



**REGIONAL TRANSPORTATION COMMISSION
TECHNICAL ADVISORY COMMITTEE**

MEETING AGENDA

**Thursday, February 2, 2023, 9:00 a.m.
MEETING TO BE HELD VIA ZOOM ONLY**

- I. This meeting will be held via Zoom in accordance with Assembly Bill 253 (2021). There will be no physical location. For those requiring hearing or speech assistance, contact Relay Nevada at 1-800-326-6868 (TTY, VCO or HCO).
 - II. The committee may combine two or more agenda items for consideration and/or may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.
 - III. Members of the public may attend the meeting via Zoom by registering at https://us02web.zoom.us/webinar/register/WN_IWOXQ_4wQVGnjB9zy1Ft3g Registered persons will receive an email from Zoom with a link to the meeting and instructions on how to join the meeting. Registered persons should follow the instructions from Zoom to join the meeting. Registered persons can participate by telephone or video via Zoom. To provide public comment during the meeting via Zoom, please make sure your computer or device has a working microphone. Use the "Chat" feature to submit a request to make a comment. When the time comes to make public comments, you will be invited to speak. If you cannot register via Zoom but want to attend the meeting via telephone, please call 1-669-444-9171 or 1-669-900-6833 (WEBINAR id 848 6356 2049; webinar passcode 002038) on the day of the meeting. If you wish to provide public comment during the meeting, please contact Agency Services at (775) 348-0171 prior to 4:00 p.m. on the day before the meeting and provide the telephone number you will be calling from as well as the item(s) you would like to comment on. When the time comes to make public comments, you will be invited to speak.
 - IV. Public comment is limited to three minutes per person.
 - V. Members of the public may also provide public comment in advance of the meeting by one of the following methods: (1) submitting comments via online Public Comment Form (www.rtcwashoe.com/about/contact/contact-form/); or (2) emailing comments to: rtcpubliccomments@rtcwashoe.com. Comments received prior to 4:00 p.m. on the day before the meeting will be forwarded to members of the committee and included in the minutes of the meeting.
 - VI. The supporting materials for the meeting can be found at www.rtcwashoe.com. If you need to request a copy of the supporting materials, please contact Agency Services by phone at (775) 348-0171 or by email at agencyservices@rtcwashoe.com.
 - VII. RTC staff will make reasonable efforts to assist and accommodate individuals with disabilities. Please contact Agency Services at (775) 348-0171 in advance so that arrangements can be made.
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ITEM 1 Roll Call/Call to Order

ITEM 2 Approval of Agenda (*For Possible Action*)

ITEM 3 Public Comment - *please read paragraph III. near the top of this page*

ITEM 4 Approval of the January 5, 2022, Meeting Minutes (*For Possible Action*)

ITEM 5 Provide Feedback and Acknowledge Receipt of a Report on FY 2023 Transit Optimization Plans Strategies (TOPS) Recommended Service Changes (*For Possible Action*)

ITEM 6 Recommended Approval of the Transportation Alternatives (TA) Set-Aside Program Guidance and Application (*For Possible Action*)

ITEM 7 Discussion and Recommendation Regarding Proposed tasks for the FFY 2024-2025 Unified Planning Work Program (UPWP) *(For Possible Action)*

ITEM 8 Development Updates *(Informational Only)* Member Items

- a) City of Reno
- b) Reno-Tahoe Airport Authority
- c) City of Sparks
- d) FHWA
- e) Washoe County
- f) Air Quality Management Div. (AQMD)
- g) NDOT
- h) TMRPA
- i) WCSD
- j) Reno-Sparks Indian Colony (RSIC)

ITEM 9 Agenda Items for Future TAC Meetings *(For Possible Action)*

ITEM 10 RTC Staff Items *(Informational Only)*

ITEM 11 Public Comment - *please read paragraph III. near the top of this page*

ITEM 12 Adjournment *(For Possible Action)*

The Committee may take action on any item noted for possible action

**REGIONAL TRANSPORTATION COMMISSION
TECHNICAL ADVISORY COMMITTEE
MEETING MINUTES
THURSDAY, JANUARY 5, 2022**

TAC MEMBERS PRESENT

Amber Sosa, Chair	City of Sparks Engineering Services
Craig Petersen	Washoe County Health District-Air Quality Management Division
Julee Olander	Washoe County Community Services
Mitchell Fink	Washoe County Community Services
Ian Crittenden	City of Sparks Community Services
Angela Fuss	City of Reno Community Development
Chris Tolley	Truckee Meadows Regional Planning Agency
Kurt Dietrich, Vice Chair	City of Reno Public Works
Lissa Butterfield	Reno-Tahoe Airport Authority
Kevin Verre	Nevada Department of Transportation

RTC STAFF

Graham Dollarhide	Dale Keller
Xuan Wang	Jim Gee
Mark Maloney	Paul Nelson
Jacqueline Maldonado	

TAC GUEST

Sara Collins, public

ITEM 1. CALL TO ORDER/ROLL CALL

The Technical Advisory Committee meeting was conducted as a Zoom Webinar. The meeting was called to order at 9:02 a.m. by the Chair, Amber Sosa.

ITEM 2. APPROVAL OF AGENDA

The agenda was approved as submitted.

ITEM 3. PUBLIC COMMENT

There were no public comments given.

ITEM 4. APPROVAL OF THE DECEMBER 1, 2022 MEETING MINUTES

The TAC December 1, 2022, meeting minutes were approved as submitted.

ITEM 5. RECOMMEND APPROVAL OF THE PROPOSED AMENDMENT NO. 5 TO THE FFY 2021-2025 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (RTIP)

Graham Dollarhide, RTC Senior Technical Planner gave a presentation on the proposed Amendment No. 5 to the FFY 2021-2025 Regional Transportation Improvement Program (RTIP). A copy of the PowerPoint presentation is on file at the RTC Metropolitan Planning Department.

Chris Tolley made a motion to recommend approval of the proposed Amendment No. 5 to the FFY 2021-2025 Regional Transportation Improvement Program (RTIP).

Kurt Dietrich seconded.

The motion carried unanimously.

ITEM 6. RECOMMEND APPROVAL OF THE PROPOSED AMENDMENT NO. 1 TO THE REGIONAL TRANSPORTATION PLAN (RTP)

Xuan Wang, RTC Senior Technical Planner gave a presentation on the proposed Amendment No. 1 to the Regional Transportation Plan (RTP). A copy of the PowerPoint presentation is on file at the RTC Metropolitan Planning Department.

Angela Fuss made a motion to recommend approval of the proposed Amendment No. 1 to the Regional Transportation Plan (RTP)

Chris Tolley seconded.

The motion carried unanimously.

ITEM 7. DEVELOPMENT UPDATES

There were no development updates.

ITEM 8. MEMBER ITEMS

Kurt Dietrich, COR updated the committee on the re-evaluation on all the school zones and applying a crash prediction factor to the zones and establish a program to convert static signage over to school flashers.

Chris Tolley, TMRPA announced the TMRPA annual report requests is being released with the capital improvement portion request for public infrastructure data. He stated there will be a follow-up with the jurisdictions and entities.

ITEM 9. AGENDA ITEMS FOR FUTURE TAC MEETINGS

There were no agenda items given.

ITEM 10. RTC STAFF ITEMS

There were no staff items.

ITEM 11. PUBLIC COMMENT

There were no public comments given.

ITEM 12. ADJOURNMENT

The meeting adjourned at 9:23 a.m.

DRAFT



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

MEETING DATE: February 2, 2023

AGENDA ITEM 5

To: Technical Advisory Committee

From: Michael Dulude
Senior Technical Transit Operations Planner

RECOMMENDED ACTION

Provide feedback and acknowledge receipt of a report on Fiscal Year 2023 Transit Optimization Plans Strategies (TOPS) recommended service changes.

BACKGROUND AND DISCUSSION

In July 2022, the RTC Board approved and adopted the TOPS plan and the recommended service changes. RTC will be implement the next set of recommended service changes as indicated for the 2023 – 2024 time-period. The recommended service changes are:

- Discontinue Route 3
- Modify Route 4
- Extend Route 11
- Modify Route 21
- Discontinue Route 26
- Extend Somersett-Verdi FlexRIDE zone
- Reciprocal fare agreement with Jump Around Carson (JAC)
- Enhancements to taxi bucks program

The following outlines the specifics of the above noted changes:

May 6, 2022 Service Change – Adjustments to Routes 3, 4, 11, 21, 26, FlexRIDE, Fare Agreement, and Taxi Bucks Program

RTC is receiving public comments on the following recommended service changes:

Route modifications:

Route 4 (89.1% Public Approval / 10.9% Disapproval):

- Creates a partial loop around the 7th Street and McCarran Walmart using Sierra Highlands Drive and discontinues the leg serving the Northwest Reno Library which has proven to be a very unproductive segment of this route. This change also includes removing one time-point to help improve on-time performance.
 - Provides better access to the two shopping complexes located on the west side of McCarran north (Coit Plaza) and south (Ridgeview Plaza) of Mae Anne.
 - This change will the schedule times for this route.

Route 11 (91.2% Public Approval / 8.8% Disapproval):

- Extend the route further east to Howard Drive, looping around the Silver State Plaza shopping complex on the east end and extending west to 7th Street and McCarran Boulevard, looping around the Coit Plaza.
 - Allows for more access to shopping and employment centers.
 - Improves frequency to the shopping, employment, and residential center along East 4th Street.
 - Fills in service from discontinued routes (3 and 26)
 - This will change the schedule times for this route.

Route Discontinuation:

- 3 (79.6% Approval / 20.4 Disapproval)
 - Low productivity (passenger per revenue hour) route
 - FlexRIDE zone to be expanded to include area covered by the north part of route
 - Route 11 extension to cover the south part of the route
- 26 (76.0% Approval / 24.0% Disapproval)
 - Duplicates service of the extended Route 11
 - Route 21 to be modified to provide service to Northern Nevada Medical Center (NNMC)
 - This route has very low productivity on Prater from Pyramid to NNMC

FlexRIDE Adjustments

In an effort to continue providing public transit service to the northwest portion of the City of Reno in light of the discontinued Route 3 service, RTC will be expanding the Somerset-Verdi FlexRIDE zone to include the area previously covered by the northern part of Route 3. This zone will go as far east as Sierra Street and follow 7th Street from Sierra Street to McCarran Boulevard about 3-tenths of mile north of 7th Street. Furthermore, Rancho San Rafael Park will be a connection point between the Somerset-Verdi FlexRIDE zone and the North Valleys FlexRIDE zones.

Reciprocal fare agreement with Jump Around Carson (JAC) (Not Related to TOPS)

RTC provides a service, RTC REGIONAL CONNECTOR, which is a route connecting Reno with Carson City. The service is primarily designed for commuters with six round trips every weekday.

In Carson City, passengers who wish to connect from RTC to JAC receive a transfer for free and pay no extra fare for switching from system to system. However, passengers connecting from JAC to RTC receive a transfer but are required to pay an extra \$3.50 regular fare or \$1.50 reduced fare to travel to Reno. This proposed change in fare policy eliminates this extra fee

Enhancement to the RTC Taxi Bucks Program (96.1% Approval / 3.9% Disapproval)

The FY 2023–2027 Transit Optimization Plan Strategies (TOPS) included a number of recommendations for the RTC Public Transportation Services to be implemented during the five-year

TOPS period. One of the recommendations described in this report is expanding the Washoe Senior Ride (WSR) Taxi Bucks/Uber Rides Program.

RTC currently offers the Washoe Senior Ride and Uber Rides programs for seniors in parts of Washoe County. Washoe Senior Ride is a subsidized taxi programs which allows participants to purchase up to \$60 per month in taxi credit for \$15 for use on trips throughout the county. Under the Uber Rides program, RTC subsidizes 75% of up to five monthly trips on Uber up to \$9 for trips within the general Reno/Sparks area.

These programs provide additional mobility for seniors at a lower cost to RTC than ACCESS. They also have the benefit of providing mobility in areas not currently served by RIDE or FlexRIDE services. The TOPS plan recommends increasing the RTC contribution for the taxi program and increasing Uber trips and contribution as shown in Figure 1.

Figure 1: Senior Mobility Program Recommendations

Program	Current	Proposed
Washoe Senior Ride Taxi Bucks	RTC provides \$60 of monthly taxi credit for \$15	RTC Washoe Senior Ride (Taxi Bucks) program is transitioning towards an automatic card loading process. You will no longer require to load your CardONE card, every month you will receive a subsidy of \$10.00 per taxi trip for a maximum of six (6) trips. Any amount over \$10.00 will be the participants or rider's responsibility. The taxi trips subsidy automatically loads each month for the duration of the program and unused trips do not roll over to the next month.
Uber Rides	RTC covers up to \$9.00 per trip for 5 trips per month	RTC covers up to \$10.00 per trip for 6 trips per month

Routine Schedule Time Adjustments

As part of RTC's on-going effort to provide reliable and on-time service, staff monitors bus travel times and speeds, as well as other statistics. As traffic patterns change, passenger habits change, and street networks change, these an effect on the reliability and on-time performance of each route. Therefore, each service change contains small adjustments to the schedule timetables to maintain their relevance to what the bus can actual perform, thereby improving reliability and on-time performance, as well as customer service. This service change will contain these small adjustments to a small group of routes.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

MEETING DATE: February 2, 2023

AGENDA ITEM 6

To: Technical Advisory Committee

From: Graham Dollarhide
Senior Technical Planner

RECOMMENDED ACTION

Recommend approval of the Transportation Alternatives Set-Aside Program Guidance and Application.

BACKGROUND AND DISCUSSION

As the Metropolitan Planning Organization (MPO) for the region, the RTC is tasked with administering the federal Transportation Alternatives (TA) Set-Aside Program for funding sub-allocated to the Reno-Sparks metropolitan planning area. Eligible recipients of the funding include local governments, transportation agencies, tribal governments, and non-profits. Eligible uses include construction and planning-related improvements to non-motorized mobility, construction of turnouts, overlooks, and viewing areas, preservation and rehabilitation of historic transportation facilities, Safe Routes to School programs, and environmental mitigation activities related to transportation facilities. Requirements for the program are established in current and prior federal statutes.

The RTC Board most recently approved guidelines and application materials for the program on June 18, 2021. This item provides updates to the Program based on recently released federal guidance. The grant application process and associated evaluation criteria have also been updated to mirror Program changes.

Notable proposed updates to the Program are as follows:

- Projects must align with stated goal(s) of Regional Transportation Plan One Nevada Transportation Plan and/or (previously had to align with national goals under prior federal TA guidance)
- Examples of eligible and ineligible projects added
- Additional Program federal regulations and reporting requirements under agreement with NDOT now referenced (links to NDOT's TA and Local Public Agency (LPA) Manual webpages included)
- Adjustment to non-infrastructure point scoring, making total points possible equal between infrastructure and non-infrastructure projects
- Additional documentation for non-infrastructure projects now required as part of application submittal

Following a call for projects, which is projected to be open for approximately 12 weeks, RTC staff will review applications for eligibility and completeness. Staff will then score applications based on Program evaluation criteria, and review scores with applicants to discuss potential funding. Recommended projects and funding levels will be presented to the CMAC and TAC before they are brought to the RTC Board for final consideration. The local match requirement remains at 5% and awarded applicants will be required to enter into an agreement with the Nevada Department of Transportation before beginning the project.

Attachment

Regional Transportation Commission of Washoe County TRANSPORTATION ALTERNATIVES (TA) SET-ASIDE PROGRAM

February 2023

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1.0 Purpose and Eligibility

Consistent with priorities in the Policy on Using Bipartisan Infrastructure Law Resources to Build a Better America, projects funded through the TA Set-Aside and other Bipartisan Infrastructure Law (BIL) Programs are encouraged to upgrade the condition of streets, highways, and bridges and make them safe for all users, while at the same time modernizing them so that the transportation network is accessible for all users, provides people with better choices across all modes, accommodates new and emerging technologies, is more sustainable and resilient to a changing climate, and is more equitable. In response to the National Roadway Safety Strategy's safety goals, funding recipients are also encouraged to prioritize safety in all appropriate projects. The Transportation Alternatives (TA) Set-Aside Program is specifically intended to improve safety and accessibility for all in creating safe, connected, and equitable street and trail networks. TA funding can be used for a variety of projects including pedestrian and bicycle facilities, recreational trails, Safe Routes to School projects, road safety assessments, community improvements such as historic preservation and vegetation management, and environmental mitigation related to stormwater and habitat connectivity.

TA Set-Aside funding is suballocated to metropolitan planning organizations (MPOs) in the state based on relative population. With these funds, MPOs must select projects through a competitive process in consultation with the state. The Regional Transportation Commission of Washoe County (RTC), as the MPO for the Reno/Sparks region, works with the Nevada Department of Transportation (NDOT) in administering these funds. Projects awarded funding by the RTC through the process described in this Program document must execute an agreement with NDOT prior to project implementation. Below is a list of eligible entities and projects.

The BIL amended entities eligible to receive TA funds, as defined under 23 U.S.C. 133(h)(4)(A) to include:

1. **A local government** – local government entities include any unit of local government below a State government agency. Examples include city, town, township, village, borough, parish, or county agencies.
2. **A regional transportation authority** – regional transportation authorities are considered the same as the Regional Transportation Planning Organizations defined in the statewide planning regulations (23 U.S.C. 135(m)).
3. **A transit agency** – transit agencies include any agency responsible for public transportation that is eligible for funds as determined by the Federal Transit Administration.
4. **A natural resource or public land agency** – natural resource or public land agencies include any Federal, Tribal, State, or local agency responsible for natural resources or public land administration. Examples include state or local park or forest agencies; state or local fish and game or wildlife agencies; Department of the Interior land management agencies; and U.S. Forest Service.
5. **A school district, local education agency, or school** – school districts, local education agencies, or schools may include any public or nonprofit private school. Projects should benefit the general public and not only a private entity.
6. **A tribal government.**
7. **A metropolitan planning organization (MPO) that serves an urbanized area with a population of 200,000 or fewer** – MPOs representing urbanized areas over 200,000 population are not eligible entities. However, MPOs with populations over 200,000 population (such as Washoe County) may partner with another eligible entity to carry out a project.

8. **A nonprofit entity** – the BIL removed the requirement that the nonprofit entity be responsible for the administration of local transportation safety programs.
9. **Any other local or regional governmental entity with responsibility for or oversight of transportation or recreational trails that the State determines to be eligible, consistent with the goals of 23 U.S.C. 133(h).**
10. **A State** – must be at the request of an eligible entity listed above.

State DOTs and MPOs representing urbanized areas over 200,000 population are not eligible entities, except as described above. However, either may partner with any eligible applicant to carry out a project. After projects have been selected, the State DOT may manage projects.

Each eligible entity may only submit one application (see Attachment 1) to the RTC per Federal fiscal year of available funding. However, this does not preclude an eligible entity from submitting a separate application through NDOT's program. Applications and other resources are available on the [RTC's Transportation Alternatives Set-Aside Program website](#). A description of eligible projects is provided below.

1.1 Project Eligibility

The BIL retained previous TA Set-Aside eligibility and amended several sections of 23 U.S.C. that relate to projects eligible under the TA Set-Aside program. The following is a list of projects eligible for funding through the TA Set-Aside program, inclusive of these amendments:

23 U.S.C. 133(h)(3)(A): projects or activities described in 23 U.S.C. 101(a)(29) or 23 U.S.C. 213 as in effect prior to the enactment of the FAST Act. Those sections contained the following eligible projects:

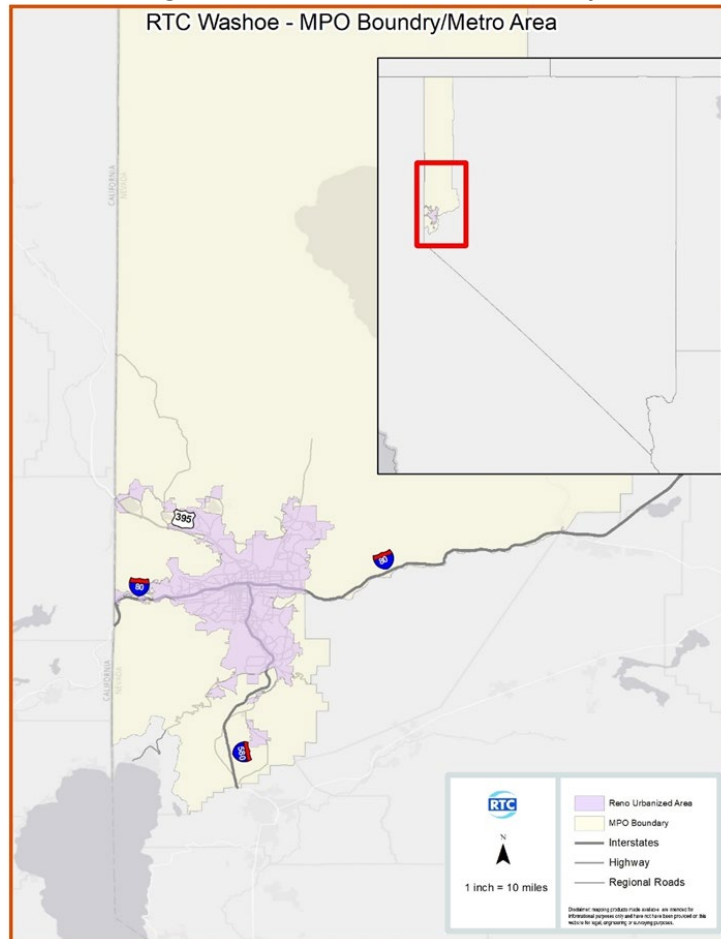
1. Transportation Alternatives as defined in 23 U.S.C. 101(a)(29) as it appeared prior to changes made by the FAST Act: The term "transportation alternatives" means any of the following activities when carried out as part of any program or project authorized or funded under title 23 U.S.C., or as an independent program or project related to surface transportation:
 - A. Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990.
 - B. Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
 - C. Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.
 - D. Construction of turnouts, overlooks, and viewing areas.
 - E. Community improvement activities, *which include but are not limited to:*
 - i. inventory, control, or removal of outdoor advertising;
 - ii. historic preservation and rehabilitation of historic transportation facilities;
 - iii. vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control; and
 - iv. archaeological activities relating to impacts from implementation of a transportation project eligible under title 23, U.S.C.

- F. Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to:
 - i. address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, or
 - ii. reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.
- 2. The recreational trails program (RTP) under 23 U.S.C. 206. Any project eligible under the RTP is eligible under the TA Set-Aside Program.
- 3. The safe routes to school (SRTS) program under 23 U.S.C. 208 and including (note: eligibility has been expanded from kindergarten through 8th grade to kindergarten through 12th grade):
 - o Infrastructure-related projects eligible under 23 U.S.C. 208(g)(1).
 - o Non-infrastructure-related activities eligible under 23 U.S.C. 208(g)(2).
 - o SRTS coordinators eligible under 23 U.S.C. 208(g)(3).
- 4. Planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

23 U.S.C. 133(h)(3)(B): projects and activities under the safe routes to school program under 23 U.S.C. 208.

23 U.S.C. 133(h)(3)(C): activities in furtherance of a vulnerable road user safety assessment (as defined in 23 U.S.C. 148(a)).

Figure 1: RTC Washoe MPO Boundary



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Projects funded through the TA Set-Aside Program must be located within the RTC’s MPO boundary (see Figure 1). TA projects are not required to be located along Federal-aid highways. For SRTS non-infrastructure projects, traffic education and enforcement activities must take place within approximately two miles of a primary, middle, or high school. There are no other location restrictions on TA Set-Aside projects.

The BIL and FHWA policy encourage States and MPOs to prioritize and promote safety, equity, and climate sustainability in the project selection process. Projects must align with one or more of the goals from the [Regional Transportation Plan](#) (long-range metropolitan transportation plan developed by the RTC and/or the [One Nevada Transportation Plan](#) (long-range statewide transportation plan developed by NDOT)). Goals from these documents (see Figure 2) are consistent with federal policy and investment priorities and are integrated into the application evaluation and scoring process described in Section 3.0.

Figure 2: NDOT and RTC Long-Range Plan Goals

RTC Regional Transportation Plan Goals		NDOT One Nevada Transportation Plan Goals	
Guiding Principles	Goals	Goal Area	Criteria
Safe and Healthy Communities	Improve and Promote Safety	Enhance Safety	Crash Reduction Potential
	Promote and Foster Equity and Environmental Justice		Pavement Condition Improvement
Economic Prosperity, Equity, and Innovation	Integrate Land-Use and Economic Development	Preserve Infrastructure	Bridge Risk Reduction Score
	Improve Freight and Goods Movement		Other Asset Improvement
	Invest Strategically		Optimize Mobility
	Engage the Public and Encourage Community Involvement	Travel Time Reliability	
Sustainability and Climate Action	Promote Healthy Communities and Sustainability	Transform Economies	Business Accessibility
	Manage Existing Systems Efficiently		Economic Development Potential
Travel Choices	Integrate all Types of Transportation	Foster Sustainability	Reduce Environmental Risk
	Enhance Regional Connectivity		GHG Emission Reductions
			Environmental Enhancements
			Resilience
		Connect Communities	Reduce Future Maintenance
			Project Connectivity
			Multimodal Access
			Access to Community Destinations
			Equity

1.2 Ineligible Activities

Generally, projects ineligible for TA Set-Aside funding consist of the following:

- MPO administrative purposes (except when applied as an indirect expense, per FHWA’s memo on “Allocating Indirect Costs to Projects” dated September 4, 2015).
- Promotional activities, except as permitted under the SRTS (2 CFR 200.421(e)(3)).
- Routine maintenance and operations, except trail maintenance and restoration as permitted under the RTP.
- General recreation and park facilities, playground equipment, sports fields, campgrounds, picnic areas, pavilions, or other facilities that do not serve an eligible TA Set-Aside, RTP, or SRTS purpose.

Appendix A contains examples of both eligible and ineligible projects and activities under the TA Set-Aside program.

2.0 Process

The RTC will issue a call for projects as funding becomes available. The call for projects will be placed on the agendas of the RTC Technical Advisory Committee and the Citizens Multimodal Advisory Committee. A notice will also be posted on the agency's website. Eligible applicants may submit one application to the RTC per Federal fiscal year of available funding.

Applications will be reviewed by RTC staff for eligibility and completeness. If an application is incomplete or ineligible for TA funds, it will be returned to the applicant who will have a maximum of fifteen (15) days to make the required revisions. Once an application is deemed to be complete, it will undergo the following process:

- Applications will be scored and ranked by staff.
- Staff will meet with all applicants to review scored projects and discuss funding (i.e., when there are more requests than available funding, evaluating whether projects may be scaled back).
- Scored and ranked applications will be presented to the RTC advisory committees for recommendation to the RTC Board.
- RTC advisory committee recommendations will be presented to the RTC Board for final approval for project funding.

Once approved by the RTC Board, RTC staff will issue a notice of award to each approved applicant and to schedule a project kick-off meeting to go over next steps. The applicant may then engage NDOT to begin the process of executing an agreement to carry out the project. General responsibilities of the applicant, from project application to implementation, are outlined below:

- Verify eligibility of the applicant and proposed project. Potential applicants are encouraged to visit the RTC's [Transportation Alternatives Set-Aside Program website](#) for more information about eligibility requirements.
- Complete TA application.
 - Include supporting documentation such as a detailed budget, map(s), and any other information relevant to the project.
- Attend project kick-off meeting (if awarded) to discuss the status of prerequisites to project implementation such as the process of executing an agreement with NDOT, and incorporating the project into the Regional Transportation Improvement Program (RTIP) and Statewide Transportation Improvement Program (STIP).
- Attend quarterly project status meetings with RTC.
- Complete and submit reports, as required by NDOT (see [NDOT's Transportation Alternatives Program website](#) for more information).
- Ensure projects are completed on time and within budget.

3.0 Scoring Criteria

Applications that meet eligibility and completeness will be evaluated and scored under a competitive selection process, according to the following criteria:

Scoring Criterion #1: Project Benefits/Safety Enhancement: (5 points possible)

- Project is included in an adopted plan, study, or program, or aligns with at least one stated goal of the Regional Transportation Plan or the One Nevada Transportation Plan (must state applicable plan(s) and demonstrate how project aligns with goal(s)). **(1 point)**
- Project provides traffic calming measures or safety measures that benefit non-motorized road users **(2points)**
- Project serves multiple modes of transportation **(1 point)**
- Project provides connectivity to an existing regional transportation facility or provides clear benefits to the community according to the stated purpose of the TA Set-Aside Program **(1 point)**

Scoring Criterion #2: Equity and Environmental Justice (2 points possible)

- Project located in an area serving an Environmental Justice population (see Appendix B) **(1 point)**
- Project provides access to essential services, including medical, employment, or educational facilities **(1 point)**

Scoring Criterion #3: Project Readiness (5 points possible)

The purpose of this criterion is to encourage projects that accelerate project completion through eliminating delays in project development and delivery. For the purpose of this scoring criterion, priority shall be given to projects that are ready to proceed to construction within a short timeframe after receiving a notice of award.

Infrastructure projects (5 points possible)

- Project would be easy to construct and can be implemented within the next 12 months. The project does not require acquisition of right-of-way, utility relocation, and/or project meets the criteria for a categorical exclusion, according to 23 C.F.R. 771.117(c). Note: 30% design or equivalent documentation must be provided. **(5 points)**
- The project will take up to 36 months to construct. Project includes right-of-way acquisition, utility relocation, and/or the project will require an environmental assessment/impact statement. **(1 point)**

Non-infrastructure projects (5 points possible)

- Educational/outreach program is established and schools/partnerships have been identified. Project evaluation criteria is in place to measure program effectiveness. Project can be implemented within 12 months. Note: evidence of an established educational/outreach program, communication about the program with schools and/or other partners, and project evaluation criteria must be provided. **(5 points)**
- Educational/outreach program will need to be developed, partnerships will need to be established and identified. Evaluation criteria will need to be developed to measure the effectiveness of the project. This project may take 24 months or more to implement. **(1 point)**

4.0 Implementation of Funded Projects

Prior to initiation of the project, it must be included in the identified in the Statewide Transportation Improvement Program (STIP) and the Regional Transportation Improvement Program (RTIP) and authorized by the Federal Highway Administration (FHWA). The RTC will determine, in collaboration with the project applicant, whether it is most appropriate for the RTC or the applicant to be the lead implementing agency. If the project applicant will be the lead implementing agency, a fully executed legal agreement with NDOT is required prior to NDOT's issuance of a Notice to Proceed. The TA Set-Aside Program will provide up to 95 percent of the project costs as the federal share. The applicant is required to provide a minimum of 5 percent of total project costs as the match share. The TA Set-Aside Program is a cost reimbursement program. Applicants will receive program

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funding only after submitting proof of expenses, according to the agreement referenced above. Expenses incurred prior to execution of an agreement will not be reimbursed.

It is the project applicant's responsibility to ensure that the cost estimate is realistic and will fully meet the project's needs. The applicant is responsible for all costs over and above the approved awarded funding amount. Funding for project costs in excess of those awarded initially will not be reimbursed. Therefore, obtaining realistic cost estimates for the services/tasks to be performed are extremely important to ensure that adequate funding is provided. Applicants should carefully control increases and overruns as they may jeopardize completion of the entire project. If the applicant is unable or unwilling to complete a project, the applicant will reimburse all expenditures reimbursed with federal funds to NDOT, according to the terms of the agreement. Applicants should keep in mind that projects involving the acquisition of right-of-way or NEPA documentation generally require additional funding and time to complete. Right-of-way acquisition can also include temporary construction easements and sometimes involves utilities relocation. These additional costs should be carefully considered and factored into project budgets.

Funded projects under agreement with NDOT will be monitored regularly for progress. Project progress will be assessed at the quarterly meetings referenced in Section 2.0 above and separately according to NDOT requirements. Should circumstances prevent a project from moving forward, the agreement may be terminated and/or project funding reallocated to another project submittal that was not selected during the competitive selection process. The RTC may also issue a new call for projects in the pursuit of viable projects that can be implemented within a reasonable timeframe in order to prevent funds from exceeding federal expiration dates.

Along with the competitive selection criteria and eligibility requirements outlined above, applicants that are awarded TA Set-Aside funding are required to comply with all applicable federal, state, and local requirements. Select requirements are provided below, with more detailed project requirements provided on [NDOT's Transportation Alternatives Program website](#) and in [NDOT's Local Public Agency Manual](#). Generally, applicants assure that they will comply with all applicable Federal statutes, regulations, executive orders, directives, and other Federal administrative requirements in carrying out any project supported by the TA Set-Aside Program. Applicants acknowledge that they are under a continuing obligation to comply with the terms and conditions of the agreement issued for projects under this Program, unless provided a written determination stating otherwise. Applicants should understand that Federal laws, regulations, policies, and administrative practices might be modified from time to time and may affect the implementation of their project.

ADA with Disabilities Act/Section 504 of the Rehabilitation Act

Per FHWA guidance: "The Americans with Disabilities Act (ADA) of 1990 and Section 504 of the Rehabilitation Act of 1973 prohibit discrimination against people with disabilities and ensure equal opportunity and access for persons with disabilities. The Department of Transportation's Section 504 regulations apply to recipients of the Department's financial assistance (see 49 CFR 27.3(a)). Title II of the ADA applies to public entities regardless of whether they receive Federal financial assistance (see 28 CFR 35.102(a)). The ADA requires that no qualified individual with a disability shall, because a public entity's facilities are inaccessible to or unusable by individuals with disabilities, be excluded from participation in, or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any public entity (28 CFR 35.149). A public entity's pedestrian facilities are considered a "service, program, or activity" of the public entity. As a result, public entities and recipients of Federal financial assistance are required to ensure the accessibility of pedestrian facilities in the public right-of-way, such as curb ramps, sidewalks, crosswalks, pedestrian signals, and transit stops in accordance with applicable regulations."

TA Set-Aside funds are available to improve accessibility and to implement recipients' ADA transition plans and upgrade their facilities to eliminate physical obstacles and provide for accessibility for individuals with

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disabilities. The FHWA will provide oversight to recipients of TA Set-Aside funds to ensure that each public agency's project planning, design, and construction programs comply with ADA and Section 504 accessibility requirements.

Public Participation

Federal-aid recipients, including recipients of TAP funds, are responsible for involving the public, including traditionally underserved and underrepresented populations, in transportation planning and complying with participation and consultation requirements in 23 CFR 450.210 and 23 CFR 450.316, as applicable. "Underserved populations" include minority and low-income populations but may also include many other demographic categories that face challenges engaging with the transportation process and receiving equitable benefits.

Civil Rights/Title VI

Title VI of the Civil Rights Act of 1964 prohibits exclusion from participation in, denial of benefits of, and discrimination under federally assisted programs on grounds of race, color or national origin. Recipients are also required to assure equitable treatment of workers and trainees on highway projects through compliance with Equal Employment Opportunity requirements under 23 CFR 230, subpart A.

Davis-Bacon

The minimum prevailing wage rate must be paid to all workers on Federal-aid highway projects that exceed \$2,000. Note that if the project is a transportation facility and is eligible solely on function (e.g., restoration of a railroad station, an independent bike path, etc.), then this Act does not apply unless the project is physically located within the existing right-of-way of a Federal-aid highway.

Buy America

As established in 23 USC 313, the FHWA shall not obligate any funds authorized to be appropriated unless steel, iron, and manufactured products used in Federal-aid highway projects are produced in the United States. Exceptions may be granted where:

- this provision would be inconsistent with the public interest;
- such materials and products are not produced in the United States in sufficient and reasonably available quantities and of a satisfactory quality; or
- inclusion of domestic material will increase the cost of the overall project contract by more than 25 percent.

Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (The Uniform Act), As Amended

This act ensures that persons displaced as a direct result of federal or federally-assisted projects are treated fairly, consistently and equitably so that such persons will not suffer disproportionate injuries as a result of projects designed for the benefit of the public as a whole. Note that all TA projects are subject to The Uniform Act, except those that do not involve acquisition of additional property or relocations.

National Environmental Policy Act (NEPA)

This act requires Federal agencies to disclose and consider, through an Environmental Assessment and, sometimes, through an Environmental Impact Statement, any significant effect a project may have on the environment (including cultural, natural, social and historical resources). Except in unusual circumstances, a TA project will be processed as a categorical exclusion (CE). A CE does not mean that no environmental work is required, only that there is not a significant environmental effect, and therefore, requires less documentation. It should be noted that infrastructure projects must receive NEPA approval through NDOT and the FHWA prior to construction.

Appendix A

Eligible Activity Examples

Eligible project types and activities conform to federal guidance and are described in Section 1.1 of this document. This Appendix includes examples of projects that may be considered eligible under this guidance.

Pedestrian, bicycle, and non-motorized planning and facilities

- New or reconstructed sidewalks, walkways, or curb ramps
- Bicycle lane striping
- Wide paved shoulders
- Bicycle parking and bus racks
- New or reconstructed off-road shared-use paths
- Bicycle and pedestrian bridges and underpasses

Infrastructure-related activities that enhance safety for non-drivers

- Planning and design of facilities for non-drivers
- Infrastructure and programs that improve the ability of non-drivers to access daily needs such as schools, clinics, libraries, markets, and public transportation
- Construction or reconstruction of sidewalks, transit shelters, and transit stops

Conversion and use of abandoned railroad corridors for trails

- Planning, designing, and constructing multi-use trails along a railroad right-of-way
- Major reconstructions of multi-use trails along a railroad right-of-way
- Developing rail-to-trail or rail-with-trail projects
- Purchasing unused railroad property for reuse

Construction of turnouts, overlooks, and viewing areas

- Planning, designing, and constructing turnouts that allow vehicles to pull safely off the road, or to allow buses to safely board and alight passengers out of the flow of traffic
- Planning, designing, and constructing overlooks, or other viewing areas, that provide a static viewshed; inclusive of a roadside improvement with parking and/or other facilities that enable safe viewing

Community improvements

- Billboard inventories, including those done with GIS/GPS
- Removal of illegal and non-conforming billboards
- Restoration and reuse of historic buildings with strong link to transportation history
- Restoration and reuse of historic buildings for transportation-related purposes
- Interpretive displays at historic sites
- Access improvements to historic sites and buildings
- Restoration of railroad depots, bus stations, and lighthouses
- Rehabilitation of rail trestles, tunnels, bridges, and canals
- Clearing low-hanging branches or other vegetation encroaching on a travel corridor
- Landscaping to improve sightlines or other safety considerations
- Planting grasses or wildflowers to manage erosion along transportation corridors
- Removal or prevention of invasive vegetative species

Archaeological activities related to impacts from a transportation project

- Research, planning, interpretation, and preservation
- Developing interpretive signs, exhibits, and guides
- Inventories and surveys

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Environmental mitigation, including pollution prevention and abatement and wildlife management

- Planning, design, and construction of detention and sediment basins
- Stream channel stabilization
- Storm drain stenciling and river clean-ups
- Water pollution studies
- Wetlands acquisition and restoration
- Wildlife underpasses or overpasses which may include bridge extensions to provide or improve wildlife passage and wildlife habitat connectivity
- Monitoring and data collection on habitat fragmentation and vehicle-caused wildlife mortality

Recreational Trails Program activities

- Maintenance and restoration of existing recreational trails
- Development and rehabilitation of trailside and trailhead facilities and trail linkages for recreational trails
- Purchase and lease of recreational trail construction and maintenance equipment
- Construction of new recreational trails (with restrictions for new trails on Federal lands)
- Acquisition of easements and property for recreational trails or recreational trail corridors
- Assessment of trail conditions for accessibility and maintenance
- Development and dissemination of publications and operation of educational program to promote safety and environmental protection (with restrictions related to application and amount)

Safe Routes to School Program activities

- Planning, design, and construction of infrastructure-related projects that substantially improve the ability of students to walk and bicycle to school
- Sidewalk and crossing improvements
- On- and off-street bicycle and pedestrian facilities
- Traffic calming and diversion as well as speed reduction improvements
- Secure bicycle parking facilities
- Public awareness campaigns and outreach to press and community leaders
- Traffic education and enforcement
- Student training related to bicycle and pedestrian safety, health, and environment
- Expenses related to training, volunteers, and managers of SRTS programs
- Salary, equipment, and other expenses related to staffing a Safe Routes to School coordinator

Roadway and safety improvements

- Planning, design, and constructing of roadways largely in the right-of-way of former Interstate System routes or other divided highways
- Implementation of projects in furtherance of a vulnerable road user safety assessment

Ineligible Activity Examples

Ineligible project types and activities conform to federal guidance and are described in Section 1.2 of this document. This Appendix includes examples of projects that may be considered ineligible under this guidance.

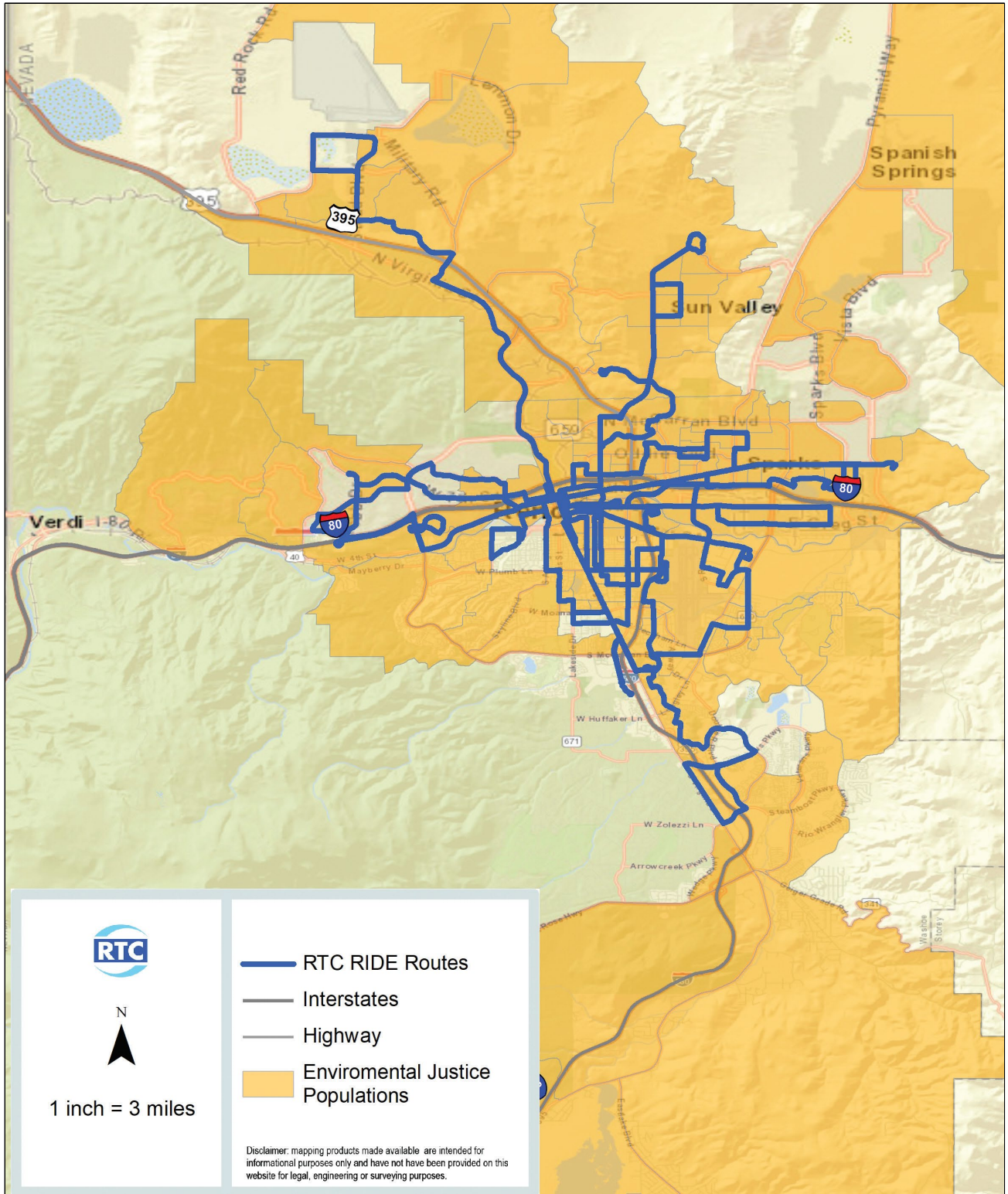
- Recreational projects, such as pedestrian or bicycle loops around ball fields, parks, lakes, or other public areas.
- Roadway resurfacing or reconstruction.
- Playground equipment, sports fields, campgrounds, picnic areas, and pavilions.
- Safety and educational activities for pedestrians and bicyclists, except activities targeting children in Kindergarten through 12th grade, which are eligible under SRTS.

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- Acquisition of scenic easements and scenic or historic sites.
- Scenic or historic highway programs, including visitor, historic sites, or safety rest areas.
- Landscaping and other scenic beautification as independent projects. However, landscaping may be done as a complement to, or incidental component of, any highway project, including TAP projects. While there is little flexibility, landscaping should generally be immediately adjacent to infrastructure improvements and reasonable in terms of expanse and cost.
- Rip-rapping for water runoff as an independent project.
- Routine maintenance and operations, including incidental (e.g., grass cutting, tree pruning, tree removal, soil stabilization, noise barriers, drainage improvements).
- Historic preservation as an independent activity unrelated to historic transportation facilities.
- Operation of historic buildings, structures, or facilities.
- Archaeological planning and research undertaken for proactive planning. This category can only be used as mitigation for highway projects.
- Transportation museums.
- Lighting that is not pedestrian-scale (i.e., street lighting, cobra-head lamps).
- Hardscapes (e.g., monuments/statues, welcome/gateway signs, water fountains, towers, flag poles).
- Developing ADA transition plans. However, TAP funds are available to implement recipients' ADA transition plans.

Appendix B

Environmental Justice Populations





REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

REGIONAL TRANSPORTATION COMMISSION OF WASHOE COUNTY

Transportation Alternatives (TA) Set-Aside Program

Grant Application

Application materials due [month day, 2023]

Applicant Agency

Applicant Agency Address, City, State, Zip

Applicant Agency Contact Person Name

Applicant Agency Contact Title

Applicant Agency Contact Phone Number

Applicant Agency Contact Email Address

Project Name

Description of Project Location and Limits (must include map as separate attachment)

Project Description (include need, benefits, and relation to goals selected below)

Which Goals of the One Nevada Transportation Plan and/or Regional Transportation Plan Does the Project Address (check all that apply)?

Regional Transportation Plan:

- Improve and Promote Safety
- Promote and Foster Equity and Environmental Justice
- Integrate Land-Use and Economic Development
- Improve Freight and Goods Movement
- Invest Strategically
- Engage the Public and Encourage Community Involvement
- Promote Healthy Communities and Sustainability
- Manage Existing Systems Efficiently
- Integrate All Types of Transportation
- Enhance Regional Connectivity

One Nevada Transportation Plan:

- Enhance Safety
- Preserve Infrastructure
- Optimize Mobility
- Transform Economies
- Foster Sustainability
- Connect Communities

Project Cost Estimate (total cost)

Total Project Cost
\$ -

Amount Reimbursable to Applicant Agency
\$ -

Applicant Agency Match Requirement (5%)
\$ -

Source of Match Funds (list source(s) of funds and indicate whether funds are cash or in-kind; in-kind match requires further explanation)

Project Schedule (describe projected project schedule and indicate whether it is part of a phased project; attach additional documentation as appropriate)

Ongoing Maintenance (describe the ongoing maintenance requirements after the project has been implemented, including cost and agency(ies) responsible)

SCORING CRITERION #1: Project Benefits/Safety Enhancement (5 points possible)

Is the project included in an adopted plan, study or program, or aligns with at least one stated goal of the One Nevada Transportation Plan or Regional Transportation Plan? Describe the context of the plan, study or program (description must be consistent with goals selected on page 1).

Does the project provide traffic calming measures or safety measures that benefit non-motorized road users? If yes, please explain.

Does the project serve multiple modes of transportation? If yes, please explain.

Does the project provide connectivity to an existing regional transportation facility or provide clear benefits to the community according to the stated purpose

SCORING CRITERION #2: Equity and Environmental Justice (2 points possible)

Is the project located in an area serving an Environmental Justice population as identified in Chapter 9 of the 2050 Regional Transportation Plan (see pg 166)? Provide additional context about the area served by the project.

Does the project provide access to essential services, including medical, employment, or educational facilities? Please describe how access to each applicable service is provided.

SCORING CRITERION #3: Project Readiness (5 points possible)

Infrastructure Projects (respond to one of the following implementation scenarios)

Project would be relatively easy to construct and can be implemented within the next 12 months. The project does not require acquisition of right-of-way, utility relocation, and/or project meets the criteria for a categorical exclusion, according to 23 C.F.R. 771.117(c). Describe how project meets this criteria.

Project will likely take up to 36 months to construct. Project includes right-of-way acquisition, utility relocation, and/or the project will require an environmental assessment/impact statement. Describe how project meets this criteria.

Non-infrastructure Projects (respond to one of the following implementation scenarios)

Educational/outreach program is established and schools/partnerships have been identified. Project evaluation criteria is in place to measure program effectiveness. Project can be implemented within 12 months. Note: evidence of an educational/outreach program, communication about the program with schools and/or other partners, and project evaluation criteria must be included as a separate attachment. Describe how project meets this criteria.

Educational/outreach program will need to be developed, partnerships will need to be established and identified. Evaluation criteria will need to be developed to measure the effectiveness of the project. This project may take 24 months or more to implement. Describe how project meets this criteria.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

MEETING DATE: February 2, 2023

AGENDA ITEM 7

To: Technical Advisory Committee

From: Graham Dollarhide
Senior Technical Planner

RECOMMENDED ACTION

Discussion and recommendation regarding proposed tasks for the FY 2024-2025 Unified Planning Work Program (UPWP).

BACKGROUND AND DISCUSSION

The Unified Planning Work Program (UPWP) documents the major transportation planning activities to be undertaken each fiscal year and the funding sources necessary to support these activities. Federal regulations require the RTC to develop and approve the UPWP as the Metropolitan Planning Organization (MPO) for the region. The UPWP is developed in coordination with the RTC Annual Budget, incorporating the major objectives, revenues and expenses identified in the budget.

RTC staff has identified significant tasks to be carried out in the FY 2024-2025 UPWP. This includes development of an update to the Regional Transportation Plan, adoption of the FFY 2023-2027 Regional Transportation Improvement Program, development of a freight study, implementation of a regional travel characteristics study, and travel demand model calibration using data collected in the regional travel characteristics study. In addition to these new items, tasks that will be carried forward include the Active Transportation Plan, the South Virginia Street Transit Oriented Development Study, and several recurring administrative tasks.

A draft FY 2024-2025 UPWP will be created in coordination with local jurisdictions and advisory committees, and be presented to the RTC Board for adoption at a future meeting. All proposed tasks and associated federal and local costs will be provided at that time.