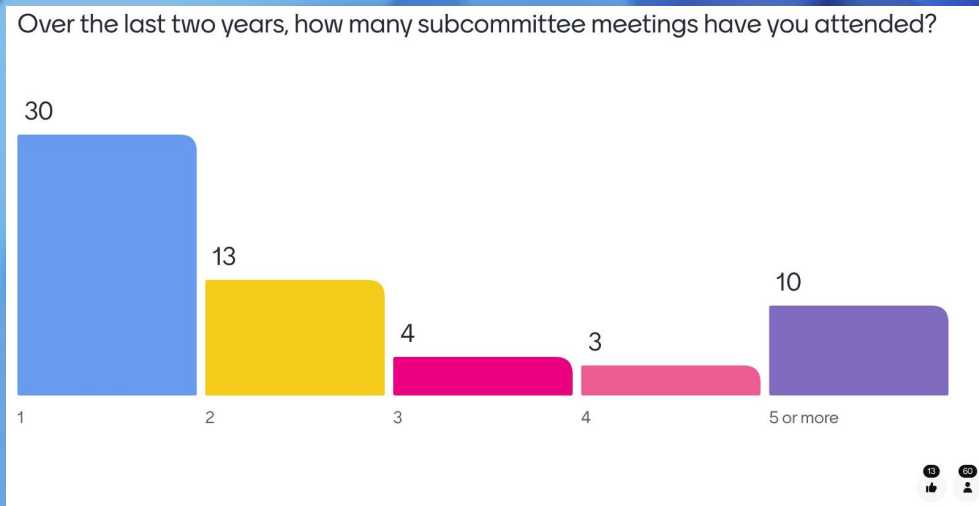
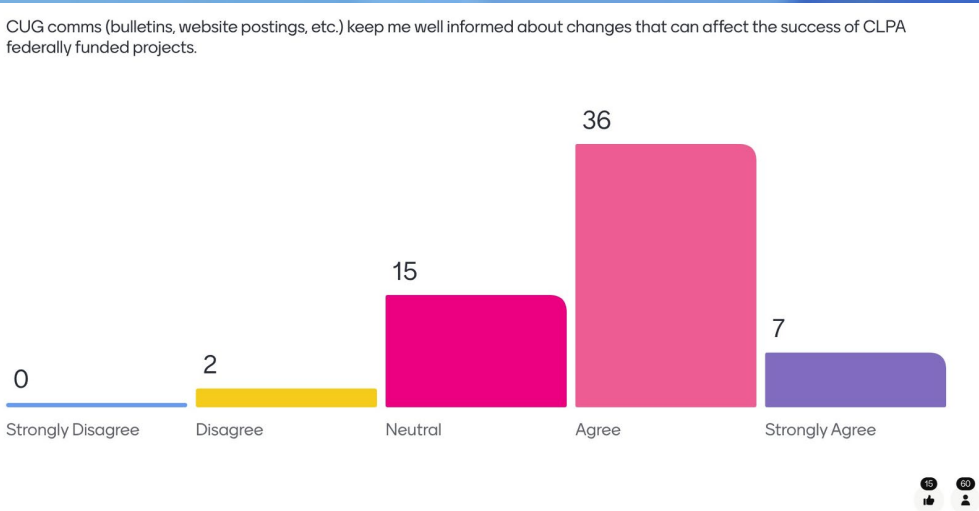
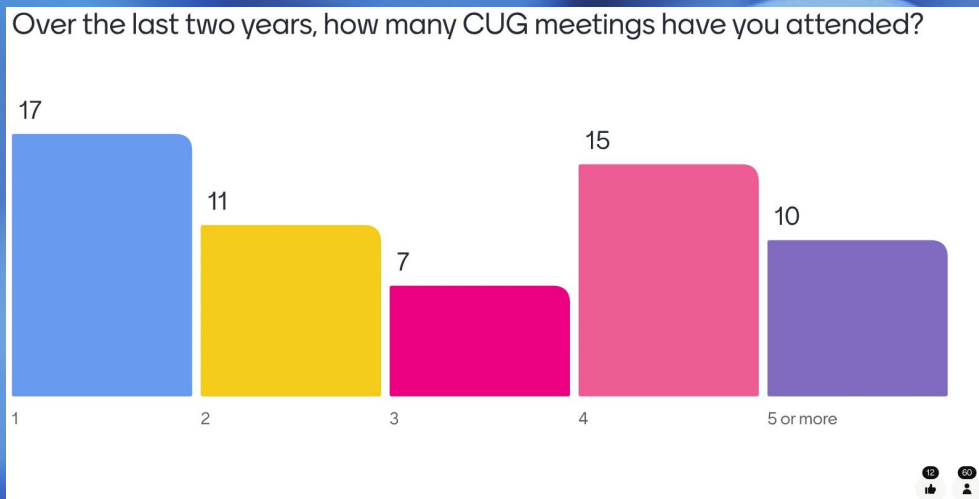
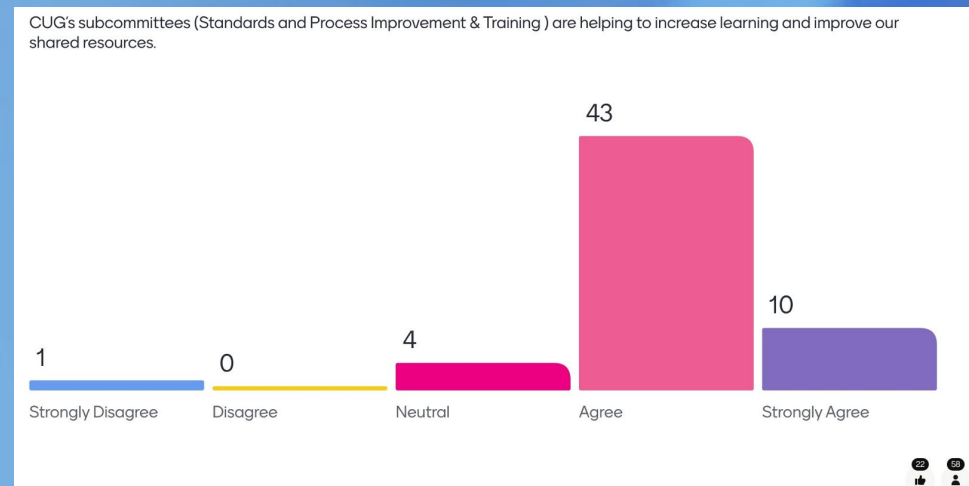
2025 LAG Manual Update

- Publish "mini" update by fall 2025
- New format
- Section C reorganization
- Substantive updates for chapters ready to publish
- Other substantive chapter updates to roll out over the coming months based on priority need and resource availability.





Menti Survey: Member Engagement



Training Session 1 - Options

1:00 pm



Consultant Selection for Certified LPAs

Joel Sire and Hanne Eastwood, ODOT

ROOM: Merlot/Reisling



Utilities and Railroad: Troubleshooting Project Delivery Issues

Nicole Frankl, ODOT

ROOM: Pinot



A close-up photograph of a stack of two large, golden-brown chocolate chip cookies. The cookies are studded with numerous dark chocolate chips. They are resting on a dark, textured surface, possibly a wooden table, with some crumbs and loose chocolate chips scattered around. The background is dark and out of focus, with some light bokeh. Overlaid on the center of the cookies is the text "BREAK TIME!" in a bold, pink, sans-serif font with a white outline.

BREAK TIME!



Training Session 2 - Options

2:45 pm



Consultant Contracting: A Certified LPA Peer Discussion Panel

Ryan Crowther, Moderator
Marion County

ROOM: Merlot/Reisling



Project Special Provisions: Preparing for ODOT Certification Review

Tiffany Hamilton · Dan Anderson · Heather Howe
ODOT

ROOM: Pinot





Dates To Remember

CUG Process Improvement & Training Subcommittee

- September 11th 1:00 – 2:00 pm (virtual)

CUG Standards Subcommittee

- September 29th 3:00 – 4:30 pm (virtual)

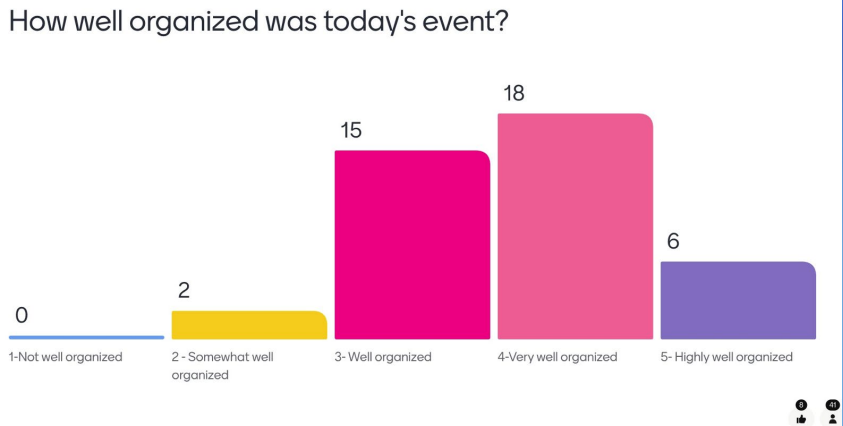
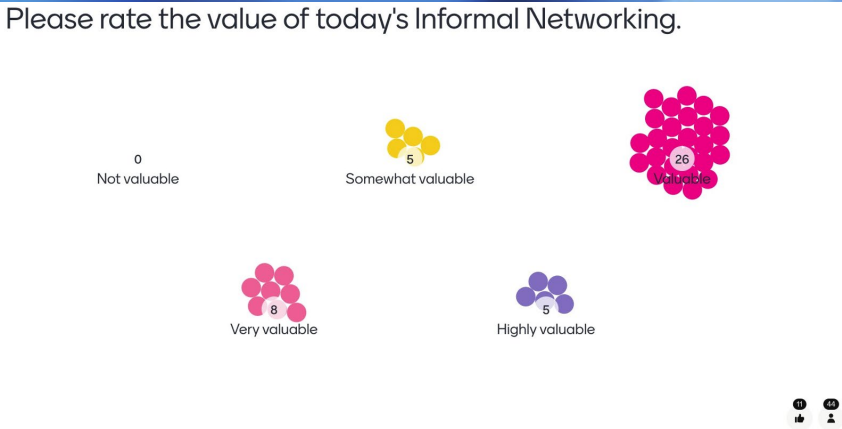
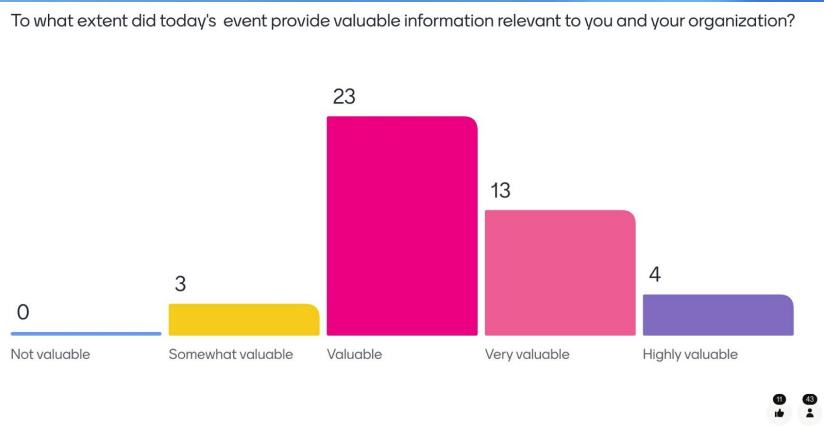
CUG Annual Meeting

- December 3rd – All day, Eola (hybrid)



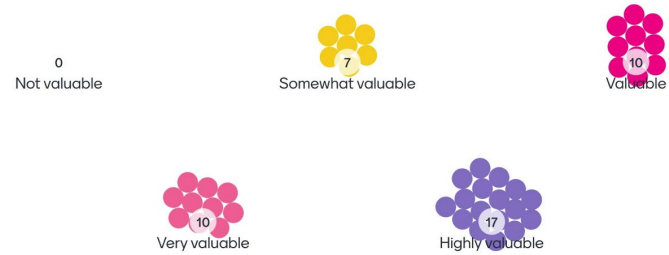


Menti Survey: Member Engagement

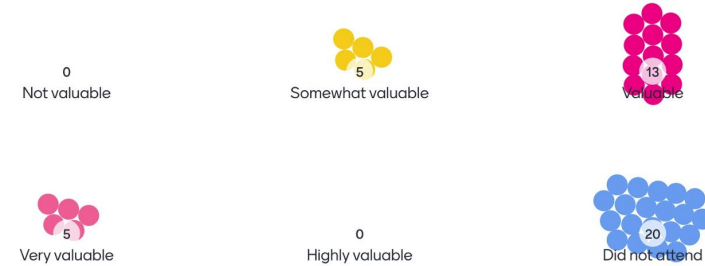


Menti Survey: Member Engagement

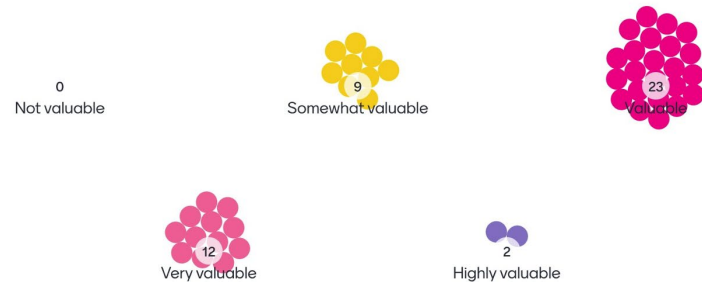
Please rate the value of today's Policy and Funding Updates.



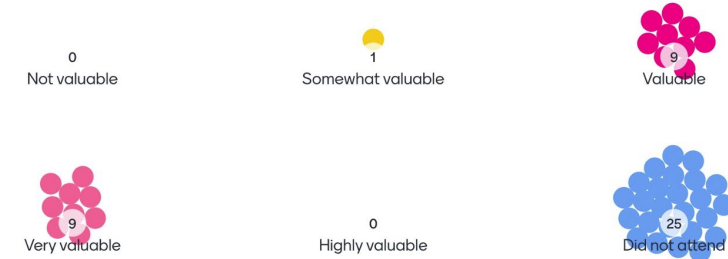
Please rate the value of today's Subcommittee Working Session--Standards.



Please rate the value of today's CUG Program Updates.

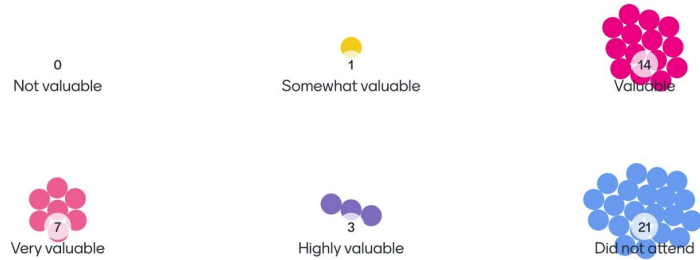


Please rate the value of today's Subcommittee Working Session--Process Improvement & Training.

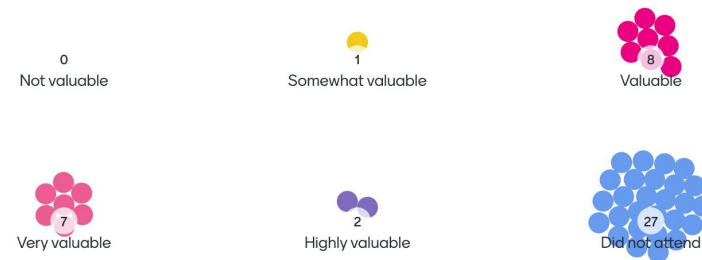


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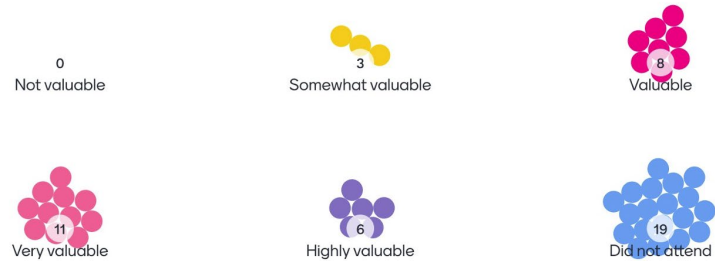
Please rate the value of today's Training - Consultant Selection for Certified LPAs



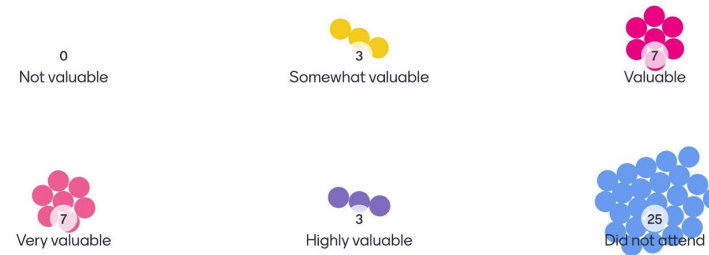
Please rate the value of today's Training - Utilities and Railroad: Troubleshooting Project Delivery Issues



Please rate the value of today's Training - Consultant Contracting -- A Certified Peer Learning Panel



Please rate the value of the each: Training - Project Special Provisions: Preparing for ODOT Certification Review



Menti Survey: Member Engagement

What can we do better next time? (You can submit multiple responses.)

projects case study
more time for each sessio
no effect memos
nepa lessons learned
longer breakout
hard to move arond
more cowbell
schedule
water
nothing
aashtoware
variety of classes
more in depth training
non dairy morning treats
not before a holiday
need a bigger room
shorter day
variety

3



17





Thank you!

