

APPENDIX J

SUPPORTING MATERIALS

Supporting Materials

This Appendix provides a variety of background materials that are typically part of a Regional Transportation Plan such as Access 2050, but that were not included in the main body of that plan so that it could remain a brief and more readable document than a typical RTP. These items provide additional context for the RTP, but are not necessary for understanding the basic and core content of Access 2050.

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About the RTC

The Regional Transportation Commission of Southern Nevada (RTC) is the agency designated by the state of Nevada to act as the Metropolitan Planning Organization (MPO) for Clark County. As the MPO, the RTC coordinates transportation planning activities with member agencies within the metropolitan planning area. The planning process brings together the RTC, local government agencies, transit operators, local public service organizations, and the Nevada Department of Transportation (NDOT) to discuss regional priorities and to select and program planning activities for inclusion in the UPWP.

Regional Planning Prospectus

The Federal Highway Administration (FHWA) requires that a metropolitan planning agreement be developed between the various parties involved in the regional transportation planning process.

This agreement must clearly define the roles and responsibilities of each party in cooperatively carrying out the transportation planning process and must include specific provisions for cooperatively developing and sharing information related to the development of financial plans that support the Regional Transportation Plan (RTP), the Transportation Improvement Program (TIP), and development of the annual listing of obligated projects.

In response to this federal requirement, the RTC has coordinated with the Nevada Department of Transportation (NDOT) and the local jurisdictions to develop the 'Southern Nevada Regional Planning Prospectus'. This document, which is available from the RTC website (www.rtcnv.com), outlines the specific roles and responsibilities of the RTC, NDOT, and the local agencies in carrying out the federal transportation planning process in the Southern Nevada region.

Metropolitan Planning Area

The Las Vegas Metropolitan Planning Area is often referred to as 'Southern Nevada' to distinguish the activities of regional agencies from the jurisdictional functions of the Clark County government.

The U.S. Census Bureau currently estimates a population of 2,069,681 for Clark County, Nevada, which comprises more than 72 percent of the state's population. Most of the people of Southern Nevada reside in the Las Vegas Valley, which is the name given locally to the urbanized area that includes the following jurisdictions:

- The City of Las Vegas (pop 651,319)
- The City of Henderson (pop 320,189)
- The City of North Las Vegas (pop 251,974)
- Unincorporated areas of Clark County that are within the urban Land Disposal Boundary designated by the Bureau of Land Management (BLM) under the Southern Nevada Public Lands Management Act of 2002. The total population of the unincorporated areas within the Las Vegas urbanized area is approximately 1,059,017.

Planning Factors

The Fixing America's Surface Transportation Act "FAST Act" followed the legacy of the 'Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users' (SAFETEA-LU) which established a number of factors to be taken into account by MPOs in developing their regional transportation plans and programs. The following is a brief summary of these eight planning factors and their relation to the HPP.

1) Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.

Both short and long range planning processes and projects support the economic vitality of Southern Nevada by improving transportation infrastructure. The FY 2021-2025 High Priority Investment Program (which includes the federally-described TIP) includes projects like Project Neon on I-15 and US 95 North improvements which will enhance connectivity and mobility in the metropolitan region. The Downtown Access and Henderson Bowl projects are other regionally significant projects that will enhance system connectivity and efficiency. I-15/CC 215 North system-to-system Interchange and Tropicana Interchange will help economic vitality of the region. I-515 Charleston Blvd Interchange and I-15/US 95 Half interchange improvements support this planning factor. To keep the region competitive, I-11/215/515 Henderson Bowl NEPA process is being programmed to system efficiency. These transportation improvement projects are important building blocks for supporting economic vitality in the Las Vegas Valley and for making the region more competitive both nationally and globally.

2) Increase the safety of the transportation system for motorized and non-motorized users

Safety and security of the transportation system is one of the highest priorities in the RTC region. The RTC has devised a

congestion management system process to identify transportation improvement locations. The process considers factors, such as the impact of safety, accessibility, and mobility. Several trail, bike and pedestrian improvement projects are identified to increase safety and connectivity for users. This TIP identified bus turn-outs and dedicated lanes for bus and bicycle projects to increase the safety of the transportation system in the region. Other street improvement projects take into account the proper cross sections which include curbs, gutters, and sidewalks. Signal Improvement projects further improve the operation and performance of the transportation network, providing increased safety as well as efficiency. Freeway Service Patrol funding is programmed to continue the operation of helping stranded motorists. The Nevada Department of Transportation (NDOT) has developed the Nevada Strategic Highway Safety Plan (SHSP) to address safety issues in Nevada. This TIP has identified Safe Routes to School (SRTS), and the Highway Safety Improvement Program funded projects that are selected based on the strategies identified in SHSP.

3) Increase the security of the transportation system for motorized and non-motorized users

RTC staff has been trained in the recognition of potential terrorist activity and appropriate reaction, which provides an important step towards enhancing security of the transportation system in the metropolitan region. The Freeway and Arterial System of Transportation (FAST) has developed state-of-the-art technology to monitor the regional highway system. The FAST monitoring system provides enhanced security to the highway network and improved opportunities for quick response to incident management. Funds are programmed in the TIP to implement ITS-based network improvements. The Freeway Service Patrol service has been providing emergency on site assistance to drivers for a smooth traffic flow and any incidents that may occur due to vehicle breakdown.

4) Increase the accessibility and mobility options available to people and freight.

Several street improvement projects are identified in the FY 2021-2025 TIP that will improve accessibility and mobility for both individuals and commercial cargo carriers in the MPO area. Electric bike and trail improvements programs provide improved mobility options within the downtown Las Vegas area. This TIP contains truck climbing lanes projects in South and North Bound 1-15 of the Las Vegas Valley enhancing the movement of people and freight, as well as improves the general quality of life in Southern Nevada. The Transportation Alternatives Program-funded projects in the TIP will enhance accessibility and mobility options in the Metropolitan region. The RTCSNV as transit agency will continue to operate and maintain transit and paratransit operations in Southern Nevada. A self-driving vehicle pilot project, GOMED, is under development to enhance mobility options in Downtown Las Vegas.

5) Protect and enhance the environment, promote energy conservation, and improve quality of life.

'Transportation Alternatives Program' projects, along with bicycle lane and bus turnout improvements, reflect the RTC commitment to enhancing the environment and conserving energy by alleviating congestion, which in turn improves regional quality of life. The RTCSNV's continued coordination to implement Southern Nevada Strong Plan (SNS) will improve quality of life. The recently completed OnBoard Plan is another effort by RTCSNV to achieve this planning factor. The RTC transit fleet uses alternative fuel technologies to improve air quality. Additionally, RTC is replacing fixed route diesel fleet with compressed natural gas buses. RTCSNV received a federal grant for electric bus pilot project. Installation of dynamic message signs along the I-15 and US 95 corridors has enhanced the quality of travel by providing real-time incident warning and travel time information to commuters. The RTC 'Club Ride' program is another effort that supports this planning factor.

'Club Ride' is a free program that works to reduce traffic congestion, improve air quality, and enhance mobility by helping commuters find alternative ways of getting to work.

6) Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.

Implementation of regional park and ride and high occupancy vehicle (HOV) lane projects will further enhance the integration and connectivity of the transportation system. ADA accessible ramps, bus stations and turn out improvement (bus bays) projects in the TIP and CIP will improve integration and connectivity for non-motorized users. Many Intelligent Transportation Systems (ITS) projects are funded in the TIP including fiber optic installation, intersection improvements, and traffic signal coordination.

7) Promote efficient system management and operation.

Continuation of the FAST and Freeway Service Patrol funding in the TIP keep the highway system efficient and enhance its operations. This TIP contains intersection improvement projects which will enhance management and operation of the arterial system. The Unified Planning Work Program identifies several studies designed to enhance efficiency and system management of freight, bicycle, and pedestrian infrastructure in the Las Vegas Metropolitan Area.

8) Emphasize the preservation of the existing transportation system.

Local funds are allocated to rehabilitate the roadway network and system. Many roadways throughout the Las Vegas metropolitan area have been rehabilitated utilizing local funds. NDOT selects and identifies in their annual work program resurfacing, restoration, and rehabilitation (3R) projects on the state routes in Southern Nevada. Although bridges in Southern Nevada are generally in good condition, NDOT can also utilize statewide bridge preservation program funds.

Congestion Mitigation & Air Quality (CMAQ)

Project Prioritization Process

Overview of the CMAQ Program

The Congestion Mitigation and Air Quality Improvement (CMAQ) Program was created under the Intermodal Surface Transportation Efficiency Act of 1991. Subsequently, it has been reauthorized under each of the following federal transportation bills, including MAP-21 most recently.

The purpose of the CMAQ program is to fund transportation projects or programs that contribute to attainment or maintenance of the national ambient air quality standards (NAAQS) for ozone, carbon monoxide (CO), and particulate matter (PM). Specifically for CO in Clark County, it was redesignated to attainment by the U.S. Environmental Protection Agency (EPA) due to approval of the CO Maintenance Plan. EPA made nonattainment designation for the 2015 ozone NAAQS on June 4, 2018 for many areas. Las Vegas region is one of these areas. EPA's nonattainment area designations for the 2015 ozone NAAQS were effective August 3, 2018 and transportation conformity for the 2015 ozone NAAQS applies one year after the effective date of the designations, on August 3, 2019. Clark County area was re-designated as nonattainment area effective August 3, 2019.

Located within these various plans are daily "budgets" for transportation activities. The RTC ensures that the agency's policies and programs do not contribute to an exceedance of the NAAQS through the transportation conformity process (with the exception of ozone). By providing funding to transportation projects that reduce emissions, the overall CMAQ program helps Clark County

maintain the NAAQS.

The CMAQ program supports two important goals of the U.S. Department of Transportation (USDOT): improving air quality and relieving congestion. Reducing pollution and other adverse environmental effects of transportation projects and transportation system inefficiency have been longstanding objectives of the USDOT. The strategic plans for both the US DOT and the Federal Highway Administration (FHWA) include performance measures specifically focused on reducing air pollution from transportation facilities. The CMAQ program provides funding for a broad array of tools to accomplish these goals. By choosing to fund a CMAQ project, a state or local government can improve air quality and make progress towards achieving attainment status and ensuring compliance with the transportation conformity provisions of the Clean Air Act.

The process used to prioritize proposed CMAQ projects closely resembles the previous process undertaken in the last three TIP update cycles. The following is a brief summary of the recent prioritization process.

Dissemination of Updated CMAQ Guidance

On January 30, 2014 the RTC distributed updated CMAQ information to stakeholders that included information on changes to the program resulting from MAP-21 implementation. In particular, the RTC referenced and encouraged stakeholders to review the updated Interim Program Guidance issued by USDOT on November 12, 2013 (http://www.fhwa.dot.gov/environment/air_quality/cmaq/policy_and_guidance/2013_guidance/index.cfm). The guidance helps facilitate stakeholder understanding of the purpose of the program, relationship to air quality regulations, project eligibility, and federal prioritization and reporting requirements mandated of the RTC in Clark County.

During stakeholder outreach, the RTC continually stressed that each CMAQ project must meet three basic eligibility criteria:

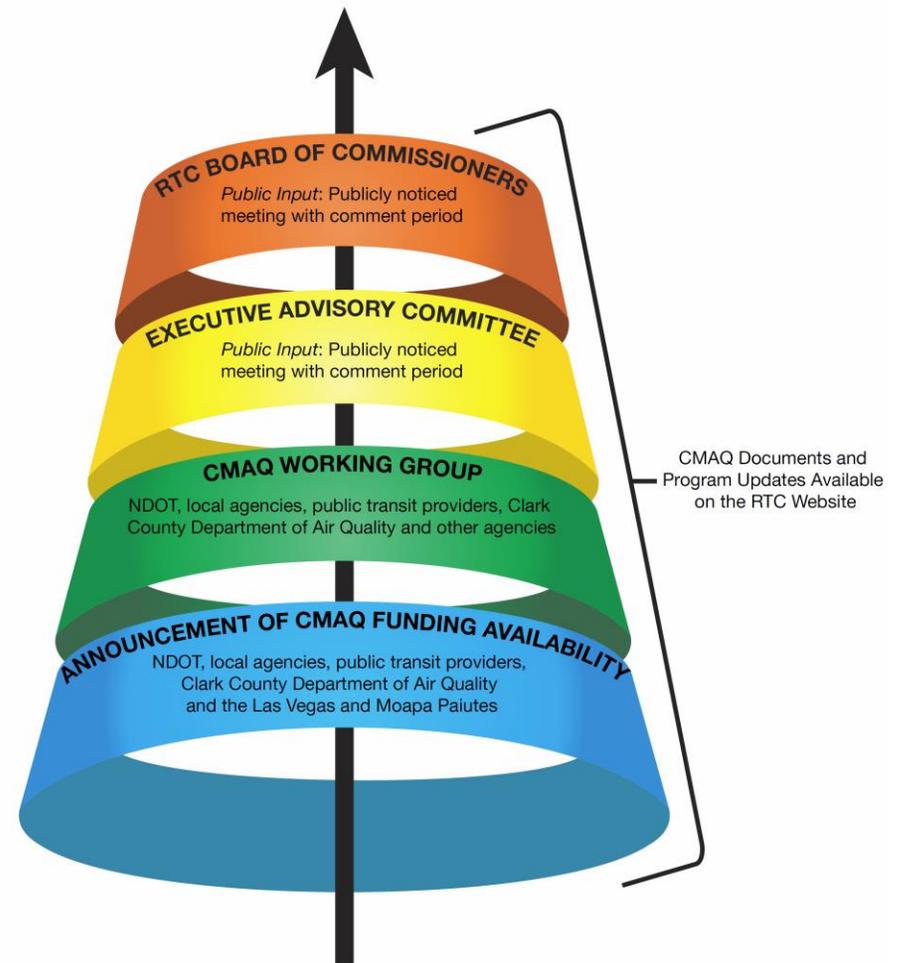
- Must be a transportation project;
- Must generate an emissions reduction; and
- Must be located in or directly benefit an air quality nonattainment or maintenance area.

Stakeholder Project Selection Process

To ensure that the most efficient projects are programmed for early implementation in the TIP, the RTC's CMAQ project selection process was developed in accordance with the federally mandated metropolitan planning processes under 23 U.S.C. 134.

The project selection process involves NDOT, local transportation agencies, the Clark County Department of Air Quality, and both the Las Vegas and Moapa Band of Paiutes. Public participation is continuing and cooperative throughout project selection. The process provides an opportunity for stakeholders to present a case for the selection of eligible projects that best use CMAQ funding to meet the requirements and advance the goals of the Clean Air Act (CAA).

This stakeholder model of outreach capitalized on the success of an existing working group of the RTC Executive Advisory Committee (EAC) for dissemination of program guidance and oversight. The EAC working group served as a good forum for the open discussion about project concepts and program mandates outlined in the CMAQ guidance. Additionally, the structure allowed for more frequent meetings. The meeting structure helped to assure that participants understood the federal CMAQ requirements, the critical programming deadlines facing the use of CMAQ funds, and the process that the RTC intended to follow to ensure adequate



documentation and effective project selection.

Prioritization of Projects

FHWA mandates that projects be prioritized based on the cost effectiveness of emissions reductions. This mandate was strengthened with the passage and ultimate implementation of MAP-21. Throughout the selection process, projects were

evaluated based on their cost-effectiveness. Priority consideration was given to those projects that created the greatest emissions reductions for the least amount of CMAQ funds expended.

To enable an increased understanding cost effectiveness, the RTC distributed illustrative examples of the cost effectiveness of previously funded CMAQ projects in Southern Nevada. This information was intended to be used by project sponsors as a guidepost when developing projects for potential CMAQ funding. However, the actual cost-effectiveness ultimately depends on local conditions and project specific factors that affect emission reductions and costs.

Generally, there are seven different types of CMAQ projects implemented by local agencies in Clark County:

- Intersection modifications, including HOV direct connections from freeways;
- Bicycle lane and pedestrian improvements;
- Intelligent Transportation System (ITS) improvements that focus on improved signal coordination resulting in an increase in travel speed and a reduction in idle delay;
- Installation of bus turnouts in places where transit vehicles use general purpose travel lanes to board and alight passengers;
- Purchase of electric vehicles (EV) or installation of EV charging stations;
- Transportation Demand Management (TDM); and
- Electric and natural gas vehicle purchases.

The RTC found that from the project types identified above, ITS, TDM, bicycle and pedestrian, and intersection modifications were the most cost effective. However, there are many more types of

projects eligible for federal CMAQ funding, and the RTC will continue to encourage stakeholders to implement the most cost effective projects. Additionally, the RTC will continue to consider funding new transportation technologies that promise to further reduce emissions.

The project selection process also specifically ensures timely implementation of Transportation Control Measures (TCMs) in the SIPs developed by the Clark County Department of Air Quality by granting eligible projects funding priority. Section 176(c) of the CAA requires that the FHWA and FTA ensure timely implementation of transportation TCMs.

Application Process

To enable an understanding of the level of cost effectiveness attributable to each project, the RTC determined it necessary to use a standard TIP form for CMAQ project nominations. The TIP form used for this prioritization process is similar to the one used for other RTC directed funding programs. Key components of the form include project name, detailed description, location, project cost (including the source of funds for the match required for the type of project), and fiscal year of implementation. The policies used to estimate project costs and contingency factors did not change.

Each participating agency additionally calculated their projects' emissions reduction for CO, PM10 and the ozone precursors – volatile organic compounds (VOC) and the oxides of nitrogen (NoX). The RTC sent a memorandum that instructed the participating agencies on how to calculate emissions reduction benefits for each of the project types listed above. Each entity was responsible for the development of the calculations, which ultimately defined the potential project related emissions reductions.

In order to get to measure of the cost effectiveness of emissions reductions, the RTC converted each projects' emissions reduction into a cost per kilogram (based on the funding amount requested

for the project). The cost per kilogram estimates for each project became the basis for the ranking system used to select projects. Projects were ranked from lowest to highest cost per kilogram estimates. Rankings were developed for each pollutant calculated. Based on the rankings per pollutant, an overall ranking was developed for each project. The overall ranking is based on the average on the four pollutant rankings – CO, VOC, NoX and PM10.

The overall ranking list based on cost effectiveness, along with the estimated CMAQ funding balance for FY 2015 – 2019, became the basis for selecting projects for inclusion in the TIP.

List of Acronyms used in Access 2050

| Acronym | Meaning |
|---------|--|
| AASHTO | American Association of State Highway and Transportation Officials |
| AADT | Average (Annual) Daily Traffic |
| ACEC | Area of Critical Environmental Concern |
| ADA | Americans with Disabilities Act of 1990 |
| AMPO | Association of Metropolitan Planning Organizations |
| APTA | American Public Transit Association |
| AQIP | Air Quality Implementation Plan |
| ATE | Advanced Truck Stop Electrification Systems |
| ATIS | Advanced Traveler Information System |
| AV | Autonomous Vehicle(s) |
| BIA | Bureau of Indian Affairs |
| BLM | Bureau of Land Management |
| BMP | Best Management Practice |
| BNSF | Burlington Northern Santa Fe Railroad |
| BPE | Bicycle/Pedestrian Element |
| BRT | Bus Rapid Transit |
| CAA | Clean Air Act |
| CAAA | Clean Air Act Amendment of 1990 |
| CALTRA | |
| NS | California Department of Transportation |
| CAT | Citizens Area Transit (now known as RTC Transit) |
| C/AV | Connected or Autonomous Vehicle(s) |
| CCTV | Closed Circuit Television |
| CFR | Code of Federal Regulations |
| CMAQ | Congestion Mitigation and Air Quality |
| CMP | Congestion Management Process |
| CNG | Compressed Natural Gas |
| CO | Carbon Monoxide |
| DAQ | Clark County Dept. of Air Quality (formerly DAQEM) |
| DEIS | Draft Environmental Impact Statement |
| DMS | Dynamic Message Sign |
| DOT | Department of Transportation |
| DUI | Driving Under the Influence |

| Acronym | Meaning |
|---------|---|
| EA | Environmental Assessment |
| EAC | Executive Advisory Committee |
| EIS | Environmental Impact Statement |
| EJ | Environmental Justice |
| EPA | U.S. Environmental Protection Agency |
| EX | “Exempt” Project or project exempt from regional emissions analysis |
| EX-A | Exempt alternate mode project |
| EX-T | Exempt transit project |
| FAA | Federal Aviation Administration |
| FAST | Freeway and Arterial System of Transportation |
| FAST | |
| ACT | Fixing America's Surface Transportation Act |
| FEIS | Final Environmental Impact Statement |
| FFY | Federal Fiscal Year – October 1 to September 30 |
| FHWA | Federal Highway Administration |
| FONSI | Finding of No Significant Impact |
| FRA | Federal Railroad Administration |
| FRI | Fuel Revenue Indexing |
| FTA | Federal Transit Administration |
| FY | Fiscal Year |
| GID | General Improvement District |
| GIS | Geographic Information System |
| GPS | Global Positioning System |
| HC | Hydrocarbons |
| HIA | Health Impact Assessment |
| HOT | High Occupancy/Toll |
| HOV | High Occupancy Vehicle |
| HPMS | Highway Performance Monitoring System |
| HIS | Interstate Highway System |
| ISTEA | Intermodal Surface Transportation Efficiency Act |
| ITS | Intelligent Transportation Systems |
| JDP | Joint Development Program |
| LNG | Liquefied Natural Gas |
| LOS | Level of Service (traffic flow rating) |

| Acronym | Meaning |
|----------------|---|
| LRT | Light Rail Transit |
| MAP-21 | The Moving Ahead for Progress in the 21st Century Act – the successor to SAFETEA-LU |
| MAX | Metropolitan Area Express |
| MIS | Major Investment Study |
| MPO | Metropolitan Planning Organization |
| MUD | Multiple Use Development (Clark County Zoning) |
| MUTCD | Manual on Uniform Traffic Devices |
| MVFT | Motor Vehicle Fuel Tax |
| NAAQS | National Ambient Air Quality Standards |
| NCA | National Conservation Area |
| NDOT | Nevada Department of Transportation |
| NEPA | National Environmental Policy Act (PL 91-190) |
| NHP | Nevada Highway Patrol |
| NHS | National Highway System |
| NHTSA | National Highway Traffic Safety Administration |
| NOX | Oxides of Nitrogen, collectively one of the pre-cursors of Ozone |
| NRS | Nevada Revised Statute |
| NRS-M | Non-regionally significant project included in travel demand forecast model |
| NRS-T | Non-regionally significant project included in mode split model |
| O ³ | Ozone |
| OCM | Other control measure for which emissions credit could be calculated |
| OCM-A | Other alternate mode project for which emissions credit could be calculated |
| OCM-T | Other transit project for which emissions credit could be calculated |
| O-D | Origin Destination Study |
| OHV | Off Highway Vehicle |
| ONX | Other non-exempt project - not modeled |
| ONX-T | Other non-exempt transit project - not modeled |

| Acronym | Meaning |
|------------------|--|
| P&R | Park and Ride |
| PCA | Project Conflict Avoidance |
| PL | Metropolitan Planning Area Program funds |
| PLSS | Public Land Survey System |
| PM ¹⁰ | Particulate matter less than 10 microns in diameter |
| RFP | Request for Proposal |
| ROD | Record of Decision |
| ROW OR R/W | Right-of-Way |
| RTC | Regional Transportation Commission of Southern Nevada |
| RTP | Regional Transportation Plan |
| RS | Regionally Significant Project |
| RS-T | Regionally significant transit project included in mode split model |
| SAAM | Small Area Allocation Model |
| SAFETEA-LU | SAFETEA-LU Safe, Accountable, Flexible and Efficient Transportation Equity Act: A Legacy for Users, Replaced by MAP-21 October 1, 2012 |
| SIP | State Implementation Plan |
| SMF | Sunset Maintenance Facility |
| SNRPC | Southern Nevada Regional Planning Coalition |
| SNS | Southern Nevada Strong |
| SNTC | Southern Nevada Transit Coalition |
| SOV | Single Occupant Vehicle – driver only |
| SR | State Route |
| SSTT | South Strip Transfer Terminal |
| STB | Surface Transportation Board |
| STIP | State Transportation Improvement Program |
| STP | Surface Transportation Program |
| STTAC | Statewide Transportation Technical Advisory Committee |
| TAAC | Transportation Access Advisory Committee |
| TAZ | Transportation Analysis Zone |
| TCM | Transportation Control Measure including those identified in the State Implementation Plans (SIP) |

| Acronym | Meaning |
|----------------|---|
| TCM-A | Alternate Mode Transportation Control Measure identified in the SIP |
| TCM-T | Transit Transportation Control Measure identified in the SIP |
| TDF(M) | Travel Demand Forecast (Model) |
| TDM | Transportation Demand Management |
| TEA-21 | Transportation Equity Act for the 21 Century |
| TIFIA | Transportation Infrastructure Finance and Innovation Act of 1998 |
| TIP | Transportation Improvement Program |
| TMA | Transportation Management Area |
| TMC | Traffic Management Center |
| TMIP | Travel Model Improvement Program |
| TNC | Transportation Network Company |
| TOD | Transit Oriented Development |
| TPS | Transit Performance Standards |
| TRB | Transportation Research Board |
| UA | Urbanized Area |
| UCC | Utility Coordination Committee |
| UNLV | University of Las Vegas Nevada |
| UPRR | Union Pacific Railroad |
| UPWP | Unified Planning Work Program |
| US | United States Route |
| V/C | Vehicle/Capacity Ratio |
| VHT | Vehicle Hours of Travel |
| VMS | Variable Message Sign |
| VMT | Vehicle Miles of Travel |
| VOC | Volatile Organic Compounds |
| XTDM | Project outside travel demand model area |
| XNAA | Project outside non-attainment area |

Transportation Alternatives Set Aside Project Selection Process

The Transportation Alternatives Set Aside, as authorized by the Fixing America's Surface Transportation Act (FAST) which is funded with a set aside of the Surface Transportation Block Grant (STBG) Program. The program replaced the Transportation Alternatives Program (TAP) under the prior MAP-21 legislation. As such, the previous Nevada Department of Transportation (NDOT) Enhancement Program Rules of Procedure (dated October 2011) will be updated to reflect Transportation Alternatives eligibility and funding.

Until NDOT finalizes its update to their Rules of Procedure, the Regional Transportation Commission of Southern Nevada (RTC) will mimic its previous project selection process for Enhancement funds (using a criteria based scoring system) and update it to prioritize Transportation Alternatives projects, based on new eligibility and funding provisions. Applicants with eligible projects must submit to the RTC a complete Application Form to be considered Transportation Alternatives funding. The Application Form will ask project sponsors to provide detailed project information and will enable scores and priority rankings to be assigned.

RTC staff will coordinate with the Executive Advisory Committee (EAC) to assist in project review and prioritization, and to ultimately provide Transportation Alternatives funding recommendations. The EAC consists of local public agencies within Southern Nevada and will meet at the request of RTC staff to evaluate projects and make recommendations to the RTC Board for approval.

RTC staff, in cooperation with NDOT and local public agencies, will create a working list of prioritized projects for a 3-year period. Highly ranked projects that are additionally ready to proceed (as defined by questions 9 and 10 of the Application Form) will be programmed for funding during the first year (pending funding availability). Projects prioritized on the working list for the 2nd and 3rd year will be re-evaluated at least annually, along with any newly eligible projects submitted during the next round of the Transportation Alternatives application process. The prioritized working list of projects will be adopted and maintained by the RTC Board upon recommendations received from the EAC.

Within the State Transportation Improvement Program (STIP), Transportation Alternatives funds are treated as a grouped category and not listed individually as identified projects. As such, the prioritized working list of Transportation Alternatives projects adopted and maintained by the RTC Board will not be incorporated into the 4-year fiscally constrained Transportation Improvement Program (TIP). The Local Public Agency (LPA) Program, which allows local agencies to design and administer construction with the oversight of NDOT, is available for numerous types of federal-aid funding, including Transportation Alternatives. To ensure timely project delivery, local agencies will enter into LPA Agreements with NDOT for Transportation Alternatives projects identified in the first year of the STIP.

Historically, the RTC has allocated similar funds to local agencies partly on the basis of regional equity. Regional equity will continue to be a consideration in the updated project selection process. Project sponsors may request up to \$1,000,000 in federal Transportation Alternatives funds per project.

Projects will be assessed against the Project Evaluation Criteria (found below) based on the responses provided in the Application Form. After all projects have been scored by RTC staff, the EAC will then use the scores as a tool to help determine which projects to recommend for funding to the RTC Board.

The 13 eligible Transportation Alternatives categories have been grouped into four areas to provide for equitable comparison of similar projects and a rating system based on factors that are most appropriate to each category. Part 1 contains evaluation criteria that will be applied to ALL projects. Part 2 contains evaluation criteria based on the four categories; project sponsors are asked to pick the category that best fits their specific project.

Project scores of high, medium, and low will be assigned to each criterion based on the magnitude of anticipated impacts. Projects that most directly support each criterion will be rated "High." The highest possible total score a project can receive on the Application Form is 100 points.

PROJECT EVALUATION CRITERIA

Part 1: Criteria for All Projects (50 Points Total)

A. Project Support. 15 Points

Projects are rated on their consistency with local planning documents or coordinating agency efforts. Examples of local planning documents include the RTC Regional Transportation Plan (RTP), RTC Unified Planning Work Program (UPWP), countywide planning policies, local comprehensive plans, economic development plans, transit plans, or corridor plans.

Guidance: Projects will be scored on how well they complement local planning documents or coordinating agency efforts. Projects with coordinating agency efforts are encouraged to provide letters of support from those agencies. Preference will be given to projects and activities which benefit the traveling public and help communities to increase transportation choices and access, enhance the built and natural environment, and provide a sense of place.

Projects will be rated:

High: The project complements local planning documents or coordinating agency efforts.

Medium: The project does not complement, but is also not inconsistent with local planning documents or coordinating agency efforts.

Low: The project is inconsistent with local planning documents or coordinating agency efforts.

B. Project Purpose and Need. 15 Points

Projects are rated according to their ability to directly address an identified need. Applicants should generally describe the history of the project and why it was selected to apply for Transportation Alternatives Program funds. Letters or comments received from citizens supporting implementation of the project may help establish a project need.

Projects will be rated:

High: The applicant has demonstrated a need for the project that fulfills an identified purpose. The history of the project and the rationale for its selection to apply for funding has been established. Additionally, any input received from the community may help demonstrate support and need for the project.

Medium: While the project does address an identified need, the project history and rationale for prioritizing its selection to apply for Transportation Alternatives Program funding has not been well demonstrated.

Low: There is no identified need for the project and the selection of the project to apply for funding is not justified.

C. Project Readiness/Financial Plan. 20 Points

Projects are rated according to the extent to which they are “ready to go.” The status of the project will be based on the following factors: approval of environmental documentation, status of environmental permits, status of right-of-way or easement acquisition, level of commitment of non-federal funds, and if needed, status of design. Completion of environmental documentation will require that the project address all environmental mandates (for example the National and State Environmental Policy Acts, Endangered Species Act, National Historic Preservation Act, etc.).

Projects will also be evaluated based on the following:

- The amounts and sources of secured funding for the project.
- Other public or private agencies or organizations financially partnered with the project sponsor.
- Whether or not the funds will complete the project or a phase of the project.

Guidance: The emphasis of this category is to rate projects based upon the sponsor's ability to complete all applicable prerequisites for project implementation, including securing all needed funding to complete the project or phase.

Projects will be rated:

High:

- The applicant can demonstrate that all prerequisites for project implementation have been met at the time the competitive application is submitted.
- NEPA completed or not required for the project (CE, EA, EIS).
- Right-of-way acquired or not required for the project.
- More than the minimum local matching funds are available and identified.
- All other needed funding is fully secured at the time the competitive application is submitted.
- The requested regional funding will be sufficient to complete the project or phase of the project.
- Engineering and design completed.

Medium:

- The applicant can demonstrate that all prerequisites for project implementation will be completed before starting LPA.
- NEPA underway and will be completed before starting LPA.
- Right-of-way is under process and will be acquired before starting LPA.
- The minimum local matching funds are available and identified.
- Engineering and design will be completed before starting LPA
- The requested regional funding will be used to complete a key element of the project, but will not complete an entire phase of the project (for example the environmental documentation will be completed but the full Preliminary Engineering phase will not).

Low:

- The applicant fails to demonstrate that all prerequisites for implementation will be met prior to starting LPA.
- NEPA is not completed prior to starting LPA.
- Right-of-way is not acquired prior to starting LPA.
- No local matching funds identified or there is reason to doubt that all other needed funding will be fully secured.
- Engineering and design not complete prior to starting LPA.
- The requested funding will not be sufficient to complete a key element or a phase of the project.

Part 2: Category Specific Criteria (50 Points Total)

D. The project significantly enhances the transportation experience for a variety and multitude of users.

Projects will be rated according to their relationship to the transportation system, their benefit to the community, and how well they meet certain elements particular to each of the following four project categories. These four categories will provide for comparison of similar projects and a rating system based on factors that are most appropriate to each category.

Project sponsors will select the category most appropriate for their project, and projects will be evaluated based on the evaluation criteria specific to that category. All categories are of equal weight, and each project will receive up to 50 points from this section.

The 13 eligible Transportation Alternatives project categories have been grouped into the four areas shown below. All projects must meet the appropriate Transportation Alternatives eligibility requirements and follow federal design and other professional standards.

| Non-motorized | Safe Routes to School | Community Improvement | Environmental |
|--|---|---|--|
| Provision of on-road and off-road facilities for bicycles and pedestrians, including: <ul style="list-style-type: none"> - sidewalks - bicycle infrastructure - pedestrian and bicycle signals - traffic calming techniques - lighting and other safety related improvements - transportation projects to achieve ADA compliance | Non-infrastructure activities, including: <ul style="list-style-type: none"> - public awareness campaigns - encouragement and outreach - traffic education and enforcement | Historic preservation and rehabilitation of historic transportation facilities | Address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff |
| Conversion of abandoned railway corridors for trails | Safe Routes to School Coordinator | Vegetation management practices (note: not landscaping or routine maintenance of landscaping) | Reduce vehicle-caused wildlife mortality while maintaining habitat connectivity |
| Infrastructure activities that improve the ability of students to walk and bicycle to school | | Archaeological activities relating to impacts from implementation of a transportation project | |
| Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including: <ul style="list-style-type: none"> - children - older adults - individuals with disabilities to access daily needs | | Inventory, control, or removal of outdoor advertising | |
| | | Construction of turnouts, overlooks, and viewing areas | |

D1. Non-motorized Projects 50 Points

- 1. Provision of on-road and off-road facilities for bicycles and pedestrians**
- 2. Conversion of abandoned railway corridors for trails**
- 3. Safe Routes to School infrastructure**
- 4. Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers**

All projects must meet the appropriate Transportation Alternatives eligibility requirements and follow federal design and other professional standards. Projects will be evaluated based on the following elements:

- The project extends or completes a non-motorized system, and/or adds facilities to an existing non-motorized system or network (regional network, county network, or city/community network).
- The project connects to other multimodal facilities (for example, high capacity or other transit stations, school bus stops).
- The project addresses current non-motorized needs in the community – for example gaps in the system, safety issues, is part of a Complete Street project, identified as a need by the Safe Routes to School Program, etc.

- The level of public exposure or access to the project (for example, current and future land use in the vicinity of the facility such as schools, residences, commercial, retail, etc. that would be expected to provide utilization of the facility).
- The project improves the ability of students to walk and bicycle to school.
- The project reduces potential pedestrian and bicycle conflicts with motor vehicle traffic.
- The project establishes safer and fully accessible crossings, walkways, trails or bikeways.
- The project is a strong partnership among local agencies that will facilitate completion of this project on time and on budget.

Non-motorized projects will be rated:

High:

- The project extends, completes or otherwise adds to an existing non-motorized system.
- The project is complementary or links to other multimodal facilities (for example, high capacity or other transit stations, school bus stops).
- The project has or will have a high level of usage in the community (for example, is easily accessible to a high density area, school, or to a large proportion of the local community).
- The project addresses a need in the community, for example, Complete Streets, safety or missing link issues.
- The project provides a substantial long-term solution based on identified deficiencies.
- Documented communication between agencies with regards to trail facilities or Safe Routes to School infrastructure projects.

Medium:

- The project extends, completes or otherwise adds to an existing non-motorized system.
- The project has or will have a moderate level of usage in the community (for example, is accessible to a fair-sized portion of the local community, including schools, but not the most densely populated area).
- Moderate improvements based on identified deficiencies.
- Minimal multi-agency partnerships.

Low:

- The project does not link to an existing non-motorized system.
- The project has or will have a low level of usage in the community (for example, is easily accessible to only a small portion of the local community).
- Little or no improvement included in the project.
- No established partnerships or partnerships to be established after award notification.

D2. Safe Routes to School 50 Points

- 1. Non-infrastructure activities**
- 2. Safe Routes to School Coordinator**

Due to the variety of possible Safe Routes to School project and activity types, this evaluation criteria section is to be used for non-infrastructure projects only. Projects and activities will be evaluated based on the following elements:

- The project's relationship to the existing Safe Routes to School resources for outreach, education, encouragement or enforcement.
- The project is part of a larger outreach, educational, encouragement or enforcement plan.
- The project has a long-term plan for ongoing management, updating and training.
- The level of participation, public exposure or access to the project.
- The project is a strong partnership among local agencies that will facilitate completion of this project on time and on budget.

Safe Routes to School non-infrastructure projects will be rated:

High:

- Documented experience coordinating Safe Routes to School non-infrastructure projects and activities within schools and in partnership with community agencies.
- Substantial long-term education and encouragement solutions such as policy changes or the adoption of a school-based Safe Routes to School Plan that will continue after the project is complete.
- Substantial long-term enforcement solutions based on identified deficiencies.
- The project will have a high level of participation or public exposure.
- Clear, committed multi-agency partnerships.

Medium:

- The benefit of enforcement, education, or encouragement efforts is limited to the project implementation period only.
- The project provides moderate benefits based on identified deficiencies.
- The project will have a moderate level of participation or public exposure.
- Minimal multi-agency partnerships.

Low:

- Little or no education or encouragement included in the project.
- Little or no enforcement efforts included in the project.
- Little or no justification or need is identified for the project.
- The project will have a low level of participation or public exposure.
- No established partnerships or partnerships to be established after award notification.

D3. Community Improvement Projects 50 Points

- 1. Historic preservation and rehabilitation of historic transportation facilities**
- 2. Vegetation management practices**
- 3. Archaeological activities relating to impacts from implementation of a transportation project**
- 4. Inventory, control, or removal of outdoor advertising**
- 5. Construction of turnouts, overlooks, and viewing areas**

All projects must meet the appropriate Transportation Alternatives eligibility requirements and follow professional standards. Due to the variety of possible project types, the evaluation criteria have been separated into two categories: site-specific and/or capital projects and planning projects. Projects will be evaluated based on the following elements:

For site-specific and/or capital projects:

- The current or former transportation use of the facility.
- The historic significance of the facility.
- The planned use of the facility; the project's relationship to the transportation system.
- The project is part of a larger historic preservation plan or effort to preserve the intrinsic/established qualities of a scenic byway.
- The level of public exposure or access to the project.
- The resource is threatened; there will be a loss of opportunity if this project is not funded.
- Long-term preservation and/or maintenance plans for the facility.
- The project has an operating plan, including a feasibility study and financial plan (demonstrating the project's ability to promote economic revitalization and tourism, as well as facility financial solvency).

For planning projects:

- The project's relationship to the transportation system.
- The project has a long-term plan for ongoing management, updating and training.
- The level of public exposure or access to the project.
- The resource is threatened; there will be a loss of opportunity if this project is not funded.
- The project's relationship to the protection of archaeological, cultural, historical, or vegetation resources.

Community Improvement projects will be rated:

High:

- There is access to the project for a high proportion of the local population.
- There is access to the project for a variety of modes (vehicles, bicycles, pedestrians, etc.).
- The project is part of a larger plan (historic preservation or scenic byway).
- The project has a long-term management plan.
- The planned use of the facility will have a strong connection to the existing transportation system.
- The project contributes to the preservation of significant archaeological, cultural, historical, or vegetation resources.

Medium:

- There is access to the project for a moderate level of the local population.
- The project has a long-term management plan.
- The project has a moderate impact on the preservation of archaeological, cultural, historical, or vegetation resources.

Low:

- There is access to the project for a low level of the local population.
- The project does not have a long-term maintenance plan.
- The project has a limited impact on the preservation of archaeological, cultural, historical, or vegetation resources.

D4. Environmental Projects 50 Points

- 1. Address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff**
- 2. Reduce vehicle-caused wildlife mortality while maintaining habitat connectivity**

All projects must meet the appropriate Transportation Alternatives eligibility requirements and follow professional standards. Projects will be evaluated based on the following elements:

- The relationship of the project to the transportation system, and the level of public exposure or access to the project.
- The need for the project.
- How well the project goes over and above what is normally required.
- Long-term maintenance plans for the project.
- There will be a loss of opportunity if this project is not funded.

Environmental Projects will be rated:

High:

- The project has a long-term maintenance plan.
- The project has a high level of exposure to the public (for example, the project is along a heavily traveled route, there are a variety of modes [vehicles, bicycles, pedestrians, etc.], there is a high population density surrounding the project, etc.).
- There is a demonstrated need for the project, and the project provides benefits beyond mitigation.
- The resource is threatened; there will be a loss of opportunity if the project is not funded.

Medium:

- The project has a long-term maintenance plan.
- The project has a moderate level of exposure to the public.
- There is a demonstrated need for the project, and the project provides benefits beyond mitigation.

Low:

- The project has no long-term maintenance plan.
- The project has a low level of exposure to the public.

Table 4: MPO Public Involvement Process¹

| Document | Action | Public Comment Period | Public Information Meeting(s) ² | Board & Committee Public Meetings | Social Media & Technology | Outreach Lead Department(s) |
|---|---|--|---|---|-----------------------------|--|
| <u>Regional Transportation Plan</u> | Four-Year Update | 30 day public comment period is required. An additional seven days may be required if the 30 day period resulted in substantial changes. | Three public information meetings are required. An additional meeting in an outlying area may also be held. | Executive Advisory Committee RTC Board | RTC website Social media | MPO Planning leads and coordinates with Government Affairs, Media & Marketing (GAMM) |
| <u>Regional Transportation Plan</u> | Amendment | 21 day public comment period is required. An additional seven days may be required if the 21 day period resulted in substantial changes. | At least one public information meeting is required. | Executive Advisory Committee RTC Board | RTC website | MPO Planning leads and coordinates with GAMM |
| <u>Transportation Improvement Program (TIP)/High Priority Investment Program (HPIP)</u> | Four-Year Update | 30 day public comment period is required. An additional seven days may be required if the 21 day period resulted in substantial changes. | At least one public information meeting is required. | Executive Advisory Committee RTC Board | RTC website Social media | MPO Planning leads and coordinates with GAMM |
| <u>Transportation Improvement Program (TIP)/High Priority Investment Program (HPIP)</u> | Amendment <i>See <u>TIP Revision Process</u>.</i> | 21 day public comment period is required, with the following exceptions: 1) added exempt project with a total cost of \$400k or less, which is not subject to a public comment period, and 2) project with an air quality conformity determination, which requires a 30 day public comment period. | Public information meeting is not required except for projects with air quality determinations, which require one public information meeting. | Executive Advisory Committee RTC Board | RTC website | MPO Planning leads and coordinates with GAMM |

¹ Public involvement requirements are consistent with federal regulations shown in [Table 1](#). Additional public outreach, comment periods, public meetings, and/or public hearings may be completed at the discretion of the RTC and/or agency lead(s).

² Public information meetings may be held in person and/or online. Comments are recorded by staff, through comment cards, or tablet computers; a court reporter is not required, but may be provided as determined by the RTC.

Table 4: MPO Public Involvement Process¹

| Document | Action | Public Comment Period | Public Information Meeting(s) ² | Board & Committee Public Meetings | Social Media & Technology | Outreach Lead Department(s) |
|---|---|---|---|---|-----------------------------|--|
| <u>Transportation Improvement Program</u> | Administrative Modification <i>See <u>TIP Revision Process</u>.</i> | Public comment period is not required. | Public information meeting is not required. | Executive Advisory Committee RTC Board | RTC website | MPO Planning leads and coordinates with GAMM |
| Unified Planning Work Program | Development and Amendment | Public comment period is not required. | Public information meeting is not required. | Executive Advisory Committee RTC Board | RTC website | MPO Planning |
| Public Participation Plan | Development and Amendment | 45 day comment period is required. | One public information meeting is required. | Executive Advisory Committee RTC Board | RTC website Social media | MPO Planning leads and coordinates with GAMM |
| Planning Studies | Development | Public comment period is not required. | Public information meeting is not required. | Executive Advisory Committee RTC Board | RTC website Social media | MPO Planning leads and coordinates with GAMM |
| Capital Projects | Development and Amendment | Public comment period is not required. | Public information meeting is not required. | Executive Advisory Committee RTC Board | RTC website | MPO Streets and Highways |
| National Environmental Policy Act Document | Development | Refer to <u>NEPA process (40 CFR §§ 1500-1508)</u> for public participation requirements. | | | | Project sponsor |

¹ Public involvement requirements are consistent with federal regulations shown in [Table 1](#). Additional public outreach, comment periods, public meetings, and/or public hearings may be completed at the discretion of the RTC and/or agency lead(s).

² Public information meetings may be held in person and/or online. Comments are recorded by staff, through comment cards, or tablet computers; a court reporter is not required, but may be provided as determined by the RTC.

Transportation Improvement Program (TIP) Revisions

The Las Vegas Metropolitan Area Transportation Improvement Program (TIP), a list of upcoming transportation projects also known as the High Priority Investment Program, is updated at least every four years in cooperation with area agencies. The TIP is also incorporated into the Nevada's Statewide Transportation Improvement Program (STIP). As projects move towards implementation, changes to the TIP (i.e. project budget increases, added or deleted projects) may be needed. Federal regulations and the RTC MPO's procedures to modify and amend the TIP are provided in this section.

Federal Regulations

An MPO may revise the TIP at any time under procedures agreed to by the cooperating parties consistent with the procedures established in this part for its development and approval. In nonattainment or maintenance areas for transportation-related pollutants, if a TIP amendment involves non-exempt projects (per 40 CFR part 93), or is replaced with an updated TIP, the MPO and the FHWA and the FTA must make a new conformity determination. In all areas, changes that affect fiscal constraint must take place by amendment of the TIP. The MPO shall use public participation procedures consistent with §450.316(a) in revising the TIP, except that these procedures are not required for administrative modifications. Definitions from 23 CFR §450.104 follow:

Administrative Modification means a **minor revision** to a long-range statewide or metropolitan transportation plan, Transportation Improvement Program (TIP), or Statewide Transportation Improvement Program (STIP) that includes minor changes to project/project phase costs, minor changes to funding sources of previously included projects, and minor changes to project/project phase initiation dates. An administrative modification is a revision that **does not require public review and comment**, a redemonstration of fiscal constraint, or a conformity determination (in nonattainment and maintenance areas).

Amendment means a revision to a long-range statewide or metropolitan transportation plan, TIP, or STIP that involves a **major change** to a project included in a metropolitan transportation plan, TIP, or STIP, including the addition or deletion of a project or a major change in project cost, project/project phase initiation dates, or a major change in design concept or design scope (e.g., changing project termini or the number of through traffic lanes or changing the number of stations in the case of fixed guideway transit projects). Changes to projects that are included only for illustrative purposes do not require an amendment. An amendment is a revision that **requires public review and comment** and a redemonstration of fiscal constraint. If an amendment involves "non-exempt" projects in nonattainment and maintenance areas, a conformity determination is required.

NDOT eSTIP Portal

The Nevada Department of Transportation in 2015 introduced the Electronic Statewide Transportation Improvement Program (eSTIP) portal to manage Statewide TIP. The RTC and MPOs statewide utilize eSTIP to print TIP project lists and manage TIP amendments and modifications. The entire TIP revision process from project submittal to Federal Highway Administration approval is processed in the eSTIP portal.

To initiate a proposed TIP revision, agencies (i.e. NDOT, RTC Transit, Las Vegas, North Las Vegas, Henderson, Clark County, Clark County Department of Air Quality, Clark County School District, Clark County Aviation, Las Vegas Monorail Company) contact the RTC MPO by email or phone. RTC staff reviews the proposed change, opens an eSTIP action, and assigns the proper TIP revision category. Agencies then add project details through the eSTIP portal.

RTC TIP Revisions

TIP revisions are needed for projects that utilize federal or state funding and/or are regionally significant. There are two categories of revisions: A) administrative modifications and B) amendments. The RTC MPO is responsible for coordinating TIP revisions and facilitating the review, approval and public participation process, as outlined below.

A. Administrative Modifications

1. Revisions Acceptable through Administrative Modifications

- a. **Minor Changes to Project Costs:** Project funding increase is less than 25% of the total project cost and no more than \$2 million.
- b. **Minor Changes in Un-programmed Balances**
 - i. A positive change in the un-programmed balance forward is received for an existing project in the TIP, and the positive change is less than 25% of the total project cost and no more than \$2 million.
 - ii. A negative change in the un-programmed balance forward is received for an existing project in the TIP for any dollar amount.
- c. **Minor Changes to Project Dates:** The project fiscal year is revised without impact on air quality horizon years, as follows:
 - i. Project is moved within the STIP/TIP as follows: 1) third or fourth year to first or second year, or 2) second year to the first year. Project to be completed sooner/moved forward does not affect the air quality horizon years and/or the project is exempt.
 - ii. Project is moved within the STIP/TIP as follows: 1) first year to the second, third or fourth year, or 2) second or third year to the fourth year. Project to be completed later/moved back and this change does not affect air quality horizon years and or the project is exempt.
- d. **Minor Changes to Project Description and Limits:** A minor change to the project description, scope, or limits is proposed; the proposal is not a major change as described in Section B.1.b.

2. Review and Approval Process for Administrative Modifications

- a. **Agency Request:** Agency staff submits the request to RTC staff, allowing two weeks for staff and management review.

- b. RTC Staff Review:** RTC staff reviews the request for completeness, and determines if it falls under administrative modifications. RTC staff consults with management staff (Planning Manager and/or Director) regarding the requested change. Following management concurrence, RTC staff approves the administrative modification in eSTIP portal.
- c. NDOT Review:** NDOT reviews and approves the administrative modification in eSTIP portal.
- d. Executive Advisory Committee (EAC) Informed:** EAC is notified of staff-approved administrative modification(s) through the consent agenda.
- e. RTC Board Informed:** RTC Board is informed of staff-approved administrative modification through the consent agenda; RTC Board and FHWA approval are not required.

3. Timelines

- a.** Requests for administrative modifications are accepted on an ongoing basis. The review and approval process is approximately 2 months.

B. Amendments

1. Revisions Acceptable through Amendments

- a. Project Added or Deleted:** A federally or state funded exempt project or activity defined under 40 CFR Part 93.126 or a regionally significant project is added or deleted. A regionally significant project serves regional transportation needs (such as access to and from the area outside the region; major activity centers in the region; major planned developments such as new retail malls, sports complexes, or employment centers; or transportation terminals) and is included in the MPO's transportation network modeling. At a minimum, this includes all principal arterial highways and all fixed guideway transit facilities that offer an alternative to regional highway travel.
- b. Major Change in Project Cost or Public Funding Source:** The existing project funding increase is more than 25% of the total project budget or over \$2 million. Or, project funds change from private to public funding, or there is a change in the public funding category.
- c. Major Change to Project/Project Phase Initiation Dates:** The horizon year completion date changes for regionally significant projects.
- d. Major Change to Project Description and Limits:** A major change is proposed, such as 1) reducing or increasing the project limits/lengths, 2) significant addition or deletion of pedestrian paths, bike lanes, landscaping elements, bus turnouts, stops, and stations, or 3) significant change in number of equipment, buses, technology change, or site relocation.

- e. **Major Design Concept or Design Scope Change:** Major changes to the project scope, such as extending project termini, adding traffic lanes, changes to system capacity, changes to resulting system access. For regionally significant projects included in the modeled conformity analysis, a change in the design concept or scope is proposed. Or, a change to the implementation of Transportation Control Measures identified in the SIPs is requested.

2. Review and Approval Process

- a. **Agency Approved Request:** NDOT, RTC or a sponsoring agency requests an amendment to the TIP through eSTIP portal. Amendments proposed by NDOT must be signed by the Assistant Director of Planning. Amendments proposed by local agencies must be signed by the Director of Public Works.
- b. **RTC Staff Review:** RTC staff consults management staff (Planning Manager and/or Director) of the requested change. Following the management concurrence, RTC staff begins the planning, public participation, and approval process.

c. Air Quality Conformity Process

- i. **Exempt Project:** Roadway and transit projects listed in 40 CFR 93.126 (i.e. pavement resurfacing, adding medians) are typically exempt from the requirement to determine air quality conformity unless the MPO, in consultation with other agencies, identifies potentially adverse emissions impacts.
- ii. **Conformity Statement:** This applies to actions that affect the design concept, scope, or alignment of regionally significant projects that are outside of the area included in the travel demand forecast model network, but are within an air quality nonattainment area.

To expedite program delivery, RTC will in certain cases approve a TIP amendment based on a conformity statement that the proposed amendment will have such minimal effect on emissions that a full conformity analysis is not warranted. RTC staff will determine on a case-by-case basis if the proposed amendment requires a conformity statement or a new conformity analysis. RTC will consult with NDOT and FHWA together or separately as appropriate in making this determination.

If a conformity statement is appropriate, RTC staff prepares a conformity statement justifying why the existing conformity finding is not affected by the proposed amendment. In the case of projects that are outside of the model network, estimates of VMT and emissions will be developed by the FHWA for the RTP conformity finding.

- iii. **Conformity Analysis:** Added or major changes to regionally significant projects and changes to the implementation of Transportation Control Measures require conformity analysis. RTC staff initiates the Air Quality Working Group consultation process to determine the air quality modeling methodology, and prepares a conformity analysis and conformity determination after consulting with other agencies.

- d. **Public Participation:** A 21 day comment period is conducted for amendments, except for: 1) added exempt projects with a total cost of \$400k or less, which are not subject to a public comment period, and 2) projects with air quality conformity determinations, which require a 30 day public comment period and a public information meeting.
- e. **Executive Advisory Committee (EAC) Recommends Adoption:** EAC recommends approval through the non-consent agenda.
- f. **RTC Board Adoption:** RTC Board adoption required through consent agenda.
- g. **eSTIP:** RTC staff submits the project(s) in eSTIP portal.
- h. **NDOT, FHWA, and/or FTA Approval:** NDOT, FHWA and/or FTA review and approve the amendment through eSTIP.
- i. **eSTIP Approval Notification:** The amendment requestor, RTC, and NDOT receive the final amendment approval through eSTIP.

3. Timelines

a. Quarterly and Annual Amendment Requests

Amendments to the TIP that are exempt from air quality conformity determinations, and require a 21 day public comment period will be considered and processed on a quarterly basis within a calendar year. The RTC Board of Commissioners convenes the second Thursday of every month, requiring receipt of Amendment information from project sponsors by RTC staff 12 weeks prior to RTC Board meetings in March, June, September, and December.

TIP Amendments requiring air quality conformity determinations will be processed once in a calendar year, if necessary. RTC staff should receive all project information required to run the Travel Demand Model and determine air quality conformity 24 weeks prior to the RTC Board meeting in that calendar year. February is the target month for the RTC Board to consider air quality conformity determinations, but may be adjusted at the discretion of RTC staff while considering the varying needs of project sponsors.

b. Review and Approval

Amendments for new projects exempt from the requirement to determine air quality conformity are typically reviewed and approved in 3 months. Amendments for projects requiring an air quality conformity analysis typically require approximately 6 months for modeling, review, public involvement, and approval.