



U.S. Department
of Transportation

**Federal Highway
Administration**

Memorandum

Subject: **ACTION:** Simplified Procedures for
Bicycle and Pedestrian Projects

Date: AUG 7 1991

From: Associate Administrator
for Program Development

Reply to
Attn. of: HEP-12/HNG-14

To: Regional Federal Highway Administrators

Administrator Larson's May 7 memorandum established an aggressive policy for the Federal Highway Administration to work with the States and local units of government to implement bicycle and pedestrian projects. While successful implementation of the policy will depend on many factors, perhaps none is more critical than removing any existing impediments to the implementation of projects.

With some exceptions, the States have not constructed many independent bicycle and pedestrian facilities with Federal-aid highway funds during the last few years. The reasons are many and varied, but at least in a few instances, States have indicated that Federal-aid procedures are too burdensome or complex for small projects. As a result, some States have elected to use State only funds for bicycle and pedestrian projects. While this is clearly a State prerogative, the FHWA has a responsibility to work with the States to identify and remove any impediments to the use of Federal-aid funds for these types of projects and, where possible, to simplify procedures to the greatest extent practicable. This memorandum provides guidance for use in working with the States to simplify Federal-aid funding for independent bicycle and pedestrian projects.

The Office of Program Development has identified three approaches for simplification--certification acceptance, abbreviated plans, and project grouping. Each is discussed in an attachment to this memorandum. With your support and assistance, I am confident that simplification can be achieved without compromising established Federal-aid procedures. I am asking that you and the Division Administrators be innovative in your approach to establishing simplified procedures and provide as much flexibility as possible for the States in the use of Federal-aid funds for bicycle and pedestrian projects.

Questions concerning simplified procedures should be directed to Mr. Seppo Sillan, Chief, Geometric and Roadside Design Branch, on (FTS) 366-0312.

A handwritten signature in black ink, appearing to read 'A. R. Kane', with a long horizontal flourish extending to the right.

Anthony R. Kane

Attachment

SIMPLIFIED PROCEDURES FOR BICYCLE AND PEDESTRIAN PROJECTS

1. Certification Acceptance (Reference: 23 CFR 640)

Bicycle and pedestrian projects are logical choices for administration under certification acceptance (CA) procedures. The obvious advantage is that most FHWA project actions are eliminated after acceptance of a State certification meeting the requirements of Section 640.109. Although some initial work will be required by the State to complete the required certification, the potential long-term advantages of reducing FHWA involvement in individual project actions should easily justify the administration of bicycle and pedestrian projects under CA.

2. Abbreviated Plans [Reference: FHPM 6-3-3-1, Appendix - Paragraph 4.a.(3)]

There may be considerable potential for simplifying the administration of bicycle and pedestrian projects using abbreviated plans, especially for small, uncomplicated projects. Clearly, it is not necessary for plans for these types of projects to include the same detail as a major highway project. Each division should work with the State to take advantage of abbreviated plans to the maximum extent possible for bicycle and pedestrian projects.

3. Project Grouping

Grouping several small projects as a single project will simplify FHWA involvement in project actions. Each division should work with the State to develop an approach to maximize the benefits of project grouping. In addition, the divisions are encouraged to minimize project reviews for these projects to the greatest extent possible. The risks are relatively low compared to benefits of simplification for these projects.