



## Albany Area Metropolitan Planning Organization

City of Albany • City of Jefferson • City of Millersburg • City of Tangent • Linn County • Benton County • Oregon Department of Transportation

### Technical Advisory Committee Meeting

Thursday, August 18, 2022

9:00 am to 11:00 am

Via Zoom by clicking [HERE](#)

Phone: 1-669-900-9128

Meeting ID: 840 3846 9814

Password: 2022

Contact: Billy McGregor, [bmcgregor@ocwcog.org](mailto:bmcgregor@ocwcog.org)

### AGENDA

- |    |      |   |                             |
|----|------|---|-----------------------------|
| 1) | 9:00 | <b>Call to Order, Agenda Review, and Roll Call</b>  | <b>Chair, Janelle Booth</b> |
| 2) | 9:10 | <b>Public Comments</b>  | <b>Chair</b>                |
| 3) | 9:15 | <b>Approve minutes of May 19, 2022, Meeting (Attachment A)</b>  | <b>Chair</b>                |
|    |      | <i>Action: Decision on minutes</i>  |                             |
| 4) | 9:20 | <b>STIP Adjustments: Memorandums (Attachment B)</b><br>Staff evaluated changes to STIP K21175, K21731, K21971, & K22024, and determined each qualifies as an "Adjustment" under the <b>Update to AAMPO MTIP Revision Policy</b> (dated Aug 24, 21) and approved by staff Billy McGregor and Jenny Glass.  | <b>Staff</b>                |
|    |      | <i>Action: Information and Discussion</i>   |                             |
| 5) | 9:30 | <b>STIP Full Amendment: Memorandum (Attachment C)</b><br>Staff evaluated changes to STIP K22651 and determined it qualifies as a "Full Amendment" under the <b>Update to AAMPO MTIP Revision Policy</b> (dated Aug 24, 21) and will require a 30-day period for public comment before decision can be finalized.  | <b>Staff</b>                |
|    |      | <i>Action: Recommendation for Approval by the Policy Board</i>  |                             |
| 6) | 9:45 | <b>AAMPO MTIP: Evaluation Criteria (Attachment D)</b><br>Staff are beginning to work on AAMPO's 2024-2027 Metropolitan Transportation Improvement Program (MTIP), which lays out projects to be funded over a 4-year period. TAC and Policy Board have previously examined the proposal to align project evaluation criteria cooperatively between AAMPO and CAMPO. | <b>Staff</b>                |
|    |      | <i>Action: Recommendation for Approval by the Policy Board</i>  |                             |

- 7) 10:00 **AAMPO RTP: Regionally Significant Corridors (Attachment E)** **Staff**  
 Based on previous discussion with TAC and Policy Board the AAMPO has provided a Revised Regionally Significant Corridor Map.  
  
**Action:** *Discussion and Potential Approval for Policy Board Review*
- 8) 10:15 **Fund Exchange Conversation (Attachment F)** **Staff**  
 ODOT Presentation: *Local Agency Project Delivery Options: Funding Impacts & Scoping Considerations.*  
[Bend MPO TAC - YouTube](#)  
  
**Action:** *Information and Discussion*
- 9) 10:40 **Jurisdictional Updates/Other Business** **All**  
  - AAMPO/CAMPO 5339 Letter of Support (**Attachment G**)
  - Bike/Ped Update - The top 25% priority projects list has been finalized and maps are being created. This is the last step needed to finalize the draft plan, which will be ready for review by the TAC and Policy Board in September.
  - TAC Demographic Survey
  - September Meeting – In Person or Virtual?
- 10) 10:55 **Adjournment** **Chair**  
 Next meeting: Thursday, September 15<sup>th</sup>, 2022

### ATTENDANCE (FOR QUORUM PURPOSES)

TAC Members	Jurisdiction	Attendance
Walt Perry	City of Jefferson	
Janelle Booth (Chair)	City of Millersburg	
Chris Cerklewski (Vice Chair)	City of Albany	
Joe Samaniego	City of Tangent	
Daineal Malone	Linn County	
Gary Stockhoff	Benton County	
James Feldmann	Oregon Department of Transportation	

**Quorum Requirement:** Official action may be taken by the committee when a quorum is present. A quorum shall exist when the majority of voting members of the Committee are present. If a member of the TAC is unable to participate in a TAC meeting, that member may designate an alternate to participate in his/her place. The alternate shall declare their status at the start of the meeting.

- AAMPO Technical Advisory Committee Bylaws, Section 6: Meetings, Subsection F: Quorum



## Albany Metropolitan Planning Organization

## TAC REMOTE MEEETING

Thursday May 19, 2022

9:00 – 11:00 am

<b>TAC Members</b>	<b>Jurisdiction</b>	<b>Attendance</b>
Walt Perry	City of Jefferson	Yes
Janelle Booth (Chair)	City of Millersburg	Yes
Chris Cerklewski (Vice Chair)	City of Albany	Yes
Joe Samaniego	City of Tangent	Yes
Daineal Malone	Linn County	No
Gary Stockhoff	Benton County	Yes
James Feldmann	Oregon Department of Transportation	Yes
<b>Ex Officio</b>	<b>Jurisdiction</b>	<b>Attendance</b>
Mark Bernard	ODOT	Yes
<b>Guests:</b>	<b>Jurisdiction</b>	
Reagan Maudlin		Yes
Ken Bronson	Linn and Benton County	Yes

Staff: Jenny Glass, Emma Chavez, and Sarah Lindsey

TOPIC	DISCUSSION	DECISION/ CONCLUSION
Call to Order, Agenda Review, and Roll Call		<p><b>Janelle Booth (Chair) called meeting to order at 9:02 am</b></p> <p><b>Jenny conducted the roll call.</b></p>
Public Comment		<p><b>There were no public comments.</b></p>
Approve minutes of April 21, 2022	<p>Janelle Booth (Chair)- minutes approved ACTION: Decision on minutes</p>	<p><b>Consensus to approve the April 21, 2022, meeting minutes as presented.</b></p>
<p>AAMPO RTP: Regionally Significant Corridors (Handout) Staff received feedback from Policy Board</p>	<p>Staff Jenny - Last meeting put forth all 12 corridors as important regionally significant quarters in the AAMPO region and for the policy board to look at in total. Happy with work and all 12 corridors are significant but agreed we can't study them all and they would like you to work on prioritizing these 12 quarters. So, a really good conversation. One of the first filters they want to see, has this corridor already been studied? They feel it would not be valuable to continue to study HWY 20. The other things, what growth do we know about a along these corridors, including crash data and congestion of traffic. So, they kicked it back to you with caveats. Does anyone want to speak up on that discussion?</p> <p>Councilor Walt Perry - Some discussion about fact I-5 had significant role in these studies, especially areas that crossed over I-5.</p> <p>James Feldmann for ODOT - I have nothing to add.</p> <p>(Chair) Booth- I-5 identified as significant corridor, but don't study it? But maybe that is where it falls.</p>	<p><b>Consensus to remove certain corridors.</b></p>

James Feldmann for ODOT - There are a few like that, for example Jefferson is just about to compete a TSP and they have a lot of projects, and those projects have been identified in the TSP, so not sure it would be worth it. Maybe just adjusting some corridors.

(Chair) Booth - Should we pull up the map and go over that? Or ask Steph to send out the map. Would be helpful to note which ones have been studied, I do not think anyone knows all that info.

Staff Jenny - Not sure we wanted to start that here, looking at the map and corridors to see what was listed and what was recently studied. At the next meeting maybe adding to crash and congestion data for next meeting and other research that has been done to really drill down that list at our next meeting?

(Chair) Booth - Anyone have anything?

Councilor Walt Perry - Like Jefferson is doing its TSP, a lot of this is identification, not so much study. Do not want those intermingled as to what is regionally significant and what is not.

(Chair) Booth - I think, we think they are all regionally significant, these areas we will study as we do not have as much information on those others.

James Feldmann for ODOT - I agree, the older TSPs are in like Albany at 22010 and has a lot of good projects, which corridors and does the TSP need another look? Like Springhill has various TSP projects that have been identified and is it outdated, should more work be done? Millersburg TSP is from 2016, one that maybe needs to be studied.

(Chair) Booth - Do you have the maps, Jenny?

Staff Jenny - We do have the maps; I will pull them up.

Chair Janelle Booth - Let's keep this moving and we can follow up at the next meeting.

Staff Jenny - List or maps first?

James Feldmann for ODOT - I think the maps.

Staff Jenny- We did not update the map from last time, still has HWY 34 and needs to be removed.

(Chair) Booth - Can you see the list while you have the maps up?

Staff Jenny - I think so, one second. Let's start with 164.

Councilor Walt Perry - On 164 they have it indicated from Talbert Rd in Jefferson to I-5. For rationalization, the TSP has already done what is in the city limits of Jefferson, think would be better to study from the bridge to the HWY, A lot of multi-modal issues along that pint of the route, also exist in the city, but more on the outside of the county area.

(Chair) Booth - sounds make sense to me, lets include this portion for the TSP.

Staff Jenny - Old Salem Rd is next.

(Chair) Booth - Seen a lot of change since last TSP, in coming years will be studied more significantly. I agree with Walt, to study at a regional level, not sure where to go with that one, it passes thru and meets it at both ends. I would say the north end up around the interchange would make sense to add to 164, unless something is happening on I-5 where traffic diverts thru, people tend to go thru the North end, the interior portion of that is not so critical.

James Feldmann for ODOT - What if we add one to the North end and one to the other point?

(Chair) Booth - That is where all the industry is, significant structure going thru it, but have the north end and south end. Maybe go with that interchange down there.

Staff Jenny - Next 1<sup>st</sup> and 2<sup>ns</sup> St.

Chris Cerklewski for Albany - Think can delete the Santiam end at the very least. Then shorten Main St, link up with south end at Salem. Instead of Santiam.

Staff Jenny - Anyone else? No, then we will go to Knox Butte Rd.

James Feldmann for ODOT - Leave that one as is. What does Linn County think?

Chris Cerklewski for Albany - Think that is a good one to keep in for now.

Staff Jenny - US 20 North Albany.

James Feldmann for ODOT - Clarify which segment that is, from where to where? That's in Benton County, north of the bridge. Kind of confusing green on both, doing safety things, western half has been studied, maybe narrow the focus of that.

Chris Cerklewski for Albany - I know some project happening to study Hwy 20 thru downtown and Albany, depending on that will have to get follow-up in.

Councilor Walt Perry - Isn't there planned maintenance on the bridge?

James Feldmann for ODOT - For clearance yes.

Councilor Walt Perry - For multimodal as well?

Chris Cerklewski for Albany - Like adding pedestrian or bike? Not aware of one but does not mean there is not one. Had been talk about adding to land bridge, could see people who build bridges may frown on that.

James Feldmann for ODOT - If you could follow up with Jenny to see what the city is planning for that Eastern segment thru downtown? Downtown area has already recently been done, may be spot projects, then rather a longer list of projects. But get bonds feedback on that, say not to do the Western segments of highway 20 just because we already have a project to address that one.

Chris Cerklewski for Albany - What are the limits of the ODOT safety project?

James Feldmann for ODOT - I will check.

Staff Jenny - Okay get more info on that one and discuss further next time, anyone else?

Staff Emma- Could we explain the acronyms or minimize the acronyms, Reagan left comment, if we could note.

Staff Jenny - Alright Springhill Rd.

(Chair) Booth - Benton County have any thoughts?

Gary Stockoff for Benton County – As in keeping it in?

(Chair) Booth - Do we want to study that corridor or just where it connects to Hwy 20?

Gary Stockoff for Benton County - Think should be left in so we can have data to support. Intersection is going to be one thing, but at least we have data to support it.

James Feldmann for ODOT - Could be added to Hwy 20 and not all of Springhill.

(Chair) Booth - Just looking at sections that are highlighted.

Gary Stockoff for Benton County - Like James idea of adding that as the subset to highway 20.

James Feldmann for ODOT - Any projects in the TSP that need a refresh.

Chris Cerklewski for Albany - Kind of wired cause it is a county road and some our projects identified by the TSP there are some.

James Feldmann for ODOT - Did not look at TSP's.

Gary Stockoff for Benton County - It is a county road, much like Gibson Hill not until it is up to date will Albany want it.

Staff Jenny - Will get more info from County TSP and Albany, see about tying it into HWY 20.

(Chair) Booth - Can we also get Albany TSP; it is a county road. Probably good idea to see what they have on it.

Staff Jenny - Makes sense, Hwy 20 around I5

(Chair) Booth - Is that the green or the pink section?

Councilor Walt Perry - That has been studied and restudied. What about to the Eastern portion, that section at the base of Scrael Hill. That part between I5 and Goldfish Farm Rd. Nothing you can really do with that, almost HWY speed.

Chris Cerklewski for Albany - there is a city project for east of I5 going from south. Getting traffic away. Not sure that would change anything, could be some change, just need to see what is in our TSP.

Staff Jenny - Anymore comments, if not going down to Scrael Hill.

Councilor Walt Perry - that should stay in there, increase of traffic into Knox Butte and Hwy 20, with the increase with all the new apartments, that increase is really going to effect, due to increase of residential traffic.

(Chair) Booth - Based on previous conversation, no studies recently. Does anyone have different info?

Chris Cerklewski for Albany - Trying to remember, think it shows on TSP, the issue would be at the intersections. One thought, not sure any improvements would be needed on Scrael Hill road. If we pick up those intersections, might work. As far as studying the corridor, what would we be doing besides the

intersections? Seems like to get to things that generate traffic, that traffic would be going other way, question is it really a corridor? Versus how is that traffic effecting those corridors, maybe we could get what we need just by studying those two intersections.

Councilor Walt Perry – I think what it is, the intersections that were not viewed on Scrael Hill Road come together, I mean it is a challenge and the second challenge is where Scrael Hill and highway 20 come together.

(Chair) Booth - But if we study those intersections and some distance of those intersections, instead of making it another corridor?

Chris Cerklewski for Albany - I think it makes sense to do it that way.

Staff Jenny - Walt are you comfortable with that?

Councilor Walt Perry - Yes.

Staff Jenny - Queen Ave?

Chris Cerklewski for Albany - Drop it.

Staff Jenny - Waverly?

Chris Cerklewski for Albany - It has been studied, should be covered, let us drop it.

Staff Jenny – Highway 99?

James Feldmann for ODOT - Surprisingly, I do not have a lot, so it is just the local TSP. It is a significant corridor.

(Chair) Booth - There are quite a few intersections, might be hard to pull pit certain intersections.

Chris Cerklewski for Albany -0 I do not think we need to add lines, not the greatest to add bike lanes as it is so high speed.

Councilor Walt Perry - What about the area around the train depot? Really rather congested series of intersections, especially coming over the bridge, the overpass, it seems like that is kind of a concentrated area of concern.

Chris Cerklewski for Albany - For now would be comfortable leaving 99E in there.

(Chair) Booth - We are doing good; we do not have to pair them all down.

Staff Jenny -Last one is Seven Mile Lane.

Chris Cerklewski for Albany – It is kind of odd to have that one in there.

(Chair) Booth - I think Daineal gave input on that, as traffic is taking different routes since there is a center barricade on highway 34. Are there some end points we need to look at?

Chris Cerklewski for Albany – It is already in our TSP Seven Mile Lane is supposed to be realigned it, that we are supposed to extend Ellingson road east to intercept Seven Mile Lane just west of the freeway. That intersection is destined to have a roundabout already and has already been studied but the developments that have gone on there, it has been shown in our TSP. It is planned, most of Seven Mile Lane is already supposed to be realigned.

(Chair) Booth – Could we maybe add a note to that one, that the recent studies driven by development will address issues there and so we do not need to study it again? Think recent studies that have addressed projects there?

Chris Cerklewski for Albany - Do not think we need to study it, it is important. Like Scrael Hill, that is one of the only roads into Jefferson, do we need to study it?

(Chair) Booth - When we say we are going to study things and come up with a list of projects, if it has already been studied, does not mean those projects are not a priority for us. If we can keep that in mind going forward as we look at things that

	<p>we need to look beyond what just what we studied as we look at our list of projects.</p> <p>Staff Jenny - That was the last one, I will compile the notes from this conversation, you guys and ODOT. Can continue this next time and see what we want to send to the board.</p> <p>(Chair) Booth - Make sure Daineal knows what is going on here?</p> <p>Staff Jenny - Will do.</p> <p><b><i>ACTION: Discussion on prioritization of corridors</i></b></p>	
<p>AAMPO MTIP: Evaluation Criteria (Attachment C)</p>	<p>(Chair) Booth -Back when we last did these, I had no history for how or why we developed those criteria, ask those who were around to change those?</p> <p>Staff Jenny - Emma will have more info, all I have is what Catherine shared int eh packet. There were no criteria added to this MTIP. Previous years there was an evaluation criterion. Do we want to go back to the old criteria in the plans or look at what CAMPO is doing and align more with CAMPO?</p> <p>(Chair) Booth - Anyone around at that time?</p> <p>Councilor Walt Perry - I was and so was James, back when we were getting a lot of info from them back in the day. A lot of influence from the Federal Highway Authority, especially the connecting roads.</p> <p>James Feldmann for ODOT - I was only around for the last round.</p> <p>(Chair) Booth - My recollection, they had to have some sort of scoring, but the group prioritized and made them fit. Because as a group, idea at least to spread out the funding, those with more infrastructure a bigger piece, but not ignore the other counties. We need some sort of criteria if it is simpler to use. It does not matter which criteria we use and if it is simpler aligning with CAMPO, as long as</p>	

the weight of their criteria is not counter to how Albany area wants to prioritize things.

Councilor Walt Perry - They were kind of influencing a little bit, I believe this is how there came about real coordination with CAMPO.

(Chair) Booth - Do you see this working? Aligning with CAMPO?

Gary Stockoff for Benton County - I think so, it is important to coordinate those as much as we can.

Councilor Walt Perry - Think it is good to keep them working together, so the left and right hand knows what is happening.

(Chair) Booth - As long as it works for both communities. Like if Campo wanted to prioritize one project over the other, just like us. But it makes sense to work together.

James Feldmann for ODOT - How to focus on modernization, they can overlap, but not always. If they do overlap, how do you distinguish how to score it.

(Chair) Booth -Do we need more time to digest the difference between thee two, or does it matter. Until we start scoring projects.

James Feldmann for ODOT - If they are only focusing on one thing, guess they want scoring now.

(Chair) Booth - Did not want to say that.

James Feldmann for ODOT - Hard to decide what they are.

(Chair) Booth - Let us take a step back and see what is going to be the outcome, we used this to decide which projects will be funded by AMPO, which will have money given to them. Anyone else

Chris Cerklewski for Albany - my clarification, pavement conditions- poor vs good.

James Feldmann for ODOT - That was intentional,

Chris Cerklewski for Albany - It makes sense paving or redoing.

Gary Stockoff for Benton County - You catch the fair ones before they become bad. Isn't the states pavement?

James Feldmann for ODOT - There is a range 70-80 is fair, quantitative, not qualitative.

Chris Cerklewski for Albany –The city has between three and eight categories, but eight feels like too much, but it depends on what reference was used. But we have to keep going with eight, that was what was shown to the board. Bit confused, but it's been so long since we talked to them about pavement management, might be something good to talk to them about. Just as long as that is an ODOT definition, I can look it up and that is fine.

(Chair) Booth – Would be good to note those. We have 4 categories for ours.

Councilor Walt Perry - It was probably a gravel road at that point.

Chris Cerklewski for Albany - Bike pedestrian transit in both of them, but the one in preservation says improve bike facilities 15 and long transit 15. For preservation think that would bump it up, what is the definition preserve vs. modernization, (say adding a sidewalk overlaying the road). Would that bump the whole project into a modernization project with some preservation added?

Gary Stockoff for Benton County - Need to stay loose enough that each can interpret what they need and add what is needed. Like with CAMPO, what Philomath needs may be different from what Corvallis needs. We should play nice and move money where it needs to go. It's a starting point.

Chris Cerklewski for Albany - On preservation site, if it helps pedestrian and bike. Just to keep it broad.

	<p>(Chair) Booth - We have category form preservation and at 100%. Can they get a combo from both categories, 50% on Modernization and 50% on preservation?</p> <p>Gary Stockoff for Benton County - Yes.</p> <p>(Chair) Booth - You could have 6 preservations; would you give it to that area over the modernization because it scored higher?</p> <p>Councilor Walt Perry - Did not the ADA make them score higher, flip flopping what paths for ADA projects.</p> <p>Staff Jenny - I do not have any info for that, I only have what CAMPO planner sent, was updated in 2019, both scored separately and sent to Project board, 10% for scoping study in a case-by-case basis. Uses a total to assess, not strictly ties to scoring data.</p> <p>(Chair) Booth - think based on discussion, use CAMPO scoring for preservations, maybe take one more meeting to see if we want to do that and dig in.</p> <p>Chris Cerklewski for Albany - Sounds good to me.</p> <p>Staff Jenny - Can get it together and then send it to the board.</p> <p>(Chair) Booth - May need more time to decide we want to do that, Staying as close to CAMPO structure as possible for consistency. Anything else?</p> <p>ACTION: Discussion and feedback regarding AAMPO project evaluation criteria and alignment of AAMPO and CAMPO project evaluation criteria</p>	
STIP Amendment	<p>STIP Amendment (added after number 5)</p> <p>Staff Jenny - Approved STIP amendment to go to the board. STIP is Statewide Improvement Program. So, at last meeting approved STIP Amendment, different than the one on the screen. It was an amendment that included rollover from the</p>	<p><b>Motion to approve STIP Amendment Moved by Walt approve, Seconded by Chris</b></p>

Albany Transit Facility Project and other savings, but there was some confusion around the funds. We approved the STIP amendment anyway for the Policy board to look at, they had some questions, and they did not approve that amendment. Emma and I went to John Mayor with ODOT and got some more information and were able to clarify, but it was a few days ago and is not in packet. Will need to redo the public comment because it was incorrect. Emma and I are working to have it posted next week, this revision is adjusting the fund level to \$552, 277. Think last memo said \$531,000, it is more clarified. Everything is broken down in here, transit facility funds were \$131,688 and then the savings \$195,172, plus additional funds from FTA and FHWA was \$19,172. It was a little confusing that we had it approved that before and now we have to go and do this again.

Chris Cerklewski for Albany - Sounds like a much more accurate description of the change.

Ken Bronson for Linn County STF - On the STIF funding, is this for the restroom at the train station?

Staff Jenny - I do not know details, all those Albany Transit project funds were rollover and are at \$131,000

Barry Hoffman- It has to do the STIP, so it has to do with the Albany Transit facility not that other project you are referencing.

Ken- For the Albany Transit Expansion, we have to have all bus stops up and ready, has that been plugged into the plan?

Barry Hoffman for City of Albany - Off topic for this group.

Ken Bronson for Linn County STF – I just did not want a whole lot of time spent on it with the group. I will let it be.

Barry Hoffman- I have not heard back from John at this time, I sent an email.

Barry Hoffman for City of Albany - I have it is as a go.

Staff Jenny - Thank you Barry. Since this is different from the last amendment revised and accurate, we will need a recommendation to move this to the board for approval but must get public comment first.

(Chair) Booth - Admin effort, we just have to clean up some stuff. Motion? Second? Motion to be. Approve recommendation?

Councilor Walt Perry - Move to adjust according to the policy board recommendation for clarity.

(Chair) Booth - That work?

Staff Emma- The motion would be to recommend to the Policy board, approval of the STIP revision update to project 218-41

**(Chair) Booth - Walt Move, Chris seconded that, unanimous.**

- TIP list updates

Chair Booth - Thank you, Emma and Jenny, for that help.

Staff Jenny - Had to talk about hiring challenge for AAMPO and transport team, potential delay in completing RTP that is due May 2023. Potential consequences some projects in TIP may need to be revised and then may be delayed, have been asked to make a list, Emma and I will be working on that and will have more info at next meeting.

- Staff updates & summer meeting schedule proposal:

(Chair) Booth - Schedule for meetings?

Staff Jenny - Because of the staffing challenges, we do not have dedicated transportation planning staff on all of this, taking a little longer than if we had staff. Emma and I were thinking what the summer schedule look could like so we can deliver on some of these for you. There are some cushion months thrown in by

<p>Jurisdictional Updates/Other Business</p>	<p>Catherine. Suggestion for discussion, maybe skip June, have July meeting, skip August, then have September meeting could even be in person if we wanted and Nick will be back then.</p> <p>(Chair) Booth - The meeting we would cancel, is it June 23<sup>rd</sup> meeting, is that correct?</p> <p>Staff Emma- The 16<sup>th</sup>.</p> <p>Chair Booth - And the July meeting will be on?</p> <p>Staff jenny- July 21<sup>st</sup>.</p> <p>(Chair) Booth - And the one in July, I will be gone for that one. Do we not have things we need to act on? It sounds like it? Anyone has concerns about not having those meetings? In person July meeting?</p> <p>Staff Jenny – In person or virtual and reschedule if you think we should Janelle.</p> <p>(Chair) Booth – Yes, for in person July meeting? Unless very short on people.</p> <p>Staff Jenny- Are you okay with that Chris?</p> <p>Chris Cerklewski for Albany - Yes, what date would that be? July 21<sup>st</sup>?</p> <p>Staff Jenny - Yes and it will be at the COG building.</p> <p>Chris- I should be able to make that meeting, should not be a problem.</p> <p>(Chair) Booth Could an updated list of our meeting times be sent to the group?</p> <p>Staff Emma- Yes, we can, but I can state there have been some notices about your email, did your email change?</p>	
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(Chair) Booth - We did go thru some changes, not sure they have us on the same page. I realized I do not have these all calendared out the way they need to, please resend me the list. Any Staff updates? No.

- Jurisdictional Updates

Councilor Walt Perry did not have an update.

James Feldmann for ODOT did not have an update.

Ken Bronson Linn County STF - I am trying to retire and pass it on to Reagan, I will be out of state for July, will not be at that meeting.

Chris Cerklewski for Albany did not have an update.

Joe Samaniego For Tangent- I brought it up at the policy board meeting, we are participating with ODOT, and we just reached out to Linn County about popup crosswalks. Pop up crosswalks, interesting first one to find out, some challenges like how to make it ADA. More folks want to know if we can share the info on popup crosswalks, school district thru Tangent, Safe Routes to School interested, and everyone is asking about it. It is a quick build, but not a whole lot going on in Tangent.

Gary Stockoff for Benton County - Only thing to share, contract for Gibson Hill project has been awarded, hopefully we will have a new street in a few months. We are continuing to work with our transit group and working towards combining the two committees the STAC and the STIF committee, the legislature combined those two groups. The new committee will be an STIF committee and we have a meeting the 256<sup>th</sup> with the combined group with new bylaws and hopefully by September we will have our new STIF in place to process projects. Little bit of challenge, but that is it.

Mark Bernard for ODOT - Calling attention to planning around the World Athletic Championships at Hayward field, how to increase level of service on inner city bus routes between Portland and Eugene, Rooms are now at \$700 per day for that event and Oregon does not have a lot of hospitality. Basically, mobilizing

	<p>ODOT assets and MPO assets to ensure folks can get from hotels to events without a car. It is a big deal, I thought it was under control but then I had a second opinion.</p> <p>Chair Booth - Our fire station and new road will be done. Old Salem Rd continues into industrial area, trips add up on Old Salem, no one by itself is huge, but trying to look at the big picture.</p> <p>Staff Jenny - One update, posted CAMPO position, open couple weeks, one qualified applicant, extended it another 2 weeks, moving forward with interviewing the one candidate, Janell, and Darrin as chair of the Policy Board, Everyone's thoughts? (Chair) Booth - Time frame for scheduling interview?</p> <p>Staff Jenny - The next couple of weeks.</p> <p>James Feldmann for ODOT - Any answer on active plan?</p> <p><b>Staff Jenny</b> - Steph is finishing it up, waiting for transit data, wanted to wait until July for next meeting, then we will have a final draft to give to the board.</p> <p><b>(Chair) Booth</b> – Okay, that is it then.</p>	
Adjournment	Next meeting; Thursday, July 21st at 9:00 am.	<b>Meeting Adjourned at 10:21 am</b>

# MEMORANDUM

## Albany Area Metropolitan Planning Organization

City of Albany • City of Jefferson • City of Millersburg • City of Tangent • Linn County •  
Benton County • Oregon Department of Transportation



**Date:** August 18, 2022  
**To:** AAMPO TAC  
**From:** Billy McGregor, AAMPO Transportation Planner  
**Re:** Statewide Transportation Improvement Program (STIP) Revisions

### Action Requested

Notification of Technical Advisory Committee (TAC) regarding revision to projects 21175, 21731, 21971, & 22024: Albany area MPO planning SFY23.

### Overview

The purpose of this memorandum is to provide an update on recent revisions to the Statewide Transportation Improvement Program (STIP) relevant to the Albany Area Metropolitan Planning Organization (AAMPO). A summary table of recent revisions can be found on the following page.

### Background on the STIP and MTIP

The STIP is the Oregon Department of Transportation's capital improvement plan for state and federally-funded transportation projects. The current STIP (FY2021-2024) went into effect October 1, 2020 and expires September 30, 2024. AAMPO acts as the regional coordinator to the STIP helping ensure that revisions and other adjustments are processed appropriately. AAMPO also maintains a Metropolitan Transportation Improvement Program (MTIP) which is consistent with the STIP.

### Revision Types

There are three types of STIP and MTIP revisions processed by AAMPO, listed below. Additional details on STIP and MTIP amendments can be found in the AAMPO MTIP policy [HERE](#).

- **Full Amendments:** Require the greatest level of scrutiny and are brought to the Policy Board for discussion and approval. The TAC makes a recommendation to the Policy Board regarding approval of the amendment and also determines what level public outreach is necessary. At a minimum, the item will be reviewed by the TAC and placed on the next Policy Board agenda, which comes with notification requirements. Additional items for consideration include provision of a public comment period (two weeks), holding a public meeting, and any other actions deemed advisable by the TAC.
- **Administrative Amendment:** Require less scrutiny and are usually familiar to local staff members. Administrative amendments are brought to the TAC for discussion and approval. The Policy Board is notified of Administrative Amendments at their next regularly scheduled meeting.
- **Adjustment:** For minor changes, AAMPO staff has the authority to approve adjustments. Adjustments do not require committee approval or public notice.

**STIP Revisions**

Row	Revision Type	Project Key Number/s & Name/s	Project Description	Revision Information
1	Adjustment  7/28/2022 Staff approved John Maher to slip the PE and CN phases one year	21175 Albany area MPO planning SFY23	Albany area MPO planning funds for Federal fiscal year 2022. Projects will be selected in the future through the MPO process.	John Maher, Region 2 STIP & Financial Plan Manager, entered a “draft” amendment to slip the project PE and CN phases from FY22 to FY23. Requested AAMPO approval 7/8/2022 to move the amendment to the next approval level.
2	Adjustment  7/28/2022 Staff approved John Maher to advance the project RW phase one year, and move less than \$100,000 between project phases	21731 Albany area MPO planning SFY23	Albany area MPO planning funds for Federal fiscal year 2022. Projects will be selected in the future through the MPO process.	John Maher, Region 2 STIP & Financial Plan Manager, entered a “draft” amendment to slip the project RW phase from FY23 to FY22 and to move \$22,600 of funds from CN phase to RW phase. Requested AAMPO approval 7/28/2022 to move the amendment to the next approval level.
3	Adjustment  7/28/2022 Staff approved John Maher to delay the project start by one year	21971 Albany area MPO planning SFY23	Albany area MPO planning funds for Federal fiscal year 2022. Projects will be selected in the future through the MPO process.	John Maher, Region 2 STIP & Financial Plan Manager, entered a “draft” amendment to slip the project from FY22 to FY23. Requested AAMPO approval 8/9/2022 to move the amendment to the next approval level.
4	Adjustment  7/28/2022 Staff approved John Maher to delay the project start by one year, and making minor corrections to project dollar amounts	22024 Albany area MPO planning SFY23	Albany area MPO planning funds for Federal fiscal year 2022. Projects will be selected in the future through the MPO process.	John Maher, Region 2 STIP & Financial Plan Manager, entered a “draft” amendment to slip the project from FY22 to FY23, and to round all funding amounts to whole dollars per FTA. Requested AAMPO approval 8/9/2022 to move the amendment to the next approval level.

# MEMORANDUM

## Albany Area Metropolitan Planning Organization

City of Albany • City of Jefferson • City of Millersburg • City of Tangent • Linn County •  
Benton County • Oregon Department of Transportation



**Date:** August 18, 2022  
**To:** AAMPO TAC  
**From:** Billy McGregor, AAMPO Transportation Planner  
**Re:** Statewide Transportation Improvement Program (STIP) Revisions

### Action Requested

Recommendation to Policy Board regarding revision to project 22651: Albany area MPO planning SFY23

### Overview

The purpose of this memorandum is to provide an update on recent revisions to the Statewide Transportation Improvement Program (STIP) relevant to the Albany Area Metropolitan Planning Organization (AAMPO). A summary table of recent revisions can be found on the following page.

### Background on the STIP and MTIP

The STIP is the Oregon Department of Transportation's capital improvement plan for state and federally-funded transportation projects. The current STIP (FY2021-2024) went into effect October 1, 2020 and expires September 30, 2024. AAMPO acts as the regional coordinator to the STIP helping ensure that revisions and other adjustments are processed appropriately. AAMPO also maintains a Metropolitan Transportation Improvement Program (MTIP) which is consistent with the STIP.

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**STIP Revisions**

<b>Row</b>	<b>Revision Type</b>	<b>Project Key Number/s &amp; Name/s</b>	<b>Project Description</b>	<b>Revision Information</b>
1	Full amendment  Seeks to separate one project into two. 30 day public comment period initiated 8/10/2022, will run through 9/6/2022 (as required by ODOT)	22651 Albany area MPO planning SFY23	Albany area MPO planning funds for Federal fiscal year 2022. Projects will be selected in the future through the MPO process.	Create a new project K22651.  Split funds in the amount of \$105,984.00 from project K20517 to create a separate project, K22651.  Both project's have the same description of "Enhanced mobility small urban program funding to improve transportation services to the special needs, seniors, and other transit-dependent populations in rural areas."

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# FFY 2024-2027 Albany Area MPO Discretionary Funds

## Surface Transportation Block Grant (STBG) Program Application Instructions

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**DRAFT**

### **Staff Contact:**

Billy McGregor, Transportation Planner  
[bmcgregor@ocwcog.org](mailto:bmcgregor@ocwcog.org); 541-223-7040  
Albany Area Metropolitan Planning Organization  
1400 SE Queen Ave, Suite 205  
Albany OR, 97322  
[www.albanyareampo.org/](http://www.albanyareampo.org/)



## Overview

The Albany Area Metropolitan Planning Organization (AAMPO) is requesting project proposals for use of Surface Transportation Block Grant (STBG) funds for federal fiscal years (FFY) 2024-2027. There is an estimated \$3.7 million in federal funding available for construction and scoping projects in the AAMPO region. STBG funding is distributed annually with approximately \$1 million available each year. Priorities for the use of STBG funds are outlined in this document.

Projects will be accepted until 5:00 PM (PST), **October 14, 2022**. Application materials should be submitted electronically to [bmcgregor@ocwcog.org](mailto:bmcgregor@ocwcog.org).

## Project Eligibility

Projects must be located within the Albany Area MPO boundary; be consistent with [2043 AAMPO Regional Transportation Plan](#) (RTP) a local transportation plan or other long-range planning document; and meet general eligibility requirements for use of federal aid dollars under Title 23 of the U.S. Code (see eligibility link in the box below for more information).

The STBG program is a flexible funding source that may be used for a variety of programs and projects within the Albany Area MPO boundary, including those outlined below:

- Roadway projects (generally should be located on an arterial or collector)
- Capital costs for transit projects, purchased service
- Signal & technology projects
- Bicycle and pedestrian improvements, including trails
- Safety projects
- Planning and scoping projects
- Travel options programs (including Safe Routes to Schools)

### **To confirm project eligibility, see:**

**Section E --ELIGIBILITY (pages 12 through 16)**

[https://www.fhwa.dot.gov/specialfunding/stp/bil\\_stbg\\_implementation\\_guidance-05\\_25\\_22.pdf](https://www.fhwa.dot.gov/specialfunding/stp/bil_stbg_implementation_guidance-05_25_22.pdf)

Projects will first be evaluated and ranked by AAMPO staff and the Technical Advisory Committee. Project lists will be made public for comment before final approval by the AAMPO Policy Board. While the Albany Area MPO Policy Board is responsible for selecting projects for these funds, final eligibility may be determined in consultation with FHWA, FTA, and ODOT.

### ***ODOT STBG Fund Exchange Program***

AAMPO has historically utilized ODOT's STBG State Fund Exchange Program which provides additional flexibility in how STBG dollars can be spent locally. It is expected that ODOT's Fund Exchange Program **WILL NOT** be available for STBG dollars associated with the funding cycles of the MPO's 2024-2027 Metropolitan Transportation Improvement Program (MTIP) and ODOT's 2024-2027 Statewide Transportation Improvement Program (STIP). Conversations are currently underway that will decide the future of this program. MPO staff will keep potential applicants apprised of progress on this topic.

If it remains available, applicants awarded funding may choose to use the Fund Exchange Program during this funding cycle. Local match is not required if the applicant uses the Fund Exchange Program, however, there is an exchange rate of .90 cents per dollar associated with the program<sup>1</sup>. To be eligible for State Fund Exchange projects must be located within the public Right-of-Way. Other eligibility requirements apply as well.

### ***Eligible Sponsors***

Applicable to the Albany Area MPO, eligible sponsors for projects requesting funds are limited to: local governments, transit agencies, natural resource or public land agencies, school districts, local educational agencies, schools, tribal governments, ODOT, other local or regional governmental entity with responsibility for oversight of transportation or recreational trails.

### ***Program Requirements***

**Project Size:** There is no set min./max. award, however, due to the unknown availability of ODOT's fund exchange program and the assumption that 2024-2027 funds will remain federal, a minimum request of \$50,000 for non-construction projects and \$100,000 for construction projects is recommended for requests that include any 2024-2027 dollars.

**Cost Estimate Sheet:** TBD –A short cost estimate sheet may be requested as part of applications.

**Matching Funds:** All projects require a local match paid by the applicant or by partner organizations. The **minimum local match is 10.27 percent** of eligible project costs. Note, if available, the ODOT STBG Fund Exchange Program does not require a match, although an exchange rate applies.

**Annual Update:** Applicants awarded STBG funds may be asked to submit a brief update annually for review by the AAMPO Policy Board. The update should include the status of the funded project and, if applicable, how it is performing relative to the purpose/need originally described in the project application.

### ***Scoping Studies***

Up to 10% of STBG funds may be used to conduct scoping studies for long range, complex projects identified by AAMPO members. Projects will be evaluated for funding on a case-by-case basis.

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<sup>1</sup> Previous exchange rate was .94 cents per dollar.

# Project Selection Process & Evaluation Criteria

Each project application will be screened for STBG Program eligibility by MPO staff, and an initial project scoring will be applied based on how well the information provided appears to support the established criteria (see table below for criteria). The Technical Advisory Committee (TAC) will then be given the opportunity to review all applications and finalize the criteria-based scoring through a consensus process. ***The evaluation criteria is used as a tool to assess project proposals, however, other factors are also considered as part of the selection process (e.g. funding available/requested, timeframe, benefits not captured in criteria, feasibility of project scope).*** Given the select criteria topics and the broad range of projects that are STBG eligible, it is expected that not all projects will score well despite having clear benefits. As mentioned above, the criteria scoring is simply a tool that the TAC uses in developing their funding recommendation. Applicants will be given the opportunity to present projects to the TAC and Policy Board. The AAMPO Policy Board will make the final funding determination.

## ***Evaluation Criteria***

The following criteria will be used for STBG project evaluation as part of the FFY2024-2027 Metropolitan Transportation Improvement Program (MTIP) process. Projects will be sorted into Preservation and Modernization, and then combined into one overall funding list. **Applicants for funding must demonstrate how well their proposed project meets the evaluation criteria identified below.**

***Table 1: Evaluation Criteria for Preservation Projects***

<b>PRESERVATION</b>	
<b>Pavement Condition</b> (30 pts)	Fair (30 pts) Poor (15 pts) Good (5 pts)
<b>Bicycle/Pedestrian/Transit Improvement</b> (30 pts)	Improves bicycle facilities (10 pts) Improves pedestrian facilities (10 pts) Project along transit route (10 pts)
<b>Safety Improvement</b> (20 pts)	Addresses documented safety issue and/or identified high crash location (20 pts)
<b>Project Leverage</b> (20 pts)	Funding this project will leverage other larger opportunities to increase overall project impact (10 pts) Improves freight operations (10 pts)
<b>Total</b>	100 pts

**Table 2: Evaluation Criteria for Modernization Projects**

<b>MODERNIZATION</b>	
<b>Project Readiness</b> (30 points total)	A scoping study is completed (8 pts) Project is in within existing ROW (8 pts) No extensive environmental permits required (7 pts) Match funding is already identified (7 pts)
<b>Bicycle/Pedestrian/Transit</b> (30 points total)	Improves bicycle facilities (8 pts) Improves pedestrian facilities (8 pts) Improves bus stop (7 pts) Project along transit stop (7 pts)
<b>Safety</b> (25 points total)	Addresses documented safety issue and/or identified high crash location (18 pts) Upgrades signal system to improve efficiency (7 pts)
<b>Intercommunity Impact</b> (15 pts)	Project identifies benefits to multiple communities (10 pts) Improves freight operations (5 pts)
<b>Total</b>	100 pts

### ***Schedule***

Planned schedule and summary of actions is listed below.

Sept 1, 2022	Start project solicitation process.
Oct 14, 2022	Application period closes; AAMPO staff begins application evaluation.
Oct 20, 2022	TAC application workshop (optional for applicants). Opportunity to present applications. With TAC concurrence, applicants may submit minor changes to applications by email to AAMPO staff.
Nov 17, 2022	TAC to review applications, evaluate projects, and make funding recommendation to the Policy Board.
Dec XX, 2022	Applicant presentations to Policy Board. Policy Board awards funds. Final date pending Policy Board decision.

### ***Opportunities for Public Comment***

Details on Policy Board and TAC meetings can be found at the AAMPO website: [www.albanyareampo.org](http://www.albanyareampo.org). Any questions or additional information can be requested through staff at the contact information listed above.

The public process will consist of a virtual open house that contains a map and description of each project. The virtual open house will be available in both English and Spanish languages. It will be advertised through handouts at established group meetings as well as community destinations. The virtual open house will also be noticed in the newspaper. All handouts and announcements regarding the virtual open house will be bi-lingual.

# Instructions to Apply

*Prospective applicants should refer to the “Project Eligibility” section of this document (pages 2 and 3) and use the link provided to determine if their project is an eligible activity. If unclear, please contact AAMPO staff for additional information.*

The Albany Area MPO does not use a prescribed form for STBG project applications. The information below outlines a list of suggested topics to cover in your application.

## ***Contact Information***

Provide contact information for project applicant. Contact should be someone from the sponsor agency that will be able to answer questions regarding the submitted application.

## ***Project Name and Description***

Provide a short project description. Suggested topics to cover include project need, problem to be addressed, expected outcomes and other relevant information that describes the project. Include information about work to be funded, such as what will be built, services provided, equipment to be purchased, or planning efforts that will be paid for with requested funds. Maps, photos, and other graphics are not required but will be accepted as part of the application.

## ***Presence in RTP, TSP, or other Planning Document***

Make a note on whether your project is identified in an existing plan or program; include plan name and page number (or other identifying information). Note that this is generally for information only, as not all projects will need to be in an existing plan/program. However, projects need to align with goals and policies contained in the 2043 AAMPO Regional Transportation Plan.

## ***Project Scoring Criteria & Other Project Benefits***

Applicants for funding must demonstrate how their proposed project meets the evaluation criteria identified on page 4. The evaluation criteria was adopted by the Policy Board in 2019 and updated in 2022. It is up to the applicant to demonstrate how well the project supports each criterion, and including measurable objectives is encouraged, if applicable (e.g.: linear feet of new ped/bike facility, crash data, transit ridership, etc.).

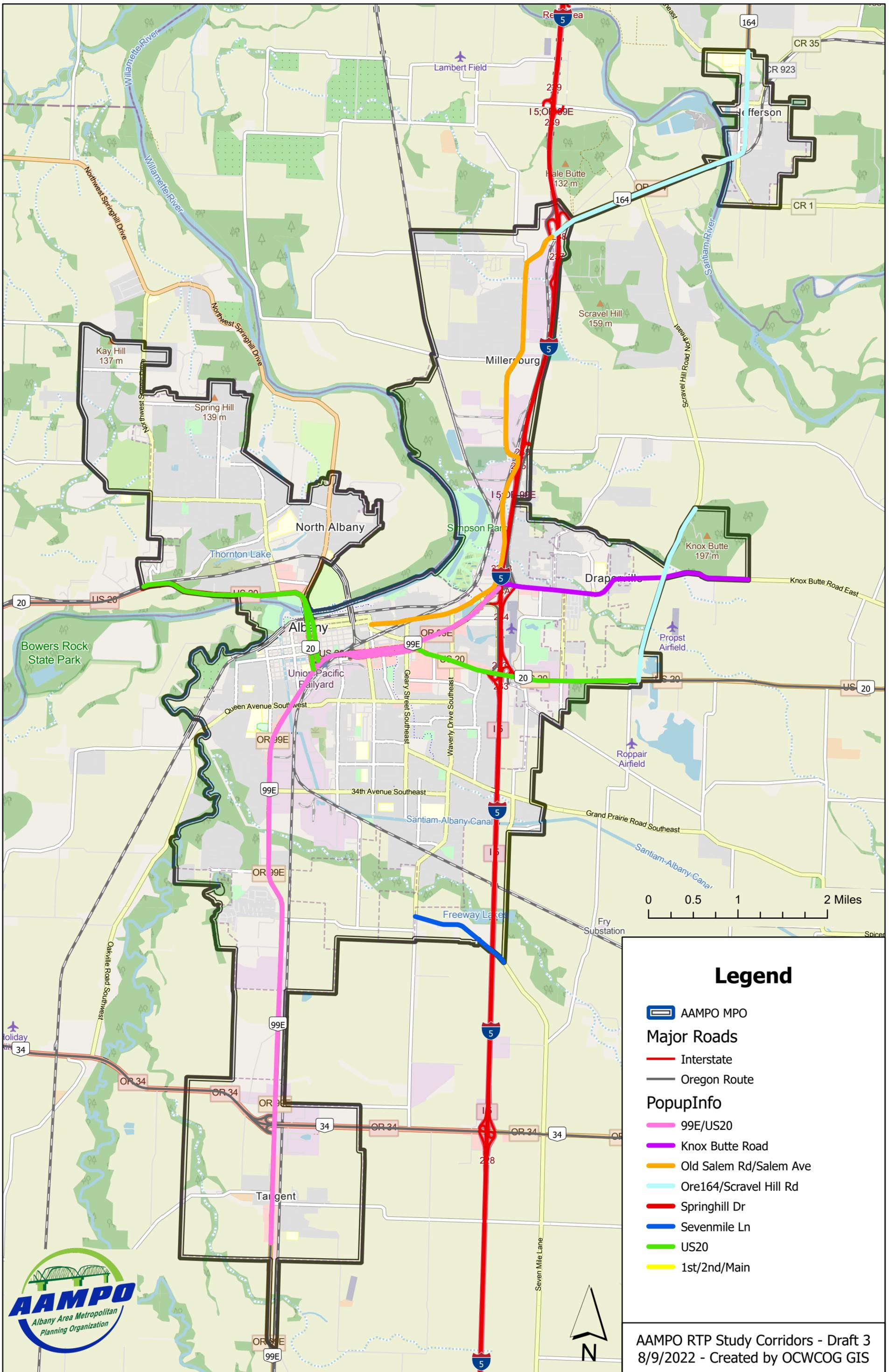
## ***Cost Estimate & Funding Requested***

Provide an estimate for total project cost and amount of STBG funds being requested. Information about other committed funds, including match, may be useful to include as well. Match must come from non-federal sources. If a soft match is to be used, please note and consult with MPO staff for eligibility. **More on cost estimate sheet may be added here.**

Cost overages are not the responsibility of the MPO. Federal fiscal year begins October 1 and ends September 30.

## ***Submit Application***

Email your completed application to [bmcgregor@ocwcog.org](mailto:bmcgregor@ocwcog.org).



### Legend

AAMPO MPO

#### Major Roads

- Interstate
- Oregon Route

#### PopupInfo

- 99E/US20
- Knox Butte Road
- Old Salem Rd/Salem Ave
- Ore164/Scraven Hill Rd
- Springhill Dr
- Sevenmile Ln
- US20
- 1st/2nd/Main



***Oregon Department of Transportation***

**Local Agency Project  
Delivery Options:  
*Funding Impacts & Scoping  
Considerations***

August 3, 2022 Bend MPO TAC Meeting  
Justin Bernt & Tiffany Hamilton

# Overview:

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- Introductions
- ODOT Policies on Local Agency Projects
- Disconnect between Program Development & Project Delivery
- Local Agency Certification Program Overview & Resources
- Non-Certified Local Projects Program Overview & Resources



# ODOT Policy: 3 Options for Delivery of Federally Funded Local Projects

## Exchange Funds

Local agency delivers through an approved fund exchange program

## Federal Funds

Certified local agency delivers (for itself or on behalf of a noncertified agency)

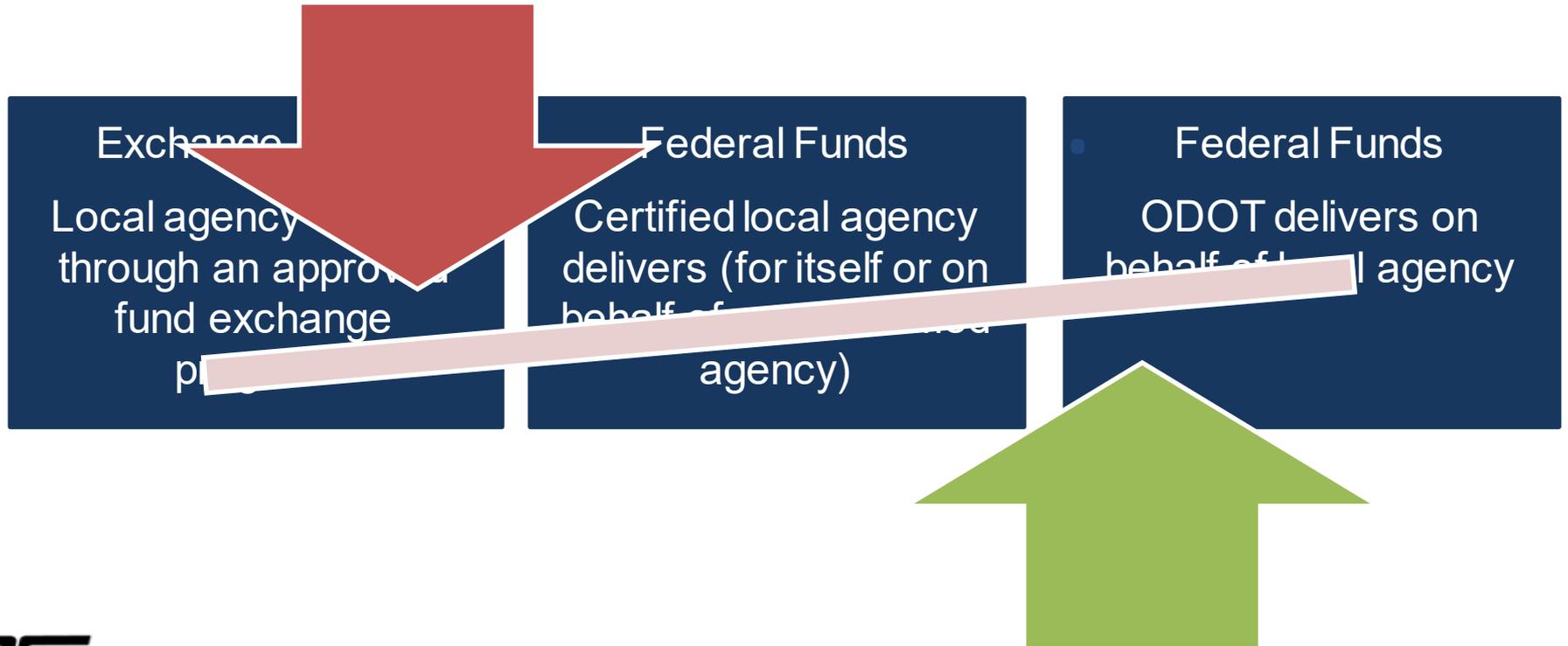
## Federal Funds

ODOT delivers on behalf of local agency





# ODOT Policy: 3 Options for Delivery of Federally Funded Local Projects





# ODOT Policy & Operational Notice 2022-01: Local Agency Delivered Projects

## Objectives:

- Enable local agency ownership, control, and accountability for local projects to the maximum extent possible while meeting stewardship and oversight obligations.
- Maximize efficiency while minimizing duplicative administrative processes through a risk-based approach to project delivery, oversight, and grant administration.
- Conserve ODOT project delivery resources to allow Department staff to focus on its responsibility of delivering State transportation projects.





# Local Agency Delivered Projects: Roles & Responsibilities

## MPOs

- Select and award projects with MPO controlled funding allocations to local agencies within their jurisdiction;
- Evaluate whether projects are delivery-ready (i.e., adequately scoped); and
- Ensure on time obligation of funding allocations.

## Local Agencies

- Identify project needs
- Apply for project funding through the MPO, ODOT, or other federal programs.
- Develop and deliver the project scope, schedule, and budget according to program requirements.

## ODOT

- For ODOT managed programs, program managers establish policy, administrative procedures, and criteria to ensure compliance with state and federal funding requirements.
- Regions provide project delivery support consistent with program policies and procedures; raise awareness of funding opportunities; and help local agencies navigate ODOT's resources.
- Depending on the program, regions may support program awards by performing site visits and participating in scoping efforts; track project scope, schedule, budget, and deliverables; but local agencies are ultimately responsible for on time, on budget delivery of projects.





# Planning & Program Development

- Phases: Planning, PE, ROW, Utility, Other, Construction
- Must meet Federal requirements
- Federal aid- Receives federal funding (FHWA) through various funding, selection, and award processes
- Project must be scoped for a feasible scope, schedule, and budget
- Prior to federal authorization a project phase must be fully funded. As project costs and schedules are refined, the STIP (and, if applicable, MTIP) must be updated.
- It is important to monitor and plan in advance for needed STIP and/or MTIP amendment approvals, as amendment timelines may impact project delivery schedules.





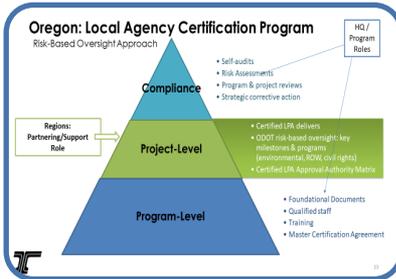
# Planning & Program Development

## Considerations for both Certified & Non-Certified Projects:

- Become familiar with STIP development and applicable amendment processes/timelines for STIP (and/or MTIP) changes
- Monitor project costs and timelines against the current STIP project details
- Facilitate communication between LPAs and STIP Coordinators (and MPO contacts, if needed) to help ensure all needed phases are programmed and fully funded
- Expectations:
  - Each project to be fully scoped, SCOPE/SCHEDULE/BUDGET for the entire project, not just those parts that may be federally funded
  - Project has \$1 federal funded, it's a federal aid project through all phases
  - Spending federal money on a project may have conditions, even if all federal funding is repaid
  - Federal and state law must be met, regardless if local standards are lesser than or in conflict with
  - Projects must conform to State, Regional, local transportation plans.



# What is the Local Agency Certification Program?



## Program

- FHWA approved, state administered, started early 2000s
- **Enables local agencies to deliver federal-aid transportation projects**
- Risk-based oversight by ODOT (key milestones & programs: environmental, ROW, civil rights)



## Objectives

- Delegate project delivery authority and **contracting responsibility** to the lowest practical level
- Provide accountability and assistance to ensure compliance
- Streamline administrative costs while maintaining quality





# Scope of Certification:

**Certified LPAs are required to be certified in all disciplines needed to delivery the agency's projects, generally:**

- Consultant Selection and Contract Administration
- Roadway Design (Bridge Design, optional)
- Construction Ad/Bid/Award Procedures
- Construction Contract Administration

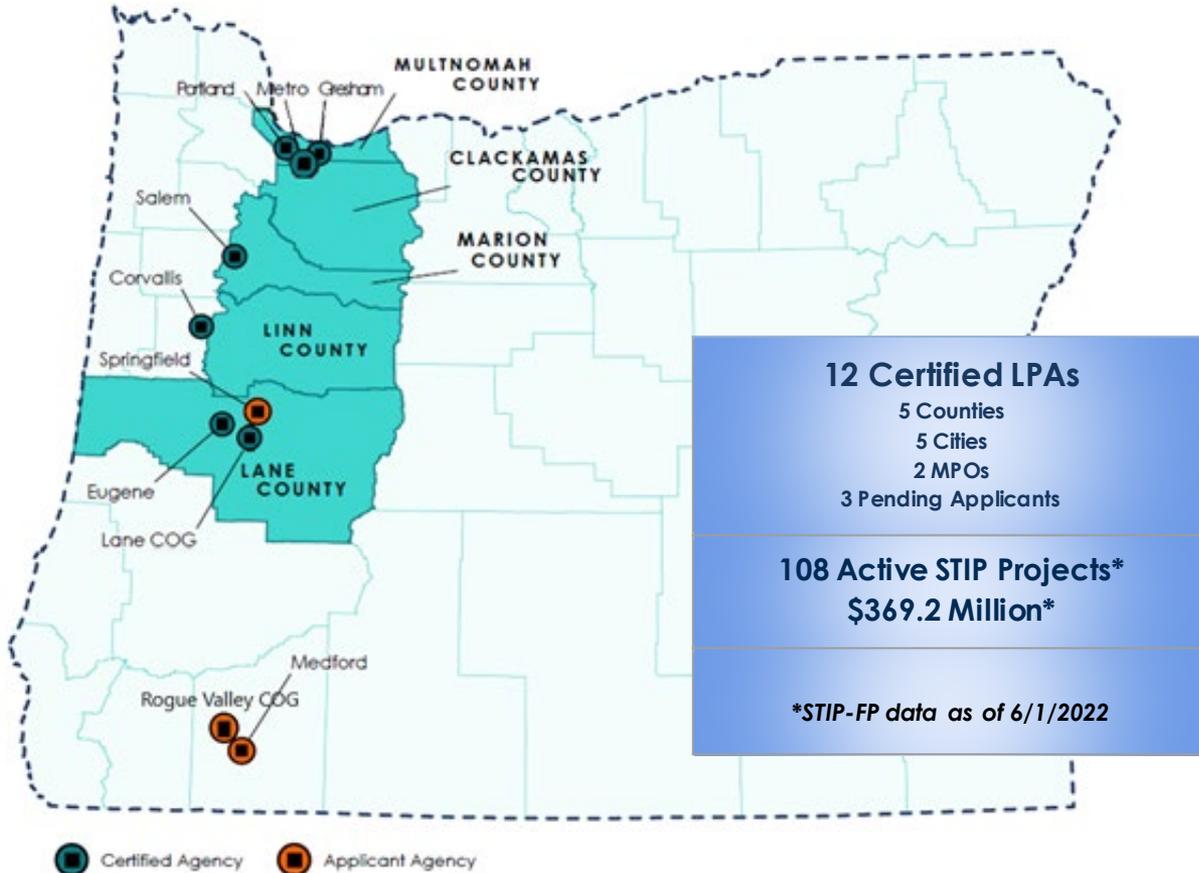
Single-discipline certification is no longer available. However, participating MPOs receive limited certification in Consultant Selection/Contract Administration only.





# Which agencies are currently certified?

## Local Agency Certification Program Snapshot





# Local Agency Certification:

## Foundational Documents

- Title VI Program and Plan
- ADA Title II Transition Plan
- Consultant Contracting Templates
- Construction Contracting Templates
- Quality Program Plan

### What is the LAL's role?

- Be aware of the Certified LPA's FD status; track any impacts to project delivery approvals.
- Become familiar with your Certified LPA's QPP; review as requested.





# Local Agency Certification Process:

1

- **Application:** Completed by LPA; Accepted by ODOT

2

- **Training Plan & Foundational Documents:** Developed by LPA; Accepted by ODOT

3

- ★ **Certification:** LPA & ODOT execute Master Certification Agreement

4

- **Demonstration Project:** CLPA delivers project; ODOT reviews and evaluates at key milestones; CLPA addresses any corrective action

5

- **Maintain:** CLPA complies with Certification Program Compliance & Oversight Plan





# Local Agency Certification:

## Demonstration Project(s)

- Upon execution of the required agreements, the Certified LPA will administer a demonstration project in accordance with federal and Program requirements.
- During the project(s), the LPA will present their processes to the CPO for review at or shortly after the following milestones as applicable:
  - Consultant Selection
  - PS&E document submittal
  - Award of construction contract
  - Completion of construction

LALs support Certified LPAs & CPO throughout the Demo Project.



# Non-Certified LPA (Local public agency) Program - Basics

- Local Agency applies for federal funding, is selected and awarded the funding, ODOT delivers on behalf of the local agency
- ODOT carries all the contracts, and administers those contracts for both A&E as well as construction (contracting mechanism)
- ODOT does not reimburse the local agency, ODOT and ODOT's consultant complete the work on behalf of the local agency (not hybrid, not a sub-recipient relationship)
- Intergovernmental agreement between ODOT and local agency

# Federally Funded

- In the STIP, must follow STIP rules
- Must meet federal requirements (ODOT Oversight):
  - Environmental (NEPA), ROW, Utility, Buy America, .....
- Standards
  - Minimum AASHTO (standards for design)
  - MUTCD with Oregon Supplement (sign, signal, traffic control etc. design standards)
  - Other depending on the funding program

# Roles & Responsibilities

- Communication/Coordination
- Keep track of funding, invoicing, and estimates
  - Recommendation for payment of invoicing and review
- Administer A&E contracts
- Manage schedule
- Manage scope
- Manage budget



# General sequence of a project

- Planning
- Scoping
- Application, selection and award
- Project entered into the STIP
- Design (beginning with consultant RFP, selection, award, execution and NTP)
- ROW and Utility
- Construction

# Resources:

## Contacts:

Tiffany Hamilton, ODOT  
Local Agency Certification  
Program Manager

[tiffany.hamilton@odot.oregon.gov](mailto:tiffany.hamilton@odot.oregon.gov)

503-986-3649

Justin Bernt, ODOT  
Scoping & Non-certified Local  
Agency Programs Manager

[Justin.J.Bernt@odot.oregon.gov](mailto:Justin.J.Bernt@odot.oregon.gov)

503-986-3825

## Links:

- [ODOT Local Government Page](#)
- [SIMS Policy & Op. Notice 2022-01 - Local Agency Delivered Projects](#)
- [Local Public Agency Federal Aid Project Scoping Checklist](#)
- [Local Agency Guidelines \(LAG\) Manual](#)
- [Certification User Group Page](#)
- [ODOTCertification@odot.oregon.gov](mailto:ODOTCertification@odot.oregon.gov)
- [Metro Project Readiness & Risk Management](#)
- [Metro Project Readiness & Risk Management Cover Memo](#)





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Q & A



**Albany Area Metropolitan Planning Organization**  
**Corvallis Area Metropolitan Planning Organization**

1400 Queen Avenue SE #201  
 Albany, Oregon 97322



May 27, 2022

To whom it may concern,

Located in close proximity to one another, the Albany Area Metropolitan Planning Organization (AAMPO) and the Corvallis Area Metropolitan Planning Organization (CAMPO) often work jointly on regional transportation and transit projects in the mid-Willamette Valley. As such, AAMPO and CAMPO are pleased to support the City of Albany's application to the 5339 grant program for the development of a Transit Operation Facility.

The City of Albany operates the Albany Transit System (ATS) and its complementary paratransit program, Albany Call-A-Ride. Albany is also the operator of the Linn-Benton Loop (Loop) which provides commuter connections between critical education, employment, and activity centers including Oregon State University, Downtown Corvallis, Hewlett-Packard, Linn-Benton Community College, and Downtown Albany. Maintenance and operations for these services is currently conducted in a shared facility with the Albany Fire Department. Investment in the Transit Operation Facility would lead to the development of a transit specific maintenance facility which is vital to future service expansion.

The Albany Area MPO is currently working with ATS to implement the "medium term" scenario of Albany's 2018 Transit Development Plan (TDP). The planned improvements will double service by expanding from two single-direction loop routes to four bi-directional routes. Operating four buses simultaneously is the current limit of ATS's capabilities with their existing facilities. Further expansion to implement the "long term" TDP scenario will require a dedicated Transit Operation Facility.

The Loop and ATS are key pieces to the region's transit network, providing service throughout the AAMPO and CAMPO planning areas. True to Albany's nickname "Hub of the Valley" these services connect far beyond our region. Both services offer transfers to multiple public and private transportation providers extending throughout the Willamette Valley, to the Oregon Coast, and beyond.

We are enthusiastic about this opportunity to invest in the City of Albany Transit Operation Facility and urge you to fully fund this request.

Sincerely,

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