

## Establishing PDC

January 10, 2013

Eastern Federal Lands (EFL) approach to administering the Access Program.

As a result of the recent MAP-21 legislation which established the Federal Aid Access Program (Access Program) and with the receipt of initial program implementation guidance from Federal Lands Highway Headquarters staff (FHWA, HQ), the EFL staff will contact our new partners and establish the appropriate Points of Contact (POCs) for each partner. Our program network will include both internal and external staff resources.

The internal staff resources will consist of, but not be limited to, EFLHD, HQ FLH, and the Federal Aid Division Office (DO) for each of the states within the EFLHD geographic area of responsibility. The external staff partners will come from the various Federal Land Management Agencies (FLMAs), State DOTs (SDOTs), local public agencies and/or local government agencies (LPAs and/or LGAs), and possibly the metropolitan planning organizations (MPOs) within each of our states. The FLMA partners in each state will consist of the five legislatively defined principal partner agencies, i.e., the US Forest Service, the Bureau of Land Management (BLM), the US Army Corps of Engineers (USACOE), the National Park Service (NPS), and the US Fish and Wildlife Service (FWS) who own and maintain at least one federal land parcel in that state. The FLMA partners will also include, as appropriate, any other FLMA who owns and maintains a federal land parcel in that state where access to that parcel is provided via any travel mode deemed eligible for the receipt of funds under the Access Program requirements.

Our primary task for the first 6 months of FY2013 will be to create the blanket Programming Decision Committee (PDC) agreement in each state. As defined in the MAP-21 legislation, the membership of the tri-party PDC in each state will consist of the FHWA Eastern Federal Lands, the SDOT, and the LPA or LGA, each organization with one member representative. Reflective of the initial Access Program implementation guidance issued by FLH HQ, the FHWA representative in each state will be an EFL staff member. During this process, EFL staff will work with the respective FHWA DOs and SDOTs to establish a suitable and acceptable LPA representative. This will be accomplished by the conduct of the following activities:

1. Establish PDC representatives
  - a. The EFL Access Program Manager and Coordinators will each be assigned a group of state, District of Columbia, or territory entities for which they will preside as the PDC representative for the FHWA. Other FHWA staff, from either the appropriate Federal Aid or Federal Lands division office, may be included as support staff when needed.
  - b. EFL will contact their respective Federal Aid DO Forest Highway (FH) contact and solicit the DO's recommendation as to the specific LPA agency and/or member position. If no appropriate agency or position is recommended by the DO, then the SDOT will be contacted and requested to recommend an LPA PDC member.

- c. EFL will contact the SDOT FH POC and request the name or position that will serve as the SDOT representative on the PDC. Further, the SDOT will be requested to provide the recommended LPA and the name or position of the LPA member on the PDC.
    - d. During the PDC member identification process, the EFL Access Program Managers will notify the principal FLMA representatives in that state of the PDC candidates.
    - e. Upon identification of the PDC members, the EFL Access Program Managers will notify the principal FLMA representatives in that state of the PDC selection and set up an initial conference call to verify all POC's for the PDC members. EFL will provide the meeting agenda and minutes of this meeting to all participants.
2. After the initial phone calls, EFL will send a letter to the SDOT commissioner/director notifying that the Access program PDC is established and will include the member position titles. An email will also be sent to the respective FHWA DO and SDOT reiterating what was discussed on the phone. The e-mail will also include links to the MAP-21 legislation and MAP-21 DOT website. The following links will be included in the email:
  - a. Access Program Legislation: <http://www.gpo.gov/fdsys/pkg/BILLS-112hr4348enr/pdf/BILLS-112hr4348enr.pdf>
  - b. Access Program Guidance: <http://www.fhwa.dot.gov/map21/guidance/guideflap.cfm>
3. After the PDC is established, draft state-wide program agreements will be sent via email to the SDOT and LPA representatives for their review and comment. Drafts of each of the specific statewide program agreements will be forwarded to EFL legal counsel for review and comment. Upon acceptance of the terms and conditions contained in each program agreement by the three PDC members, EFL will coordinate preparing and distributing the final agreement for signature and final execution.