



2018 NEPA Self-Assessment: May 1, 2018 – August 21, 2018

Statewide Kick-off Meeting

April 30, 2018



The environmental review, consultation, and other actions required by applicable federal environmental laws described in this webinar are carried out by FDOT pursuant to 23 U.S.C. §327 and a Memorandum of Understanding dated December 14, 2016, executed by FHWA and FDOT.



Presenters

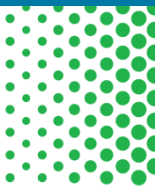
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Meeting Objectives

- Overview of Federal Highway Administration (FHWA) requirements
- 2017 Self-Assessment and Audit Outcomes
- Overview of the NEPA Self-Assessment Scope
- Self-Assessment Focus Topics
- Overview of the NEPA Self-Assessment Process
- Important Dates to remember



Authority for Self-Assessment



Section	Requirement
FDOT Topic 001-260-001	Quality Assurance and Quality Control Policy requiring OEM to conduct an annual Quality Assurance Review.
Section 8.2.5: MOU	FDOT shall perform annual self-assessments of its QA/QC process and performance to determine if its process is working as intended.
Section 8.2.6: MOU	Upon the Effective Date of this MOU, FDOT will maintain a list of NEPA approvals and decisions ... it makes under this MOU. FDOT will provide this list to FHWA on a quarterly basis ...
Section 10.1.3: MOU	FDOT shall collect and maintain necessary and appropriate data related to the performance measures ... FDOT shall monitor its progress toward meeting the performance measures and include its progress in the self-assessment ...



Purpose of Self-Assessment and Review Team Members

- Purpose is to annually assess FDOT performance and compliance with the MOU, NEPA, and environmental laws and regulations
- The SA Review Team consists of 11 members

2018 Office of Environmental Management SELF-ASSESSMENT REVIEW TEAM

NAME

Eric Whitehead

Mariano Berrios

Brittany Bianco

Jenna Bowman

Katie Britt

Erica Christiansen

Thu-Huong Clark

Lindsay Guthrie

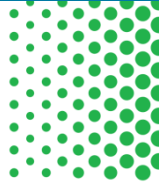
Roy Jackson

Matthew Marino

Michael Sykes

Project Approvals Report

- FHWA requires FDOT provide a quarterly list of certified Approvals and Decisions for NEPA projects
- The list includes; Type 1 CEs, Type 2 CEs, EAs, FONSI, DEISs, FEISs, FEIS/RODs, RODs, Section 4(f) Determinations, and Re-evaluations



https://www.fla-etat.org/est/swept/ProjectApprovalsReport.do?startDate=01%2F01%2F2018&endDate=03%2F31%2F2018®i... StateWide Environmental P...

File Edit View Favorites Tools Help

Home>Reports>Project Approvals Report

StateWide Environmental Project Tracker

Approvals (01/01/2018 - 03/31/2018)

Show All entries

Managing District	FM #	Project Name	COA	Document	Section 4(f)	CE #	ETDM #	Approver	Date
D1	410666-1-22-01	SR 542 FROM 1ST STREET SOUTH TO US 27	EA	Re-evaluation	No	N/A		Jason Watts	01/11/2018
D3	416748-4-22-03	SR 87 PD&E STUDY - EXPANSION	EA	EA for public availability	No	N/A	14167	Jason Watts	03/17/2018
D3	409334-1-22-01	SR 30 (US 98) PENSACOLA BAY BRIDGE NO. 480035	EA	Re-evaluation	No	N/A	13248	Jason Watts	03/05/2018
D3	424464-3-22-01	WEST BAY PARKWAY (SR 388) FROM SR 79 TO SR 77	EA	Re-evaluation	No	N/A	11681	Jason Watts	02/16/2018
D4	229664-2-22-01	SR-7 FROM SR-704/OKEECHOBEE BLVD TO NORTHLAKE BLVD	EA	Re-evaluation	No	N/A	8127	Jason Watts	02/22/2018
D5	404605-1-22-01	PALM BAY PARKWAY FROM MALABAR RD TO I-95	EA	Re-evaluation	No	N/A		Jason Watts	03/28/2018
D6	424407-1-22-01	SR 968/SW 1ST STREET AT MIAMI RIVER (BRIDGE #870660)	EA	Re-evaluation	No	N/A	11240	Jason Watts	03/17/2018
D2	210230-1-32-01	SR 312 SR 207 SR 5/US 1	EIS	Re-evaluation	No	N/A		Jason Watts	03/28/2018
D6	249614-4-22-01	SR 997/KROME AVENUE FROM SW 296 STREET TO SW 136 STREET	EIS	Re-evaluation	No	N/A	7800	Jason Watts	03/02/2018
D1	435022-1-58-01	SIX MILE CYPRESS PKWY FROM WINKLER AVE EXT TO CHALLENGER BLVD	Type 1 CE	Type 1 CE Checklist	No	(c) (3)		Jonathon Adam Bennett FOR Gwen G. Pipkin	03/28/2018

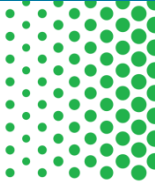


2017 Focus Topics

- Documentation and tracking of commitments
- Type 1 CE /Districts providing supporting documentation
- Ponds are considered in PD&E and Reevaluation
- Species consultation documented
- Documentation of District QA/QC

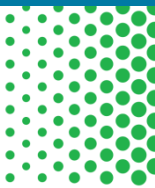


2017 Self-Assessment Outcomes



- For qualifying projects, performance results showed FDOT meeting or exceeding performance targets for 8 of the nine metrics; and within 10% below the target for the 9th metric
- Found 3 successful practices on documenting files beyond requirements
- Found 12 opportunities for improvement on improperly documenting commitments and other aspects of documentation in the project files
- Found 3 non-compliance observations on permitting and commitments – which were resolved by the District on or before September 29, 2017 – no outstanding actions

Self-Assessment Scope

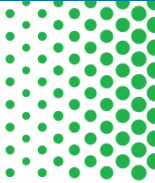


NEPA



- Review period of **May 1, 2017 through April 30, 2018**, selected to be consistent with FHWA audit period
- All NEPA Performance Measures with qualifying projects (Compliance with NEPA and federal environmental laws, QA/QC of NEPA Decisions, Relationships with Agencies and the Public, and Increased Efficiency and Timeliness of NEPA Process)
- Sample of Project Approvals to review based upon NEPA focus topics (may not be the same projects as FHWA Audit)

2018 Focus Topics for Desk Review



NEPA Assignment Self-Assessment Project-Related Review Topics		
No.	TOPICS	Level of Review
1	Noise	Review previous Noise QAR. Come up with relevant questions / requirements, i.e., cost feasibility considered, noise walls identified
2	Type 1 Categorical Exclusions	Review to ensure adequate documentation related to 106 or 4(f), Species, Contamination, Relocation
3	Re- evaluations	Review to ensure adequate documentation related to 106 or 4(f), Species, Contamination, Relocation
4	MOU Standard Statement	Review Cultural Resource Assessment Survey, Preliminary Engineering Report, Natural Resources Evaluation, and Public Involvement notices to ensure required MOU language is present; for technical documents finalized after NEPA Assignment



Overview of Self-Assessment Process

- Identification of NEPA focus topics , review criteria, and sample of NEPA project approvals
- OEM team will conduct desk review of project documentation and contact District staff as needed for feedback
- OEM will prepare a report of successful practices, findings and observations, if any
- Two-week District review period for draft report
- OEM will provide final report to Districts and a summary to FHWA



Overview of Self-Assessment Process

- Familiarize yourself with the CBTs
- Available in Learning Curve (FDOT) and on our training website (Consultants)

<http://www.fdot.gov/environment/sched/track1.shtm>

The screenshot shows the Learning Curve website interface. The search results page displays 19 results for the term "nepa". The results are listed in a table with columns for Name, Type, and Rating. The first result is "NEPA ASSIGNMENT-AUDIT TRAINING" with a rating of 4 stars and a "Re-enroll" button. Other results include "NEPA PROCESS ADMINISTRATION", "NEPA Introductory Course - Farmland", "NEPA Introductory Course - Performance Measures", "NEPA Introductory Course - Aesthetic Effects", "NEPA Introductory Course - Self-Assessment", "NEPA Introductory Course - Audit Support", "NEPA Introductory Course - Project Files & Record Management", "NEPA Introductory Course - Transit Project Delivery CBT", "Track 1 - National Environmental Policy Act (NEPA) Assignment", "NEPA Introductory Course - Quality Assurance/Quality Control", and "NEPA Assignment-Moving Forward with FDOT in the Driver's Seat".

Name	Type	Rating
NEPA ASSIGNMENT-AUDIT TRAINING	Instructor Led Course	4 stars & up
NEPA PROCESS ADMINISTRATION	Instructor Led Course	4 stars & up
NEPA Introductory Course - Farmland	Online Course	4 stars & up
NEPA Introductory Course - Performance Measures	Online Course	4 stars & up
NEPA Introductory Course - Aesthetic Effects	Online Course	4 stars & up
NEPA Introductory Course - Self-Assessment	Online Course	4 stars & up
NEPA Introductory Course - Audit Support	Online Course	4 stars & up
NEPA Introductory Course - Project Files & Record Management	Online Course	4 stars & up
NEPA Introductory Course - Transit Project Delivery CBT	Online Course	4 stars & up
Track 1 - National Environmental Policy Act (NEPA) Assignment	Online Course	4 stars & up
NEPA Introductory Course - Quality Assurance/Quality Control	Online Course	4 stars & up
NEPA Assignment-Moving Forward with FDOT in the Driver's Seat	Instructor Led Course	4 stars & up

The screenshot shows the FDOT website homepage. The header includes the FDOT logo and the text "Florida Department of TRANSPORTATION". Below the header is a navigation menu with links for Home, About FDOT, Contact Us, Maps & Data, Offices, Performance, and Projects. The main content area features the "Office of Environmental Management" and "OEM Training Program - Track 1".

National Environmental Policy Act (NEPA) Assignment Training

Target Audience: Geared toward FDOT NEPA Practitioners and other FDOT staff and consultants that are involved in the NEPA Process.

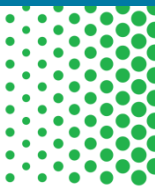
Description: This track includes areas specific to FDOT's preparation for and role in the NEPA Assignment Program. The material presented during instructor led training in November of 2016 will be accessible until such time as our three part NEPA Assignment CBTs have been fully developed. This training track includes the Statewide Environmental Project Tracking (SWEPT) tool modules used by FDOT staff performing functions under NEPA Assignment. Additional related CBTs, such as Audits and Self Assessments are under development and will be available in Learning Curve once completed.

Existing items to include in this track:

- NEPA Assignment Course: **Moving Forward with FDOT in the Driver's Seat - [Part 1] [Part 2] [Part 3]**[pdf files]
- NEPA Assignment Course: **Moving Forward with FDOT in the Driver's Seat - Follow-up Webinar** - [ETDM Changes: (recording) (PPT)] [Tracking, Filing, and Records Management: (recording) (PPT)] [SWEPT Overview: (recording) (PPT)] [Self-Assessment and FHWA Audit Support: (recording) (PPT)]
- NEPA Assignment Program Introductory Webinar - PowerPoint - 11/18/2015 [pdf file]
- NEPA Assignment: OEM NEPA Review Process (PowerPoint only)
- NEPA Assignment Quality Assurance and Quality Control Plan Overview WBT **June 8, 2017** (FDOT Staff Take from within Learning Curve)
- NEPA Assignment Audit Support WBT (FDOT Staff Take from within Learning Curve)
- NEPA Assignment and OEM Self-Assessment WBT (FDOT Staff Take from within Learning Curve)
- Performance Measures WBT **July 5, 2017** (FDOT Staff Take from within Learning Curve)
- NEPA Project Files and Records Management WBT **December 21, 2017** (FDOT Staff Take from within Learning Curve)
- Self-Assessment Kick-Off Webinar - May 8, 2017 (recording) (PPT)
- FHWA Audit Team Training May 24, 2017 (agenda) (video) (ppt)



Dates to Remember



DEADLINES TO REMEMBER	ACTION
April 11, 2018	<ul style="list-style-type: none"> Notify Districts of Self-Assessment event
April 30, 2018	<ul style="list-style-type: none"> Kick-off Meeting for Districts
May 1, 2018	<ul style="list-style-type: none"> OEM Review Team starts desk review
June 29, 2018	<ul style="list-style-type: none"> OEM Review Team completes desk review, including any contacts with Districts regarding project files
July 20, 2018	<ul style="list-style-type: none"> Draft report to Districts for review
August 3, 2018	<ul style="list-style-type: none"> Deadline for District feedback
August 14, 2018	<ul style="list-style-type: none"> OEM Director review and finalize the report
August 15, 2018	<ul style="list-style-type: none"> Final Report to Districts and FDOT leadership
August 21, 2018	<ul style="list-style-type: none"> Summary sent to FHWA based on communications with them

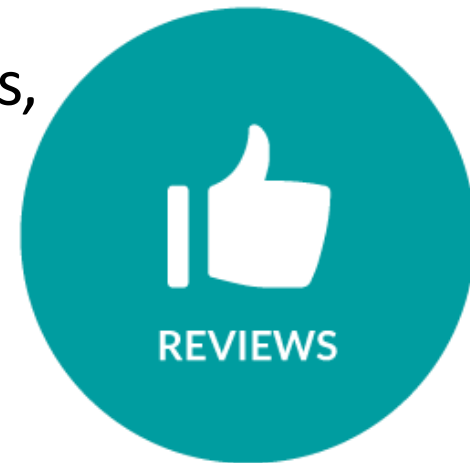
Next Steps

- Review Team will conduct desk review from May 1st through June 29th and Districts may be contacted during this period
- This Go-To-Meeting will be posted on the FDOT website, and training on Self-Assessments available at:
<http://wbt.dot.state.fl.us/ois/NEPA/SelfAssessmentCBT/SelfAssessmentCBT.htm>
- Draft Report goes to Districts for review July 20th with 2 weeks to respond and provide feedback
- Final Report to Districts August 15th



2017 FHWA's Draft Audit Outcomes

- FHWA cited 13 successful practices, including good relationships with our agencies; QA/QC; SWEPT and ERC; engaged legal staff; and training opportunities
- FHWA cited 3 observations covering Commitments, program level coordination, and QA/QC
- FHWA cited 1 non-compliance observation that project files contained insufficient documentation
- OEM responded to observations, and that non-compliance would be appropriately addressed
- As of April 30, 2018, the FHWA audit report had not been finalized; currently posted in Federal Register for public comment until May 18, 2018



FHWA Audit Readiness for 2018

- FHWA Auditors will visit Districts **3, 4, 6** and **Central Office September 24th and 25th**
- Auditors begin reviewing FDOT NEPA project files on May 7th
- **Last year, FHWA identified incomplete project documentation concerns; now is time for Districts to double check documentation in SWEPT**
- Before September 24th visit, Districts should make sure all new management, staff and consultants have completed NEPA Assignment training in Learning Curve or at OEM website; refreshers as needed
- OEM will be reaching out to Districts and communicating important details relating to FHWA Audit as September approaches

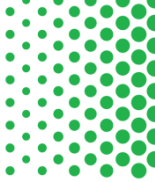


What is included in the project file?

- NEPA Document
- Technical Reports
- Meeting Summaries
- Telephone calls, Memos
- Correspondence with Agencies and Stakeholders
- Comments and Responses

FDOT Training available at:
<http://wbt.dot.state.fl.us/ois/NEPA/PFRMCBT/PFRM.htm>





Questions and Answers



Contact Information

- If you have questions later, please contact:
 - ◆ Eric Whitehead
 - ◆ Eric.Whitehead@dot.state.fl.us
 - ◆ (850) 414-5326

Thank you for attending this Go-to-Meeting