



TEXAS DEPARTMENT OF TRANSPORTATION



BEHAVIORAL TRAFFIC SAFETY (BTS) SECTION

FY2021 STEP RFP Training





Questions?

Email questions to egrantshelp@txdot.gov

FY2021 STEP RFP

Link to eGrantsHelp RFP Page:

<https://www.txdot.gov/apps/eGrants/eGrantsHelp/rfp.html>



[eGrants Login](#) | [HELP](#) | [Request For Proposals](#) | [Contact Us](#)

2021 Traffic Safety Request for Proposals

General Traffic Safety Grants

- FY 2021 Request For Proposal (RFP) notice for General Traffic Safety Grants was published in The Texas Register at <http://www.sos.state.tx.us/texreg/>
- RFP for General Traffic Safety Grants is available by clicking on [FY 2021 General Request For Proposals](#)
- RFP period for General Traffic Safety Grants starts **November 8, 2019**, and ends **January 09, 2020**, and proposals must be completed and submitted using TxDOT Traffic Safety eGrants system no later than **5 p.m. CST, January 09, 2020**.

Traffic Safety Program Needs

The "Program Needs" section of the RFP contains a "Performance Measures" table that outlines goals and strategies for each of the Traffic Safety Program areas.

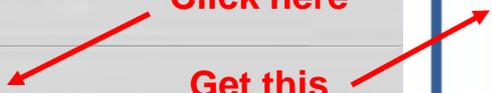
High Priority Program Needs

TxDOT seeks Proposals in all program areas; however we are particularly interested in Proposals that address specific needs as listed in RFP section "Program Needs, High Priority Program Needs."

General Grant Questions

- * All proposal-related questions must be submitted via email to TRF_RFP@txdot.gov by 12:00 p.m. CST on December 02, 2019
- * Email subject lines must begin "RFP Question;" followed by a specific topic
- * A question-and-answer document will be posted by December 06, 2019
- * Telephone inquiries regarding the development of proposals are not accepted

Click here



Get this

Selective Traffic Enforcement Program (STEP) Traffic Safety Grants

- RFP for STEP Traffic Safety Grants is available by clicking on [FY 2021 STEP Request For Proposals](#)
- RFP period for STEP Traffic Safety Grants starts **November 8, 2019**, and ends **January 09, 2020**, and proposals must be completed and submitted using TxDOT Traffic Safety eGrants system no later than **5 p.m. CST, January 09, 2020**.
- For STEP proposal-related questions, please contact Police Traffic Services Program Manager at Larry.Krantz@txdot.gov, or contact your Traffic Safety Specialist.

Training

TxDOT-Behavioral Traffic Safety Section: FY2021 Request for Proposals - General Grants Proposal Training
 Wednesday, Nov 20 2019 - 9:00 AM - 12:00 PM Central Standard Time
 Meeting number (Access code): 730 147 250
 Meeting password: JcYUDnF6
 To join Webinar: <https://txdot.webex.com/txdot/j.php?MTID=m26ca51ae758aa464defdd6e8193006d1>
 Join by phone/audio
 +1-415-655-0003 United States TOLL
 Access code: 730 147 250

TxDOT-Behavioral Traffic Safety Section: FY2021 Request for Proposals - STEP Grants Proposal Training
 Wednesday, Nov 20 2019 - 1:00 PM - 4:00 PM Central Standard Time
 Meeting number (Access code): 731 171 230
 Meeting password: JcYUDnF6
 To join Webinar: <https://txdot.webex.com/txdot/j.php?MTID=md82e72f2c068ad919f1f5a6ced9b39a8>
 Join by phone/audio
 +1-415-655-0003 United States TOLL
 Access code: 731 171 230



**TRAFFIC SAFETY PROGRAM
REQUEST FOR PROPOSALS
FY 2021 STEP GRANTS**

Prepared and Developed by:
The Staff of the Traffic Safety Section

Traffic Safety Division
 125 E. 11th Street
 Austin, Texas 78701-2483
 (512) 416-3200
<http://www.txdot.gov/inside-txdot/division/traffic.html>



November 8th, 2019

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Grant Types in this RFP:

- STEP-COMPREHENSIVE (STEP-COMP)
- STEP-CMV

Operational concepts:

- Leverage additional enforcement efforts provided by STEP toward reducing crashes in historically high crash areas
- Make at least a minimum number of documented, verifiable vehicle stops within or in-route to or from high-crash areas (Enforcement Zones) identified by subgrantee agency and approved by TxDOT
- Educate the public on your agency's efforts
- Work with the media to enhance enforcement message

This is the message:

We have increased enforcement to assist in our goal of reducing crashes, fatalities and injuries on our roadways.

There has not been a day without at least one fatality on Texas roadways since Nov. 7, 2000.

We all need to work together to
#EndTheStreakTX

The STEP Program is...

- Voluntary
- Visible
- Verifiable

Operational Concept

Overarching Objectives

Reduce and prevent crashes in Texas

- Leverage the impact of each STEP vehicle stop through use of CRIS, local data
- Focus performance evaluation on stops made, crashes totals reduced
- Direct high-visibility enforcement to chronic high-crash areas

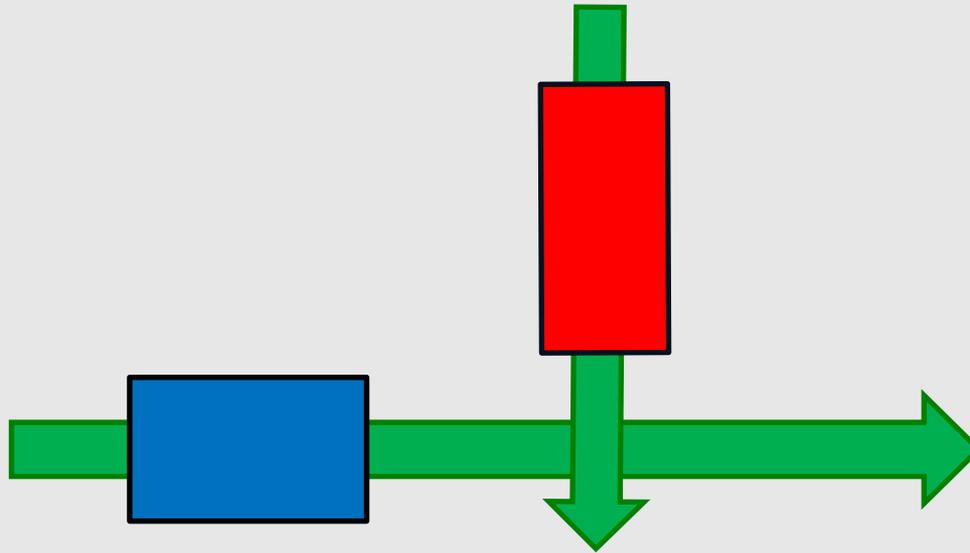
Intersections ...

- Are planned, and therefore known, areas of traffic conflict
- Require traffic control devices, pavement markings to promote safe and efficient passage for all roadway users
- Intertwine traffic from two roadways at once at relatively low speeds
- Are unavoidable for motorists, bicyclists and pedestrians
- Force motorists to stop, start, yield, judge distance and speed, turn and merge
- **Make up a small fraction of the roadway network in Texas, yet see 50% of all serious injury crashes and 25% of fatalities**

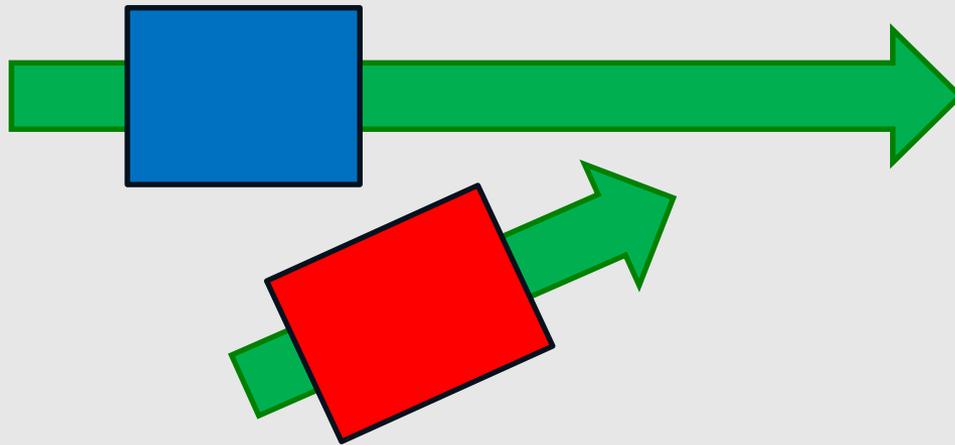
What is a Conflict Point?

- Conflict points are where different paths separate, cross or join, and are always present at intersections
- All types of roadway users cross paths at conflict points as they travel through or turn from one route to another

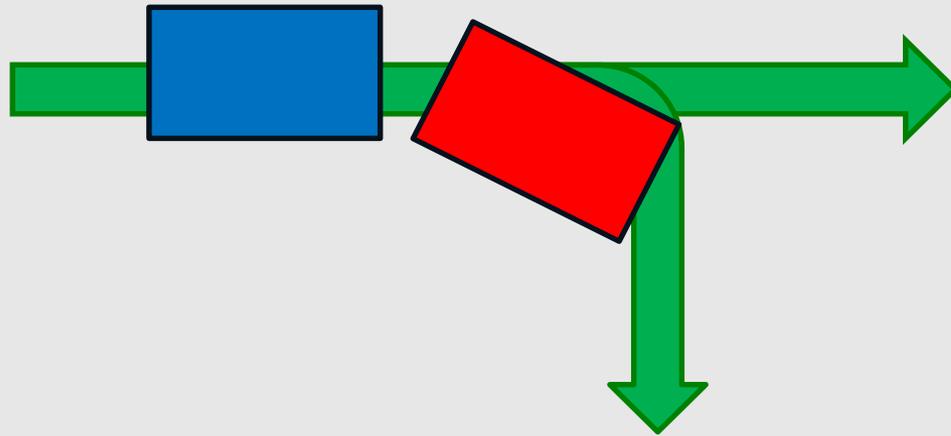
Conflict Type: Crossing

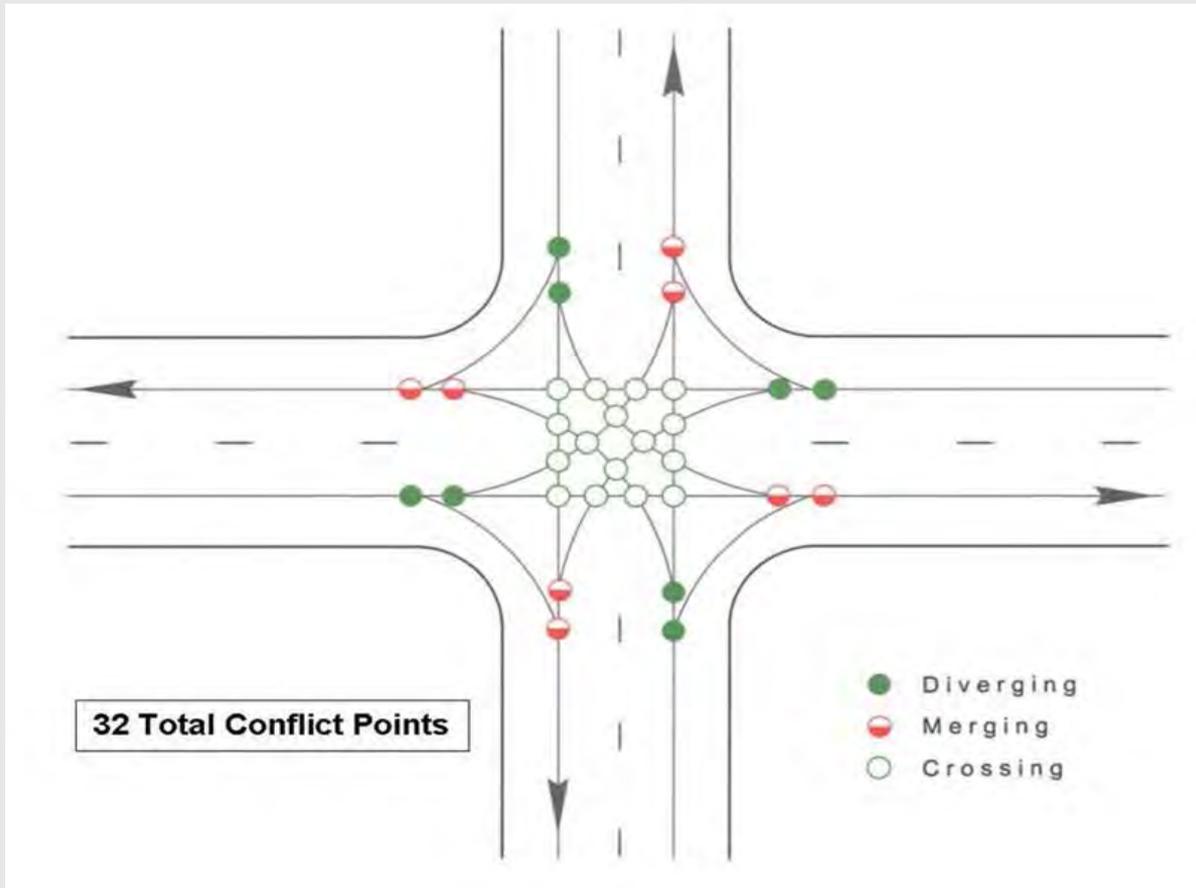


Conflict Type: Merging



Conflict Type: Diverging





Getting Results

STEP program mirrors basic DDACTS principles

- Crashes and crime generally occur in similar areas
- High-Visibility Enforcement in those areas reduces both simultaneously

Agencies develop operational plans based on historical high-crash locations

- Most current year's data is plotted with black dots
- All 3 years mapped with heat for perspective on possible trends
- Enforcement Zones should be no larger than 4 square miles (urban) or 4 linear miles (rural)

Steady, visible law enforcement presence in, around high-crash areas

- Enforcement Zones should remain constant throughout grant year

Getting Results

TxDOT/DPS-HSOC provide agencies with crash mapping, analysis

- DPS-HSOC providing maps for all 254 counties as part of grant
- These maps will be used to justify Enforcement Zones
- Tier 2 Analysis provided for crashes plotted as dots (by county)
 - Time of Day
 - Day of Week
 - Month of Year
 - Most common contributing factors
 - Most common roadway

STEP Program Components

Data-driven, non-competitive grant process

- Rolling 3-year average based on KA crash data reported to CRIS

Performance Measures

- KA crash baseline
 - Same crashes used for budget are baseline for comparison to crashes during grant year
 - Have fewer KA crashes in grant year vs. 3Y baseline
- Making vehicle stops
 - STEP-COMP: 2.5 documented vehicle stops per hour required (at least written warning)
 - STEP-CMV: 1 documented vehicle stop per hour required (at least written warning)
 - All stops must be initiated in or in-route to or from agency-designated Enforcement Zones

Additional Training Available

Free grant-funded TCOLE-Certified Training Courses

- Data Driven Approaches to Crime and Traffic Safety (DDACTS)
 - Build and develop analytical capabilities
 - Develop and implement agency-specific enforcement strategies
 - Grant-funded through TxDOT
- Large Truck & Bus Enforcement Training
 - For all officers
 - Recommended for all CMV subgrantees
- Texas LEL training
 - STEP grant building and administration
 - Full list of courses at www.buckleuptexas.com

FY2021 STEP

Budgets

Instructions and Procedures

email questions to: egrantshelp@txdot.gov

Data-Driven Budgets

Attachment A

Jurisdiction	DUI-KA	OP-KA	SP-KA	ITC-KA	CMV-KA	Total-KA	Qualified CMV	Qualified COMP
ABILENE	9	10	6	31	5	78	\$36,000	\$50,000
AMARILLO	20	12	5	61	4	129	\$45,000	\$144,000
ARLINGTON	35	28	18	68	7	185	\$55,000	\$178,000
AUSTIN	82	40	39	221	13	529	\$55,000	\$810,000
BAYTOWN	7	7	2	17	3	52	\$22,000	\$37,000
BEAUMONT	12	12	5	41	6	117	\$50,000	\$102,000
BROWNSVILLE	9	11	3	21	1	71		\$72,000
BRYAN	7	7	2	16	1	43		\$36,000
CARROLLTON	9	8	5	13	1	40		\$40,000
CEDAR PARK	3	3	3	8	0	17		\$13,000
COLLEGE STATION	5	3	2	24	1	41		\$40,000
CONROE	9	7	5	24	2	60		\$50,000
CORPUS CHRISTI	24	19	11	51	3	149	\$36,000	\$175,000
DALLAS	186	199	160	410	39	1080	\$50,000	\$857,000

Data-Driven Budgets

Right-sizing award offers

- Goal is to get within 10% of formula amount
- New agencies capped at award or \$50,000
- Several agencies grandfathered in at high awards in FY 2018
 - Reduce by 10% each year until target reduction achieved (Minimum grant award is \$12,000)
 - We are monitoring expenditures and will base future reductions on those as well
- Agencies with increasing awards
 - Increase by 10% or max budget, whichever is less

Data-Driven Budgets

Non-qualifying agencies

- Can receive up to \$12,000 each for COMP and/or CMV
- Can be defunded by TxDOT at any time prior to grant execution

Once a proposal is submitted, the requested Federal award cannot be increased.

A budgetary adjustment may be necessary if the budget is inaccurate, unreasonable, or unallowable. Minor modifications may be made during the grant negotiations process.

See budget limits in Attachment A of the RFP.

FY2021 STEP

Baseline Information

Instructions and Procedures

email questions to: egrantshelp@txdot.gov

Terms and Conditions

Mobilization Periods ([STEP Mobilization Calendar](#))

- All STEP COMP and STEP CMV subgrantees must do some work during the 5 Mobilization periods
 - Christmas/New Year's
 - Spring Break
 - Memorial Day
 - Independence Day
 - Labor Day

Performance Measures

Baseline items

- Number and type of citations
- Number and type of KA crashes (from RFP budget)

Objectives

- Reduce types of KA crashes by ... (reduction from numbers listed in RFP)
- Total number of enforcement hours

FY2021 STEP

Operational Plan

Instructions and Procedures

email questions to: egrantshelp@txdot.gov

Step 1 - Estimate the Number of EZs

- When working STEP, each Enforcement Zone should be patrolled regularly and at appropriate times during the day/week so as to have the greatest impact on driver behavior.
- For all STEP COMP and STEP CMV grants, plan to spend between 40-55 enforcement hours per month (or enforcement period) per zone.
- This is the equivalent of between 480-660 hours per year per zone for STEP-COMP and STEP-CMV.
- STEP-COMP and STEP-CMV agencies with fewer than 1,000 total enforcement hours may have up to 2 total Enforcement Zones.

Step 2 - Download Your Map

- Click [here](#) to find and download the map(s) for your county or jurisdiction by grant type
- Also download the Tier 2 Analysis for your counties
- Print the letter-size map
- [Interactive Map](#) for street-level detail (loads slowly)

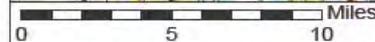
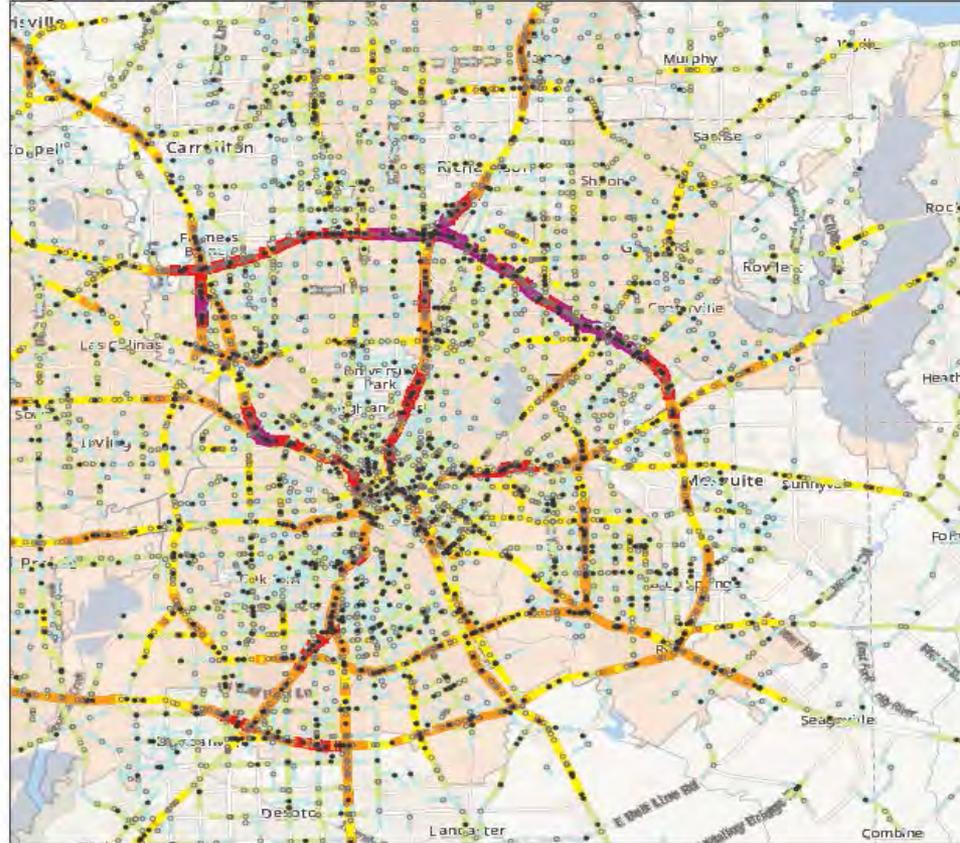
Step 3 - Study Your Map

- Each map shows the historic location of KA (fatal and serious-injury) crashes in the entire county, including cities therein based on a three-year window from August 1, 2016 to July 31, 2019.
- The dots indicate crashes that occurred in the most recent year. The circles indicate data from the first two years.
- The colors indicate all crashes in that time period. The darker colors indicate higher crash frequency in that area. There is an explanation of the color system in the corner of the map.

Step 4 - Develop Enforcement Zones

- Develop logical patrol areas that include the maximum number of crashes and can be patrolled effectively so high-visibility enforcement will have the greatest effect.
- In rural areas with long, uninterrupted stretches of highway, develop Enforcement Zones that cover approximately 4 linear miles and have at least one colored area inside, being mindful of areas with adequate shoulders and logical end limits easily described in a written narrative.

City of Dallas FY2021 STEP-COMP



Fatal and Suspected Serious Injury (SSI) crashes used for analysis occurred from 8/1/2016 through 7/31/2019 and had valid coordinates; Data current as of 8/25/2019.
 Zones are color-coded based on the number of Fatal/SSI crashes occurring within a one minute drive time.
 Sources: TXDOT CRIS; TXDOT Roadway Inventory

For information about this product or to request additional products for your area, please contact DPS at: TXHSOC.Requests@dps.texas.gov

Fatal/SSI Crash Locations:

- Aug 2016 - July 2018
- Aug 2018 - July 2019

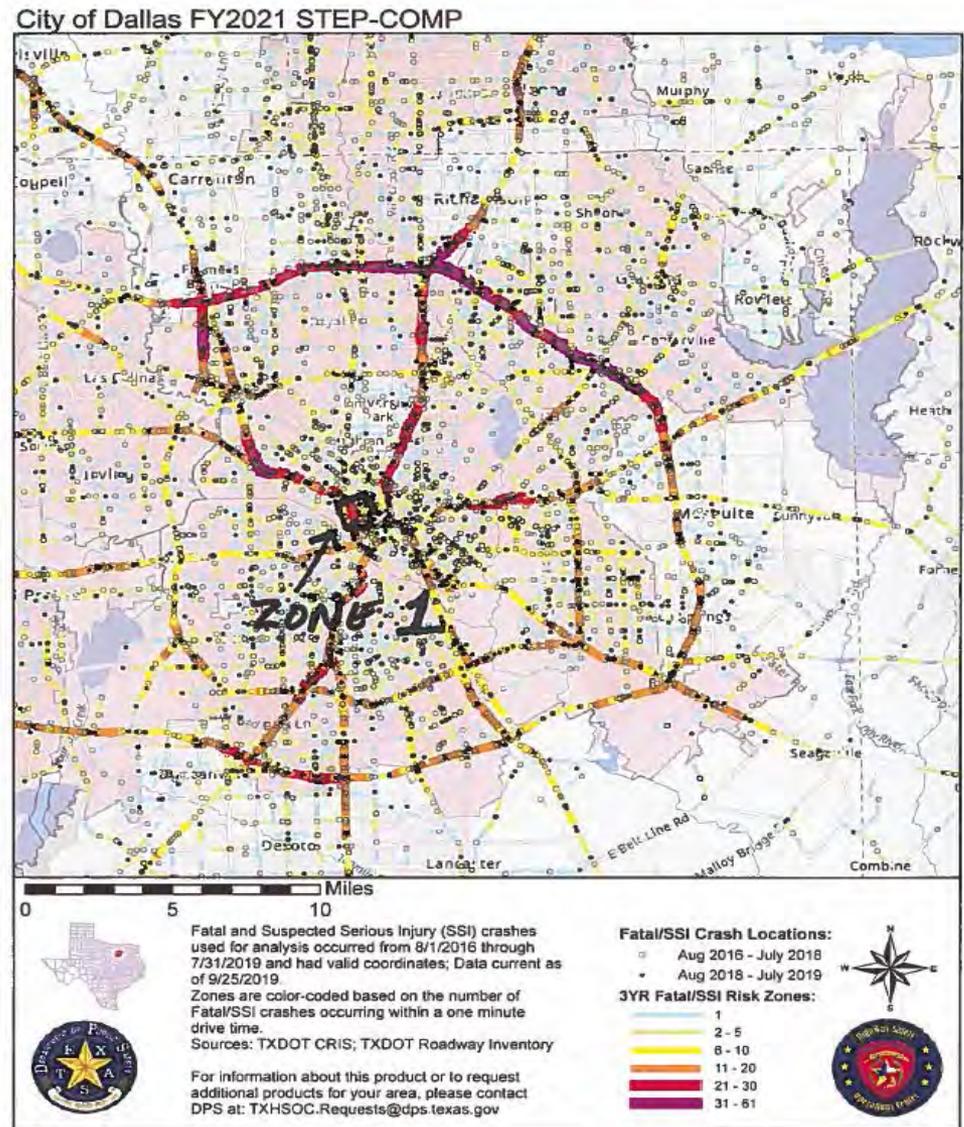
3YR Fatal/SSI Risk Zones:

- 1
- 2 - 5
- 6 - 10
- 11 - 20
- 21 - 30
- 31 - 61



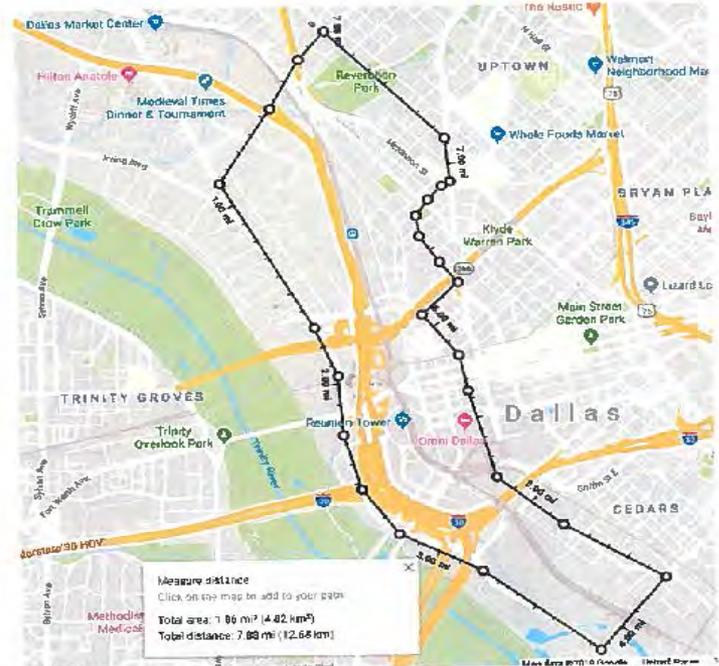
Identify and mark each Enforcement Zone on its own letter-size copy of your map as in this example, then describe that Enforcement Zone area using a description similar to the description below:

Zone 1: Maple and Oak Lawn to Riverfront to Corinth to Lamar to Woodall Rogers to Field to Pearl to Cedar Springs to Maple to Oak Lawn



Consider creating a detailed map in Google Maps or a similar application that shows street-level details of the zone you selected:

Zone 1: Maple and Oak Lawn to Riverfront to Corinth to Lamar to Woodall Rogers to Field to Pearl to Cedar Springs to Maple and Oak Lawn



Zone 1 Central Division

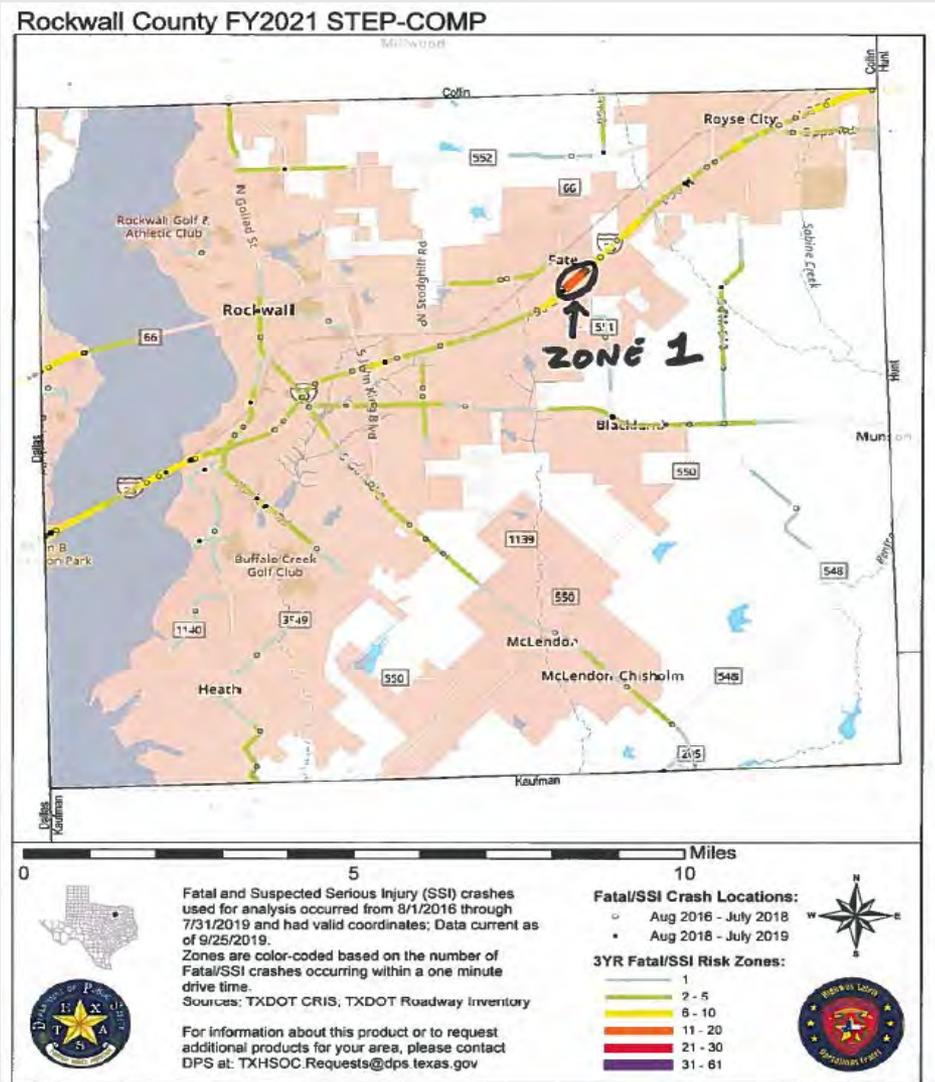
Maple and Oak Lawn to Riverfront – Riverfront to Corinth – Corinth to Lamar

Lamar to Woodall Rodgers Service Road – Woodall Rodgers to Field

Field to Pearl – Pearl to Cedar Springs – Cedar Springs to Maple and Oak Lawn

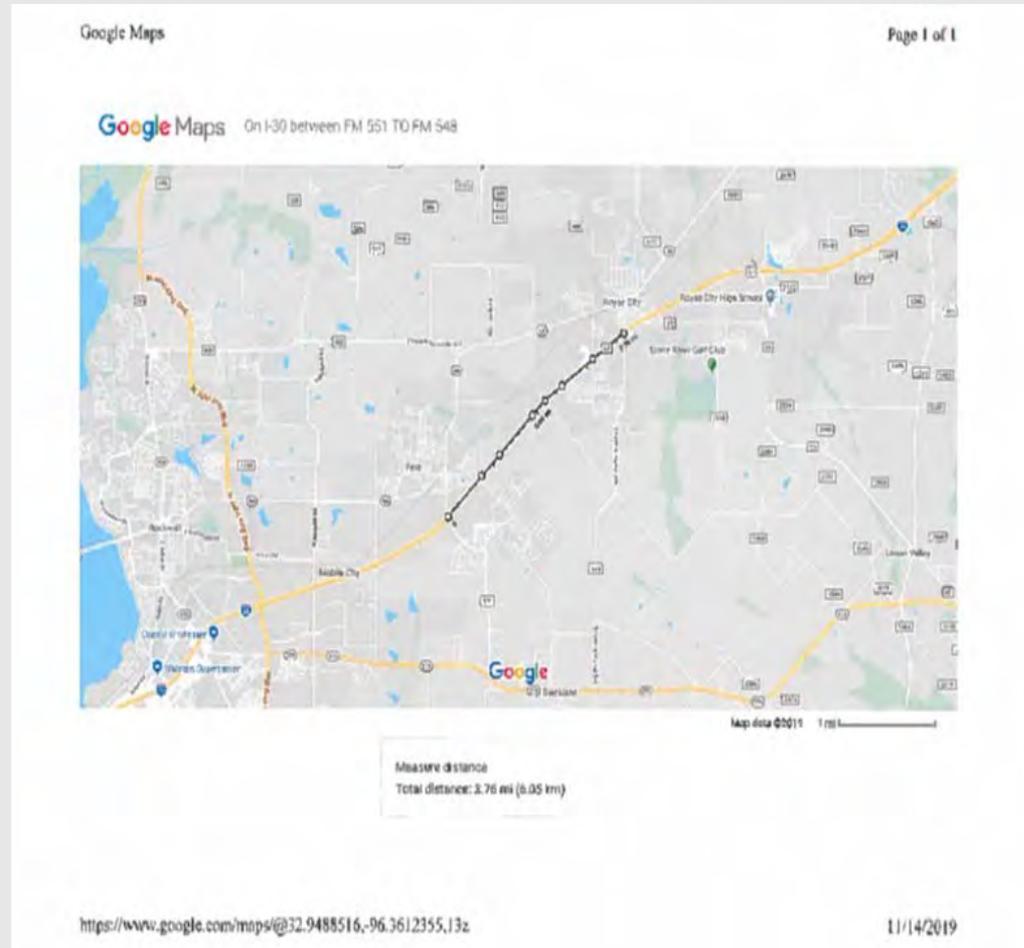
Identify and mark each Enforcement Zone on its own letter-size copy of your map as in this example, then describe that Enforcement Zone area using a description similar to the description below:

Zone 1: IH 30 Between FM551 to FM 548 in Fate



Consider creating a detailed map in Google Maps or a similar application that shows street-level details of the zone you selected

Zone 1: IH 30 Between FM551 to FM 548 in Fate



Step 4 - Develop Enforcement Zones

- Develop logical patrol areas that include the maximum number of crashes and can be patrolled effectively so high-visibility enforcement will have the greatest effect.
- In urban areas, develop Enforcement Zones that cover approximately 4 square miles, meaning approximately 2 miles on each side with logical end limits on each side that are easy to describe in writing. Each EZ should have at least one colored area inside it.

Examples



Step 5 - Describe Enforcement Zones

- On the Operational Plan page of the grant document, label and describe each Enforcement Zone in as much detail as possible.
 - **Documentation standard:** A person unfamiliar with your jurisdiction (like an auditor, or NHTSA staff) should be able to quickly determine the limits and purpose of each Enforcement Zone identified in the grant.
- Enforcement actions should only be initiated inside Enforcement Zones or en route to or from Enforcement Zones.
 - Grant-funded enforcement documentation (such as Daily Activity Reports) must include the zone in which a vehicle stop was initiated as part of the documentation for each stop.

Step 6 - Upload the Marked Maps

- Scan each map used to identify an Enforcement Zone as a .pdf document, name it to match the Enforcement Zone name in eGrants
- Upload the marked maps as attachments to the corresponding Enforcement Zone page in the Operational Plan section of the grant.
- Use the “Add” button to create additional Enforcement Zones.

Step 7 - Enforcement Zone Approval

- TxDOT-TRF-BTS will approve or reject each Enforcement Zone prior to grant execution based on the available documentation provided by the subgrantee for each location.

Public Information & Education (PI&E)

Law enforcement agencies are required to conduct PI&E activities, including the distribution of PI&E materials, throughout the grant period. Salaries being claimed for PI&E activities must be included in the budget. Proposal help for budgeting PI&E Salaries and Fringe Benefits is located [here](#).

Minimum numbers of PI&E activities for a yearlong STEP are indicated below:

- Presentations required 5
- Media Exposures required 5
- Community Events required 2



Questions?

Email questions to Larry.Krantz@txdot.gov

Schedule

The proposal process schedule includes major milestones and target due dates culminating in an executed grant agreement. The proposal submission due date is set; all others are subject to change. Any updates will be posted at:

<https://www.txdot.gov/apps/eGrants/eGrantsHelp/rfp.html>.

The following table outlines the proposal schedule:

Activity / Milestone	Target Due Date
Submission	
Request for Proposals (RFP) Posted	11/08/2019
Proposal Submission Training for General/STEP Grants	11/20/2019
Deadline for Proposal Questions	12/02/2019 @ Noon
Proposal Q&A Posted	12/06/2019
Deadline for Proposal Submission	01/09/2020
Scoring and Negotiations	
Proposals Scored	02/21/2020
Proposal Negotiations Completed	04/13/2020
Funding Approval	
Funding List and Minute Order Developed	05/01/2020
Funding Approved By Transportation Commission	05/28/2020
HSP Development	
HSP Drafted and Reviewed	06/03/2020
HSP Submitted to NHTSA	07/01/2020
HSP Approved and Published	08/14/2020
Award Grants	
Grants Awarded, Executed and Activated in eGrants	10/01/2020

An eGrants system message will be sent to all law enforcement or other STEP agencies that are registered users of eGrants announcing this Request for Proposals. This message will be sent via eGrants on November 08, 2019.

Please refer any questions or comments about this process to [Larry Krantz, TxDOT Police Traffic Services Program Manager](#).