



## NOTICE OF MEETING OF THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO)

**Day:** Wednesday  
**Date:** July 12, 2023  
**Time:** 4:30 pm  
**Location:** Community Center, Robert "Bob" Crowell Board Room  
851 East William Street  
Carson City, Nevada

### DRAFT AGENDA

#### NOTICE TO PUBLIC:

Members of the public who wish to view the meeting may watch the livestream of the CAMPO meeting at [www.carson.org/granicus](http://www.carson.org/granicus) and by clicking on "In progress" next to the meeting date, or by tuning in to cable channel 191. Livestream of the meeting is provided solely as a courtesy and convenience to the public. Carson City does not give any assurance or guarantee that the livestream or cable channel access will be reliable. Although all reasonable efforts will be made to provide livestream, unanticipated technical difficulties beyond the control of City staff may delay, interrupt, or render unavailable continuous livestream capability.

The public may provide public comment in advance of a meeting by written submission to the following email address: [cmartinovich@carson.org](mailto:cmartinovich@carson.org). For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting. Public comment during a meeting is limited to three minutes for each speaker.

#### 1. Call to Order – Carson Area Metropolitan Planning Organization (CAMPO)

#### 2. Roll Call

#### 3. Public Comment:\*\*

The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of this public body.

#### 4. For Possible Action: Approval of Minutes – May 10, 2023

#### 5. Public Meeting Item(s):

5-A For Possible Action – Discussion and possible action regarding the Carson Area Transportation System Management Plan ("CATSMP") Final Report, including potential approval of the CATSMP Final Report.

Staff Summary: The CATSMP is a technical planning document with the primary purpose of establishing commonly held operations and management objectives and serving as an asset

management plan that results in improved transportation system performance. CAMPO staff will present a draft of CATSMP Final Report for approval by the CAMPO Board, and staff will provide a presentation overview of the efforts related to data collection, needs assessment, performance measurements, and recommendations included in the CATSMP.

**5-B For Possible Action – Discussion and possible action regarding ratification of a second amendment (“Amendment 2”) to Cooperative Agreement No. P301-19-804 (“Agreement”) with the Nevada Department of Transportation (“NDOT”) to fund the Carson Area Transportation System Management Plan (“CATSMP”), with Amendment 2 changing the Agreement end date from June 30, 2023, to September 30, 2023.**

**Staff Summary:** The CATSMP is for the development of a technical planning document with the primary purpose of establishing commonly held operations and management objectives, and to serve as an asset management plan, to improve transportation system performance within the Carson Area Metropolitan Planning Organization (“CAMPO”). Amendment 2 changes the Agreement end date from June 30, 2023, to September 30, 2023, to allow CAMPO staff to incorporate CAMPO comments and complete final revisions to the CATSMP Final Report. The Agreement was set to expire on June 30, 2023, and the Transportation Manager signed Amendment 2 to prevent any lapse in funding. This item seeks CAMPO ratification of the Transportation Manager’s action on Amendment 2.

**5-C For Possible Action – Discussion and possible action regarding the Carson Area Metropolitan Planning Organization (“CAMPO”) Public Participation Plan (“PPP”), including potential approval of an updated PPP.**

**Staff Summary:** The PPP is a planning document that defines a process for providing individuals, affected public agencies, and all interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process. Each metropolitan planning organization (“MPO”) is federally required to have a PPP. CAMPO began the process of updating its PPP in December 2022. The update is intended to modernize the PPP so that it conforms to new federal requirements issued by the federal government to encourage meaningful public outreach using new virtual and electronic methods and improves public participation outreach with CAMPO’s partner agencies. The PPP was last amended in August 2019.

**5-D For Possible Action – Discussion and possible action regarding formal amendment 23-03 to the Carson Area Metropolitan Planning Organization’s (“CAMPO”) Federal Fiscal Year (“FFY”) 2023-2026 Transportation Improvement Program (“TIP”) to add two new projects and to revise scope, limits, and funding across multiple projects.**

**Staff Summary:** The proposed amendment to CAMPO’s FFY 2023-2026 TIP consists of multiple project revisions including: split District 3’s Fifth Street Project into two projects and update funding; add the Carmine Street Reconstruction Project; clarify the ‘Lead Agency’ for Carson City projects; update funding for Carson City Jump Around Carson (“JAC”) Transit Center; update funding for Carson City Multi-Use Pathway Rehabilitation and Connection Project; update Appendix 1: Table 1; update Appendix 3: TIP Project List; and various updates to the TIP narrative. All revisions are documented in the attached Exhibit 1.

**5-E For Possible Action – Discussion and possible action regarding Douglas County’s application for the distribution of \$85,000 in available Federal Transit Administration (“FTA”) Section 5339(a)**

Program funds to purchase an Americans with Disabilities Act (“ADA”) accessible transport van for the Douglas Area Rural Transit (“DART”) program.

Staff Summary: The Carson Area Metropolitan Planning Organization (“CAMPO”) has been apportioned a total of \$229,458 of FTA Section 5339 funds for Federal Fiscal Years (“FFY”) 2022 & 2023. CAMPO advertised a call for projects and received one grant application for use of these funds. The application was received from Douglas County requesting \$85,000 in funding for the purchase of an ADA accessible transport van for its DART program.

5-F For Possible Action – Discussion and possible action regarding (1) approval of a Transit Electrification Grant Program Agreement (“Agreement”) with the Sierra Pacific Power Company d/b/a NV Energy (“NV Energy”) to provide the Carson Area Metropolitan Planning Organization a total of \$225,000, with no local match requirement, to complete a Zero-Emission Transition Plan (“Plan”) evaluating opportunities and constraints for future low- or no-emission transit vehicle and infrastructure projects; and (2) authorization for the Transportation Manager to execute the Agreement as well as any future amendments to the Agreement regarding extensions of time or changes in funding amounts not exceeding 10% of the present amount.

Staff Summary: The Agreement funding is available through NV Energy’s Economic Recovery Transportation Electrification Plan (“ERTEP”), a nearly \$100 million program to expand electric vehicle charging stations and infrastructure access across NV Energy’s service area. CAMPO was awarded \$225,000 in ERTEP funding for the Plan. The Agreement will allow CAMPO to receive funds to complete the Plan, and the completed Plan will make CAMPO eligible to pursue additional NV Energy funding through the ERTEP, as well as other Federal Transit Administration (“FTA”) Section 5339(b) and Section 5339(c) programs.

## 6. Non-Action Items:

6-A Transportation Manager’s Report

6-B Other comments and reports, which could include:

- Future agenda items
- Status review of additional projects
- Internal communications and administrative matters
- Correspondence to CAMPO
- Additional status reports and comments from CAMPO
- Additional staff comments and status reports

## 7. Public Comment:\*\*

The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

## 8. For Possible Action: To Adjourn

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\*\*PUBLIC COMMENT LIMITATIONS – The CAMPO will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. **Public comment will be limited to three minutes per speaker to facilitate the efficient conduct of a meeting and to provide reasonable opportunity for comment from all members of the public who wish to speak.** Testimony from a person who is directly

involved with an item, such as City staff, an applicant or a party to an administrative hearing or appeal, is not considered public comment and would not be subject to a three-minute time limitation.

Agenda Management Notice - Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Titles of agenda items are intended to identify specific matters. If you desire detailed information concerning any subject matter itemized within this agenda, including copies of the supporting material regarding any of the items listed on the agenda, please contact Christopher Martinovich, Transportation Manager, in writing at 3505 Butti Way, Carson City, Nevada, 89701 or at [cmartinovich@carson.org](mailto:cmartinovich@carson.org), or by phone at (775) 887-2355. You are encouraged to attend this meeting and participate by commenting on any agendized item.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify CAMPO staff in writing at 3505 Butti Way, Carson City, Nevada, 89701 or at [cmartinovich@carson.org](mailto:cmartinovich@carson.org), or by calling Christopher Martinovich at (775) 887-2355 at least 24 hours in advance of the meeting.

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Carson City Public Works, 3505 Butti Way

Community Center, 851 East William Street

City Hall, 201 North Carson Street

Carson City Library, 900 North Roop Street

Community Development Permit Center, 108 East Proctor Street

Douglas County Executive Offices, 1594 Esmeralda Avenue, Minden

Lyon County Manager's Office, 27 South Main Street, Yerington

Lyon County Utilities, 34 Lakes Blvd, Dayton

Nevada Department of Transportation, 1263 S. Stewart Street, Carson City

[www.carson.org/agendas](http://www.carson.org/agendas)

<http://notice.nv.gov>

**CARSON AREA METROPOLITAN PLANNING ORGANIZATION****Minutes of the May 10, 2023 Meeting****Page 1****DRAFT**

A regular meeting of the Carson Area Metropolitan Planning Organization (CAMPO) was scheduled for 4:30 p.m. on Wednesday, May 10, 2023, in the Community Center, Robert “Bob” Crowell Boardroom, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Lori Bagwell  
Vice Chairperson Gregory Novak  
Member Robert “Jim” Dodson  
Member Jon Erb  
Member Wes Henderson  
Member Lucia Maloney  
Member Lisa Schuette (via WebEx)  
Ex-Officio Member Sondra Rosenberg

**STAFF:** Dan Stucky, Deputy Public Works Director  
Chris Martinovich, Transportation Manager  
Adam Tully, Deputy District Attorney  
Bryan Byrne, Traffic Engineer  
Kelly Norman, Transportation Planner/Analyst  
Rebecca Bustos, Grant Analyst  
Scott Bohemier, Safe Routes to School Coordinator  
Tamar Warren, Senior Deputy Clerk

**NOTE:** A recording of these proceedings, the CAMPO’s agenda materials, and any written comments or documentation provided to the Clerk during the meeting are part of the public record. These materials are available for review in the Clerk’s Office during regular business hours. All approved minutes are posted on <https://www.carson.org/minutes>.

**1. CALL TO ORDER – CARSON AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO)**

(4:29:18) – Chairperson Bagwell called the meeting to order at 4:29 p.m.

**2. ROLL CALL**

(4:29:26) – Roll was called, and a quorum was present. Member Schuette joined the meeting at 4:42 p.m.

**3. PUBLIC COMMENT**

(4:29:59) – Chairperson Bagwell entertained public comments; however, none were forthcoming.

**4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – APRIL 12, 2023**

(4:30:08) – Chairperson Bagwell introduced the item and entertained corrections, comments, or a motion.

# **CARSON AREA METROPOLITAN PLANNING ORGANIZATION**

## **Minutes of the May 10, 2023 Meeting**

### **Page 2**

**DRAFT**

**(4:30:21) – Member Maloney moved to approve the minutes of the CAMPO April 12, 2023 meeting as presented. The motion was seconded by Member Henderson and carried 6-0-0.**

#### **5. SPECIAL PRESENTATIONS**

##### **5-A PRESENTATION OF A PROCLAMATION RECOGNIZING MAY AS MOTORCYCLE SAFETY AND AWARENESS MONTH.**

(4:30:54) – Chairperson Bagwell invited the CAMPO members to join her and introduced Justin McDonald, Nevada Rider Program Administrator. She read into the record a proclamation, incorporated into the record, recognizing the month of May as Motorcycle Safety and Awareness Month. Mr. McDonald thanked Chair Bagwell and Member Henderson for the proclamation and stressed the importance of safety and “a culture change.” He also stressed the importance of looking out for motorcycle riders and other “vulnerable road users.” The members joined the Chair and Mr. McDonald for a commemorative photograph.

#### **6. PUBLIC MEETING ITEM(S):**

##### **6-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING FORMAL AMENDMENT 23-02 TO THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION’S (“CAMPO”) FEDERAL FISCAL YEAR (“FFY”) 2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM (“TIP”) TO ADD A NEW PROJECT AND TO MAKE REVISIONS TO SCOPE, LIMITS, AND FUNDING ACROSS MULTIPLE PROJECTS.**

(4:36:25) – Chairperson Bagwell introduced the item. Ms. Norman reviewed the multiple project revisions to the FFY 2023-2026 Transportation Improvement Program (TIP), incorporated into the record via the Staff Report, and indicated that no public comments had been received during the comment period. She also responded to clarifying questions. Chair Bagwell requested changing the terminology on packet page 51 (Curry Street Complete Streets Improvement Project) from Congressionally Designated Spending of \$2,600,000 to “requested” or “pending” since the dollars had not been received yet. She also entertained public comments; however, none were forthcoming.

**(4:39:18) – Member Maloney moved to formally amend CAMPO’s Federal Fiscal Year 2023-2026 Transportation Improvement Program, as presented. The motion was seconded by Vice Chair Novak and carried 6-0-0.**

##### **6-B FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING (1) COOPERATIVE AGREEMENT NO. PR208-23-802 (“AGREEMENT”) WITH THE NEVADA DEPARTMENT OF TRANSPORTATION (“NDOT”) ALLOWING THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (“CAMPO”) TO RECEIVE AN ANTICIPATED \$694,040.75 IN CONSOLIDATED PLANNING GRANT (“CPG”) FUNDS FOR FISCAL YEAR (“FY”) 2024 TO BE EXPENDED IN ACCORD WITH CAMPO’S UNIFIED PLANNING WORK PROGRAM (“UPWP”) AND SUBJECT TO A MAXIMUM 5% LOCAL**

# CARSON AREA METROPOLITAN PLANNING ORGANIZATION

## Minutes of the May 10, 2023 Meeting

Page 3

DRAFT

**MATCH OBLIGATION ESTIMATED AS \$36,528.46; AND (2) AUTHORITY FOR THE TRANSPORTATION MANAGER TO SIGN THE AGREEMENT AND FUTURE AMENDMENTS THAT EXTEND THE TIME FOR PERFORMANCE OR APPROVE FUNDING CHANGES NOT TO EXCEED 10% OF THE PRESENT AGREEMENT AMOUNT.**

(4:39:42) – Chairperson Bagwell introduced the item. Mr. Martinovich presented the Staff Report. There were no member or public questions or comments; therefore, Chair Bagwell entertained a motion.

**(4:41:42) – Member Henderson moved to approve the Agreement, as presented, and to authorize the Transportation Manager to sign the Agreement as well as future amendments that extend the time for performance or approve funding changes not to exceed 10% of the present Agreement amount. The motion was seconded by Member Dodson and carried 6-0-0.**

(4:42:17) – Member Schuette joined the meeting via WebEx.

**6-C FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING A PROPOSED AMENDMENT (“AMENDMENT NO. 1”) TO CAMPO’S UNIFIED PLANNING WORK PROGRAM (“UPWP”) FOR FISCAL YEARS (“FY”) 2023 AND 2024, WHICH INCLUDES AN AMENDED BUDGET TO CARRY FORWARD UNUSED FY 2023 FUNDS TO FY 2024, A \$298,075 BUDGET INCREASE FOR FY 2024 TO REFLECT AVAILABLE FEDERAL CONSOLIDATED PLANNING GRANT (“CPG”) FUNDS AND OTHER FEDERAL AND LOCAL FUNDS, AND VARIOUS OTHER REVISIONS TO UPWP WORK ELEMENTS.**

(4:42:19) – Chairperson Bagwell introduced the item. Ms. Norman presented the Staff Report which included the CAMPO Fiscal Years 2023-2024 Unified Planning Work Program and noted that no comments had been received during the public comment period. She also responded to clarifying questions. Chairperson Bagwell entertained public comments and when none were forthcoming, a motion.

**(4:45:12) – Vice Chair Novak moved to approve Amendment No. 1, as presented. The motion was seconded by Member Erb and carried 7-0-0.**

## 7. NON-ACTION ITEMS

### 7-A TRANSPORTATION MANAGER’S REPORT

(4:45:50) – Mr. Martinovich announced the start of the 45-day required public comment period for the Public Participation Plan on Thursday, May 11, 2023. He also encouraged the public to participate in the current survey which had already received 76 responses and noted that Staff would encourage public comments during the Public Works event on May 20, 2023. Mr. Martinovich reported that the approvals of the TIP and UPWP (agenda items 6.B and 6.C) would be formally submitted to the Nevada Department of Transportation Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) for approval. Mr. Martinovich also noted that several Staff members would be speaking at the upcoming

# **CARSON AREA METROPOLITAN PLANNING ORGANIZATION**

## **Minutes of the May 10, 2023 Meeting**

**Page 4**

**DRAFT**

Nevada Transportation Conference, adding that Staff was also engaged in continuous dialogue with Douglas and Lyon Counties.

### **7-B OTHER COMMENTS AND REPORTS, WHICH COULD INCLUDE:**

- **FUTURE AGENDA ITEMS**
- **STATUS REVIEW OF ADDITIONAL PROJECTS**
- **INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**
- **CORRESPONDENCE TO CAMPO**
- **ADDITIONAL STATUS REPORTS AND COMMENTS FROM CAMPO**

(4:47:54) – Vice Chair Novak reported on the International Trails Summit he had attended which had included representatives from 21 countries. He highlighted the fact that transit funds could still not be used on highway projects. Member Henderson thanked Staff for bringing forward the Motorcycle Safety Awareness Proclamation and encouraged riders to “dress properly”. He also recommended parents work with their children to recognize and notice motorcycles by counting them on road trips.

- **ADDITIONAL STAFF COMMENTS AND STATUS REPORTS**

### **8. PUBLIC COMMENT**

(4:49:57) – Chairperson Bagwell entertained final public comments; however, none were forthcoming.

### **9. FOR POSSIBLE ACTION: TO ADJOURN**

(4:50:03) – Chairperson Bagwell adjourned the meeting at 4:50 p.m.

The Minutes of the May 10, 2023 Carson Area Metropolitan Planning Organization meeting are so approved on this 12<sup>th</sup> day of July, 2023.



## STAFF REPORT

**Report To:** The Carson Area Metropolitan Planning Organization (CAMPO)

**Meeting Date:** July 12, 2023

**Staff Contact:** Christopher Martinovich, Transportation Manager

**Agenda Title: For Possible Action** – Discussion and possible action regarding the Carson Area Transportation System Management Plan (“CATSMP”) Final Report, including potential approval of the CATSMP Final Report.

**Staff Summary:** The CATSMP is a technical planning document with the primary purpose of establishing commonly held operations and management objectives and serving as an asset management plan that results in improved transportation system performance. CAMPO staff will present a draft of CATSMP Final Report for approval by the CAMPO Board, and staff will provide a presentation overview of the efforts related to data collection, needs assessment, performance measurements, and recommendations included in the CATSMP.

**Agenda Action:** Formal Action/Motion

**Time Requested:** 20 minutes

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### **Proposed Motion**

I move to approve the Carson Area Transportation System Management Plan, as presented.

### **Background/Issues & Analysis**

Carson City currently provides technical services for operations and maintenance of traffic control systems in Carson City and Douglas, Lyon, and Storey counties through existing agreements. The CATSMP will assist local jurisdictions, CAMPO staff, and the Nevada Department of Transportation (“NDOT”) in making transparent and performance-based investments in traffic control and intelligent transportation system infrastructure. The CATSMP will also equip CAMPO staff to manage and operate the transportation system efficiently and effectively.

In August 2020, CAMPO selected Kimley-Horn and Associates to assist in the management and development of the CATSMP. The CATSMP project is funded through a Cooperative Agreement (Agreement P301-19-804) with NDOT.

The CATSMP will help guide CAMPO in monitoring and reporting on transportation related performance measures, including travel time, reliability. The CATSMP will also help guide Carson City’s traffic signal maintenance and asset management program for transportation infrastructure by providing an inventory of traffic signal assets and a more defined program of maintenance requirements and responsibilities. It also provides recommendations on Carson City staffing needs, and programmatic modifications, to enhance the region’s transportation system and facilitate strategic investment decisions related to future traffic signal infrastructure. Key recommendations are found in Chapter 7 of the CATSMP Final Report included in Exhibit 2.

### **Applicable Statute, Code, Policy, Rule or Regulation**

23 CFR § 450.300, 23 CFR Part 940

## **Financial Information**

Is there a fiscal impact?  Yes  No

If yes, Fund Name, Account Name / Account Number: Project G302820002, CAMPO Grants Account / 2453028-501210

Is it currently budgeted?  Yes  No

The project is fully funded through Cooperative Agreement P301-19-804 with NDOT.

## **Alternatives**

Do not accept the CATSMP and provide alternative direction to staff.

## **Supporting Material**

-Exhibit-1: CATSMP presentation

-Exhibit-2: CATSMP Final Report

# CARSON AREA TRANSPORTATION SYSTEM MANAGEMENT PLAN

  **CAMPO Board Meeting**  
July 12, 2023

**Kimley>Horn**



1

 **CARSON AREA TRANSPORTATION SYSTEM MANAGEMENT PLAN** 

## Project Goals and Objectives

- Identify the true costs of maintaining and operating our system
- Identify and document program deficiencies and enhancements
- Understand our funding and staffing needs
- Looking for data driven decision methods



2



## Major Project Tasks

- Project Management
- Stakeholder Engagement
- Asset Management Planning (Data Collection, Existing Conditions, Needs)
- Performance Measures and Benchmarks
- Traffic Signal System Optimization – rescoped for additional Performance Measures and Benchmarks
- **CATSMP Final Report**



3



## Final Report Structure

- **Section 1** – Project Background, Goals, and Objectives
- **Section 2** – Stakeholder Engagement
- **Section 3** – Existing Conditions
- **Section 4** – Self-Assessment Workshop
- **Section 5** – Life-Cycle Costing
- **Section 6** – Performance Measures and Benchmarks
- **Section 7** – Recommendations
- **Appendices**



4

 CARSON AREA TRANSPORTATION SYSTEM MANAGEMENT PLAN Kimley Horn

## Stakeholder Engagement

- Technical Advisory Committee (TAC) Meetings
  - CAMPO
  - Carson City Public Works
  - Douglas County
  - NDOT
  - Storey County
- CAMPO Board Meeting



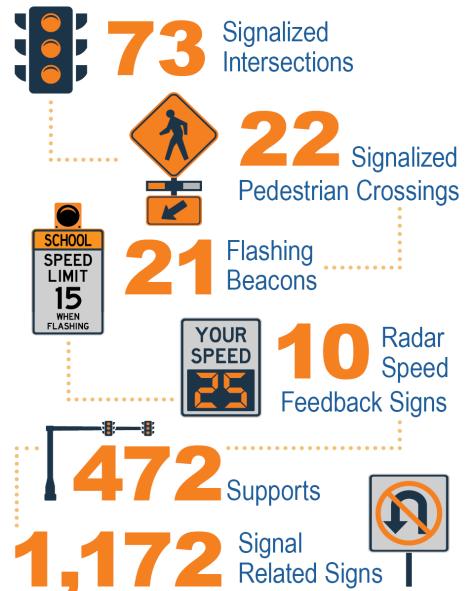
5

 CARSON AREA TRANSPORTATION SYSTEM MANAGEMENT PLAN

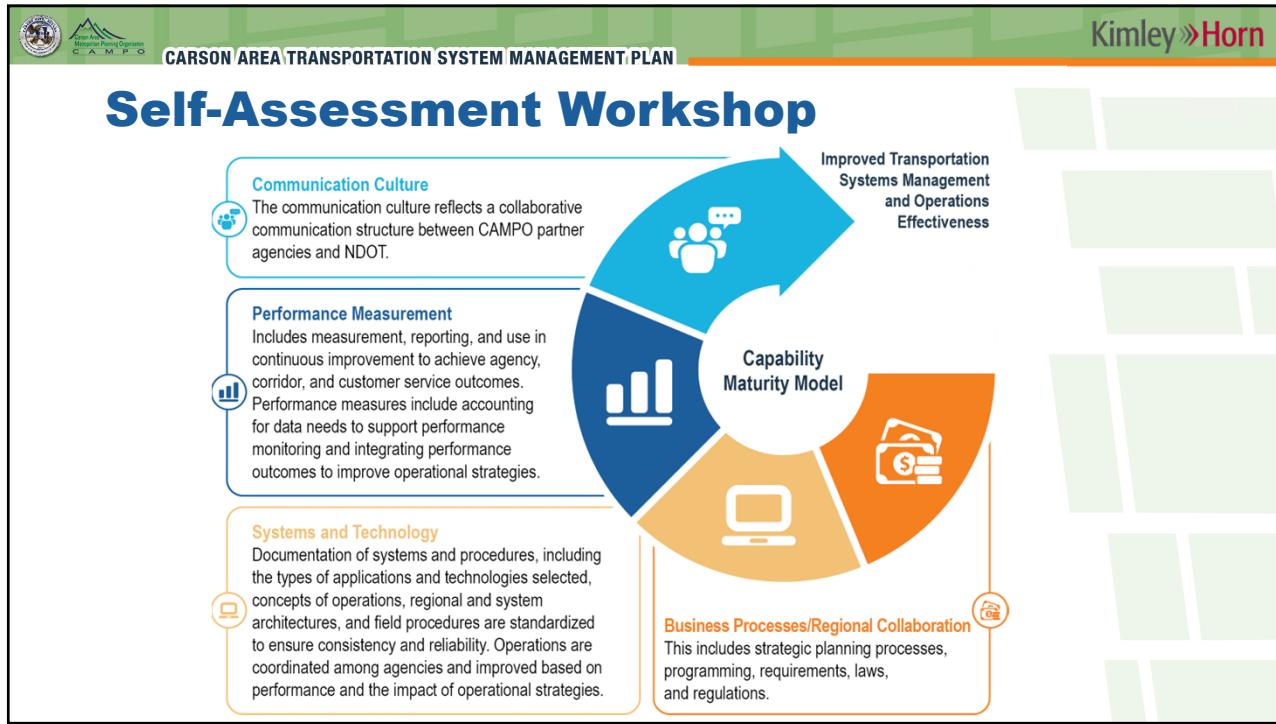
## Data Collection

- Collected data include:
  - Signalized Intersections
  - Signalized Pedestrian Crossings
  - Flashing Beacons
  - Radar Speed Feedback Signs
  - Signal Supports
  - Signal Related Signs
  - Pedestrian Push Buttons
  - Curb Ramps
  - Traffic Cabinets

PHYSICAL ELEMENTS COLLECTED



6



7

**Life-Cycle Costing**

- Replacement Cycle Summary for:
  - Traffic Signal System
  - Traffic Signal Vehicle Detection
  - Other Traffic Signal/ITS Items
- TMC Equipment Service Life from 7 to 50 Years
- 30-Year Replacement Schedule

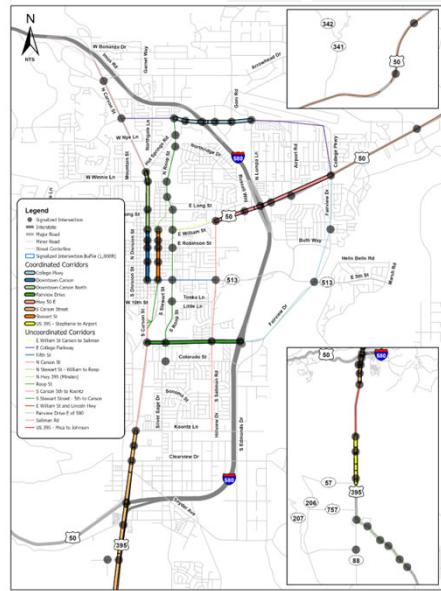
Description	Cost
Year 1 Recommended Replacement Cycle Cost (2023)	\$ 1,709,400
FY 2022 Capital Improvements	\$ 500,000
Difference in Actual Budget Versus Year 1 Replacement Cycle	\$ (1,209,400)
<b>FHWA Recommended Annual O&amp;M Cost</b>	\$ 163,309
Existing Annual O &M Cost	\$ 71,047
Difference in Existing O&M Cost and Recommended	\$ (92,262)
<b>Recommended Annual Budget (O&amp;M and Replacement Cost)</b>	\$ 1,872,709
Difference between Actual and Recommended	\$ (1,301,662)
<b>Difference between Actual and Recommended (assuming 2 Technicians for a total of \$155,000)</b>	\$ (1,217,709)

8

 **CARSON AREA TRANSPORTATION SYSTEM MANAGEMENT PLAN** Kimley Horn

## Benchmarks and Performance Measures

- Why Measure?
  - To enable data-driven decisions
  - To better understand the impacts of improvements
- Applications
  - Before and after studies
  - Long-term trends
  - Comparing similar corridors to determine why they perform differently
  - Prioritize signal retiming efforts
- Data Sources
  - INRIX and TRINA



9

 **CARSON AREA TRANSPORTATION SYSTEM MANAGEMENT PLAN** Kimley Horn

## Performance Measures (Continued)

**TRAVEL TIME INDEX (TTI)**

Measures the unexpected delay or congestion experienced in a traffic versus a no-traffic situation. The TTI is the ratio of the travel time during the peak period to the time required to make the same trip at free-flow speeds.

**SAMPLE SCENARIO**  
A TTI value of **1.3**, for example, indicates a **20-minute** free-flow trip requires **26 minutes**.


**20 Minutes x 1.3 TTI = 26 Minutes**

**PLANNING TIME INDEX (PTI)**

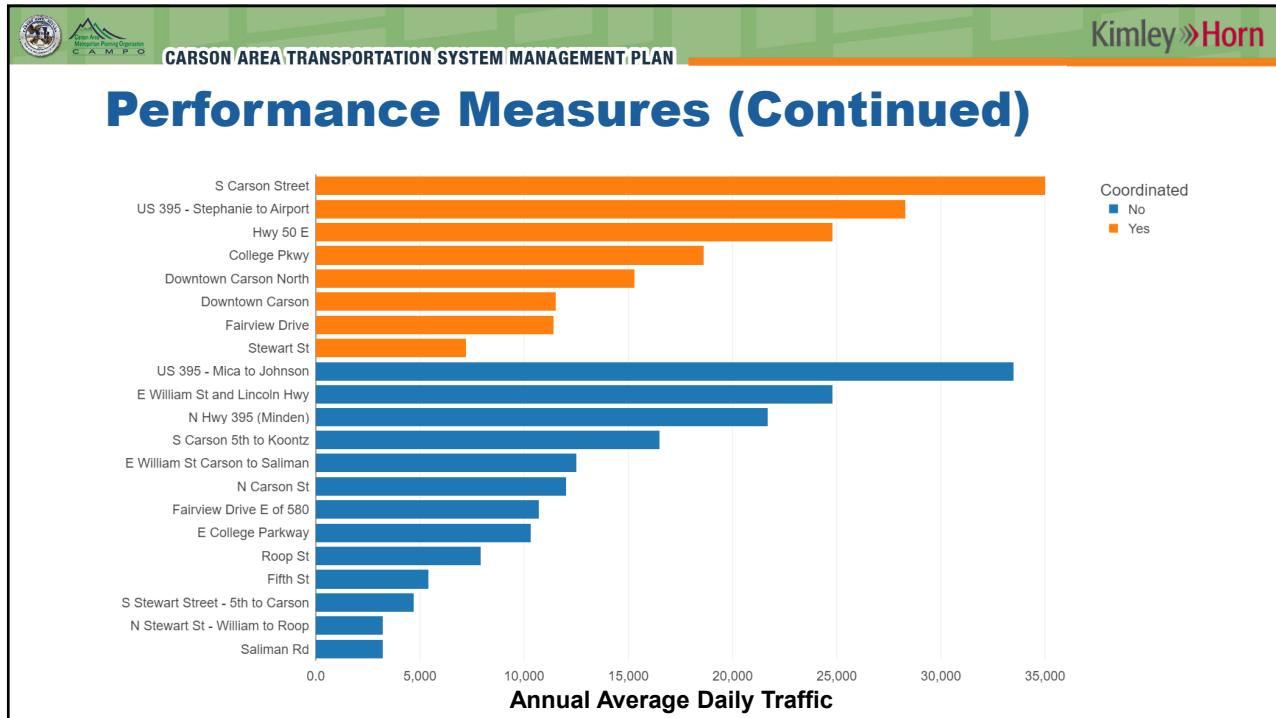
Measures the day-to-day variability of travel time experienced by drivers. It is calculated as the 95th percentile travel time compared to the free flow travel time. The 95th percentile is the 19th worst travel day in a month of 20 travel days.

**SAMPLE SCENARIO**  
A PTI value of **2.0** suggests that travelers should budget **double** their free-flow travel time to reach their destination on time 95% of the time.

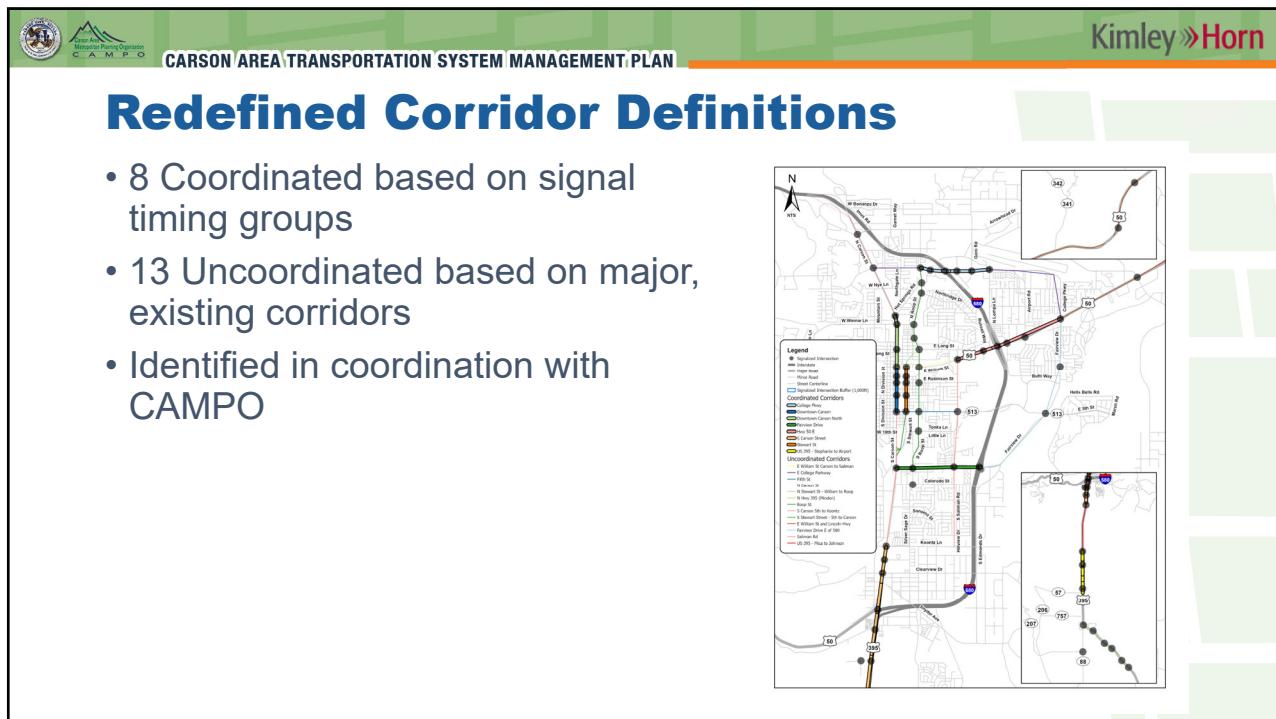
  


**20 Minutes x 2.0 PTI = 40 Minutes**

10



11



CARSON AREA TRANSPORTATION SYSTEM MANAGEMENT PLAN					
Travel Time Index by Corridor (Peak Filtered)					
Corridor Name	2021 AADT	Signals per Mile	2021 TTI	2022 TTI	Percent Change
<u>Coordinated</u>					
College Pkwy	18,600	0.16	1.20	1.19	-0.9%
Downtown Carson	11,500	0.13	1.32	1.29	-2.1%
Downtown Carson North	15,300	0.21	1.19	1.17	-1.3%
Fairview Drive	11,400	0.30	1.14	1.13	-1.0%
Hwy 50 E	24,800	0.26	1.21	1.20	-1.1%
S Carson Street	35,000	0.48	1.21	1.17	-3.2%
Stewart St	7,200	0.13	1.15	1.16	0.3%
US 395 - Stephanie to Airport	28,300	2.08	1.08	1.09	0.8%
<u>Uncoordinated</u>					
E College Parkway	10,300	0.56	1.08	1.07	-0.8%
E William St and Lincoln Hwy	24,800	1.59	1.05	1.05	-0.3%
E William St Carson to Saliman	12,500	0.22	1.19	1.18	-0.6%
Fairview Drive E of 580	10,700	0.67	1.45	1.31	-10.0%
Fifth St	5,400	0.21	1.15	1.14	-1.3%
N Carson St	12,000	1.41	1.12	1.10	-1.4%
N Hwy 395 (Minden)	21,700	1.31	1.12	1.12	-0.7%
N Stewart St - William to Roop	3,200	0.23	1.13	1.11	-1.4%
Roop St	7,900	0.26	1.13	1.12	-0.4%
S Carson 5th to Koontz	16,500	1.01	1.13	1.12	-0.9%
S Stewart Street - 5th to Carson	4,700	0.78	1.22	1.18	-3.0%
Saliman Rd	3,200	0.88	1.11	1.16	5.0%
US 395 - Mica to Johnson	33,500	3.08	1.06	1.06	0.4%
<b>Total / Average</b>			1.16	1.15	-1.1%

13

CARSON AREA TRANSPORTATION SYSTEM MANAGEMENT PLAN					
Performance Benchmarking					
Corridor Name	2022 PTI	Percent Change	Reliability		
<u>Coordinated</u>					
College Pkwy	1.71	2.1%	●	●	●
Downtown Carson	1.68	-0.3%	●	●	●
Downtown Carson North	1.70	2.5%	●	●	●
Fairview Drive	1.75	1.4%	●	●	●
Hwy 50 E	1.70	1.2%	●	●	●
S Carson Street	1.68	0.7%	●	●	●
Stewart St	1.77	3.4%	●	●	●
US 395 - Stephanie to Airport	1.65	-1.1%	●	●	●
<u>Uncoordinated</u>					
E College Parkway	1.72	1.2%	●	●	●
E William St and Lincoln Hwy	1.64	-0.1%	●	●	●
E William St Carson to Saliman	1.71	5.9%	●	●	●
Fairview Drive E of 580	2.02	-9.2%	●	●	●
Fifth St	1.72	4.8%	●	●	●
N Carson St	1.71	2.5%	●	●	●
N Hwy 395 (Minden)	1.62	0.5%	●	●	●
N Stewart St - William to Roop	1.68	1.3%	●	●	●
Roop St	1.76	1.5%	●	●	●
S Carson 5th to Koontz	1.65	1.6%	●	●	●
S Stewart Street - 5th to Carson	1.78	0.1%	●	●	●
Saliman Rd	1.80	4.3%	●	●	●
US 395 - Mica to Johnson	1.67	2.5%	●	●	●
<b>Total / Average</b>	1.72	1.3%	●	●	●

14



**CARSON AREA TRANSPORTATION SYSTEM MANAGEMENT PLAN**

**Kimley Horn**

	ATSPM	Trajectories	Traditional
Pros	<ul style="list-style-type: none"> <li>Detailed performance information</li> <li>Mature software</li> <li>Community support</li> <li>Many different metrics available</li> <li>Enables monitoring of detector health</li> <li>Enables tweaking to timing parameters without full retiming efforts.</li> </ul>	<ul style="list-style-type: none"> <li>No additional infrastructure required</li> <li>Allows tracing of a vehicle through multiple signals</li> <li>Shows stops and slowdowns between signals</li> </ul>	<ul style="list-style-type: none"> <li>No additional infrastructure required</li> <li>Comprehensive</li> </ul>
Cons	<ul style="list-style-type: none"> <li>Ongoing configuration effort. Changes to field equipment require configuration updates.</li> <li>Requires additional detection for some metrics beyond what is used for operations</li> <li>A lot of data to manage and monitor</li> </ul>	<ul style="list-style-type: none"> <li>Expensive for continuous data</li> <li>No mature software or analysis tools available—requires consultant or university support</li> <li>Emerging technology—marketplace is unstable</li> </ul>	<ul style="list-style-type: none"> <li>Based upon turning movement counts at a snapshot in time</li> <li>Labor-intensive</li> <li>Expensive per signal—still need a way to prioritize which to retime each year</li> </ul>
Staff Time	Configuration, monitoring, interventions Approx 120 hrs/yr Approx 16 hrs/yr (implementation)	Time to review analysis, interventions Approx 30 hrs/yr Approx 16 hrs/yr (implementation)	Time to review analysis Approx 20 hrs/yr Approx 160 hrs/yr (implementation)
Costs	<ul style="list-style-type: none"> <li>\$10k initial 1</li> <li>\$20k/yr (50 signals) 1</li> <li>\$40k/yr (analysis of areas to address)</li> <li>\$16k/yr (retiming 2 signals/yr) 3</li> <li>\$8k/yr (staff time at \$59/hr)</li> <li>\$84k/yr (TOTAL ANNUAL)</li> </ul>	<ul style="list-style-type: none"> <li>\$10k/yr <sup>2</sup></li> <li>\$40k/yr (analysis of areas to address)</li> <li>\$16k/yr (retiming 2 signals/yr) <sup>3</sup></li> <li>\$3k/yr (staff time at \$59/hr)</li> <li>\$69k/yr (TOTAL ANNUAL)</li> </ul>	<ul style="list-style-type: none"> <li>\$80k/yr (retiming 10 signals/yr)<sup>3</sup></li> <li>\$8k/yr (staff time at \$59/hr)</li> <li>\$88k/yr (TOTAL ANNUAL)</li> </ul>

**Notes:**  
 1 – Quote from Trafficware  
 2 – Estimate from separate Wejo quote  
 3 – \$8k/signal estimate from experience

15



**CARSON AREA TRANSPORTATION SYSTEM MANAGEMENT PLAN**

**Kimley Horn**

<b>Recommendations</b>	
<ul style="list-style-type: none"> <li>Two additional maintenance staff for proactive maintenance based on FHWA best practices</li> <li>Traffic Systems Engineer/Signal Operations Engineer to oversee network's performance and optimization</li> <li>Establish formal Incident and Special Event Management Procedures to be adopted by the City</li> <li>Consistent language and terms among all signal system agreements with the partnering agencies</li> <li>Provide instructions for reading signal timing plans to consultants during signal timing requests</li> <li>Implement outcomes from the Self-Assessment Workshop</li> <li>Implement corridor performance metrics on a regular basis to monitor the system</li> </ul>	

16



## Next Steps

- Work closely with NDOT to ensure applicable recommendations are incorporated into the planned Northern Nevada Traffic Management Center
- Work with management to start coordination of hiring additional signal engineer and technician staff
- Implement actions from the Self-Assessment Workshop
- Coordinate with NDOT to establish a master agreement for all NDOT signals
- Establish consistent language and terms among all signal system agreements with the partnering agencies
- Start evaluating performance metrics

17



## Questions?

18

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DRAFT

# CARSON AREA TRANSPORTATION SYSTEM MANAGEMENT PLAN



Draft Final Report  
July 2023





**DRAFT FINAL REPORT**

**FOR**

# **CARSON AREA TRANSPORTATION SYSTEM MANAGEMENT PLAN**

*Prepared for:*



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## **ACKNOWLEDGMENTS**

The Technical Advisory Committee (TAC) members were instrumental in the development, review, and refinement of this study. Kimley-Horn and Associates, Inc. would like to express their appreciation to the TAC members and their supporting staff for their participation and contributions.

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## EXECUTIVE SUMMARY

The Carson Area Metropolitan Planning Organization (CAMPO) is a federally recognized metropolitan planning organization (MPO) formed in February 2003. As an MPO, CAMPO is responsible for maintaining, planning, and operating a system of facilities, including roadways, traffic signals, crosswalks, and signage in the urbanized area of Carson City as well as surrounding rural areas, including northern Douglas County and western Lyon County. CAMPO also coordinates with Storey County regarding their two signalized intersections along USA Parkway in the Tahoe-Reno Industrial Center.

## Project Description

The Carson Area Transportation System Management Plan (CATSMP) was initiated as a planning effort for CAMPO to establish commonly held operations and management objectives and as an asset management plan to aid in improved transportation system performance for the CAMPO region. This plan reviews CAMPO's current transportation system and identifies its needs related to operations and management to inform future investments needed to provide a safe and reliable transportation system for the region. This plan includes stakeholder engagement, existing conditions with respect to physical and logistical elements, a needs assessment, life-cycle costing to inform recommended future system improvement strategies, and the development of data-driven performance measures and benchmarks.

## Goals and Objectives

The goals and objectives for this study were developed to assist CAMPO in maintaining its transportation and signal systems. The goals were:

- Identify key components of the traffic signal system.
- Identify life-cycle costs and replacement needs.
- Identify and document any program deficiencies and understand needed enhancements.
- Understand funding and staffing needs.
- Identify performance measures and benchmarks utilizing readily-available data.
- Utilize the results of the study to seek more funding/reimbursement through agreements with the Nevada Department of Transportation (NDOT) or other sources for maintenance activities.

## Project Recommendations

Project recommendations based on the feedback from the TAC, review of existing conditions, Self-Assessment Workshop, life-cycle costing, and performance measures and benchmarks are summarized below. CAMPO should work closely with NDOT to ensure applicable recommendations from this study are incorporated into the plan for the Northern Nevada Traffic Management Center (NNTMC) currently being developed by NDOT.

## Physical and Logistical Elements

Recommendations regarding the review of physical and logistical elements include:

- ***Maintain an accurate and up-to-date inventory of assets for the physical elements collected as part of this plan.*** Integration of transportation assets into Carson City's asset management strategy will help ensure program elements are maintained.



- **Adopting formal Incident and Special Event Management Procedures.** The Incident and Special Event Management Procedures should, at a minimum, identify the event originator, reviewing department, approver, implementation process, and timeline the signals are to return to standard operations.
- **Implementing consistent language and terms among all signal systems covered under the existing agreements.** It is recommended that all County and NDOT agreements be updated to have consistent agreement terms. The Douglas County agreement should be used as a starting point to update all county agreements, as this is the most recent agreement that was negotiated.
- **Coordinating with District Attorney regarding interlocal agencies and Nevada Revised Statute 277A.** CAMPO has recently experienced challenges with interlocal agencies and Nevada Revised Statute 277A, specifically with respect to NDOT purchasing signal equipment for Carson City to install in Lyon and Douglas Counties. CAMPO should work with their District Attorney to determine how to accomplish this efficiently.
- **Providing instructions on how to read the signal timing plans (Appendix E) to consultants when signal timing requests are made.** Instructions explaining how to read CAMPO's signal timing plans should increase the consultants' understanding of the plans.

### Self-Assessment Workshop

A Self-Assessment Workshop was conducted to promote a process-driven approach to improve transportation systems management and operations within the CAMPO region. The Self-Assessment Workshop focused on four key dimensions (evaluation elements) shown in **Figure E1**. Actions identified at the workshop were prioritized from short-term (1-2 years) to long-term (over 5 years).

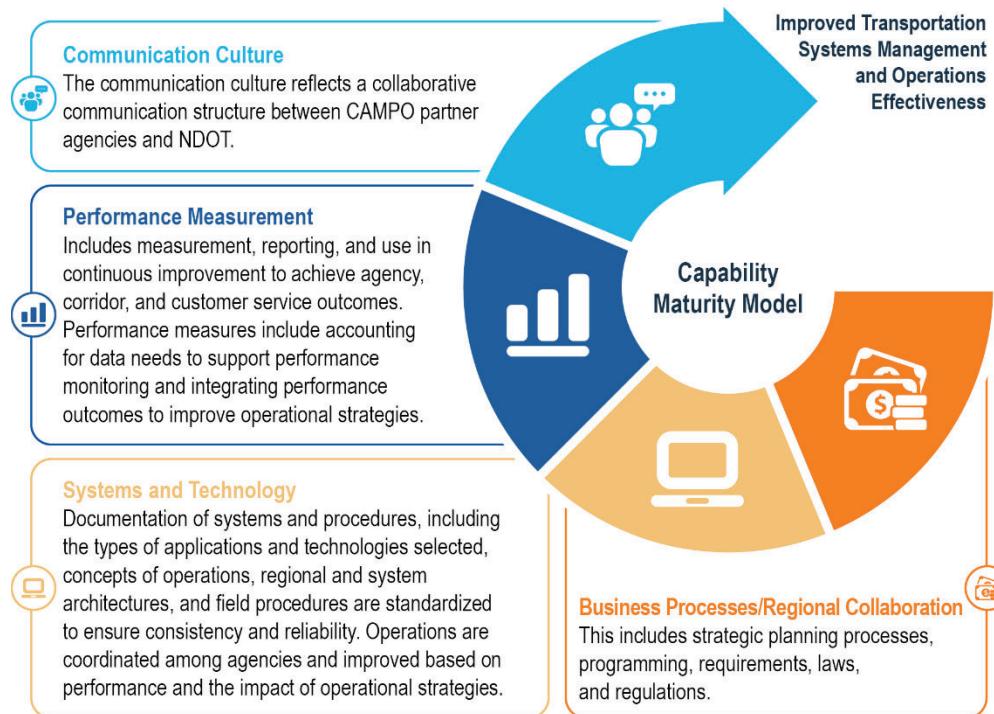


Figure E1– Four Key Dimensions for the CMM



It is recommended that CAMPO use the short-term (1-2 year) Self-Assessment actions as a starting point for tracking progress to move the transportation system management activities on a path toward continual, improved outcomes. Implementation of actions are dependent on funding and staffing availability. Recommended tracking actions for the short-term actions are summarized below.



## Business Processes/Regional Collaboration and Communication Culture

### Action

#### Document formal processes/procedures



Identify the number of formal documents established or updated per year.



## Systems and Technology

### Action

#### Agencies collaborate to update standards and requirements for consistency in technology



Identify the number of standards established or updated per year.



## Business Processes/Regional Collaboration and Communication Culture

### Action

#### Identify opportunities for intentional communication among departments



Discuss updating formal documents and standards at least once a year.



Inform staff of available internal resources at least twice a year.

### Action

#### Establish and conduct reoccurring meetings for collaboration with partner agencies (quarterly)



Create meeting agendas and meeting summaries and track the agencies attending these meetings.

### Action

#### Establish reoccurring meetings with the region (quarterly) – consider different levels (i.e., traffic technician versus engineering level)



Make a directory with contact information available to all partnering agencies.



Create meeting agendas and meeting summaries and track the agencies attending these meetings.



Track the amount of time spent collaborating with each agency and outcomes of these interactions and revisit at each quarterly meeting.



Track the number of funding opportunities identified, grant applications submitted, and funding awarded to each agency.



Track the number of upcoming projects under the Project Scoping Stage so these are discussed among the partnering agencies prior to design and construction to allow for identification of potential funding and grant opportunities.

### Action

#### Identify and actively pursue opportunities for external funding



Track the number of funding opportunities identified, grant applications submitted, and funding awarded to each agency.



Track the number of upcoming projects under the Project Scoping Stage so these are discussed among the partnering agencies prior to design and construction to allow for identification of potential funding and grant opportunities.



## Systems and Technology

### Action

#### Identify planning for known deficiencies



Meet with partnering agencies at least once a year and track any deficiencies and action items to address these deficiencies.



## Performance Measurement

### Action

#### Establish what data should be collected and identify where systems and technology can be leveraged to collect that data



Identify data to be collected and analyzed to track system performance.

### Action

#### Leverage and begin to use existing performance software (RITIS)



User access to software – Verify if agency has access to available software.



Once a year discuss with NDOT who has access and make adjustments as necessary.

### Action

#### Share data for efficiency between agencies



Number of processes established or updated per year.

### Action

#### Complete analysis focused on individual data elements to track incremental improvements



Meet with partnering agencies once a year to score action items and track incremental improvements.

Recommended mid-term (3-5 years) and long-term (over 5 years) actions from the Self-Assessment Workshop are summarized below.

### Mid-Term Actions

- Acknowledge that regional planning should include traffic operations as a priority and identify investments to support that priority.
- Establish more coordination and investment by NDOT
- Identify the disconnect in funding sources with what needs to be funded.
- Hire additional staff (planning/engineering/program management) to plan and secure funding.

### Long-Term Actions

- Provide external resources to assist partnering agencies with design and operations (regionally available engineer to assist other counties).
- Centralize data analysis and reporting.
- Communicate to all traffic signals.
- Identify roles and responsibilities of the local agencies in providing traveler information that can support state distribution.

Many of the mid- and long-term recommendation should be considered by NDOT in the development of the NNTMC.



## Life-Cycle Costing

It is recommended that CAMPO budget \$1.54 million per year for the replacement of transportation equipment (traffic signal system and detection and other ITS equipment) on a routine basis. This budget should be increased from year to year to account for inflation. It is also recommended that CAMPO hire two additional maintenance staff to provide proactive maintenance of the signal system based on an evaluation of current operation and maintenance practices and considerations of Federal Highway Administration (FHWA) best practices. The two additional maintenance staff should spend 70% of their time on preventative maintenance, 25% of their time on response maintenance, and 5% of their time on signal timing design modifications. An additional position for a Traffic Systems Engineer/Signal Operations Engineer is also recommended to oversee the network's performance and optimization.

## Performance Measures and Benchmarks for Tracking Traffic

It is recommended that bi-annual downloads and analyses of RITIS eXtreme Definition (XD) data be conducted as part of CAMPO's monitoring process. The downloads are estimated to take six to eight hours of effort each and would include regular checks of travel time and congestion trends along the corridors defined in this study. Additional external reporting maps and visualizations, such as those in PowerBI dashboards, could be applied once staff is familiar with the datasets.

Collaboration between a Transportation Planner/Analyst responsible for the data monitoring and analysis and a Transportation Manager is also desirable with planned regular check-ins and strategy meetings. This will allow staff to coordinate on data findings, provide a quality control step for internal reporting, and provide a venue for review of long-term trends and policy interventions. These meetings and subsequent tasks for traffic engineer staff may require one to two hours per download, depending on the outcome of the performance reporting.

CAMPO should also consider implementing Automated Traffic Signal Performance Measures (ATSPM) or trajectory data to increase the granularity and diversity of the data available to assess signal operations. These approaches would allow CAMPO to collect information such as the percentage of vehicles arriving on a green light, split failures, and the prevalence of phase max-outs or gap-outs. Connected vehicle data can be used for studies now, but it is recommended that this be limited to periodic purchases of data for well-scoped studies rather than a subscription. It is recommended that CAMPO actively monitor the marketplace for connected vehicle data as it is emerging and still evolving.



## TABLE OF CONTENTS

<b>1. INTRODUCTION .....</b>	<b>1</b>
1.1 Project Description .....	2
1.2 Goals and Objectives .....	2
1.3 Report Organization .....	2
<b>2. STAKEHOLDER ENGAGEMENT .....</b>	<b>3</b>
2.1 TAC Meetings .....	3
2.2 CAMPO Board Meetings .....	4
<b>3. EXISTING CONDITIONS .....</b>	<b>5</b>
3.1 Physical Elements.....	5
3.1.1 Spares Inventory .....	7
3.2 Logistical Elements .....	7
3.2.1 Incident and Special Event Management.....	7
3.2.2 Policies .....	8
3.2.3 Funding .....	8
3.2.4 Agreements with Partnering Agencies .....	8
3.2.5 Safety .....	9
3.2.6 Process for Storage of Data in ATMS .....	9
3.2.7 Existing Staffing.....	9
3.2.8 23 CFR Part 940.....	11
<b>4. SELF-ASSESSMENT WORKSHOP .....</b>	<b>12</b>
4.1 Self-Assessment Outputs .....	12
<b>5. LIFE-CYCLE COSTING .....</b>	<b>16</b>
5.1 Replacement Cycle .....	16
5.2 Operations and Maintenance .....	18
<b>6. PERFORMANCE MEASURES AND BENCHMARKS .....</b>	<b>19</b>
6.1 CAMPO Performance Monitoring Corridors.....	19
6.2 Data Sources .....	22
6.3 Recommended Performance Measures .....	23
6.4 Peak Period Analysis .....	24
6.5 Calculation of Reference Speeds .....	25
6.6 Initial Base-Year Performance Report for CAMPO .....	27
6.6.1 Initial Performance Findings and Benchmarks .....	27
6.7 Plan for Regular Reporting .....	32
6.7.1 Internal Data Reporting Process .....	32
6.7.2 Prototype Base-Year Report.....	34



6.8	Implementation Plan for Performance Reporting and Signal Retiming .....	36
6.8.1	Automated Traffic Signal Performance Measures.....	36
6.8.2	Connected Vehicle Data .....	38
6.8.3	Traditional Traffic Counts and Signal Retiming .....	39
6.8.4	Comparison of Approaches .....	39
6.8.5	Recommendations.....	40
<b>7.</b>	<b>RECOMMENDATIONS .....</b>	<b>42</b>
7.1	Physical and Logistical Elements .....	42
7.2	Self-Assessment Workshop .....	42
7.2.1	Mid-Term and Long-Term Actions .....	44
7.3	Life-Cycle Costing .....	44
7.4	Performance Measures and Benchmarks for Tracking Traffic .....	45

## APPENDICES

A	Transportation Geodatabase Schema.....	A1
B	Lidar Data Collection Summary, Tables, and Inventory Maps.....	B1
C	Spares Inventory Details.....	C1
D	Logistical Elements Summary.....	D1
E	Example Instructions for Signal Timing.....	E1
F	Carson City Job Postings.....	F1
G	Self-Assessment Workshop Results.....	G1
H	Life-Cycle Costing Summary.....	H1
I	Peer Cities Survey Results.....	I1
J	RITIS Data Download Guide.....	J1
K	Performance Metrics Literature Review.....	K1



## LIST OF FIGURES

Figure E1 – Four Key Dimensions for the CMM .....	iv
Figure 1 – CAMPO Boundary.....	1
Figure 2 – Lidar Data Collection Drive Route .....	6
Figure 3 – Carson City Public Works Organization Chart .....	10
Figure 4 – Four Key Dimensions for the CMM .....	13
Figure 5 – CAMPO Performance Monitoring Corridors.....	20
Figure 6 – CAMPO Corridor AADT from TRINA (2021).....	22
Figure 7 – A Sample Travel-Time Distribution and Measures of Reliability.....	23
Figure 8 – Average Travel Rate by Time of Day – Downtown Carson North .....	24
Figure 9 – Average Travel Rate by Time of Day – Stewart Street .....	24
Figure 10 – INRIX Reference Speeds and Calculated Free Flow Speeds.....	26
Figure 11 – XD Segment TTI .....	30
Figure 12 – Travel Time Index for Select U.S. Cities by Size .....	31
Figure 13 – PTI Benchmarking Values.....	32
Figure 14 – Sample Workflow for Data Reporting Process.....	33
Figure 15 – Prototype Corridor Performance Profile.....	35
Figure 16 – ATSPM System Components.....	37

## LIST OF TABLES

Table 1 – TAC Meeting Topics .....	3
Table 2 – Self-Assessment Workshop Outputs .....	14
Table 3 – Replacement Cycle Summary .....	16
Table 4 – Performance Monitoring Corridors.....	21
Table 5 – Peak Periods by Corridor .....	25
Table 6 – Peak Period TTI by Corridor .....	28
Table 7 – Peak Period PTI by Corridor.....	29
Table 8 – Detection Requirements for ATSPMs .....	38
Table 9 – Comparison of Performance Monitoring Approaches .....	40



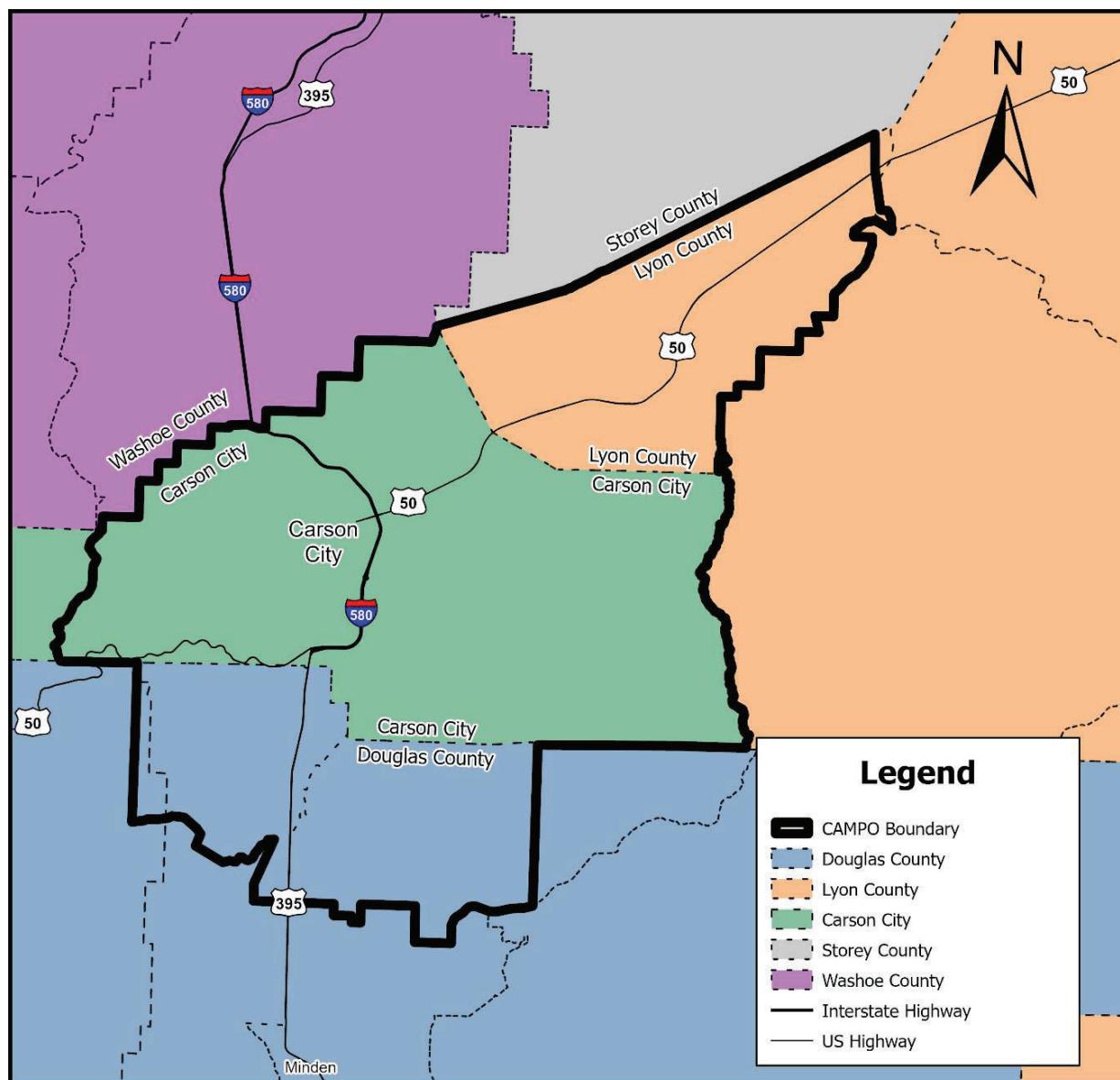
### **LIST OF ACRONYMS**

AADT	Average Annual Daily Traffic
ASWS	Advance Signal Warning System
ATMS	Active Traffic Management System
ATSPM	Automated Traffic Signal Performance Measures
CAMPO	Carson Area Metropolitan Planning Organization
CATSMP	Carson Area Transportation System Management Plan
CMM	Capability Maturity Model
FAST	Freeway and Arterial System of Transportation
FHWA	Federal Highway Administration
GIS	Geographic Information System
ITS	Intelligent Transportation Systems
LiDAR	Light Detection and Ranging
MPO	Metropolitan Planning Organization
MSA	Metropolitan Statistical Area
NDOT	Nevada Department of Transportation
PTI	Planning Time Index
RITIS	Regional Integrated Transportation Information
RTC	Regional Transportation Commission
RTCSNV	Regional Transportation Commission of Southern Nevada
TAC	Technical Advisory Committee
TRINA	Traffic Information Records Access
TTI	Travel Time Index
U.S.	United States
VHD	Vehicle Hours of Delay
VMT	Vehicle Miles Traveled
XD	eXtreme Definition
WisDOT	Wisconsin Department of Transportation



## 1. INTRODUCTION

The Carson Area Metropolitan Planning Organization (CAMPO) is a federally recognized metropolitan planning organization (MPO) formed in February 2003. As an MPO, CAMPO is responsible for maintaining, planning, and operating a system of facilities, including roadways, traffic signals, crosswalks, and signage in the urbanized area of Carson City as well as surrounding rural areas, including northern Douglas County and western Lyon County. CAMPO also coordinates with Storey County regarding their two signalized intersections along USA Parkway in the Tahoe-Reno Industrial Center. The CAMPO boundary is shown in **Figure 1**.



**Figure 1 – CAMPO Boundary**



## 1.1 Project Description

The Carson Area Transportation System Management Plan (CATSMP) was initiated as a planning effort for CAMPO to establish commonly held operations and management objectives and as an asset management plan to aid in improved transportation system performance for the CAMPO region. This plan reviews CAMPO's current transportation system and identifies its needs related to operations and management to inform future investments needed to provide a safe and reliable transportation system for the region. This plan includes stakeholder engagement, existing conditions with respect to physical and logistical elements, a needs assessment, life-cycle costing to inform recommended future system improvement strategies, and the development of data-driven performance measures and benchmarks.

## 1.2 Goals and Objectives

The goals and objectives for this study were developed to assist CAMPO in maintaining its transportation and signal systems. The goals were:

- Identify key components of the traffic signal system.
- Identify life-cycle costs and replacement needs.
- Identify and document any program deficiencies and understand needed enhancements.
- Understand funding and staffing needs.
- Identify performance measures and benchmarks utilizing readily-available data.
- Utilize the results of the study to seek more funding/reimbursement through agreements with the Nevada Department of Transportation (NDOT) or other sources for maintenance activities.

## 1.3 Report Organization

This document is organized into the following sections:

- **Section 1** summarizes the project background, goals, and objectives.
- **Section 2** provides an overview of the stakeholder engagement for the project.
- **Section 3** includes a summary of the existing conditions, including physical elements and logistical elements.
- **Section 4** describes the Self-Assessment Workshop methodology and outcomes.
- **Section 5** summarizes the life-cycle costing methodology and results.
- **Section 6** provides recommended performance measures and benchmarks for CAMPO based on a data-driven approach and review of national best practices.
- **Section 7** describes the recommendations resulting from the development of this study.
- **Appendices** include a summary of data collected, spare inventory parts, logistical elements, peer cities' survey details, Self-Assessment Workshop summary, life-cycle costing, and performance measures and benchmarks summary.



## 2. STAKEHOLDER ENGAGEMENT

Key stakeholders for the development of the CATSMP included:

- CAMPO
- Carson City Public Works
- Douglas County
- Lyon County
- NDOT
- Storey County

The Technical Advisory Committee (TAC) was comprised of representatives from each key stakeholder agency.

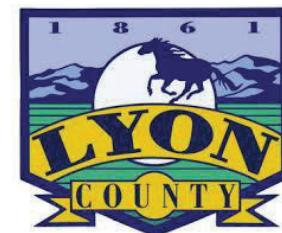


Table 1 – TAC Meeting Topics

TAC Meeting	Meeting Topics
TAC Meeting #1, December 1, 2020	<ul style="list-style-type: none"><li>▪ Brief project history and task overview.</li><li>▪ Outline of data and data attributes to be collected manually or using Light Detection and Ranging (Lidar).</li><li>▪ Outline of logistical elements to be collected.</li><li>▪ Summary of other objectives, discussion items, and next steps.</li></ul>
TAC Meeting #2, November 3, 2021	<ul style="list-style-type: none"><li>▪ Brief project update and task overview.</li><li>▪ Summary of the data collection processes.</li><li>▪ Summary of logistical element summary.</li><li>▪ Introduction to the existing system condition assessment and needs assessment tasks.</li></ul>



**Table 1 – TAC Meeting Topics**

TAC Meeting	Meeting Topics
TAC Meeting #3, February 8, 2022	<ul style="list-style-type: none"><li>▪ Brief project update and task overview focusing on the summary of elements collected and reviewed as part of the data collection process.</li><li>▪ Overview of the outcomes from the Needs Assessment (Self-Assessment Workshop) documenting short- to long-term priorities.</li><li>▪ Introduction to the life-cycle costing task including an overview of the elements to be reviewed.</li><li>▪ Open discussion on the benchmarks and performances measure in the original project scope and opportunity for input from the TAC on additional considerations.</li></ul>
TAC Meeting #4, October 10, 2022	<ul style="list-style-type: none"><li>▪ Discussion on the life-cycle costing including traffic signal system replacement cycle and operations and maintenance cost considerations.</li><li>▪ Summary of benchmark and performance measures in line with needs assessment results.</li><li>▪ Roadmap for future investment.</li></ul>
TAC Meeting #5, February 21, 2023	<ul style="list-style-type: none"><li>▪ Summary of performance measures and benchmark findings.</li><li>▪ Implementation recommendations.</li></ul>
TAC Meeting #6, June 6, 2023	<ul style="list-style-type: none"><li>▪ Updates on performance measures and benchmark findings: corridor refinement, side street delay, expansion of hotspot analysis, peak periods for each corridor, and free flow travel times.</li><li>▪ Signal retiming implementation.</li></ul>

In addition to the TAC meetings, a self-assessment workshop was conducted on November 16, 2021, to evaluate current levels of interagency collaboration, specifically looking at each agency's strengths and challenges. A summary of the Self-Assessment Workshop is provided in **Section 4**.

## **2.2 CAMPO Board Meetings**

A presentation on the progress of the project was provided to the CAMPO Board during their March 9, 2022, Board Meeting. The board wanted to understand how this project relates to the 23 CFR Part 940 Intelligent Transportation System Architecture and Standards Code of Federal Regulations. A discussion on how CAMPO meets these regulations is provided in **Section 3.2.8**.



### 3. EXISTING CONDITIONS

This section summarizes details of the existing conditions, which consist of the traffic control system geodatabase schema updates, mobile Lidar data collection and extraction, field and manual data collection, database management, and a review of logistical elements (plans, policies, and studies).

The review of CAMPO's existing system consisted of both physical and logistical (intangible) elements. Physical elements consisted of traffic signals, signalized pedestrian crossings, flashing beacons, and radar speed feedback signs. The review of logistical elements included a review of policies, agreements, and other planning documents received from CAMPO. Details on each element type reviewed are provided in the following sections.

#### 3.1 Physical Elements

A review of CAMPO's traffic control systems geodatabase was completed to establish new feature classifications, attributes, and relationships between different tables within the schema for the supports, signs, and signalized crosswalk layers. Information summarizing the schema for the data collection portion of the project is located in **Appendix A**.

Mobile lidar technology was used for the collection of supports, signs, and signalized crosswalks in alignment with the updated schema along the drive routes illustrated on the following page in **Figure 2**. The total number of physical elements collected as part of this project (as of 2021) included:

- 73 signalized intersections
- 22 signalized pedestrian crossings
- 21 flashing beacons
- 10 radar speed feedback signs
- 472 supports
- 1,172 signs

#### PHYSICAL ELEMENTS COLLECTED



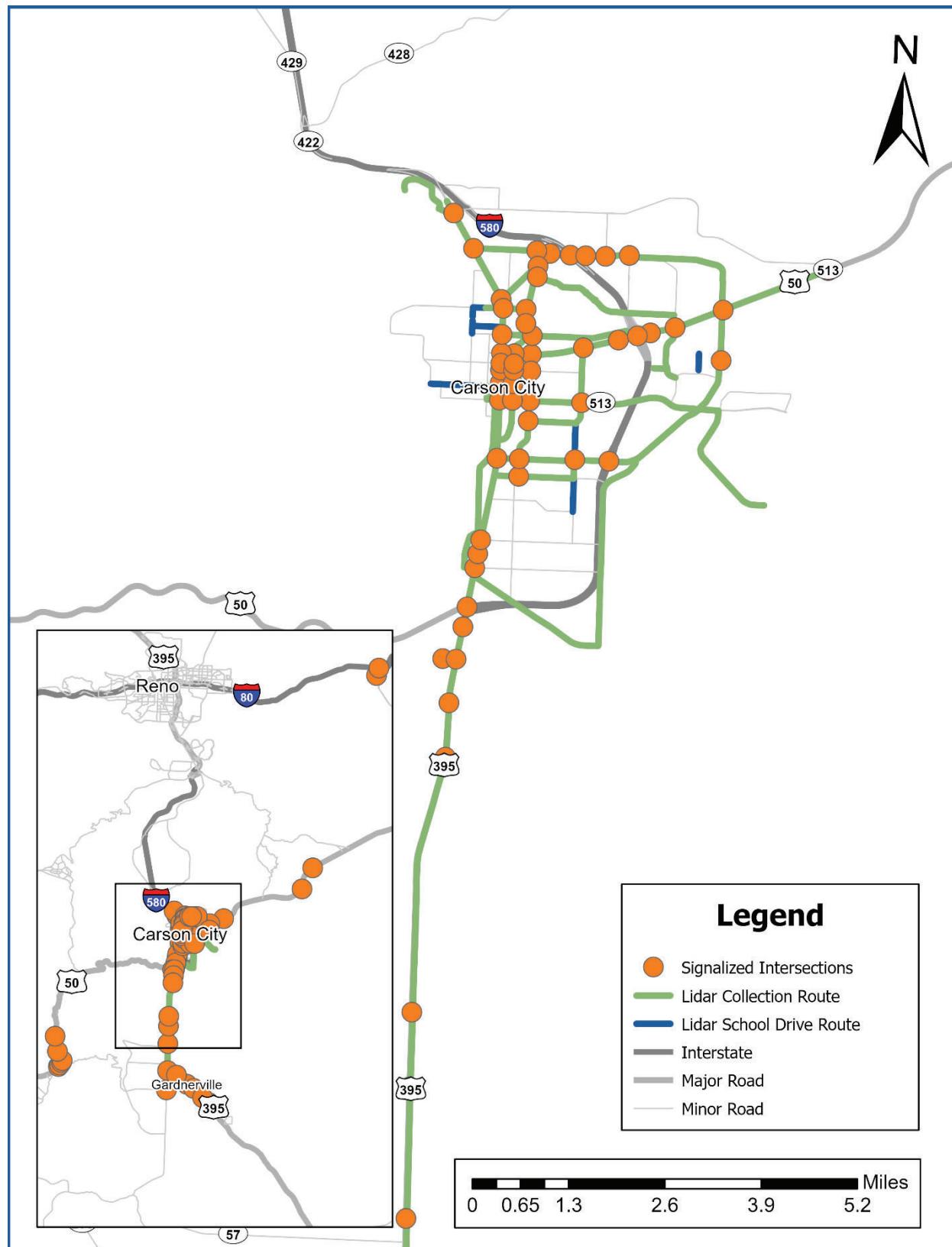
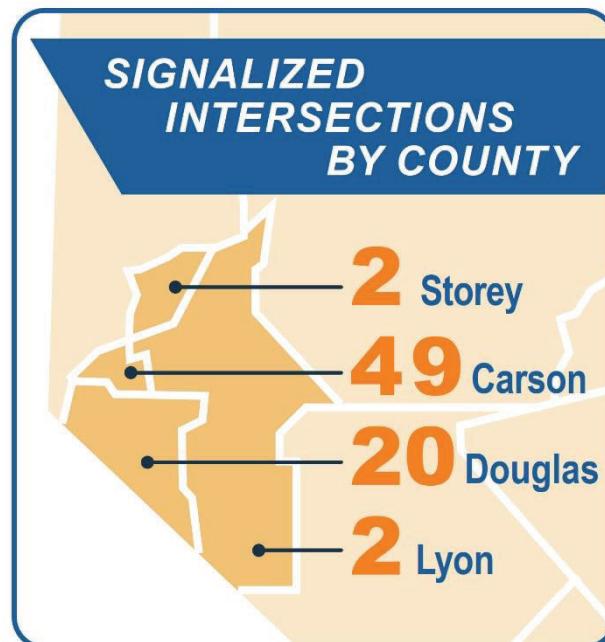


Figure 2 – Lidar Data Collection Drive Route



Of the 73 signalized intersections maintained by CAMPO, 57 are within the CAMPO boundary while 16 are outside of the boundary (14 signals in Douglas County including those in Lake Tahoe and two signals in Storey County). Overall, CAMPO maintains 49 signals within Carson City, 20 within Douglas County, two within Lyon County, and two within Storey County. A detailed summary of the Lidar elements collected is provided in [Appendix B](#).

Additional manual field data collection was performed by CAMPO staff using a mobile geospatial reference application. Items collected by CAMPO included: mast arms, cabinets, pedestrian push buttons, and curb ramps.



### 3.1.1 Spares Inventory

An inventory of spare transportation infrastructure parts stored by Carson City Public Works was conducted. This inventory falls under two groups: a detailed list of Intelligent Transportation Systems (ITS) parts and another stockpile of signal poles. The ITS parts, which are stored indoors at the Carson City Public Works yard, are tracked in detail to include the item number, type, and class, along with the description, location, last known item price, the number of items stored, and estimated value for all items on hand. The signal poles are stored outdoors, and an infield review of the signal pole inventory was conducted on May 3, 2021, to collect the pole type and pole geometry. Documentation of the inventory is provided in [Appendix C](#).

## 3.2 Logistical Elements

Available logistical elements, those elements defined as “intangible,” such as policies, agreements, and other planning documents received by CAMPO, were reviewed for incorporation into the CATSMP. The documents reviewed include the following:

- Incident and special event management procedures
- City policies and procedures
- Funding
- Staffing
- Safety
- Maintenance agreements with quad county agencies
- Process for storage of data in Advanced Traffic Management System (ATMS)

A summary of the collected logistical elements listed above is provided in the following sections. More detailed information is included in [Appendix D](#).

### 3.2.1 Incident and Special Event Management

Carson City does not currently have an incident management signal timing modification plan. For special event management, the Carson City's Sheriff's Office and Public Works Department meet



ahead of the special event to identify intersections that should be used to move people in and out of the special event quickly. A list of impacted roads due to an event is coordinated and communicated to the Control Systems Operations Manager. The Control Systems Group then updates the signal timings at impacted intersections to prioritize the throughput of each intersection for the duration of the event.

### **3.2.2 Policies**

Several CAMPO policies were reviewed. These policies included the following and are summarized in **Appendix D**.

- Speed Limit Policy
- Resolution No. 2020-R-14 (Designation of school zones within portions of highways)
- Sign Installation
- Signal Timing – Yellow, All-Red, and Pedestrian Intervals
- Signal Timing – Signalized Crosswalk Warning Intervals
- Signal Timing Changes – NDOT Advanced Signal Warning System (ASWS)

### **3.2.3 Funding**

The fiscal year budget for capital improvements and infrastructure capital covers roadway reconstruction pavement preservation projects. Carson City adopted a Carson City Pavement Management Plan in April 2018 which established five performance districts to prioritize roadway funding in an efficient and effective strategy. The funding for each performance district is primarily used for construction projects and is covered by both local and federal funds. On average, Carson City has \$5 Million available per year in local and federal funding for roadway capital improvements. Historical data since 2019 shows a 65% local and 35% federal fund distribution.

A traffic control systems budget, which covers signal maintenance and operations, funded by the street maintenance fund, also exists. On average, Carson City receives about \$500,000 per year for traffic control systems. Additionally, Carson City earns revenue as part of signal maintenance completed for Douglas, Lyon, and Storey Counties.

### **3.2.4 Agreements with Partnering Agencies**

Carson City has signal maintenance agreements with Douglas, Lyon, and Storey Counties. These agreements denote Carson City's and the partnering agency responsibilities for the maintenance of signals within the CAMPO area. The Douglas County agreement is the most recent agreement Carson City has established with a partnering agency. Carson City also has intersection and other location specific agreements with NDOT but a master agreement with NDOT has not been executed at this time. There are currently 38 agreements between Carson City and NDOT with some agreements older than 60 years. Upon review of the agreement list, it was noted that the NDOT thresholds and reimbursement terms vary among the 38 agreements. For example, in some cases, Carson City funds cover all maintenance costs while NDOT funds the maintenance costs in other cases. Carson City and the other agencies within CAMPO also have right-of-way occupancy permits with NDOT to permit for the general maintenance of traffic signals.



### 3.2.5 Safety

CAMPO has adopted the state targets for safety performance measures to increase safety for the transportation system as follows:

- Number of fatalities (five-year rolling average)
- Rate of fatalities per 100 million Vehicle Miles Traveled (VMT)
- Number of serious injuries (five-year rolling average)
- Rate of serious injuries per 100 million VMT
- Number of non-motorized fatalities and non-motorized serious injuries (five-year rolling average)

CAMPO coordinates safety performance measures with NDOT and adopts these safety targets each year. As stated in the 2050 Regional Transportation Plan, CAMPO was able to meet four of the five targets when compared against the 2018 targets. It was noted that CAMPO experienced a 93% increase in the number of fatalities (five-year rolling average) from 2012 to 2018. A 30% increase in the rate of fatalities was observed when the number of fatalities as a ratio of VMT was evaluated. The 2050 Regional Transportation Plan also documented a 33% reduction in the rate of serious injuries for the period from 2012 to 2018. It was reported that the extension of I-580 may have been an influencing factor in the fluctuation of fatalities and serious injuries.

The 2050 Regional Transportation Plan also compared crash data from 2014 to 2018. That analysis resulted in a 50% decrease in fatal crashes and a 30% decrease in serious injury crashes while overall VMT increased by 43%.

### 3.2.6 Process for Storage of Data in ATMS

The signal timing data is stored in the ATMS system, and the Control Systems Operations Manager downloads signal timing data from the ATMS system when requests come in. However, some consultants find it hard to read the signal timing plans produced by the ATMS system. Instructions to read the signal timing plans were developed as part of this project and are included in **Appendix E**.

### 3.2.7 Existing Staffing

Information related to the organizational structure of Carson City Public Works, which manages CAMPO, as it relates to signal operations and management was conducted. The responsibilities of operating and maintaining the transportation system fall under two groups, Transportation and Control Systems, as illustrated in **Figure 3**.

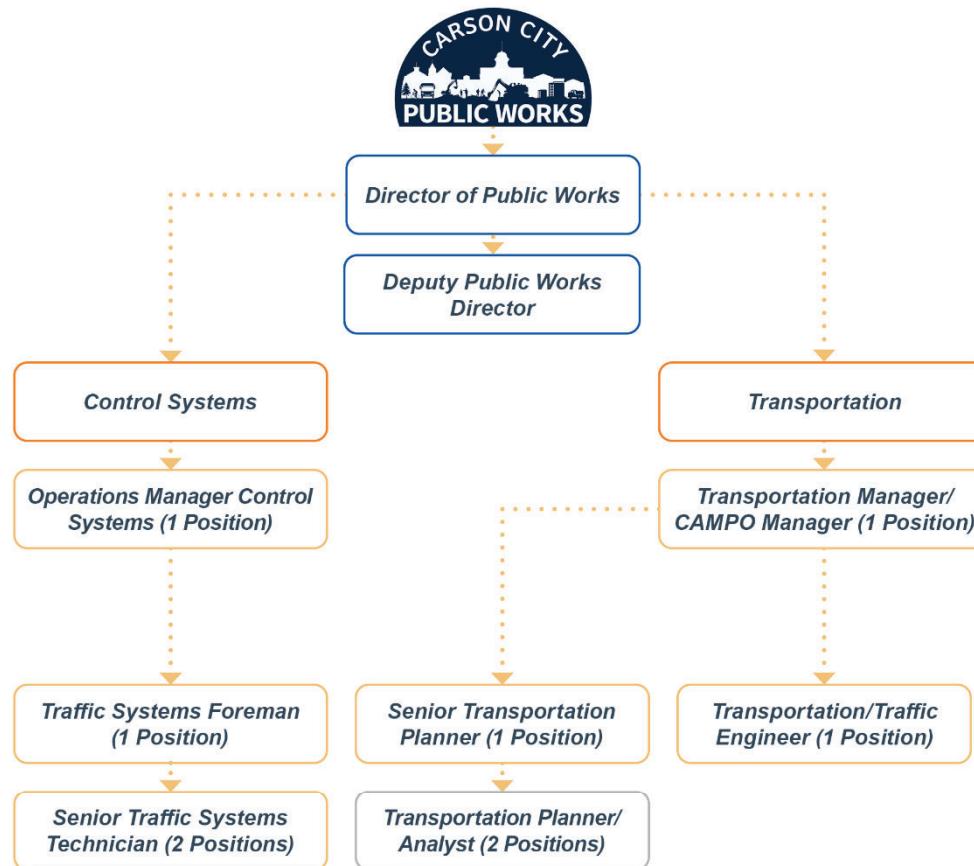


Figure 3 – Carson City Public Works Organization Chart

Details on the positions under these two groups are provided below:

- **Control Systems**
  - **Operations Manager Control Systems:** Under general direction, plans, assigns, supervises, reviews, and evaluates the work of the staff assigned to the operation and maintenance of the electrical, instrumentation, process control, data acquisition, and city-wide communication systems for public works operations.
  - **Traffic Systems Foreman:** Under general direction, plans, assigns and oversees the work of the Traffic Systems section while performing the same and/or more difficult duties as those being led; ensures completion of tasks in accordance with established policies and procedures; communicates policies, procedures, and job expectations; and provides training to staff.
  - **Senior Traffic Systems Technician:** Under general supervision, performs complex technician-level installation, repair, and preventive maintenance of electrical and electronic components of traffic systems equipment in a variety of City locations.
- **Transportation**
  - **Transportation Manager:** Under general direction, manages, coordinates, and directs all transportation and transit-related planning, review, and impacts for the City. Serves as the Manager of CAMPO.



- **Senior Transportation Planner:** Under general supervision, provides advanced-level professional transportation planning support for City projects and programs; may lead the work of planning and technical support staff.
- **Transportation Planner/Analyst:** Under general supervision, provides professional transportation planning support for City projects and programs.
- **Transportation Traffic Engineer:** Under general supervision, performs engineering work related to the coordination and supervision of major and minor construction and renovation projects, assuring that plans, specifications, codes, time schedules, and budgets are adhered to; provides complex inspections of projects; confers with contractors and consultants on the development and completion of projects; plans and directs traffic engineering and transportation activities, including traffic impact studies, traffic signal timing, and various technical engineering studies.

Operations Managers and Traffic Systems Technicians are engaged in a multitude of tasks, including but not limited to the following (refer to **Appendix F** for further job descriptions).



Managing task scheduling, performance evaluation, and accurate record keeping.



Applying codes and regulations, safe work methods, and safety procedures.



Designing and preparing sketches for traffic signal and related installation and maintenance jobs.



Coordinating, performing, and overseeing maintenance operations, inspections, and repairs of all traffic signal systems within the CAMPO area.



Reviewing plans, specifications, and estimate packages for traffic-related components.



Contributing to efficiency and effectiveness of service by offering suggestions and directing or participating as an active member of the work team.

### 3.2.8 23 CFR Part 940

The 23 CFR Part 940 ITS Architecture and Standards Code of Federal Regulations requires that all regions implementing ITS projects have a regional ITS architecture and that all ITS projects conform to the National ITS Architecture and standards. Within Nevada, NDOT has developed three regional ITS architectures covering all jurisdictions within the state (Northwest Nevada, Southern Nevada, and Statewide which covers the remaining areas of the state). CAMPO is currently included in NDOT's 2019 Statewide Architecture and is one of the 25 stakeholders covering all areas outside the Reno/Sparks and Las Vegas urbanized areas. NDOT plans to update their Statewide Architecture in 2023 and should consider the CATSMP during the update.



## 4. SELF-ASSESSMENT WORKSHOP

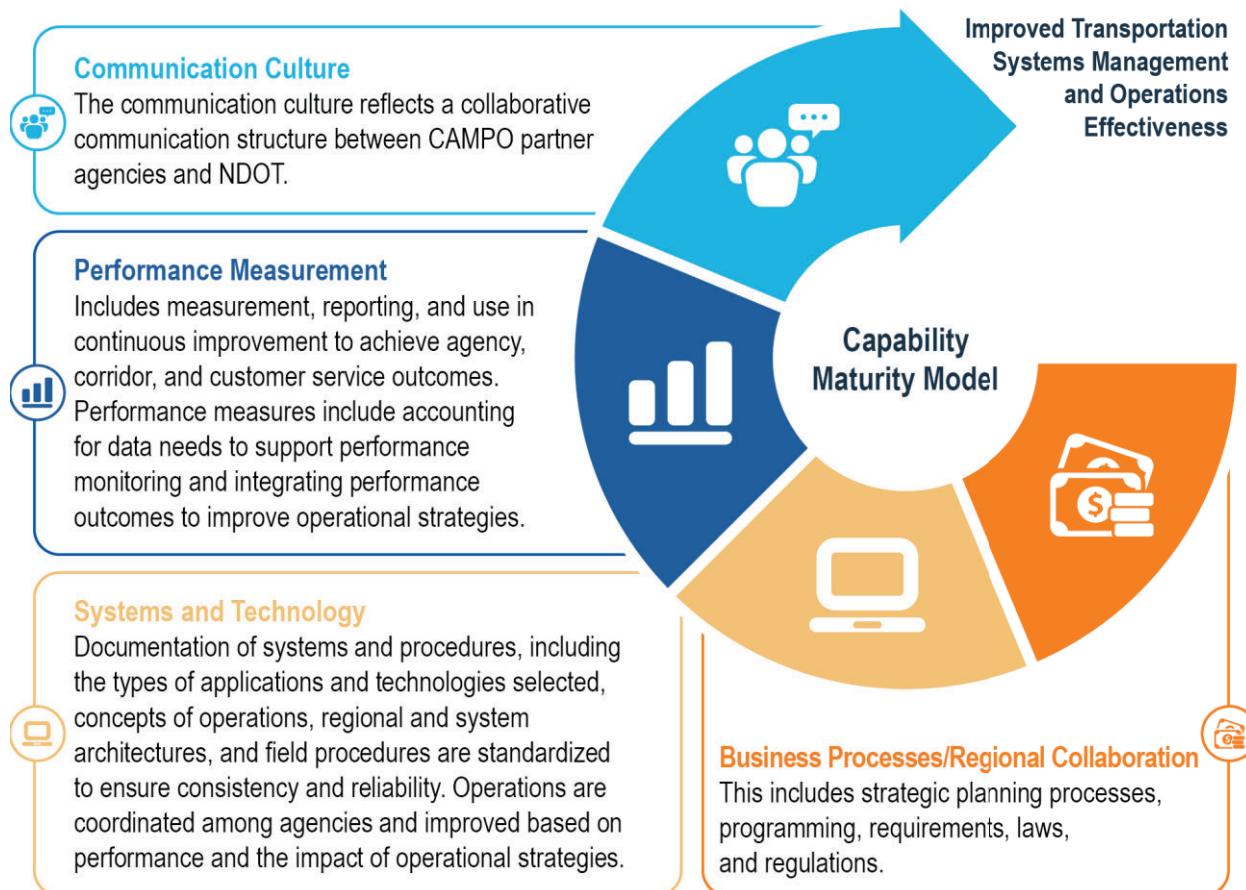
A Self-Assessment Workshop was conducted to collaboratively engage project stakeholders and promote a process-driven approach to improve transportation systems management and operations within the CAMPO region as it relates to the CATSMP. The Self-Assessment Workshop was based on a modified version of the Federal Highway Administration (FHWA) [Capability Maturity Model \(CMM\) Framework for Transportation Systems Management](#) and focused on four key dimensions (evaluation elements) identified in **Figure 4**. Organizational aspects of CAMPO with respect to the transportation system that are necessary for improving program efficiency and effectiveness, such as business processes/regional collaboration, systems and technology, performance measurements, and communication culture were explored and evaluated. The workshop supported self-evaluation and identification of critical priority “next steps to” placing activities on a path to improved outcomes on a continuing basis through identifying key dimensions (evaluation elements) for improving efficiency, recognizing manageable improvements, and prioritizing efficiency and effectiveness.

### 4.1 Self-Assessment Outputs

Attendees of the workshop were asked to cite strengths and challenges experienced by CAMPO and the partnering agencies for each of the key dimensions. The participants then identified actions for CAMPO to advance to the next level of implementation for each key dimension.

The actions from the workshop were then incorporated into an action checklist that places each action by associated dependencies to provide a framework CAMPO can work towards. Each action from the workshop was prioritized into the following timeframes:

- **Short-Term:** 1 to 2 Years
- **Mid-Term:** 3 to 5 Years
- **Long-Term:** Over 5 Years



**Figure 4 – Four Key Dimensions for the CMM**

A summary of the Self-Assessment Workshop actions, along with their priority, associated dimension and responsible agency, are summarized in **Table 2**. The outcomes from this workshop should be the basis for CAMPO to start tracking metrics to help them continuously improve on each dimension. These actions should be considered a living process that can be refined as metrics and outcomes become available. Further details on the workshop, including notes and final outcomes, are provided in **Appendix G**.



Table 2 – Self-Assessment Workshop Outputs

Priority	Dimension	Actions	Responsibility
Short-Term (1-2 Years)	Business Processes (Planning and Programming)/Regional Collaboration and Communication Culture	Document formal processes/procedures	CAMPO
	Systems and Technology	Collaborate between agencies to update standards and requirements for consistency in technology	CAMPO and Partnering Agencies
	Business Processes (Planning and Programming)/Regional Collaboration and Communication Culture	Identify opportunities for intentional communication among departments	CAMPO
		Establish and conduct reoccurring meetings for collaboration with partner agencies (quarterly)	CAMPO and Partnering Agencies (Storey, Lyon, Douglas County)
		Establish reoccurring meetings with the region (quarterly) – consider different levels (i.e., traffic technician versus engineering level)	CAMPO and Partnering Agencies (Washoe Regional Transportation Commission (RTC), Tahoe MPO, NDOT, etc.)
		Identify and actively pursue opportunities for external funding	CAMPO
	Systems and Technology	Identify planning for known deficiencies	CAMPO and Partnering Agencies
	Performance Measurement	Establish what data should be collected and identify where systems and technology can be leveraged to collect that data	CAMPO and Partnering Agencies
		Leverage and begin to use existing performance software (Regional Integrated Transportation Information System [RITIS])	CAMPO and Partnering Agencies
		Share data for efficiency between agencies	CAMPO and Partnering Agencies
		Complete analysis focused on individual data elements to track incremental improvements	CAMPO and Partnering Agencies
Mid-Term (3-5 Years)	Systems and Technology	Acknowledge that regional planning should include traffic operations as a priority and identify investments to support that priority	CAMPO
		Establish more coordination and investment by NDOT (assisting in establishing level of services and capabilities)	CAMPO
		Identify the disconnect in funding sources with what needs to be funded (NDOT Funding)	CAMPO, NDOT, and Partnering Agencies



**Table 2 – Self-Assessment Workshop Outputs**

Priority	Dimension	Actions	Responsibility
Mid-Term (3-5 Years)	<b>Business Processes</b> (Planning and Programming)/Regional Collaboration and Communication Culture	Hire additional staff (planning/engineering/program management) to plan and secure funding	CAMPO
Long-Term (Over 5 Years)	<b>Business Processes</b> (Planning and Programming)/Regional Collaboration and Communication Culture	Provide external resources to assist partnering agencies with design and operations (regionally available engineer to assist other counties)	CAMPO
	<b>Performance Measurement</b>	Centralize data analysis and reporting	CAMPO
	<b>Systems and Technology</b>	Communicate to all traffic signals	CAMPO and Partnering Agencies
		Identify roles and responsibilities of the local agencies in providing traveler information that can support state distribution	CAMPO and Partnering Agencies



## 5. LIFE-CYCLE COSTING

Life-cycle costing is a methodology that provides an estimate of the total capital, operating, and maintenance cost of an asset over its operating life. The life-cycle costing analysis quantified the different traffic signal system equipment types, identified a life-cycle timeframe, and recommended a replacement cycle. The analysis was projected out for 30 years into the future, and many items used a uniform replacement schedule to normalize budgets from year to year to allow for better budget planning.

The NDOT Life-Cycle Costing methodology was also reviewed and considered as part of the process, but it did not align with CAMPO because of different asset types. For example, CAMPO's assets relate directly to signals where NDOT's devices are more freeway focused (such as ramp meters, dynamic message signs, and highway advisory radio).

### 5.1 Replacement Cycle

A summary of the replacement of transportation system elements for the life-cycle costing analysis is provided in **Table 3**. The life-cycle timeframe is based on best practices and information from contractors that maintain these types of equipment.

Table 3 – Replacement Cycle Summary

Equipment Type	Life-cycle Timeframe	# of Locations	Replacement Cycle Recommended
<b>Traffic Signal Systems</b>			
Cabinet and Service Pedestal	20 years	73	Replace four cabinets per year, allowing for even distribution over 20 years. If CAMPO is experiencing difficulties with older cabinets, replacement of cabinets can be accelerated over the next several years to bring cabinets to up to date and four cabinets per year thereafter.
Controller	10 years	73	Replace eight controllers per year, allowing for even distribution over 20 years. If CAMPO is experiencing difficulties with older controllers, replacement of controllers can be accelerated over the next several years to bring controllers to up to date and eight controllers per year thereafter. Controllers are typically evaluated during ATSM software upgrades to determine the need of controller replacements. This is typically a smaller portion of the total number of controllers and is used as a factor in determining ATSM upgrades, although it is recognized that these controller replacements are in addition to annual replacement requirements.
Field Network Switches	7 years	73	Begin upgrading on a seven-year cycle (Assumes one per signal)
Traffic Signal Replacement	50 years	73	Full traffic signal replacement or new signals
Traffic Signal Upgrades – Poles and Mast Arms	50 years	73	Upgrades to existing traffic signal poles (Assumes five upgrades per year)



Table 3 – Replacement Cycle Summary (Continued)

Equipment Type	Life-cycle Timeframe	# of Locations	Replacement Cycle Recommended
<b>Traffic Signal Systems</b>			
Traffic Signal Upgrades - LEDs, push buttons. Etc.	10 - 15 years	73	Upgrades to existing traffic signal LED, Accessible Pedestrian Signal (APS) push buttons, and signal heads (Assumes five upgrades per year)
Wire Re-Cabling	20 years	73	Begin upgrading on a 20-year cycle (Assumes even number per year)
<b>Traffic Signal Vehicle Detection Systems</b>			
In-Pavement Detection	10 years	12	Begin upgrading on a 10-year cycle (Assumes even number per year for three years)
Video Image Detection	10 years	67	Begin upgrading on a 10-year cycle (Assumes an even number per year)
Radar Detection	10 years	3	Begin upgrading on a 10-year cycle (Assumes all upgraded in one year and offset from in-pavement detection)
Emergency Vehicle Preemption	10 years	73	Begin upgrading on a 10-year cycle (Assumes all signals have emergency vehicle preemption - CAMPO to provide actual number)
<b>CCTV Camera Systems</b>			
Cameras	10 years	270	There are a total of 270 cameras from data collection at the signalized intersections. (Assumes even number per year)
<b>ATMS Software</b>			
ATMS Software	15 years	1	Upgrade system every 15 years starting in 2037. With yearly \$25K license fee each year.
<b>ITS Communications Systems</b>			
Cellular	10 years	11	Begin upgrading on a 10-year cycle 11 Radar signs have cellular modems
Wireless Radio	10 years	97	Begin upgrading on a 10-year cycle All signals have radio communication, all flashing school beacons have radio communications, and 3 radar signs have radio communication (73 signalized intersections, 21 flashing school beacons, and 3 radar signs assume an even number of updates per year)

Source: CC\_Transportation\_20211203 Geodatabase, Douglas Reoccurring Work Report, and Transportation Technician RW Export

CAMPO's current Capital Improvements budget is \$500,000; based on the life-cycle timeframe, amount of equipment, and replacement cycle recommendations, CAMPO should budget \$1.54 million per year, and should increase the amount from year to year due to inflation. Therefore,



CAMPO would need an additional \$1.04 million per year to provide adequate replacement of equipment. A detailed summary of the life-cycle costing analysis is included in **Appendix H**.

## 5.2 Operations and Maintenance

A review of CAMPO's existing work orders was conducted to determine the amount of time existing staff take to operate and maintain the transportation system. The analysis of historical work orders yield an annual maintenance time of 1,906 hours, of which 1,151 hours were directly related to maintaining the traffic signals for the region. Research on the FHWA best practices regarding signal operations and maintenance recommends that a total of 60 hours per signal should be spent annually on maintenance, as indicated in the FHWA *Traffic Signal Operations and Maintenance Staffing Guidelines*. The FHWA guidelines recommend that the 60 hours be divided into three categories of maintenance: 70% for preventative maintenance (42 hours), 25% for responsive maintenance (15 hours), and 5% for signal timing design modifications (3 hours). Considerations for complex intersections would require additional person-hours for those signals. With 73 signals, this equates to a total of 4,380 hours that are required to maintain CAMPO's signal system which means CAMPO would need to provide an additional 3,229 hours of signal maintenance to meet the best practices.

Until recently, CAMPO's two technicians maintained all 73 traffic signals, which equates to 36.5 signals per technician. A third technician (traffic systems foreman) was recently hired in 2023, but this technician is only expected to be in the field 30% of the time to provide oversight on construction, maintenance, and repairs with the rest of their time is to be spent in the office. The large number of signals being maintained by each technician does not allow for proactive maintenance resulting in technicians typically maintaining the signals in a reactive manner when issues arise. Understanding that signal technicians don't work in the field full time, FHWA recommends that a total of 1,627 annual work hours be dedicated per signal technician to address signal maintenance efforts. With this estimate, CAMPO would need two additional signal technicians (one Senior Traffic Systems Technician and one Traffic Systems Technician) dedicated to the maintenance of the system to ensure they can cover the additional 3,229 hours of signal maintenance required to meet FHWA best practices and ensure proactive maintenance of the system is taking place. The cost to hire two additional maintenance staff would be approximately \$250K. An additional position for a Traffic Systems Engineer/Signal Operations Engineer, estimated to cost approximately \$158K per year, is also recommended to oversee the network's performance and optimization described in **Section 6** as well as leading the signal timing program for the region. A detailed summary of the life-cycle costing analysis is included in **Appendix H**.

A peer cities survey was also conducted to determine how existing staffing conditions in CAMPO compare with other cities of similar size (peer cities). From the survey, it was noted that the number of traffic systems technicians range from one to four. While some peer cities appear to meet the FHWA best practice, others are experiencing similar conditions as CAMPO. For example, Sparks, Nevada, one of the peer cities, needs additional signal maintenance staff. Sparks has 110 signals that are maintained by two signal technicians, in other conversations with the City of Sparks it was determined that their technicians also maintain other non-signal related assets therefore they are also in need of additional staff to ensure their system is proactively maintained. Survey results are located in **Appendix I**.



## 6. PERFORMANCE MEASURES AND BENCHMARKS

As part of the CATSMP, CAMPO desires to track the performance of its transportation network to support proactive traffic operations, assist with project prioritization, and measure the effectiveness of the corridor and signal-related projects. This section documents work completed in collaboration with CAMPO to:

- Recommend performance measures and benchmarks based on available data
- Produce an initial base-year report with available data
- Develop a plan for regular reporting
- Develop a roadmap for the expansion of performance reporting

The recommended performance measures are based on a review of current performance reporting in Nevada and the United States and on what data is available to CAMPO.

### 6.1 CAMPO Performance Monitoring Corridors

To establish which data CAMPO should collect to monitor the performance of the area's transportation system, the team worked with CAMPO staff to identify road segments for initial performance reporting. These segments, shown in **Figure 5** and **Table 4**, are the region's more heavily traveled signalized corridors and were identified for performance measure data collection to help make informed decisions on capital project prioritization and to track incremental operational improvements. The corridor-level performance data will assist in the development and execution of monitoring goals through:

- Conducting before and after studies along a specific corridor or sub-corridor to document changes to traffic conditions before and after project implementation
- Measuring long-term corridor trends over time to determine if improvements are needed
- Comparing similar corridors to determine why they perform differently

The corridors were divided by coordinated and uncoordinated corridors based on the signal time groups in place. While these are analyzed similarly, keeping the signals in a coordinated group together makes for a more meaningful assessment of the corridor's performance.

Signal coordination within corridors may change over time, and CAMPO staff should coordinate with partner agencies through regular meetings to ensure data is consistent. It is also recommended that CAMPO staff focus performance management reporting efforts on more heavily traveled corridors or corridors with a higher density of traffic signals for annual reporting.

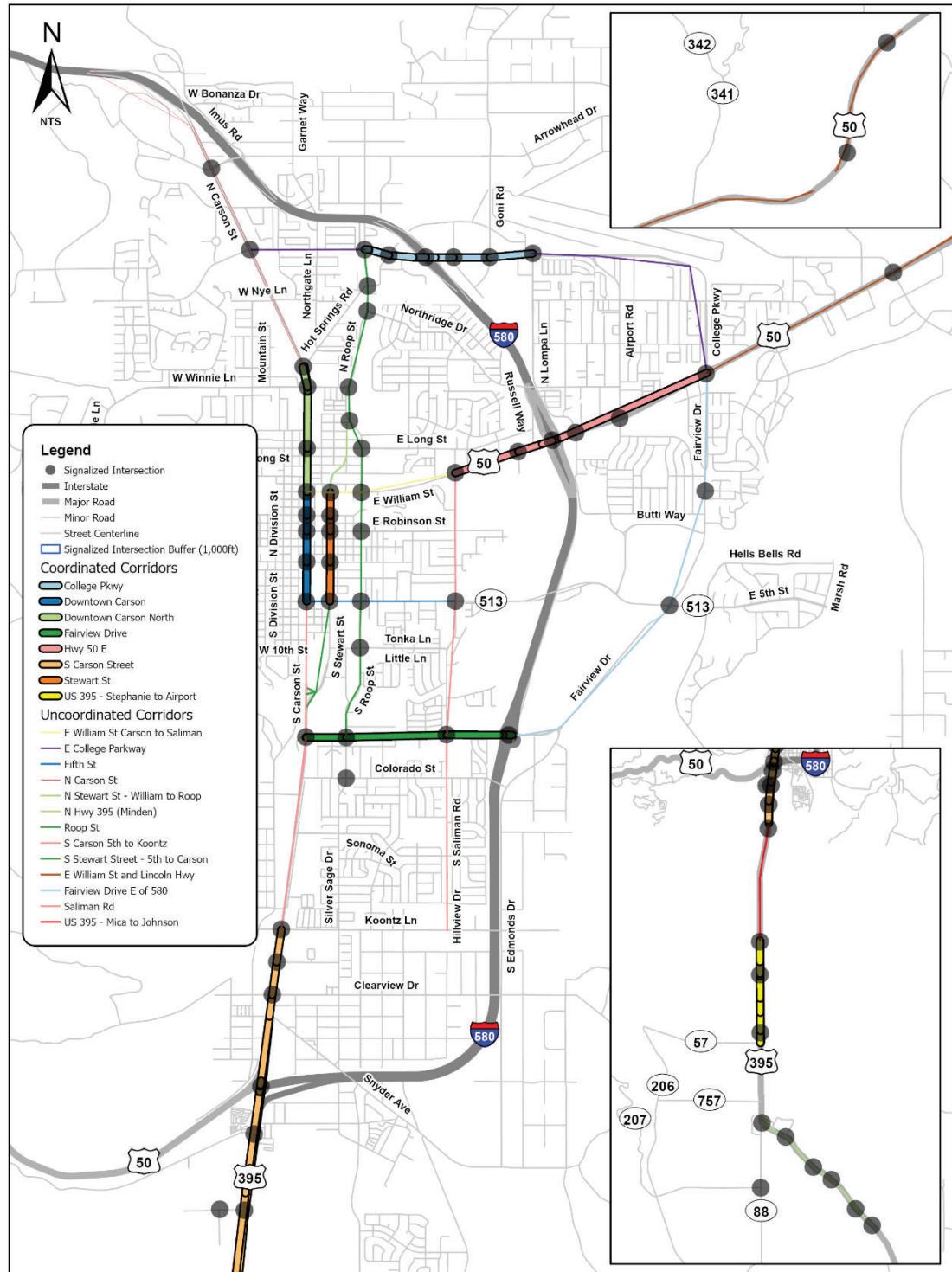


Figure 5 – CAMPO Performance Monitoring Corridors



Table 4 – Performance Monitoring Corridors

Corridor Name	Number of Signalized Intersections	Length (Miles)
College Pkwy* (North Roop Street to North Loompa Lane)	6	1.0
Downtown Carson* (William Street to 5 <sup>th</sup> Street)	5	0.6
Downtown Carson North* (William Street to Hot Springs)	4	0.8
Fairview Drive* (Lincoln Highway to I-580)	4	1.2
Hwy 50 E* (Saliman Road to Fairview Drive)	6	1.6
S Carson Street* (Koontz Lane to Stephanie Way)	8	3.8
Stewart St* (East William Street to 5 <sup>th</sup> Street)	5	0.6
US 395 - Stephanie to Airport*	3	6.3
E College Parkway (N Carson Street to Lincoln Highway)	4	2.2
E William St and Lincoln Hwy	4	6.3
E William Street (Carson Street to Saliman Road)	4	0.9
Fairview Drive E of 580	4	2.7
Fifth St (Carson Street to I-580)	4	0.9
N Carson St (Hot Springs to I-580)	3	4.2
N Hwy 395 (Minden)	6	7.9
N Stewart St (William Street to Roop Street)	2	0.5
Roop Street (College Parkway to 5 <sup>th</sup> Street)	11	2.9
S Carson (5 <sup>th</sup> Street to Koontz Lane)	3	3.0
S Stewart Street (5 <sup>th</sup> Street to Carson Street)	1	0.8
Saliman Rd (East William Street to Koontz Lane)	3	2.7
US 395 (Mica to Johnson)	2	6.2

Note: Signals located at corridor break points are counted in both corridors.

\*Denotes coordinated groups



## 6.2 Data Sources

Based on a review of readily available data to establish performance measures and benchmarks, the following datasets were identified as appropriate and available:

- INRIX eXtreme Definition (XD) data: CAMPO has free, unlimited access to INRIX XD data through NDOT's preexisting contract with the Regional Integrated Transportation Information System (RITIS), which acts as an interface and data store for INRIX. This data provides travel times.
- Traffic Records Information Access (TRINA) data: TRINA is NDOT's traffic volume database and is available for free.

Travel time data was weighted by traffic volumes within and across corridors to best capture system performance. **Figure 6** shows Average Annual Daily Traffic (AADT) by corridor for 2021. Details on how the data was accessed, updated, and analyzed are included in **Appendix J**.

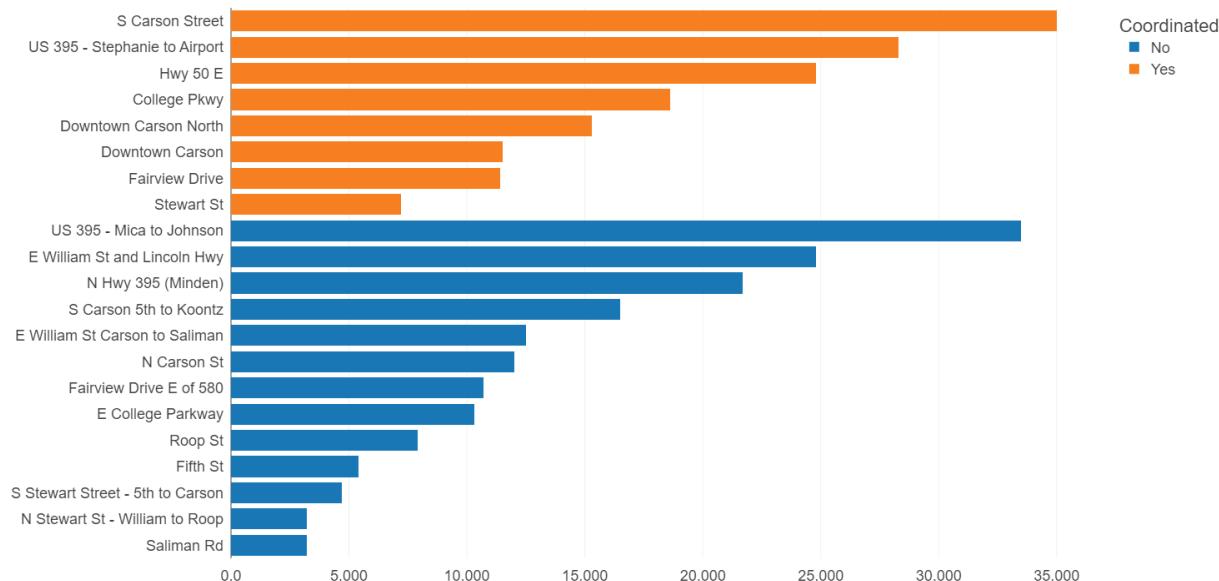


Figure 6 – CAMPO Corridor AADT from TRINA (2021)



### 6.3 Recommended Performance Measures

The Travel Time Index (TTI) and Planning Time Index (PTI) from INRIX data are recommended to track performance and prioritize future investments.

#### TRAVEL TIME INDEX (TTI)

Measures the unexpected delay or congestion experienced in a traffic versus a no-traffic situation. The TTI is the ratio of the travel time during the peak period to the time required to make the same trip at free-flow speeds.

#### SAMPLE SCENARIO

A TTI value of **1.3**, for example, indicates a **20-minute** free-flow trip requires **26 minutes**.



20 Minutes  $\times$  1.3 TTI = 26 Minutes

#### PLANNING TIME INDEX (PTI)

Measures the day-to-day variability of travel time experienced by drivers. It is calculated as the 95th percentile travel time compared to the free flow travel time. The 95th percentile is the 19th worst travel day in a month of 20 travel days.

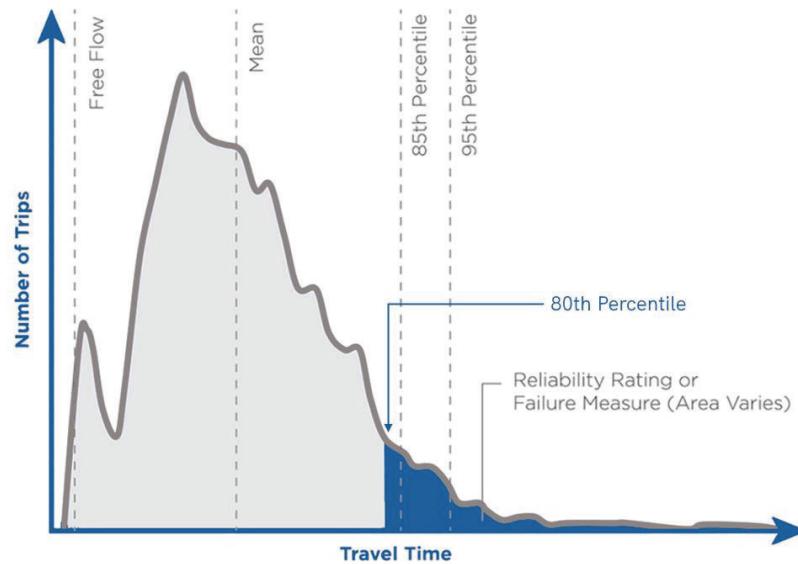
#### SAMPLE SCENARIO

A PTI value of **2.0** suggests that travelers should budget **double** their free-flow travel time to reach their destination on time 95% of the time.



20 Minutes  $\times$  2.0 PTI = 40 Minutes

**Figure 7** shows an example of which travel time records should be used for travel time reliability rating. Trips that fall within the 95<sup>th</sup> percentile of travel time are the typical samples used to accurately measure reliability. The data utilized for the analysis was limited to the 95<sup>th</sup> percentile or above.



Source: *Incorporating Travel-Time Reliability into the Congestion Management Process*, FHWA

Figure 7 – A Sample Travel-Time Distribution and Measures of Reliability



## 6.4 Peak Period Analysis

The travel time and planning time indexes are most meaningful for the times of day with the most traffic. However, the travel patterns in the CAMPO region are such that different corridors experience peak hours at different times of the day. Therefore, an independent review of the average travel rate by time of day for each corridor was conducted to identify their peaks, drawing upon feedback from CAMPO. The following are a few example corridors. In these examples, it can be seen that Downtown Carson peaks in the middle of the day. Stewart Street has three different peaks during the day. A summary of the peak periods is shown in **Table 5**. **Figure 8** and **Figure 9** illustrate the TTI peaking of two example corridors Downtown Carson North and Stewart Street.

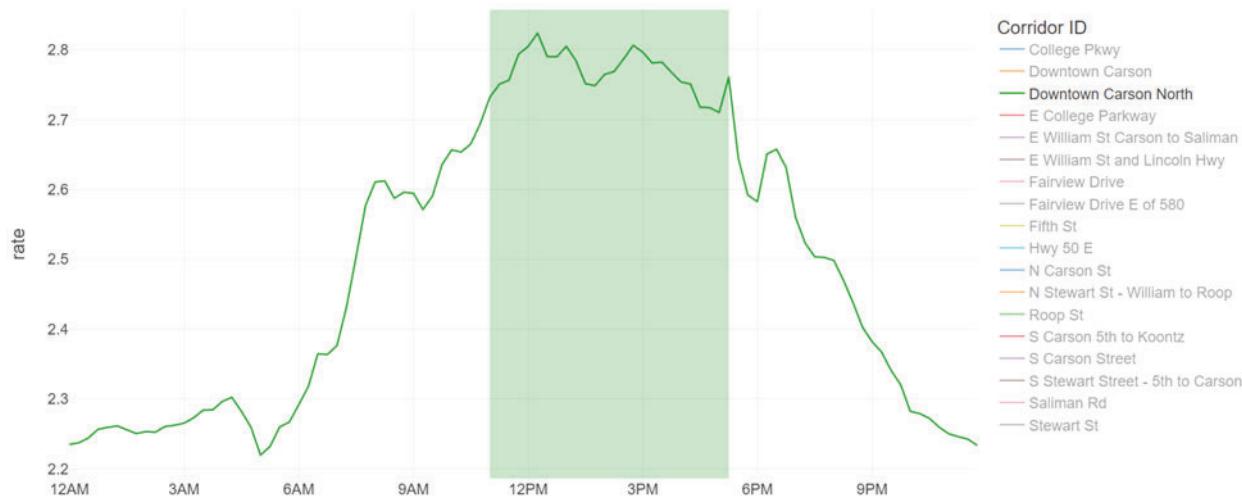


Figure 8 – Average Travel Rate by Time of Day – Downtown Carson North

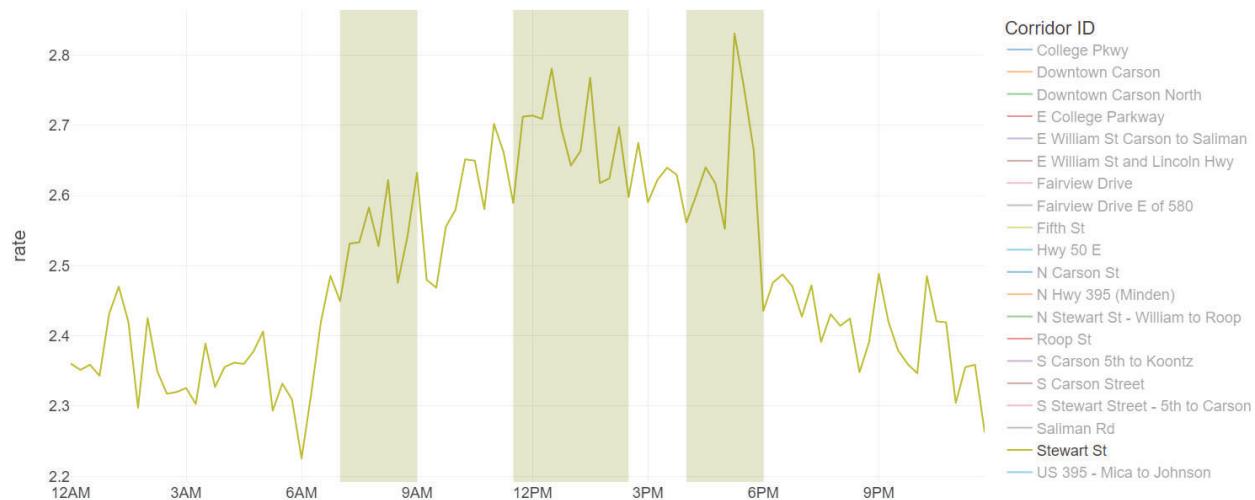


Figure 9 – Average Travel Rate by Time of Day – Stewart Street



Table 5 – Peak Periods by Corridor

Corridor Name	Peak 1 Start	Peak 1 End	Peak 2 Start	Peak 2 End	Peak 3 Start	Peak 3 End
College Pkwy	7:00 AM	9:00 AM	11:30 AM	2:30 PM	4:00 PM	6:00 PM
Downtown Carson	11:00 AM	3:00 PM				
Downtown Carson North	11:00 AM	5:30 PM				
Fairview Drive	7:00 AM	9:00 AM	1:00 PM	5:30 PM		
Hwy 50 E	2:00 PM	6:00 PM				
S Carson Street	12:00 PM	5:00 PM				
Stewart St	7:00 AM	9:00 AM	11:30 AM	2:30 PM	4:00 PM	6:00 PM
US 395 - Stephanie to Airport	12:00 PM	5:00 PM				
E College Parkway	7:00 AM	9:00 AM	1:00 PM	5:30 PM		
E William St and Lincoln Hwy	2:00 PM	6:00 PM				
E William St Carson to Saliman	2:00 PM	6:00 PM				
Fairview Drive E of 580	7:00 AM	9:00 AM	1:00 PM	5:30 PM		
Fifth St	7:00 AM	9:00 AM	1:00 PM	5:30 PM		
N Carson St	11:00 AM	1:00 PM	3:00 PM	5:30 PM		
N Hwy 395 (Minden)	12:00 PM	4:00 PM				
N Stewart St - William to Roop	7:00 AM	9:00 AM	11:30 AM	2:30 PM	4:00 PM	6:00 PM
Roop St	7:00 AM	9:00 AM	3:00 PM	5:30 PM		
S Carson 5th to Koontz	11:00 AM	3:00 PM				
S Stewart Street - 5th to Carson	7:00 AM	9:00 AM	11:30 AM	2:30 PM	4:00 PM	6:00 PM
Saliman Rd	7:00 AM	9:00 AM	1:30 AM	4:00 AM		
US 395 - Mica to Johnson	1:00 PM	5:00 PM				

## 6.5 Calculation of Reference Speeds

The TTI and PTI metrics are based on the travel time premium over a free-flow travel time. In its dataset, INRIX provides a reference speed for each segment, which is meant to capture free-flow conditions. The TTI and PTI are highly sensitive to the selection of free flow speed, however, and our review of the reference speeds from INRIX revealed some room for improvement, especially for low-volume segments. INRIX provides an estimated speed for every segment and time period, but sometimes there is little or no real-time data to draw upon, depending on the density of its data sources. As a result, it uses an algorithm to combine historical data, the speed limit, and any nearby real-time data to derive an estimate, to which it assigns a confidence level.



It is believed that improper reference speeds have led to outliers in the congestion data. As a result, new free flow speeds were calculated based on the speed data that is documented and understandable.

**Figure 10** shows a sample of the INRIX reference speed for a segment. This is a low-volume segment on Dressler Lane near the California line off Highway 88. The top figure shows the average and reference speeds for one month. The vast majority of the time, actual speeds are much lower. Most of the periods where average speeds match the reference speed are overnight or in the early morning. The bottom figure shows the same time period with the overnight periods omitted (9 PM to 6 AM) and periods where the INRIX confidence score is greater than 20 (out of a maximum of 30). Based on the remaining data, the actual speeds are much lower and much more representative of travel on the corridor during the daytime. The free flow travel times shown in aqua are calculated as a rolling 80% percentile of the actual speeds.

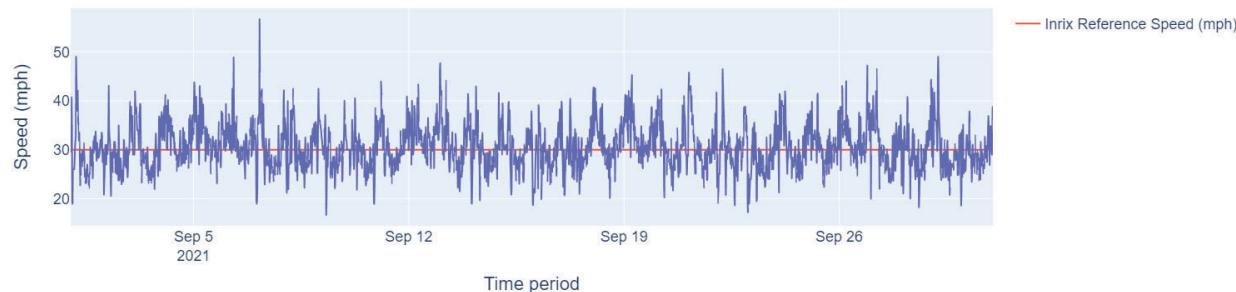


**Figure 10 – INRIX Reference Speeds and Calculated Free Flow Speeds**

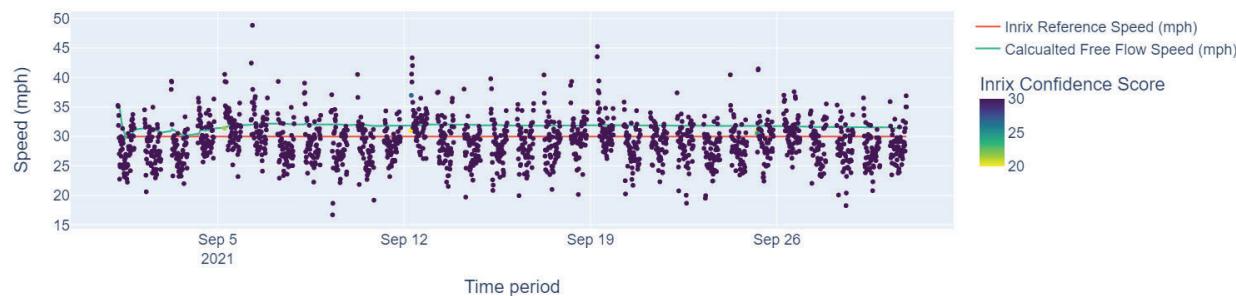
This is just one example, but it shows that for low volume roads, the INRIX reference speed can be too high, which indicates more congestion than is present in reality. There are other instances where the free flow speed is higher than the reference speed. The following two figures show a higher volume segment on US 50 E. In this case, there is more data with high Infix Confidence scores, and the reference speed is much closer to the calculated free flow speed than the previous example. However, the calculated free flow speed is higher than the reference speed, which results in slightly higher TTI values.



Speed Time Series: Segment #461359907



Speed Time Series (Filtered): Segment #461359907



## 6.6 Initial Base-Year Performance Report for CAMPO

### 6.6.1 Initial Performance Findings and Benchmarks

INRIX has its predefined road segments, called “XD” segments. These one-tenth to one-mile segments were combined to create longer corridors, which were defined previously. However, it can be helpful to visualize the performance of these shorter segments on a map, as they can show where bottlenecks or other congestion hot spots occur within the longer corridors. Corridor-level and segment-level performance are shown in the following two sections.

#### Corridor-Level Performance

**Table 6** contains a summary of the peak period TTI by corridor. TTI measures the unexpected delay or congestion experienced in traffic versus a no-traffic situation. The TTI is the ratio of the travel time during the peak period to the time required to make the same trip at free-flow speeds. Many corridors have a TTI close to or below 1.0, which indicates uncongested travel. Based on the annual peak period TTI, five corridors had a TTI greater than 1.0 in 2022, which indicates that they routinely experience congestion during peak hours.

- Carson Street Downtown
- Fifth Street
- Main Street (Minden)
- Fairview Drive
- Stewart Street



This is not to say there are no times or areas of congestion on the other corridors. These corridors can also experience congestion as a result of crashes, weather, or other events, but in the aggregate, the data shows that the remaining corridors do not routinely experience congestion during peak hours. The average peak hour TTI for all of the corridors analyzed was 1.01 in 2022, which indicates a slightly higher travel time throughout the system that was analyzed during the peak period to the time required to make trips at free-flow speeds.

**Table 6 – Peak Period TTI by Corridor**

Corridor Name	2021 AADT	Signals per Mile	2021 TTI	2022 TTI	Percent Change
Fairview Drive E of 580	10,700	0.67	1.45	1.31	-10.0%
Downtown Carson*	11,500	0.13	1.32	1.29	-2.1%
Hwy 50 E*	24,800	0.26	1.21	1.20	-1.1%
College Pkwy*	18,600	0.16	1.20	1.19	-0.9%
E William St Carson to Saliman	12,500	0.22	1.19	1.18	-0.6%
S Stewart Street - 5th to Carson	4,700	0.78	1.22	1.18	-3.0%
Downtown Carson North*	15,300	0.21	1.19	1.17	-1.3%
S Carson Street*	35,000	0.48	1.21	1.17	-3.2%
Stewart St*	7,200	0.13	1.15	1.16	0.3%
Saliman Rd	3,200	0.88	1.11	1.16	5.0%
Fifth St	5,400	0.21	1.15	1.14	-1.3%
Fairview Drive*	11,400	0.30	1.14	1.13	-1.0%
N Hwy 395 (Minden)	21,700	1.31	1.12	1.12	-0.7%
Roop St	7,900	0.26	1.13	1.12	-0.4%
S Carson 5th to Koontz	16,500	1.01	1.13	1.12	-0.9%
N Stewart St - William to Roop	3,200	0.23	1.13	1.11	-1.4%
N Carson St	12,000	1.41	1.12	1.10	-1.4%
US 395 - Stephanie to Airport*	28,300	2.08	1.08	1.09	0.8%
E College Parkway	10,300	0.56	1.08	1.07	-0.8%
US 395 - Mica to Johnson	33,500	3.08	1.06	1.06	0.4%
E William St and Lincoln Hwy	24,800	1.59	1.05	1.05	-0.3%
<b>Total / Average</b>			1.16	1.15	-1.1%

*Note: Percent change is calculated based on non-rounded values for 2021 and 2022 TTI.*

\* - Denotes coordinated groups

**Table 7** contains a summary of the peak period PTI by corridor. The PTI measures the day-to-day variability of travel time experienced by drivers. It is calculated as the 95<sup>th</sup> percentile travel time compared to the free flow travel time. The 95<sup>th</sup> percentile is the 19<sup>th</sup> worst travel day in a month of 20 travel days. A PTI over 1.0 indicates less predictable travel times from day to day.



Unsurprisingly, the corridors with the most unpredictable travel are the same as those with the highest TTI.

The average peak hour PTI for all of the corridors analyzed was 1.11 in 2022, which suggests that travelers within the region should budget 11% more than their free-flow travel time to reach their destination on time 95% of the time.

**Table 7 – Peak Period PTI by Corridor**

Corridor Name	2021 AADT	Signals per Mile	2021 PTI	2022 PTI	Percent Change
Fairview Drive E of 580	10,700	0.67	1.74	1.63	-6.2%
Downtown Carson*	11,500	0.13	1.60	1.61	1.0%
Hwy 50 E*	24,800	0.26	1.46	1.48	1.1%
S Stewart Street - 5th to Carson	4,700	0.78	1.46	1.48	0.8%
College Pkwy*	18,600	0.16	1.44	1.47	1.8%
E William St Carson to Saliman	12,500	0.22	1.42	1.46	2.8%
Downtown Carson North*	15,300	0.21	1.41	1.45	2.4%
S Carson Street*	35,000	0.48	1.46	1.45	-0.6%
Saliman Rd	3,200	0.88	1.33	1.45	8.7%
Stewart St*	7,200	0.13	1.38	1.43	3.5%
Fairview Drive*	11,400	0.30	1.37	1.39	1.7%
Fifth St	5,400	0.21	1.37	1.39	1.5%
Roop St	7,900	0.26	1.35	1.38	2.3%
N Carson St	12,000	1.41	1.33	1.36	1.8%
N Hwy 395 (Minden)	21,700	1.31	1.34	1.37	1.9%
N Stewart St - William to Roop	3,200	0.23	1.35	1.37	1.2%
S Carson 5th to Koontz	16,500	1.01	1.35	1.37	1.3%
US 395 - Stephanie to Airport*	28,300	2.08	1.29	1.33	3.3%
E College Parkway	10,300	0.56	1.28	1.31	2.0%
US 395 - Mica to Johnson	33,500	3.08	1.27	1.31	3.1%
E William St and Lincoln Hwy	24,800	1.59	1.27	1.29	1.4%
<b>Total / Average</b>			1.39	1.42	1.7%

*Note: Percent change is calculated based on non-rounded values for 2021 and 2022 PTI.*

\* - Denotes coordinated groups

### Segment-Level Performance

Beyond corridor-level analysis, drilling down into segment-level performance provides more specific detail on areas of congestion within corridors. This allows CAMPO to view more focused locations of poor performance within corridors, such as at freeway on-ramps, intersections, or along roads with many driveways and access points.



**Figure 11** illustrates the average TTI by XD segment throughout the CAMPO study area from July 2020 to January 2023. Areas with the worst TTI in the downtown area and on William Street. A separate analysis was done for PTI, and the results and conclusions are similar to TTI.

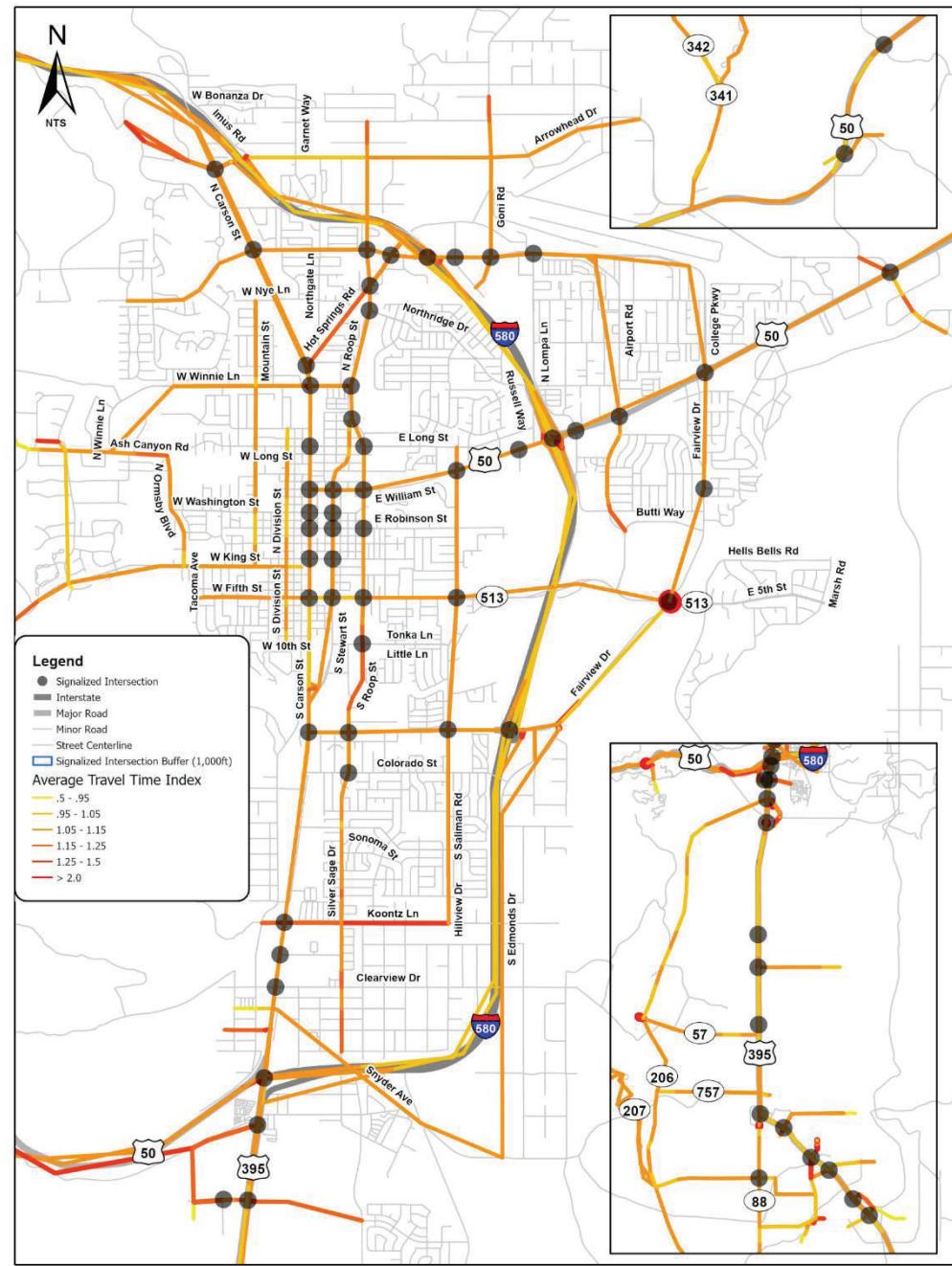


Figure 11 – XD Segment TTI

#### Discussion and Recommended Benchmarks

The base year performance, measured from July 2022 to January 2023, indicates that while congestion does not appear severe on major CAMPO corridors, specific areas and long-term



trends should be monitored, especially after travel patterns stabilize post-pandemic. In 2022, the peak period TTI for all corridors was 1.15, and the peak period PTI for all corridors is 1.42, which indicates travel is moderately unreliable. Travel in the winter months is also less reliable than the yearly average.

To establish performance benchmarks, it is helpful to baseline against other metropolitan areas across the U.S. The FHWA has been reporting TTI for the largest Metropolitan Statistical Areas (MSAs) according to the U.S. Census since the 1980s. **Figure 12** includes a summary of the TTI by population group for cities across the U.S. With the exception of the pandemic-affected travel in 2020, the average TTI across small population groups, which is comparable to the size of Carson City, was 1.14 for the past four years (2016-2019). This is comparable to the 2021 and 2022 peak period TTI values for Carson City.

**Table 1-70: Travel Time Index**

Urban area	Population group	2016	2017	2018	2019	2020	Points change			
							Short-term 2015-2020		Long-term 1982-2020	
							Points	Rank <sup>a</sup>	Points	Rank <sup>a</sup>
Seattle, WA	Very large	1.37	1.37	1.37	1.37	1.11	-26	96	-8	96
Spokane, WA	Small	1.16	1.16	1.16	1.16	1.07	-9	39	-9	98
Springfield, MA-CT	Medium	1.12	1.12	1.12	1.11	1.07	-5	15	2	45
St. Louis, MO-IL	Large	1.15	1.15	1.14	1.14	1.08	-7	27	2	45
Stockton, CA	Small	1.15	1.15	1.16	1.17	1.10	-5	15	6	14
Tampa-St. Petersburg, FL	Large	1.22	(R) 1.23	1.24	1.25	1.08	-14	69	-3	85
Toledo, OH-MI	Medium	1.14	1.14	1.13	1.13	1.07	-7	27	1	56
Tucson, AZ	Medium	1.21	1.21	1.20	1.20	1.07	-14	69	-1	73
Tulsa, OK	Medium	1.15	1.15	1.14	1.13	1.08	-7	27	3	34
Virginia Beach, VA	Large	1.17	1.17	1.16	1.16	1.06	-11	52	0	64
Washington, DC-VA-MD	Very large	1.35	1.35	1.35	1.36	1.12	-23	92	-3	85
Wichita, KS	Medium	1.14	1.14	1.13	1.13	1.09	-5	15	3	34
Winston-Salem, NC	Small	1.11	1.11	1.11	1.10	1.04	-7	27	1	56
Worcester, MA	Medium	1.14	1.14	1.13	1.13	1.10	-4	9	7	10
<b>494 Urban area average<sup>b</sup></b>	<b>494 Areas</b>	<b>1.23</b>	<b>1.23</b>	<b>1.23</b>	<b>1.23</b>	<b>1.09</b>	<b>-14</b>	<b>NA</b>	<b>-1</b>	<b>NA</b>
<b>101 Urban area average<sup>b</sup></b>	<b>101 Areas</b>	<b>(R) 1.27</b>	<b>1.28</b>	<b>1.28</b>	<b>1.28</b>	<b>1.11</b>	<b>-16</b>	<b>NA</b>	<b>-1</b>	<b>NA</b>
<b>Very large area average<sup>b</sup></b>	<b>Very large</b>	<b>1.34</b>	<b>(R) 1.34</b>	<b>1.35</b>	<b>1.35</b>	<b>1.13</b>	<b>-21</b>	<b>NA</b>	<b>-4</b>	<b>NA</b>
<b>Large area average<sup>b</sup></b>	<b>Large</b>	<b>1.23</b>	<b>(R) 1.23</b>	<b>1.24</b>	<b>1.24</b>	<b>1.09</b>	<b>-15</b>	<b>NA</b>	<b>2</b>	<b>NA</b>
<b>Medium area average<sup>b</sup></b>	<b>Medium</b>	<b>1.18</b>	<b>1.18</b>	<b>1.18</b>	<b>1.18</b>	<b>1.08</b>	<b>-10</b>	<b>NA</b>	<b>2</b>	<b>NA</b>
<b>Small area average<sup>b</sup></b>	<b>Small</b>	<b>1.14</b>	<b>1.14</b>	<b>1.14</b>	<b>1.14</b>	<b>1.07</b>	<b>-7</b>	<b>NA</b>	<b>3</b>	<b>NA</b>

Source: <https://www.bts.gov/content/travel-time-index>

**Figure 12 – Travel Time Index for Select U.S. Cities by Size**

As another point of reference, Wisconsin DOT (WisDOT) has established benchmarks for PTI. WisDOT tracks ten interstate corridors and 28 urban freeway and highway segments. To calculate reliability, WisDOT has a PTI that gives a numerical value for travel reliability. **Figure 13** contains the thresholds established by WisDOT. By these benchmarks, Carson City travel is considered reliable over all corridors, since all PTI values are below the 1.3 threshold.



## **PLANNING TIME INDEX (PTI) VALUE**



Source: Benchmarking values obtained from WisDOT: <https://wisconsindot.gov/Documents/projects/sfp/chap6.pdf>

**Figure 13 – PTI Benchmarking Values**

As a result, comparisons with national averages will not yield good benchmarking values for Carson City. Instead, it is recommended that benchmarks be established by comparing corridors in Carson City and evaluating corridor trends over time, considering contributing factors such as AADT. The time series data is limited (it only goes back to June 2020) and, given the effects of the COVID-19 pandemic, is not sufficient to identify true year-over-year trends. Nonetheless, this will become more valuable once multiple post-pandemic years are available. It is possible, however, to compare across corridors. Similar corridors should have similar performance, all else being equal. Therefore, it can be informative for CAMPO to evaluate whether any corridors perform worse than their “peers” and, if so, investigate whether improvements can be made. For example, Fifth Street has worse performance than several other corridors, such as Stewart Street and Roop Street. Based on feedback from CAMPO, this is due to signal timing deliberately favoring the more heavily traveled north-south streets downtown compared to Fifth Street, which runs east-west. Such a case-by-case analysis would not be as feasible for a large metropolitan area with many corridors, but it is appropriate for a city the size of Carson City.

## **6.7 Plan for Regular Reporting**

### **6.7.1 Internal Data Reporting Process**

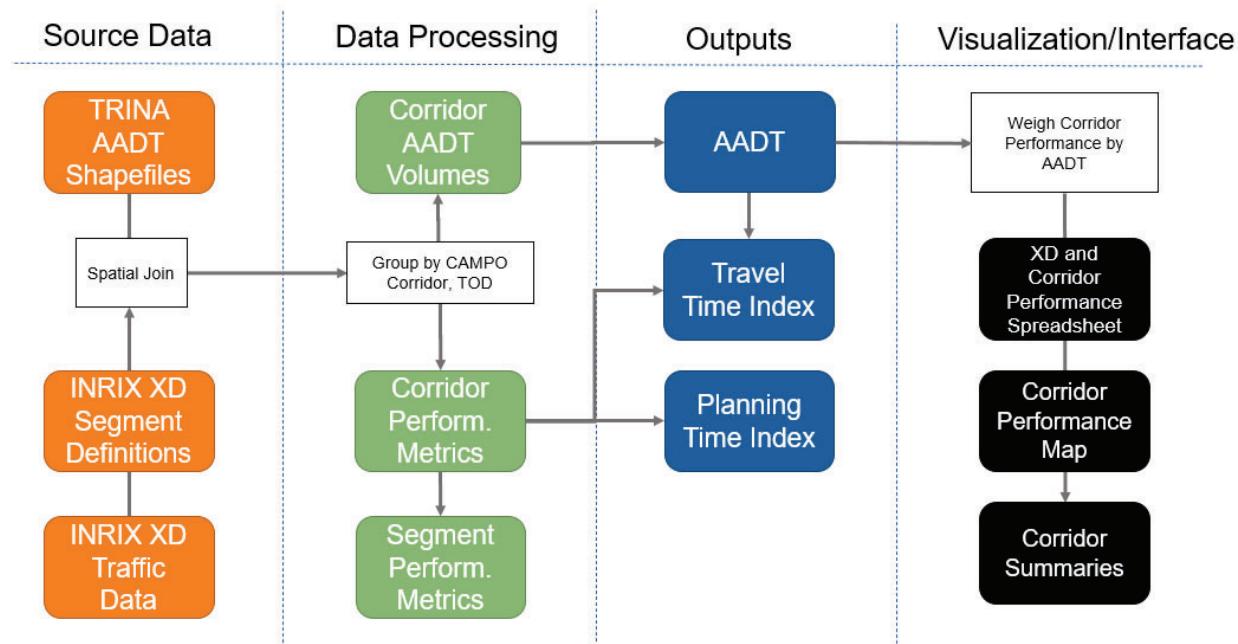
For CAMPO to develop a sustainable performance reporting workflow, it is recommended that staff regularly monitor and analyze the RITIS XD-derived performance data at the corridor and segment levels as sampled in the base year existing conditions. The general reporting process and responsibilities for the analysis of RITIS XD data include, but are not limited to, the following steps and technical requirements.

- Bi-annual download of RITIS XD data for CAMPO established corridors. (RITIS website, Excel)
- Raw XD travel time data management and running script executable (provided as part of this project) to calculate custom TTI and PTI and corridor/segment ranking metrics. (Excel)
- Monitoring of travel time and congestion trends across time, including analysis of specific segment-level analysis to screen for degraded performance. (Excel, Geographic Information Systems [GIS])
- Operationalizing travel time and congestion performance findings into updating traffic signal systems and long-term capital planning. (Excel, GIS, CAMPO traffic systems)



- Creating reports for external stakeholders to visualize corridor performance. (Excel, GIS, Microsoft PowerBI)

A sample workflow is included in **Figure 14**, with additional details included in **Appendix J**.



**Figure 14 – Sample Workflow for Data Reporting Process**

All tables and figures in this section of the report pertaining to CAMPO were generated by the script developed as part of this project. The script aggregates the raw RITIS XD data so it can be analyzed in Excel while retaining route and segment data. With most of the data processing automated, the primary task for CAMPO in a regular reporting regime is to contextualize and develop steps to convert the observations of travel time performance into traffic adjustments. For example, if CAMPO were to consistently monitor and address at least the bottom third worst-performing XD segments, this would develop a consistent workflow to improve performance over time. Over the longer term, CAMPO staff should identify capital needs where improvements cannot be made through operations improvements alone (i.e., additional technology or roadway capacity is required to ease demand on underperforming routes).

#### ***Staffing Needs and Level of Effort for Performance Reporting***

Primary roles and responsibilities required for CAMPO staff include an initial effort spent on familiarization with the RITIS XD data and the data format. While the primary requirement is knowledge of the CAMPO route network, system responsibilities, and awareness of ongoing projects, some basic technical skills, such as experience in Excel and GIS, are desirable to extract the most value out of the RITIS XD data. Specific skills in Excel include merging datasets, lookups, pivot tables, and basic calculations, while GIS skills include mapping, visualization, symbology, and simple geoprocessing functions.

Depending on the desired frequency of reporting, the technical data can be processed by existing staff, such as a CAMPO Transportation Planner/Analyst that has experience with data analysis and visualization. Bi-annual downloads and analysis of RITIS XD data are estimated to require



six to eight hours of effort each and would include regular checks of travel time and congestion trends along the corridors defined in this study. With experience, this process could become more streamlined, and the level of effort could decrease. Additional external reporting maps and visualizations, such as those in PowerBI dashboards, could be applied once staff is familiar with the datasets.

Collaboration between a Transportation Planner/Analyst responsible for the data monitoring and analysis and a Transportation Manager is also desirable with planned regular check-ins and strategy meetings. This will allow staff to coordinate on data findings, provide a quality control step for internal reporting, and provide a venue for review of long-term trends and policy interventions. Additionally, the Transportation Planner/Analyst identifying travel or congestion performance data may not possess intimate detail of traffic signal systems or best practices for traffic interventions in the CAMPO area of operations. As a result, a Transportation Manager may also need to review the data. These meetings and subsequent tasks for traffic engineer staff may require one to two hours per month, depending on the outcome of the bi-annual performance reporting.

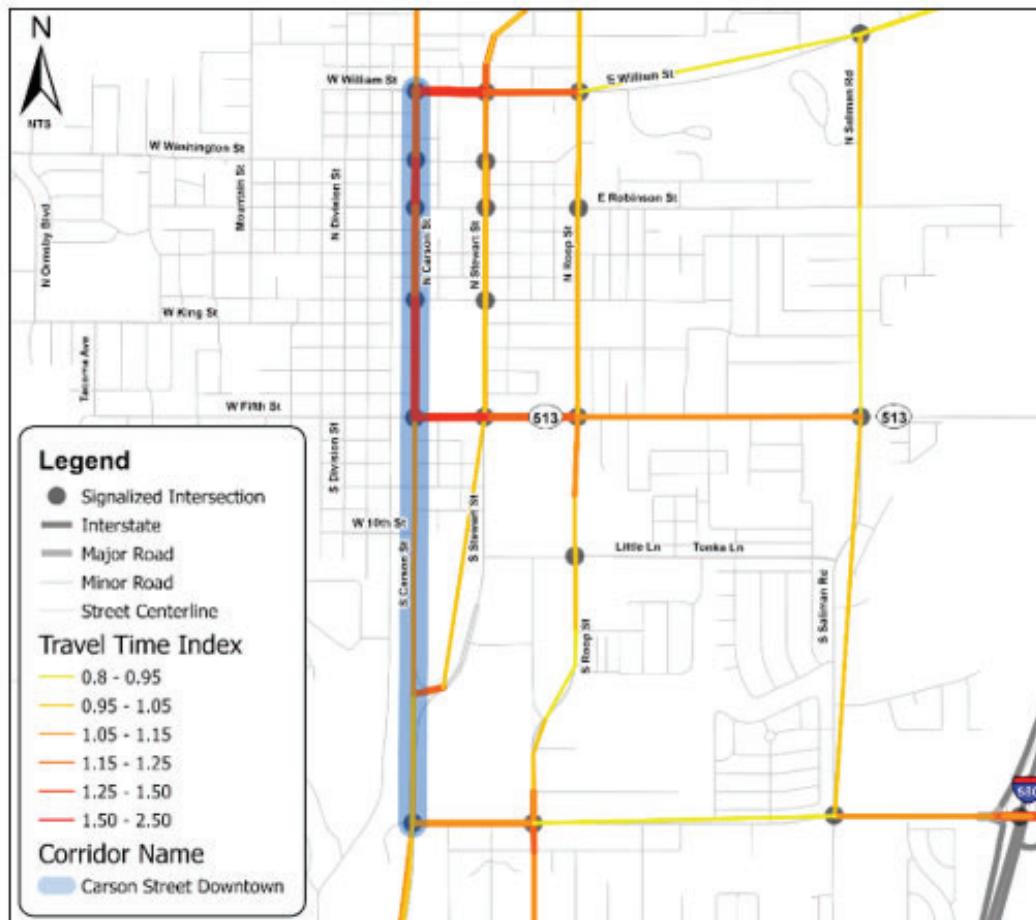
A description of the steps to download and process the data is included in **Appendix J**.

#### **6.7.2 Prototype Base-Year Report**

**Figure 15** includes a prototype report with base year metrics for external reporting. The format of this prototype is intended to provide external stakeholders with a high-level overview of each CAMPO performance corridor, highlighting the most relevant metrics, figures, and contextual information in a sustainable and accessible format. The data from this prototype is directly associated with the dataset exports automatically calculated for all CAMPO corridors.



## CARSON STREET DOWNTOWN CORRIDOR PROFILE



### DESCRIPTION

The Carson Street Corridor Downtown Corridor extends from East William Street to Fairview Drive and is approximately 1.4 miles long. The corridor provides north-south access to downtown businesses including the Nevada State Legislature. There are 6 signalized intersections along the Carson Street Downtown Corridor.

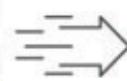
### PERFORMANCE



6 SIGNALIZED  
INTERSECTIONS



AVERAGE DAILY  
TRAFFIC (2021) =  
12,200

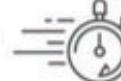


2022 TTI = 1.13

TTI % CHANGE FROM 2021 = -1%

2022 PTI = 1.28

PTI % CHANGE FROM 2021 = -2%



WEEKDAY SPEEDS:  
AM = 17 MPH  
PM = 15 MPH

Figure 15 – Prototype Corridor Performance Profile



## 6.8 Implementation Plan for Performance Reporting and Signal Retiming

Beyond the initial year performance report and metrics based on readily available data, another component of this project was to develop a roadmap for incorporating additional performance measures.

While travel time-based metrics based on INRIX data are an excellent starting point to assess transportation network performance, other metrics are also valuable, particularly for signal operations. For signalized arterials, capturing metrics such as the percentage of vehicles arriving on a green light, split failures, and the prevalence of phase max-outs or gap-outs is valuable. These metrics reveal aspects of signal operations that contribute to signal-based travel delays, which lead to increased corridor travel times. Tracking these signal-related performance measures can help traffic engineers adjust timing plans to improve travel times and travel time reliability. In addition, accurate and reliable detection is needed to operate signals effectively and to capture many of these signal-related performance measures. As a result, measuring the availability of detector data is valuable.

### 6.8.1 Automated Traffic Signal Performance Measures

Automated Traffic Signal Performance Measures (ATSPM) have become an industry standard method for traffic signal performance reporting. ATSPMs are the product of industry collaboration between FHWA, state DOTs, universities, and traffic signal vendors. At the present time, all modern signal controllers support ATSPMs, meaning they log a base set of signal-related events with standard high-resolution (0.1-second resolution) event codes, which are common across controller platforms. The Utah DOT developed an open-source web application for agencies to adopt, which generates reports for various metrics that use these event codes. Metrics available in the open-source ATSPM application include percent arrivals on red (or green), phase termination, split failures, turning movement counts, and approach delay.

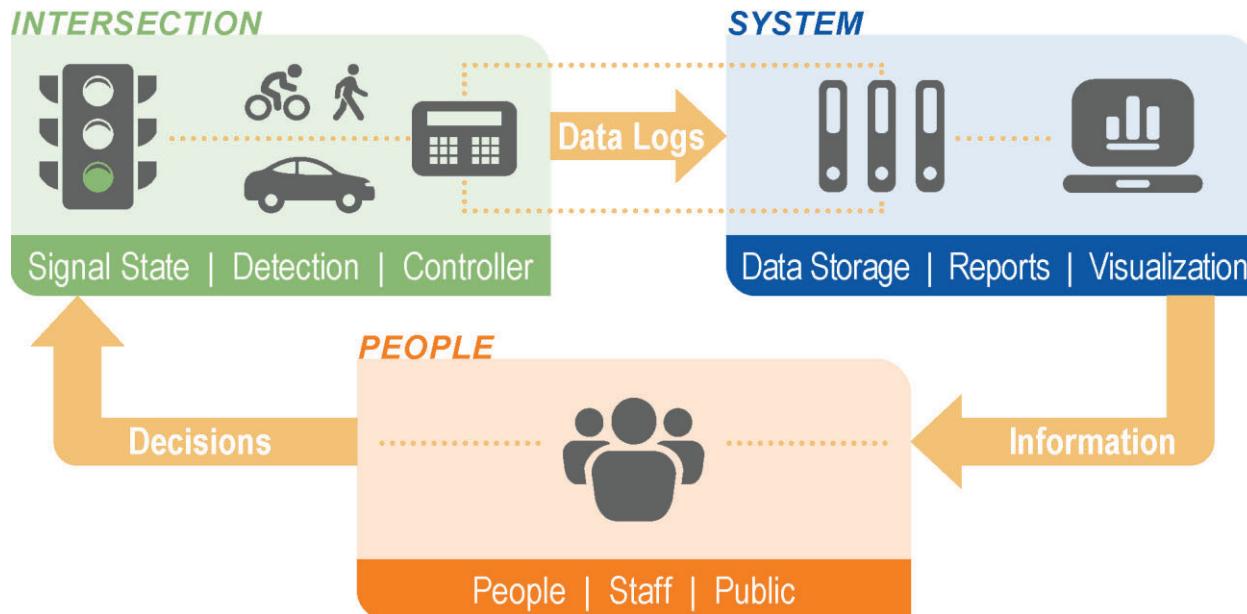
The Freeway and Arterial System of Transportation (FAST) in southern Nevada, a division of the Regional Transportation Commission of Southern Nevada (RTCSNV), is a pioneer agency that has implemented ATSPM at a selected group of intersections in the Las Vegas region. FAST uses the open-source ATSPM software developed by Utah DOT.

It is not a big lift for a small or mid-sized agency to set up ATSPM, provided its traffic signals log the event codes and have reliable communications back to the application server. The following components are needed:

- Web/Application Server
- Database
- Utah DOT ATSPM Software installation and configuration
- Installation of data loader specific to the manufacturer(s) of traffic signals in the field



**Figure 16** summarizes the ATSPM process with data being transformed from logs to visualization in the form of reports to provide information to staff to support to decisions related to the traffic signal system.



Source: Modified from [NCDOT Guide on ATSPM.pdf](#)

**Figure 16 – ATSPM System Components**

The greatest effort is in the initial setup, which includes installing the software and configuring all intersections and detectors. While this can be time-consuming, it only needs to be completed once. After that, managing the servers and database are the primary ongoing administrative tasks.

The number and location of detectors at an intersection affect which ATSPMs can be calculated. For example, a split failure occurs when a phase cannot serve its entire demand in the green interval. ATSPM calculates split failures by measuring vehicle presence at the stop bar during the green interval and the first five seconds of red. If there is vehicle presence during both periods, it interprets that as a split failure for that phase and that cycle. Therefore, in order to calculate split failures for a phase, it needs stop bar detection for the lanes serving that phase. As another example, approach volume requires detection that can reliably measure vehicle counts, which could be advance detection or passage (just past the stop bar) detection. On the other hand, stop-bar presence detectors tend to undercount and do not make suitable volume detectors. They tend to be long (often as long as 40 ft) and therefore often fail to differentiate between vehicles. The detection requirements for different ATSPM metrics are summarized in **Table 8**.



Table 8 – Detection Requirements for ATSPMs

ATSPM	No Additional Detection	Advance	Stop Bar Presence	Stop Bar Count	Speed
Purdue Phase Termination	✓				
Split Monitor	✓				
Pedestrian Delay	✓				
Preemption Details	✓				
Purdue Coordination Diagram		✓			
Purdue Link Pivot		✓			
Turning Movement Counts				✓	
Purdue Split Failure			✓		
Approach Volume		✓			
Approach Delay		✓			
Arrivals on Red		✓			
Approach Speed					✓
Yellow and Red Actuations				✓	

Source: North Carolina Department of Transportation Guide On Automated Traffic Signal Performance Measures

While detectors are useful for signal operations performance measurement, their primary purpose is detecting vehicle presence for actuated signal control. Therefore, detector uptime is important for effective actuated signal operations and should be tracked as a maintenance-related performance measurement. Other maintenance-related performance metrics include communications uptime and the frequency with which the signal goes into flash mode. While staff time is required for the configuration and monitoring of the system, the ability to troubleshoot issues from the office can reduce the number of required troubleshooting trips to the field. Additionally, maintenance performance measures can be derived from ATMS reports.

### 6.8.2 Connected Vehicle Data

ATSPMs are a powerful tool for signal operations performance management. However, they are not without limitations. First and foremost is the reliance on adequate and reliable detector data. Traffic patterns at some signals do not warrant widespread detection, which limits the ability of ATSPMs to collect data for desirable metrics. Furthermore, they are not always reliable. Unreliable detectors can result in erratic performance data. In addition, they require configurations to be kept up to date. Changes in the field need to be reflected in the system configurations, or the data will not be accurate. This may include changing the location and type of detection or changes to phasing and lane layouts.

As vehicles become more connected, more data becomes available from vehicles, which can replace roadside detectors for some applications. Acquiring data from vehicles instead of from detectors can reduce an agency's deployment and maintenance footprint. INRIX travel time data comes from connected vehicles, but more recently, trajectory data has become available as a product from other vendors. Trajectory data is a stream of points, with an identifier, latitude/longitude, and timestamp, which enables software to track the trajectory of individual



vehicles. For traffic signal operations, trajectory data can capture individual vehicle delays, stops, etc., which can be used to derive ATSPM-type metrics without relying on detectors. This data represents a sample of the traffic stream, so it is not as complete as sensor data, but with sufficient market penetration, it can be representative of the traffic stream.

Trajectory data represent vehicle trips along urban arterials, portraying travel time, the number of stops, stop time, and stop location in detail. As a result, trajectory data can be used to evaluate the traffic signal control level of service at an intersection and the quality of signal coordination along an arterial.

Automated traffic signal performance measures based on vehicle trajectory data are developed through similar methodologies compared to traditional floating-car investigations. Nevertheless, as technologies advance, high-resolution trajectory data can be broadly obtained in an automated manner. Hence, trajectory-based ATSPMs can be cost-effective for traffic signal performance evaluation and monitoring.

#### 6.8.3 Traditional Traffic Counts and Signal Retiming

A third approach to ongoing performance monitoring and signal retiming relies on traditional methods. By revisiting signals in the network regularly, taking traffic counts, and retiming, Carson City can ensure timings do not stray too far from their optimal settings. This approach does not require additional infrastructure or software tools, nor does it require purchasing data. The new signal timings are comprehensive and address all phases and all times of the day. No specialized expertise is needed beyond what is available from any traffic engineering consultant. There are downsides to this approach, however. Timings are based on a few days of counts, which may not fully represent the traffic dynamics. Also, it does not take advantage of methods that can reveal opportunities for small changes (e.g., offset adjustment or split) that may impact operations.

#### 6.8.4 Comparison of Approaches

**Table 9** outlines the pros and cons of each approach, the estimated staff time required, and the estimated cost. There is no clear winner, and the preferred approach comes down to Carson City's comfort level with maintaining servers and database infrastructure and the prospects of the market for trajectory data. ATSPM requires continual investment in sustaining the system, but the other approaches can be implemented as projects as often as desired. Trajectory data can be purchased by subscription for a lower monthly cost, but it can also be purchased in limited amounts, such as a month, and used to analyze signal operations once per year or so.



Table 9 – Comparison of Performance Monitoring Approaches

	ATSPM	Trajectories	Traditional
Pros	<ul style="list-style-type: none"> <li>▪ Detailed performance information</li> <li>▪ Mature software</li> <li>▪ Community support</li> <li>▪ Many different metrics available</li> <li>▪ Enables monitoring of detector health</li> <li>▪ Enables tweaking to timing parameters without full retiming efforts.</li> </ul>	<ul style="list-style-type: none"> <li>▪ No additional infrastructure required</li> <li>▪ Allows tracing of a vehicle through multiple signals</li> <li>▪ Shows stops and slowdowns between signals</li> </ul>	<ul style="list-style-type: none"> <li>▪ No additional infrastructure required</li> <li>▪ Comprehensive</li> </ul>
Cons	<ul style="list-style-type: none"> <li>▪ Ongoing configuration effort. Changes to field equipment require configuration updates.</li> <li>▪ Requires additional detection for some metrics beyond what is used for operations</li> <li>▪ A lot of data to manage and monitor</li> </ul>	<ul style="list-style-type: none"> <li>▪ Expensive for continuous data</li> <li>▪ No mature software or analysis tools available—requires consultant or university support</li> <li>▪ Emerging technology—marketplace is unstable</li> </ul>	<ul style="list-style-type: none"> <li>▪ Based upon turning movement counts at a snapshot in time</li> <li>▪ Labor-intensive</li> <li>▪ Expensive per signal—still need a way to prioritize which to retime each year</li> </ul>
Staff Time	<ul style="list-style-type: none"> <li>▪ Configuration, monitoring, interventions</li> <li>▪ Approx 120 hrs/yr</li> <li>▪ Approx 16 hrs/yr (implementation)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Time to review analysis, interventions</li> <li>▪ Approx 30 hrs/yr</li> <li>▪ Approx 16 hrs/yr (implementation)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Time to review analysis</li> <li>▪ Approx 20 hrs/yr</li> <li>▪ Approx 160 hrs/yr (implementation)</li> </ul>
Costs	<ul style="list-style-type: none"> <li>▪ \$10k initial <sup>1</sup></li> <li>▪ \$20k/yr (50 signals) <sup>1</sup></li> <li>▪ \$40k/yr (analysis of areas to address)</li> <li>▪ \$16k/yr (retiming 2 signals/yr) <sup>3</sup></li> <li>▪ \$8k/yr (staff time at \$59/hr)</li> <li>▪ \$84k/yr (TOTAL ANNUAL)</li> </ul>	<ul style="list-style-type: none"> <li>▪ \$10k/yr <sup>2</sup></li> <li>▪ \$40k/yr (analysis of areas to address)</li> <li>▪ \$16k/yr (retiming 2 signals/yr) <sup>3</sup></li> <li>▪ \$3k/yr (staff time at \$59/hr)</li> <li>▪ \$69k/yr (TOTAL ANNUAL)</li> </ul>	<ul style="list-style-type: none"> <li>▪ \$80k/yr (retiming 10 signals/yr) <sup>3</sup></li> <li>▪ \$8k/yr (staff time at \$38/hr)</li> <li>▪ \$88k/yr (TOTAL ANNUAL)</li> </ul>

Note: 1 – Quote from Trafficware; 2 – Estimate from separate Wejo quote; and 3 – \$8k/signal estimate from experience

### 6.8.5 Recommendations

As far as recommendations, none of these approaches are mutually exclusive. If Carson City can allocate the staff resources to set up and monitor ATSPM, setting it up and configuring a few key corridors could provide a good return on investment. By starting small, the agency can assess the value of the data to its operations and determine whether to invest in detection to derive additional performance measures. Many other agencies use this system, and an active



community of users share experiences and ideas. The FHWA hosts a discussion forum that is an excellent resource to learn from other agencies' experiences.

With or without ATSPM, CAMPO can continue to work with university partners to apply trajectory data to assess signal timing operations. It is recommended that CAMPO procure connected vehicle data for a few critical timeframes (peak tourism seasons, during the Legislative Session, the start of the school year, etc.) and evaluate signal timing using trajectory data. For these periods, CAMPO could compare with ATSPM reports to better understand the strengths and weaknesses of each approach for its specific operations.

It is recommended that CAMPO keep abreast of the market for trajectory data from connected vehicles and performance software that makes use of this data for signal operations. Currently, few product offerings make it easy for agencies to ingest this data and report meaningful metrics. However, the industry is trending toward less infrastructure-dependent solutions. As a result, more cost-effective solutions should become available as the market grows and the costs for connected vehicle data decrease. That being said, as of this writing, the marketplace for this data is not well established, and start-up firms specializing in this area have not demonstrated a path toward profitability. Therefore, it is recommended that CAMPO be cautious about investing too much in a solution that relies on one particular provider.

Finally, none of the approaches limit CAMPO from periodic signal retiming. CMAQ funds are typically available for this, and while CAMPO does not qualify, there may be opportunities to partner with NDOT.



## 7. RECOMMENDATIONS

This section provides project recommendations that cover the findings from the review of physical elements, logistical elements, the Self-Assessment Workshop, life-cycle costing, and performance measures and benchmark tasks for this project. CAMPO should work closely with NDOT to ensure applicable recommendations from this study are incorporated into the plan for the Northern Nevada Traffic Management Center (NNTMC) currently being developed by NDOT.

### 7.1 Physical and Logistical Elements

Recommendations regarding the review of physical and logistical elements include:

- Maintain an accurate and up-to-date inventory of assets for the physical elements collected as part of this plan. Integration of transportation assets into Carson City's asset management strategy will help ensure program elements are maintained.
- Adopting formal Incident and Special Event Management Procedures. The Incident and Special Event Management Procedures, at a minimum, should identify the event originator, reviewing department, approver, the implementation process, and timeline that the signals are to go back to standard operations.
- Implement consistent language and terms among all signal systems covered under the existing agreements. It is recommended that all County and NDOT agreements be updated to have consistent agreement terms. The Douglas County agreement should be used as a starting point to update all county agreements, as this is the most recent agreement that was negotiated.
- CAMPO has recently experienced challenges with interlocal agencies and Nevada Revised Statute 277A, specifically with respect to NDOT purchasing signal equipment for Carson City to install in Lyon and Douglas Counties. CAMPO should work with their District Attorney to determine how to accomplish this efficiently.
- Provide instructions on how to read the signal timing plans (**Appendix E**) to consultants when signal timing requests are made. Instructions explaining how to read CAMPO's signal timing plans should increase the consultants' understanding of the plans.

### 7.2 Self-Assessment Workshop

It is recommended that CAMPO use the short-term (1-2 year) Self-Assessment actions from as a starting point for tracking progress to move the transportation system management activities on a path toward continual, improved outcomes. Implementation of actions are dependent on funding and staffing availability. Recommended tracking actions that can be started immediately are summarized below

Business Processes/Regional Collaboration and Communication Culture	
Action	Document formal processes/procedures
<input checked="" type="checkbox"/>	Identify the number of formal documents established or updated per year.
Systems and Technology	



**Action** Agencies collaborate to update standards and requirements for consistency in technology

- Identify the number of standards established or updated per year.



## Business Processes/Regional Collaboration and Communication Culture

**Action** Identify opportunities for intentional communication among departments

- Discuss updating formal documents and standards at least once a year.
- Inform staff of available internal resources at least twice a year.

**Action** Establish and conduct reoccurring meetings for collaboration with partner agencies (quarterly)

- Create meeting agendas and meeting summaries and track the agencies attending these meetings.

**Action** Establish reoccurring meetings with the region (quarterly) – consider different levels (i.e., traffic technician versus engineering level)

- Make a directory with contact information available to all partnering agencies.
- Create meeting agendas and meeting summaries and track the agencies attending these meetings.
- Track the amount of time spent collaborating with each agency and outcomes of these interactions and revisit at each quarterly meeting.
- Track the number of funding opportunities identified, grant applications submitted, and funding awarded to each agency.
- Track the number of upcoming projects under the Project Scoping Stage so these are discussed among the partnering agencies prior to design and construction to allow for identification of potential funding and grant opportunities.

**Action** Identify and actively pursue opportunities for external funding

- Track the number of funding opportunities identified, grant applications submitted, and funding awarded to each agency.
- Track the number of upcoming projects under the Project Scoping Stage so these are discussed among the partnering agencies prior to design and construction to allow for identification of potential funding and grant opportunities.



## Systems and Technology

**Action** Identify planning for known deficiencies

- Meet with partnering agencies at least once a year and track any deficiencies and action items to address these deficiencies.



## Performance Measurement

**Action** Establish what data should be collected and identify where systems and technology can be leveraged to collect that data

- Identify data to be collected and analyzed to track system performance.



<b>Action</b>	<b>Leverage and begin to use existing performance software (RITIS)</b>
<input checked="" type="checkbox"/>	User access to software – Verify if agency has access to available software.
<input checked="" type="checkbox"/>	Once a year discuss with NDOT who has access and make adjustments as necessary.
<b>Action</b>	<b>Share data for efficiency between agencies</b>
<input checked="" type="checkbox"/>	Number of processes established or updated per year.
<b>Action</b>	<b>Complete analysis focused on individual data elements to track incremental improvements</b>
<input checked="" type="checkbox"/>	Meet with partnering agencies once a year to score action items and track incremental improvements.

### 7.2.1 Mid-Term and Long-Term Actions

Recommended mid-term (3-5 years) and long-term (over 5 years) actions from the Self-Assessment Workshop are summarized below.

#### Mid-Term Actions

- Acknowledge that regional planning should include traffic operations as a priority and identify investments to support that priority.
- Establish more coordination and investment by NDOT
- Identify the disconnect in funding sources with what needs to be funded.
- Hire additional staff (planning/engineering/program management) to plan and secure funding.

#### Long-Term Actions

- Provide external resources to assist partnering agencies with design and operations (regionally available engineer to assist other counties).
- Centralize data analysis and reporting.
- Communicate to all traffic signals.
- Identify roles and responsibilities of the local agencies in providing traveler information that can support state distribution.

Many of the mid- and long-term recommendation should be considered by NDOT in the development of the NNTMC.

### 7.3 Life-Cycle Costing

Recommendations for the replacement of equipment on a routine basis were provided, and detailed replacement cycles by equipment type are summarized in **Section 5**. Based on the life-cycle timeframe, amount of equipment, and replacement cycle recommendations, CAMPO should budget \$1.54 million per year, and should increase the amount from year to year due to inflation. It is recommended that CAMPO hire two additional maintenance staff (one Senior Traffic Systems Technician and one Traffic Systems Technician) to provide proactive maintenance of the signal system based on an evaluation of current operation and maintenance practices and considerations on FHWA best practices. The two additional maintenance staff should spend 70%



of their time on preventative maintenance, 25% of their time on response maintenance, and 5% of their time on signal timing design modifications. An additional position for a Traffic Systems Engineer/Signal Operations Engineer is also recommended to oversee the network's performance and optimization by applying the performance measure reporting techniques such as ATSPM and trajectory data and leading the signal timing program.

#### **7.4 Performance Measures and Benchmarks for Tracking Traffic**

It is recommended that bi-annual downloads and analyses of RITIS eXtreme Definition (XD) data be conducted as part of CAMPO's monitoring process. The downloads are estimated to take six to eight hours of effort each and would include regular checks of travel time and congestion trends along the corridors defined in this study. Additional external reporting maps and visualizations, such as those in PowerBI dashboards, could be applied once staff is familiar with the datasets.

Collaboration between a Transportation Planner/Analyst responsible for the data monitoring and analysis and a Transportation Manager is also desirable with planned regular check-ins and strategy meetings. This will allow staff to coordinate on data findings, provide a quality control step for internal reporting, and provide a venue for review of long-term trends and policy interventions. These meetings and subsequent tasks for traffic engineer staff may require one to two hours per month, depending on the outcome of the performance reporting.

In addition to relying on INRIX data and creating quarterly performance reports, it is recommended that CAMPO consider implementing ATSPM or trajectory data to increase the granularity and diversity of the data available to assess signal operations. These approaches would allow CAMPO to collect information such as the percentage of vehicles arriving on a green light, split failures, and the prevalence of phase max-outs or gap-outs. Connected vehicle data can be used for studies now, but it is recommended that this be limited to period purchases of data for well-scoped studies rather than a subscription. It is recommended that CAMPO actively monitor the marketplace for connected vehicle data as it is emerging and still evolving.



**APPENDICES A - K**  
**AVAILABLE ONLINE AT**  
**[HTTPS://WWW.CARSONAREAMPO.COM](https://www.carsonareampo.com)**



## STAFF REPORT

**Report To:** The Carson Area Metropolitan Planning Organization (CAMPO)

**Meeting Date:** July 12, 2023

**Staff Contact:** Chris Martinovich, Transportation Manager

**Agenda Title: For Possible Action** – Discussion and possible action regarding ratification of a second amendment (“Amendment 2”) to Cooperative Agreement No. P301-19-804 (“Agreement”) with the Nevada Department of Transportation (“NDOT”) to fund the Carson Area Transportation System Management Plan (“CATSMP”), with Amendment 2 changing the Agreement end date from June 30, 2023, to September 30, 2023.

**Staff Summary:** The CATSMP is for the development of a technical planning document with the primary purpose of establishing commonly held operations and management objectives, and to serve as an asset management plan, to improve transportation system performance within the Carson Area Metropolitan Planning Organization (“CAMPO”). Amendment 2 changes the Agreement end date from June 30, 2023, to September 30, 2023, to allow CAMPO staff to incorporate CAMPO comments and complete final revisions to the CATSMP Final Report. The Agreement was set to expire on June 30, 2023, and the Transportation Manager signed Amendment 2 to prevent any lapse in funding. This item seeks CAMPO ratification of the Transportation Manager’s action on Amendment 2.

**Agenda Action:** Formal Action/Motion

**Time Requested:** 5 minutes

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### **Proposed Motion**

I move to ratify Amendment 2, as presented.

### **Previous Actions**

June 8, 2022 (Item 5-B) – CAMPO approved Amendment 1 to Cooperative Agreement P301-19-804 changing the termination date from June 30, 2022, to June 30, 2023.

August 12, 2020 (Item 6-A) – CAMPO approved professional services Contact No. 19300159 with Kimley-Horn and Associates to assist CAMPO staff in the management and development of the CATSMP.

July 10, 2019 (Item 6-B): CAMPO approved Cooperative Agreement P301-19-804.

### **Background/Issues & Analysis**

Carson City currently provides technical services for operations and maintenance of traffic control systems in Carson City and Douglas, Lyon, and Storey counties through existing interlocal or cooperative agreements. The CATSMP will guide local jurisdictions, staff, and NDOT to make transparent and performance-based investments in traffic control and in intelligent transportation system infrastructure, as well as to equip staff to manage and operate the transportation system efficiently and effectively.

Amendment 2 will allow CAMPO and Kimley-Horn and Associates staff additional time to incorporate comments received from the CAMPO Board, and other stakeholders, into the CATSMP final report.

**Applicable Statute, Code, Policy, Rule or Regulation**

NRS 277.110, 277.180

**Financial Information**

Is there a fiscal impact?  Yes  No

If yes, Fund Name, Account Name / Account Number: Project G302820002, CAMPO Grants Account / 2453028-501210.

Is it currently budgeted?  Yes  No

Explanation of Fiscal Impact: Amendment 2 does not change the currently budgeted amount. Completion of the CATSMP is fully funded through Cooperative Agreement P301-19-804 with NDOT. As of April 1, 2023, the available Agreement balance is \$259,622.

**Alternatives**

Do not ratify Amendment 2 and direct staff to terminate the agreement or take other appropriate action.

**Supporting Material**

- Exhibit-1: Amendment No. 2 to P301-19-804
- Exhibit-2: Amendment No. 1 to P301-19-804
- Exhibit-3: Cooperative Agreement No. P301-19-804

**Board Action Taken:**

Motion: \_\_\_\_\_

1) \_\_\_\_\_  
2) \_\_\_\_\_

Aye/Nay

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Vote Recorded By) \_\_\_\_\_

Amendment No. 2 to  
Planning Cooperative LPA Agreement No. P301-19-804

This Amendment is made and entered into on **06/22/2023**, between the State of Nevada, acting by and through its Department of Transportation, hereinafter referred to as the "DEPARTMENT", and Carson Area Metropolitan Planning Organization, 3505 Butti Way, Carson City, NV 89701, hereinafter referred to as the "CAMPO."

WITNESSETH:

WHEREAS, on August 8, 2019, the parties entered into Agreement No. P301-19-804 to develop a Transportation System Management Plan (TSMP) for Carson City, Douglas, Lyon and Storey Counties; and

WHEREAS, on June 10, 2022, the parties entered into Amendment No. 1 to Agreement No. P301-19-804 to extend the termination date; and

WHEREAS, the termination date must be amended to allow more time to complete the scope of work; and

WHEREAS, the parties hereto desire to make certain amendments to Agreement No. P301-19-804.

NOW, THEREFORE, the parties agree as follows:

1. The termination date referenced in Article III, Paragraph 1, shall be changed from June 30, 2023, to September 30, 2023.
2. In regard to Article III, Paragraph 6, notwithstanding the "project end date" on any "Notice to Proceed" preceding this amendment, the parties agree that the "project end date" should be September 30, 2023.
3. All of the other provisions of Agreement No. P301-18-804 dated August 8, 2019, and Amendment No. 1 dated June 10, 2022, shall remain in full force and effect as if fully set forth herein.

IN WITNESS WHEREOF, the above-named parties have hereunto set their hands and executed this Amendment on the date first written above.

Carson Area Metropolitan Planning Organization (CAMPO)

DocuSigned by:



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Christopher Martinovich Transportation Manager

Name and Title (Print)

STATE OF NEVADA, acting by and through its DEPARTMENT OF TRANSPORTATION

DocuSigned by:



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Director

Approved as to Legality and Form:

DocuSigned by:



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Deputy Attorney General

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Amendment No. 1 to  
Planning Cooperative LPA Agreement No. P301-19-804

This Amendment is made and entered into on 06/10/2022, between the State of Nevada, acting by and through its Department of Transportation, hereinafter referred to as the "DEPARTMENT", and Carson Area Metropolitan Planning Organization, 3505 Butti Way, Carson City, NV 89701, hereinafter referred to as the "CAMPO."

WITNESSETH:

WHEREAS, on August 8, 2019, the parties entered into Agreement No. P301-19-804 to develop a Transportation System Management Plan (TSMP) for Carson City, Douglas, Lyon, and Storey counties; and

WHEREAS, the termination date must be amended due to more time needed to complete the Scope of Work; and

WHEREAS, the parties hereto desire to make certain amendments to Agreement No. P301-19-804.

NOW, THEREFORE, the parties agree as follows:

1. The termination date referenced in Article III, Paragraph 1, shall be changed from June 30, 2022 to June 30, 2023.
2. In regard to Article III, Paragraph 6, notwithstanding the "project end date" on any "Notice to Proceed" preceding this Amendment, the parties agree that the "project end date" should be June 30, 2023.
3. All of the other provisions of Agreement No. P301-19-804 dated August 8, 2019, shall remain in full force and effect as if fully set forth herein.

IN WITNESS WHEREOF, the above-named parties have hereunto set their hands and executed this Amendment on the date first written above.

Carson Area Metropolitan Planning  
Organization (CAMPO)

DocuSigned by:



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Christopher Martinovich, Transportation Manager

Name and Title (Print)

STATE OF NEVADA, acting by and through  
its DEPARTMENT OF TRANSPORTATION

DocuSigned by:



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Director

Approved as to Legality and Form:

DocuSigned by:



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Deputy Attorney General

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Agreement P301-19-804

## PLANNING COOPERATIVE LPA AGREEMENT

This Agreement is made and entered on 08/08/2019, by and between the STATE OF NEVADA, acting by and through its Department of Transportation (hereinafter "DEPARTMENT") and Carson Area Metropolitan Planning Organization (CAMPO) , 3505 Butti Way, Carson City, NV 89701(hereinafter "LOCAL AGENCY").

## WITNESSETH:

WHEREAS, agreements between the DEPARTMENT and local public agencies are authorized under Nevada Revised Statutes (NRS) Chapters 277 and 408; and

WHEREAS, the DEPARTMENT and the Nevada Division of the Federal Highway Administration (FHWA) have entered into a Stewardship Agreement pursuant to Title 23 United States Code (U.S.C.) § 106; and

WHEREAS, NRS 408.245 authorizes the DEPARTMENT to act as agent and to accept federal funds on behalf of local public agencies; and

WHEREAS, 23 Code of Federal Regulations (CFR) § 635.105(a) provides that the DEPARTMENT shall be responsible for insuring that local public agency projects receiving federal funds receive adequate supervision and inspection to ensure that such projects are completed in conformance with FHWA Standards; and

WHEREAS, the LOCAL AGENCY is willing to agree to manage the development a Transportation System Management Plan (TSMP) that establishes commonly held operations and management objectives and serves as an asset management plan that will result in improved transportation system performance. This will be completed for Carson City, Douglas, Lyon, and Storey counties. Additionally, the TSMP will be coupled with an implementation component that prepares optimized traffic signal timing plans along coordinated signalized corridors and produces "before" and "after" measures of effectiveness (MOE's) to quantify the changes in traffic operations resulting from signal equipment upgrades and signal timing changes. Specifics including background, tasks, and deliverables are outlined in the Project Scope attached hereto and incorporated herein as Attachment A (hereinafter "PROJECT"); and

WHEREAS, the PROJECT has been approved by the LOCAL AGENCY for Federal Surface Transportation Block Grant Program funds; and

WHEREAS, the LOCAL AGENCY is a sub-recipient of federal transportation funds, Catalog of Federal Domestic Assistance (CFDA) Number 20.205 and the LOCAL AGENCY's Date Universal Numbering System (DUNS) Number 827483202 will be used for reporting purposes; and

NOW, THEREFORE, in consideration of the premises and mutual covenants hereinafter contained, it is agreed as follows:

## ARTICLE I - DEPARTMENT AGREES:

1. To ensure that the LOCAL AGENCY's actions are taken in accordance with applicable Federal and State regulations and policies.

2. To obligate Federal Surface Transportation Block Grant Statewide Program funding for the PROJECT in a maximum amount of Six Hundred Fifty Thousand and No/100 Dollars (\$650,000.00). In addition, there will be Thirty-Four Thousand Two Hundred Eleven and No/100 Dollars (\$34,211.00) of State Gas Tax Funding. The total amount of funding on this Agreement is Six Hundred Eighty-Four Thousand Two Hundred Eleven and No/100 (\$684,211.00)

3. To establish a Project Identification Number to track all PROJECT costs.

4. Once the funding is obligated, to provide the LOCAL AGENCY with a written "Notice to Proceed" authorizing the start of the PROJECT. The "Notice to Proceed" will include the Federal Award Identification Number (FAIN) and the "project end date" mutually established by both parties in conformance with the requirements of 2 CFR Part 200.

5. To review, comment and approve the LOCAL AGENCY's planning document at intermittent intervals during the PROJECT, including a review of the final PROJECT.

6. The DEPARTMENT shall have twenty (20) calendar days after the postmark of an invoice to dispute any or all of the charges on that invoice. The undisputed amount shall be paid to the LOCAL AGENCY within sixty (60) calendar days of the date of postmark. The disputed amount shall be negotiated and resolved in good faith by both parties hereto and paid within forty (40) calendar days after the date the corrected invoice is received by the DEPARTMENT or is approved by both parties hereto for payment.

7. To review and approve the LOCAL AGENCY's procedures utilized for advertising, bid opening, and awarding of the PROJECT so that the DEPARTMENT may satisfy itself that the same are in accordance with applicable Federal requirements. Although there is not a Disadvantaged Business Enterprise (DBE) goal associated with this project, it is recommended that DBE firms are used whenever possible.

8. To ensure that all reporting and project documentation, as necessary for financial management and required by applicable Federal requirements, is submitted by the DEPARTMENT to the FHWA.

9. To authorize the LOCAL AGENCY to proceed with the advertisement and award of the PROJECT contract once the RFP documentation has been reviewed and approved by the DEPARTMENT, all certifications have been completed, and the funding authorized by FHWA.

10. The DEPARTMENT shall issue such authorization through a written "Notice to Proceed." The "Notice to Proceed" will include the Federal Award Identification Number (FAIN) and the modified "project end date" mutually established by both parties in conformance with the requirements of 2 CFR Part 200.

11. To assign a Local Public Agency Coordinator and a Project Manager to act as the DEPARTMENT's representatives to monitor the LOCAL AGENCY's compliance with applicable Federal and State requirements.

12. To review and approve, when acceptable to the DEPARTMENT, any changes to the scope of the PROJECT which does not alter the maximum reimbursement to the LOCAL AGENCY as established in ARTICLE I, Paragraph 2, minus any DEPARTMENT eligible

PROJECT costs. The estimated DEPARTMENT PROJECT costs are shown in Article III, Paragraph 5.

13. To review the LOCAL AGENCY's draft PROJECT and to approve the final draft of the LOCAL AGENCY's PROJECT.

## ARTICLE II - LOCAL AGENCY AGREES:

1. To perform or have performed by consultant forces: (a) the advertisement, award, and management of the PROJECT, as outlined in Attachment A, in accordance with Federal, State, and local laws, regulations, ordinances, and policies, including, but not limited to, those listed in the FHWA "Contract Administration Core Curriculum Participant's Manual and Reference Guide" at <https://www.fhwa.dot.gov/programadmin/contracts/coretoc.cfm>, incorporated herein by reference.

2. To allow the DEPARTMENT thirty (30) days to review and accept the draft PROJECT as a final task of PROJECT completion.

3. To proceed with the PROJECT advertisement only after receiving a written "Notice to Proceed" from the DEPARTMENT.

4. To submit to the DEPARTMENT one (1) final PDF of all final PROJECT materials and findings.

5. To submit to the DEPARTMENT for review and approval any addenda, supplementals, and change orders and to obtain written DEPARTMENT approval for any addenda, supplementals, and change orders prior to incorporating them into the PROJECT.

6. To allow the DEPARTMENT and its designated representatives to monitor all work associated with the PROJECT during the PROJECT.

7. To perform PROJECT documentation and quality control during the LOCAL AGENCY's contract administration according to its established procedures, as approved by the DEPARTMENT. If the LOCAL AGENCY does not have DEPARTMENT-approved procedures, it must then follow the procedures contained in the DEPARTMENT's "Documentation Manual." The manual may be obtained from the DEPARTMENT's Administrative Services Division.

8. To provide to the DEPARTMENT all reporting and project documentation, as necessary for financial management, required by applicable Federal requirements, and any future Federal reporting requirements, and to comply with the Federal Funding Accountability and Transparency Act and implementing regulations at 2 CFR Part 170, including Appendix A available at <http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf>.

9. As work progresses on the PROJECT, the LOCAL AGENCY shall provide the DEPARTMENT with monthly invoices for payment of 100 percent of eligible PROJECT costs. The final invoice must be submitted within ninety (90) calendar days of the acceptance of the PROJECT by the DEPARTMENT. The invoice shall be based upon, and accompanied by, auditable supporting documentation. Total reimbursement shall not exceed the total obligated amount as established in Article I, Paragraph 2. Eligible PROJECT costs are those costs as defined in 2 CFR Part 200 and the SAM.

10. To complete and sign Attachment C – "Affidavit Required Under 23 U.S.C.

Section 112(C) and 2 CFR Parts 180 and 1200 - SUSPENSION OR DEBARMENT" and Attachment D – "Certification Required by Section 1352 of Title 31, United States Code, Restrictions of Lobbying Using Appropriated Federal Funds," "Instructions for Completion of SF-LLL, Disclosure of Lobbying Activities," and "Disclosure of Lobbying Activities," attached hereto and incorporated herein.

### ARTICLE III - IT IS MUTUALLY AGREED:

1. The term of this Agreement shall be from the date first written above through and including June 30, 2022.

2. Costs associated with this Agreement will be administered in accordance with the cost principles contained in 2 CFR Part 200. Indirect costs are eligible for reimbursement. The LOCAL AGENCY's indirect rate shall be approved by its cognizant federal agency and that approval must be provided to the DEPARTMENT. Fringe benefit rates must be approved by the DEPARTMENT on an annual basis in order to be eligible for reimbursement.

3. The description of the PROJECT may be changed in accordance with Federal requirements and by mutual written consent of the parties hereto.

4. Each party agrees to complete a joint final review of PROJECT materials prior to final acceptance of the work by the DEPARTMENT.

5. The following is a summary of the estimated PROJECT costs and available funds:

Total Estimated PROJECT Costs:

LOCAL AGENCY Planning Study Costs: \$684,211

Total Estimated PROJECT Costs: \$684,211

Available Funding Sources: \$650,000  
Surface Transportation Block Grant Statewide  
(Federal Funds):

State Gas Tax Match Funds: \$34,211

Total PROJECT Funding: \$684,211

6. The LOCAL AGENCY may not incur any reimbursable PROJECT costs until this Agreement is executed by both parties, and the DEPARTMENT has issued a written "Notice to Proceed." The "Notice to Proceed" includes the "project end date," which establishes the limit of federal participation for a project or phase of work associated with a project. The "project end date" is mutually established by both parties in conformance with the requirements of 2 CFR Part 200. The LOCAL AGENCY is responsible for any costs incurred on the PROJECT after the "project end date." The LOCAL AGENCY agrees that the DEPARTMENT and the State of Nevada are not responsible for any costs incurred after the "project end date."

7. The total eligible PROJECT costs shall be determined based upon the amount of the awarded Federal Surface Transportation Block Grant Statewide Program and State Gas Tax funds, as awarded by the LOCAL AGENCY, subject to federally budgeted appropriations. The LOCAL AGENCY is responsible for one hundred percent (100%) of all costs not eligible for Federal or State funding. The LOCAL AGENCY agrees the DEPARTMENT and the State of Nevada are not responsible for any of those costs. Eligible PROJECT costs are those costs as defined in 2 CFR Part 200 and the SAM.

8. An alteration requested by either party which substantially changes the services provided for by the expressed intent of this Agreement shall be considered extra work and shall be specified in a written amendment which sets forth the nature and scope thereof. The method of payment for such extra work shall be specified at the time the amendment is written.

9. PROJECT materials shall be reviewed by the DEPARTMENT for conformity with the Agreement terms. The LOCAL AGENCY acknowledges that review by the DEPARTMENT does not include detailed review or checking of major components and related details or the accuracy and sufficiency of such deliverables.

10. This Agreement may be terminated by mutual consent of both parties without cause. The parties expressly agree that this Agreement shall be terminated upon written notification if for any reason Federal and/or State and/or LOCAL AGENCY funding ability to satisfy this Agreement is withdrawn, limited, or impaired.

11. Should this Agreement be terminated by the LOCAL AGENCY for any reason prior to the completion of the PROJECT, or the Agreement is terminated by the DEPARTMENT due to the LOCAL AGENCY's failure to perform, the LOCAL AGENCY shall reimburse the DEPARTMENT for any payments made to the LOCAL AGENCY and any PROJECT costs incurred by the DEPARTMENT. Because this PROJECT will be completed in three phases, however, LOCAL AGENCY and DEPARTMENT specifically agree that LOCAL AGENCY will not be required to reimburse DEPARTMENT for payments or costs that were incurred for an already completed phase of the PROJECT. The exception to this will be that if the phase is not accepted as completed by the DEPARTMENT or if it does not have utility and provide improvements for the region as defined in the first paragraph of Attachment A.

12. All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephonic facsimile or electronic mail with simultaneous regular mail, or mailed certified mail, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address set forth below:

FOR DEPARTMENT: Kristina L. Swallow, P.E., Director  
Attn: Mark Costa  
Division Chief Multimodal Planning  
Nevada Department of Transportation  
1263 South Stewart Street  
Carson City, Nevada 89712  
Phone: (775) 888-7120  
Fax: (775) 888-7207  
E - mail address: [mcosta@dot.nv.gov](mailto:mcosta@dot.nv.gov)

FOR LOCAL AGENCY:

Lucia Maloney  
Carson Area Metropolitan Planning Organization  
(CAMPO)  
3505 Butti Way  
Carson City, Nevada 89701  
Phone: 775-283-7396  
Fax: 775-887-2112  
Email: LMaloney@carson.org

13. Up to the limitation of law, including, but not limited to, NRS Chapter 41 liability limitations, each party shall be responsible for all liability, claims, actions, damages, losses, and expenses, caused by the negligence, errors, omissions, recklessness or intentional misconduct of its own officers and employees.

14. The parties do not waive and intend to assert available NRS Chapter 41 liability limitations in all cases. Agreement liability of both parties shall not be subject to punitive damages. Actual damages for any DEPARTMENT or LOCAL AGENCY breach shall never exceed the amount of funds which have been appropriated for payment under this Agreement, but not yet paid, for the fiscal year budget in existence at the time of the breach.

15. This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the exclusive jurisdiction of the Nevada state district courts for enforcement of this Agreement.

16. The illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of the Agreement, and this Agreement shall be construed as if such provision did not exist, and the unenforceability of such provision shall not be held to render any other provision or provisions of this Agreement unenforceable.

17. Failure to declare a breach or the actual waiver of any particular breach of the Agreement and or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.

18. Except as otherwise expressly provided herein, all property presently owned by either party shall remain in such ownership upon termination of this Agreement, and there shall be no transfer of property between the parties during the course of this Agreement.

19. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of this Agreement to create any rights in any person or entity, public or private, a third party beneficiary status hereunder, or to authorize anyone not a party to this Agreement to maintain a suit pursuant to the terms or provisions of this Agreement.

20. Each party agrees to keep and maintain under generally accepted accounting principles full, true, and complete records and documents pertaining to this Agreement and to present to the DEPARTMENT, FHWA, the U.S. Department of Transportation's Inspector General, the Comptroller General of the United States or any of their duly authorized representatives, at any reasonable time, such information for inspection, examination, review, audit, and copying at any office where such records and documentation are maintained. Such records and documentation shall be maintained for three (3) years after final payment is made.

21. The parties are associated with each other only for the purposes and to the extent set forth in this Agreement. Each party is and shall be a public agency separate and distinct from the other party and shall have the right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Agreement. Nothing contained in this Agreement shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.

22. In connection with the performance of work under this Agreement, the parties agree not to discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age, disability, pregnancy, sexual orientation, genetic information (GINA) or gender identity or expression, including, without limitation, with regard to employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including without limitation apprenticeship. The parties further agree to insert this provision in all subcontracts hereunder, except subcontracts for standard commercial supplies or raw materials.

23. Pursuant to all applicable laws including but not limited to the Civil Rights Act of 1964, the Federal Highway Act of 1973, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Executive Order 12898 (Environmental Justice), and Executive Order 13166 (Limited English Proficiency), the parties shall ensure that no person shall on the grounds of race, color, national origin, sex, age, and handicap/disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted by the recipient regardless of whether those programs and activities are federally-funded or not.

24. Neither party shall assign, transfer or delegate any rights, obligations or duties under this Agreement without the prior written consent of the other party.

25. The parties hereto represent and warrant that the person executing this Agreement on behalf of each party has full power and authority to enter into this Agreement and that the parties are authorized by law to engage in the cooperative action set forth herein.

26. Pursuant to NRS 239.010, information or documents may be open to public inspection and copying. The parties will have the duty to disclose unless a particular record is confidential by law or a common law balancing of interests.

27. Each party shall keep confidential all information, in whatever form, produced, prepared, observed or received by that party to the extent that such information is confidential by law.

28. All references herein to federal and state code, law, statutes, regulations and circulars are to them, as amended.

29. This Agreement shall not become effective until and unless approved by appropriate official action of the governing body of each party.

30. This Agreement constitutes the entire agreement of the parties and as such is intended as a complete and exclusive statement of the promises, representations, negotiations,

discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Agreement specifically displays a mutual intent to amend a particular part of this Agreement, general conflicts in language between any such attachment and this Agreement shall be construed consistent with the terms of this Agreement. Unless otherwise expressly authorized by the terms of this Agreement, no modification or amendment to this Agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto and approved by the Attorney General.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.

Carson Area Metropolitan Planning Organization

DocuSigned by:

Lucia Maloney

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State of Nevada, acting by and through its  
DEPARTMENT OF TRANSPORTATION

DocuSigned by:

Kristina L. Swallow

Director

04B6202000E4FB...

Approved as to Form:

DocuSigned by:

Todd Reese

D2AF991331B943F...

Approved as to Legality & Form:

DocuSigned by:

Shane Chesney

Deputy Attorney General

060F02A6C4B2415...

# ATTACHMENT

## “A”

**CARSON AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO)**  
**FY20/FY21 CARSON AREA**  
**TRANSPORTATION SYSTEM MANAGEMENT PLAN**

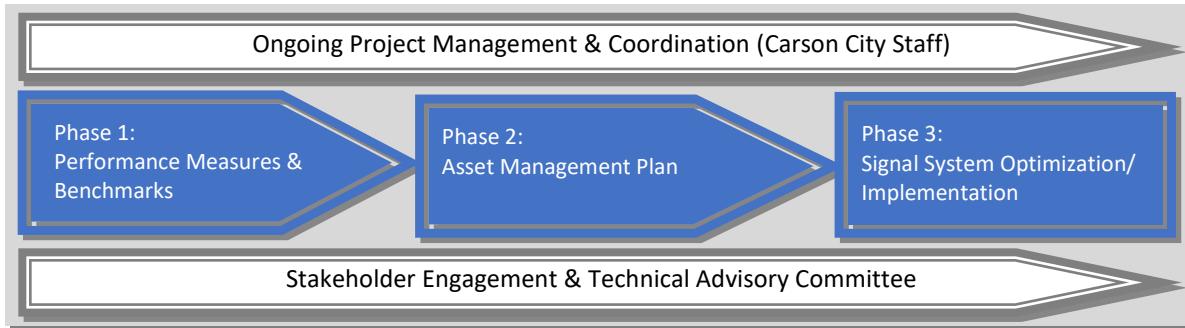
The 2020/2021 Carson Area Transportation System Management Plan will cover the CAMPO planning area and all traffic signals operated and/or maintained by the Consolidated Municipality of Carson City (City), including Carson, Douglas, Lyon, and Storey Counties.

The primary purpose of the project is to develop a Transportation System Management Plan (TSMP) for the Carson Area that establishes commonly held operations and management objectives and serves as an asset management plan that results in improved transportation system performance. The TSMP will guide local jurisdictions, staff, and the Nevada Department of Transportation (NDOT) to make transparent and performance-based investments in traffic control and in ITS infrastructure, as well as to equip staff to manage and operate the transportation system efficiently and effectively. It will guide the partner jurisdictions' asset management program(s) for transportation infrastructure with the goal of improving the efficiency and reliability of the transportation system. It will also provide guidance for making strategic investment decisions related to future infrastructure that will manage system demand and usage. The final phase of the TSMP will serve to quantify the changes in traffic operations that result from implementation of infrastructure enhancement and signal timing changes recommended by the TSMP.

The primary purpose of the project is to establish commonly held operations and management objectives (Phase 1: Performance Measures & Benchmarks) in an asset management plan (Phase 2: Asset Management Plan) that improves transportation system performance through informed, consistent, and transparent decision-making throughout the Carson area. Additionally, the project couples the TSMP with an implementation component (Phase 3: Signal System Optimization/Implementation) that prepares optimized traffic signal timings along signalized corridors and produces "before" and "after" measures of effectiveness (MOE's) to quantify the changes in traffic operations resulting from signal equipment upgrades and signal timing changes.

Project work tasks may include, but are not limited to, the data collection, planning, and professional engineering services required for the three phases described below. The project includes Carson City staff time required to plan, organize, manage, and execute the project. It is also anticipated to include consultant teams who will be encouraged to expand upon the draft scope of services to be provided in a formal Request for Qualifications (RFQ) to provide for a comprehensive, yet efficient, work product that can be implemented by each of the participating jurisdictions.

Figure 1 graphically illustrates the project phases, including ongoing project management & coordination to be led by Carson City staff, and Stakeholder Engagement & Technical Advisory Committee who will jointly advise and support the project through each of the three (3) work phases.



Each phase of this TSMP shall have independent value and thus utility to the travelling public in Carson City, Douglas, Lyon and Story Counties. This will result in less delay and overall transportation system improvement for the region as a whole.

**Attachment B**  
**AFFIDAVIT REQUIRED UNDER SECTION 112(c)**  
**of Title 23 United States Code, Act of August 27, 1958**  
**and**  
**Part 29 of Title 49, Code of Federal Regulations,**  
**November 17, 1987.**

I, **Lucia Maloney** (Name of party signing affidavit and Proposal Form)  
Transportation Manager (title) being duly sworn do depose and say: That

Carson City, Public works (name of person, firm, association, or corporation) has not, either directly or indirectly, entered into agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this contract; and further that, except as noted below to the best of knowledge, the above named and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and
- (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

(Insert Exceptions, attach additional sheets)

The above exceptions will not necessarily result in denial of award but will be considered in determining bidder responsibility and whether or not the Department will enter into contract with the party. For any exception noted, indicate on an attached sheet to whom it applies, initiating agency, and dates of action. Providing false information may result in criminal prosecution or administrative sanctions. The failure to furnish this affidavit and required exceptions if any shall disqualify the party.

DocuSigned by:  
  
Signature  
E009342B-7664...

Transportation Manager  
Title

08/07/2019  
Date

**Attachment C**

**CERTIFICATION REQUIRED BY SECTION 1352 OF TITLE 31, UNITED STATES CODE**  
**RESTRICTIONS OF LOBBYING USING APPROPRIATED FEDERAL FUNDS**

The undersigned certifies, to the best of his or her knowledge and belief that:

- (1) No Federal appropriate funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Lucia Maloney

Name (please type or print)

DocuSigned by:

*Lucia Maloney*  
Signature

DocuS2B788464...

Transportation Manager

Title

## DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

1. Type of Federal Action: a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: a. bid/offer/application b. initial award c. post-award	3. Report Type: a. initial filing b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: Prime _____ Subawardee Tier _____, if known	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:	
Congressional District, if known :		Congressional District, if known :
6. Federal Department/Agency:	7. Federal Program Name/Description:  CFDA Number, if applicable :	
8. Federal Action Number, if known :	9. Award Amount, if known :  \$ _____	
10. a. Name and Address of Lobbying Entity (if individual, last name, first name, MI):	b. Individuals Performing Services (including address if different from No. 10a ) (last name, first name, MI):   (attach Continuation Sheet(s) SF-LLA, if necessary)	
11. Amount of Payment (check all that apply): \$ _____ actual _____ planned	13. Type of Payment (circle all that apply): a. retainer b. one-time fee c. commission d. contingent fee e. deferred f. other; specify: _____	
12. Form of Payment (Circle all that apply): a. cash b. in-kind; specify:nature _____ value _____		
14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or Member(s) contacted, for Payment Indicated in Item 11: The project will develop a Transportation System Management Plan for the Carson area.		
(attach Continuation Sheet(s) SF-LLA, if necessary)		
15. Continuation Sheet(s) SF-LLA attached: <input type="checkbox"/> Yes <input type="checkbox"/> No		
16. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		
DocuSigned by: Signature:  <small>F6C6E642B788464</small> Print Name: _____		
Title: Transportation Manager Telephone No.: _____ Date: 08/07/2019		
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

## **INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES**

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use the SF-LLLA Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.
  - (b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
15. Check whether or not a SF-LLLA Continuation Sheet(s) is attached.
16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

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## STAFF REPORT

**Report To:** The Carson Area Metropolitan Planning Organization (CAMPO)

**Meeting Date:** July 12, 2023

**Staff Contact:** Kelly Norman, Senior Transportation Planner

**Agenda Title: For Possible Action** – Discussion and possible action regarding the Carson Area Metropolitan Planning Organization (“CAMPO”) Public Participation Plan (“PPP”), including potential approval of an updated PPP.

**Staff Summary:** The PPP is a planning document that defines a process for providing individuals, affected public agencies, and all interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process. Each metropolitan planning organization (“MPO”) is federally required to have a PPP. CAMPO began the process of updating its PPP in December 2022. The update is intended to modernize the PPP so that it conforms to new federal requirements issued by the federal government to encourage meaningful public outreach using new virtual and electronic methods and improves public participation outreach with CAMPO’s partner agencies. The PPP was last amended in August 2019.

**Agenda Action:** Formal Action/Motion

**Time Requested:** 10 minutes

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### **Proposed Motion**

I move to approve the PPP, as presented.

### **Background/Issues & Analysis**

CAMPO must develop and maintain a PPP, in consultation with all interested parties, for the purpose of providing meaningful public involvement in the transportation planning process. CAMPO must periodically review the effectiveness of the procedures and strategies contained in the PPP to ensure a full and open public participation process. CAMPO’s PPP was last reviewed and amended in August 2019. Since then, the tools and methods of public outreach and engagement have evolved, and federal regulations have changed, warranting a review and update of the PPP.

Staff, with consultant support from Parametrix, reviewed new regulations, held interviews, and conducted research into new tools for public participation. Staff held interviews with public information officers from Lyon County, Douglas County, and Carson City and conducted peer agency discussions with similar-sized MPOs including the Bend MPO in Bend, Oregon; the Dixie MPO in St. George, Utah; the Lake Havasu MPO in Lake Havasu City, Arizona; and the Washoe County Regional Transportation Commission. Staff also interviewed representatives from the Nevada Department of Transportation, the Washoe Tribe of Nevada and California, the Federal Highway Administration, and the U.S. Department of Transportation’s Central Federal Lands Division. Topics discussed during the interviews included the agencies’ use of video technology, survey methods, languages of outreach material, and the use of websites and social media platforms. Staff also discussed lessons learned following the COVID-19 pandemic and any positive or negative feedback received. CAMPO thanks those agencies who participated in the interviews.

CAMPO launched a public survey on March 9, 2023, through May 31, 2023. The survey informed CAMPO how transportation issues affect the public's daily lives and the public's preferred method(s) of transportation public outreach. Results of the survey are included in Exhibit 3.

CAMPO opened a 45-day Public Participation Plan Comment Period from May 11, 2023, through June 28, 2023. A stakeholder meeting was held on June 20, 2023, to discuss the amended PPP, listen to comments, and answer questions. Public comments received and CAMPO's responses are included in Exhibit 4.

**Applicable Statute, Code, Policy, Rule or Regulation**

23 CFR § 450.316

**Financial Information**

Is there a fiscal impact?  Yes  No

If yes, Fund Name, Account Name / Account Number:

Is it currently budgeted?  Yes  No

Explanation of Fiscal Impact: This task falls under CAMPO's Unified Work Program ("UPWP"), project number G302823001. Tasks completed as part of the UPWP are reimbursable with federal planning funds at a rate of 95%. The local match has been budgeted within CAMPO's approved FFY 2023-2024 UPWP, Work Element 2.0, Outreach and Engagement.

**Supporting Material**

- Exhibit-1: PPP Summary of Outreach and Research Progress
- Exhibit-2: Draft CAMPO PPP
- Exhibit-3: CAMPO PPP Survey Results
- Exhibit-4: CAMPO PPP Public Comments
- Exhibit-5: CAMPO PPP Presentation
- Exhibit-6: CAMPO's Unified Planning Work Program Cost/Funding Summary Table

**Board Action Taken:**

Motion: \_\_\_\_\_

1) \_\_\_\_\_

Aye/Nay

2) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)



## **Draft Public Participation Plan Analysis**

**March 22, 2023**

## TABLE OF CONTENTS

<b>1 – PROJECT PURPOSE .....</b>	<b>1</b>
<b>2 – FEDERAL AND STATE REQUIREMENTS .....</b>	<b>2</b>
<b>2.1 – Federal Requirements and Best Practices .....</b>	<b>2</b>
<b>2.2 – State Requirements .....</b>	<b>4</b>
<b>3 – EXISTING CAMPO PPP PROCESS .....</b>	<b>5</b>
<b>4 – PEER AGENCY REVIEW .....</b>	<b>6</b>
<b>4.1 – Bend MPO .....</b>	<b>6</b>
<b>4.2 – Dixie MPO .....</b>	<b>7</b>
<b>4.3 – Lake Havasu MPO .....</b>	<b>8</b>
<b>4.4 – Other MPOs .....</b>	<b>10</b>
<b>5 – PARTNER AGENCY COORDINATION .....</b>	<b>13</b>
<b>5.1 – Carson City .....</b>	<b>13</b>
<b>5.2 – Lyon County .....</b>	<b>14</b>
<b>5.3 – Douglas County .....</b>	<b>14</b>
<b>5.4 – Washoe Tribe of Nevada and California .....</b>	<b>15</b>
<b>5.5 – Nevada Department of Transportation (NDOT) .....</b>	<b>15</b>
<b>5.6 – RTC of Washoe County .....</b>	<b>16</b>
<b>5.7 – Federal Highway Administration .....</b>	<b>16</b>
<b>6 – CONCLUSIONS .....</b>	<b>17</b>
<b>6.1 – Potential CAMPO PPP Goals .....</b>	<b>20</b>

## 1 – PROJECT PURPOSE

The Carson Area Metropolitan Planning Organization (CAMPO) is seeking opportunities to increase meaningful public participation in the transportation planning process. This includes outreach that begins early in the planning process and continues through design and construction, providing opportunities for input that will shape project outcomes, and tailoring outreach methods to the unique needs of each undertaking. Robust community engagement results in transportation plans and strategies that address the concerns of area residents and businesses and facilitates successful project implementation. The outreach improvement process includes a focus on innovative approaches, outreach to underserved communities, and building partnerships with partner agencies.

Although CAMPO has already been operating in compliance with federal requirements for public involvement, the agency seeks to expand the diversity and effectiveness of outreach efforts. CAMPO hopes that by incorporating a wider range of outreach strategies, they will build relationships with community partners and increase participation by a larger and more representative subset of the population.

Outreach strategies should be customized based on the type of plan or project and the stage within the planning process. It is important to consider the type of outreach that will be most effective in achieving the desired outcome, such as providing information, visioning, and responding to recommendations. These considerations ensure that CAMPO is using the right tool for the job, and equipping community members and stakeholders to meaningfully engage in the planning process. The COVID-19 pandemic sparked substantial changes to outreach protocols for public agencies, leading to increased interest in virtual and online engagement opportunities. Many agencies found that they were able to reach a much larger audience, often at a lower cost, using online surveys, interactive mapping tools, and virtual open houses, as compared to more traditional outreach methods.

Now that in-person meetings and events are once again possible, agencies have the ability to use the combination of outreach strategies found to be most effective for specific plans, projects, and areas. This memo will outline best practices for incorporating a variety of outreach tactics and strategies tailored to CAMPO's unique agency structure and planning area.

## 2 – FEDERAL AND STATE REQUIREMENTS

### 2.1 – Federal Requirements and Best Practices

Regional transportation planning is guided by laws, rules, and policies set by federal and state governments. Federal law requires that metropolitan planning organizations (MPOs) develop a public participation plan (PPP) identifying opportunities for the public and interested stakeholders to be involved in transportation planning processes. The PPP serves as a handbook that outlines methods for engagement, strategies for obtaining meaningful input, and describes state and Federal regulations regarding public participation. The PPP establishes the framework for how the MPO interacts with the public.

The Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 represented a transformation, with an intermodal approach to funding and greater emphasis on public involvement and collaborative planning. ISTEAs successor in 1998, the Transportation Equity Act for the 21st Century (TEA-21), expanded public involvement to include transit and freight. Enacted in 2005, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) further broadened public involvement by requiring MPOs to prepare a PPP in collaboration with interested parties (including bicycle and pedestrian groups and the disabled). Moving Ahead for Progress in the 21st Century (MAP-21) was enacted in 2012, and the 2015 Fixing America's Surface Transportation (FAST) Act carried forward these advancements in public participation.

Under the Bipartisan Infrastructure Law (BIL), the latest federal surface transportation funding and authorization bill signed in 2022, MPOs must identify a broad and inclusive list of stakeholders that should be provided with opportunities to comment and be involved in planning processes. This includes affected government agencies, transportation disadvantaged populations, transportation providers, and others.

Per the BIL, MPOs should conduct public meetings at convenient and accessible locations at convenient times, provide adequate public notice, use visualizations such as maps and charts to help describe plans, make public information available in electronically accessible formats, and perform outreach to traditionally underserved populations. A new addition to this legislation is encouragement of MPOs to use social media and web-based tools to foster public participation and solicit public feedback.

When the planning area includes Indian Tribal lands, the MPO should appropriately engage the Tribal government(s) in the development of the regional transportation plan and TIP. Similarly, if Federal land management agencies are located within the planning jurisdiction, they should also be involved in development of regional transportation plans.

Federal law (23 C.F.R. 450.316) dictates that a minimum 45-day comment period is to be provided before the PPP is adopted by the MPO. It must be provided to FHWA and FTA and be posted online. MPOs are also required to coordinate with the statewide transportation planning public participation and consultation processes.

## USDOT Best Practices

USDOT published new [guidance](#) in October 2022 for conducting meaningful public involvement. USDOT defines meaningful public involvement as a process that “proactively seeks full representation from the community, considers public comments and feedback, and incorporates that feedback into a project, program, or plan”. The impact of community contributions encourages early and continuous public involvement and brings diverse viewpoints and values into the transportation decision-making process (see Figure 1 below). This process enables the community and agencies to make better-informed decisions through collaborative efforts.

**Figure 1: Features of meaningful public involvement**



The document outlines critical gaps in current outreach processes, informs agencies how to build capacity for performing public outreach, and provides techniques to receive a wide range of input (e.g., charrettes, drop-in meetings, public meetings, surveys, websites, GIS

tools, videos, etc.). It also recommends incorporating virtual public outreach processes into an agency's toolbox, including making a series of web, engagement, and mapping [tools](#) available for use.

Key recommendations from the FHWA report are summarized below:

- Develop a strategy to for each undertaking to seek input from members of all parts of the project area, especially underserved communities
- Bridge racial, cultural, and economic barriers that affect participation
- Develop partnerships on a one-on-one or small group basis to build deeper trust and relationships
- Utilize groups or committees to engage community leaders and stakeholder representatives
- Include funding in the agency budget for outreach
- Define the goals of the outreach program
- Measure and evaluate outcomes of the public participation process

Public agencies of all types and sizes can benefit from this guidance document. Sections on Developing a Community Participation Plan and Measuring the Success of Public Involvement Strategies may be particularly useful for CAMPO as the agency updates its PPP. Appendix B: Techniques for Meaningful Involvement presents an extensive catalogue of outreach techniques categorized by time commitment, cost, language needs, expanding awareness, and audience size. This Appendix is an excellent starting point for determining the most useful and appropriate techniques for CAMPO (see Section 6).

## **2.2 – State Requirements**

Public engagement within Nevada must adhere to the [Nevada Open Meeting Law](#). The Nevada Open Meeting Law (OML) was enacted in 1960 to ensure that the actions and deliberations of public bodies be conducted openly.

Proper notice must be given in advance of each meeting (prior to 9:00 a.m., three working days before the meeting) and must include:

- Time, place, location, and/or how to join remotely
- Live public comment option
- List of locations where notice is posted and contact info
- Clear statement of topics to be considered
- List of items “for possible action”
- Be posted on agency website and state website

Meetings should include periods for public comment at the beginning and end of the meeting, or after each item. Written minutes should be kept of each meeting.

### 3 – EXISTING CAMPO PPP PROCESS

CAMPO maintains a [PPP](#) that guides outreach efforts for the agency's Regional Transportation Plan (RTP), Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP), and other transportation planning studies, as appropriate. The existing PPP is compliant with MAP-21, the FAST Act, and Nevada Open Meeting Law, as described in Sections 2.1 and 2.2

Per the existing document, the major objectives the agency seeks to achieve through the PPP include:

- Notifying all citizens and interested parties of metropolitan planning issues and processes and providing access to information and public participation activities in a timely manner
- Soliciting the participation of citizens and interested parties in the transportation planning process and providing a reasonable opportunity to comment on proposed planning documents and projects
- Demonstrating explicit consideration of public input received
- Continuing to evaluate the public participation process and providing improvements to the plan when possible

The agency's existing PPP outlines a set of strategies that may be used to help meet these objectives. CAMPO currently relies on a handful of standard and well-vetted outreach practices to disseminate information about plans, studies, and participation opportunities, including:

- Print advertisements, such as the Nevada Appeal
- Electronic newsletters
- Social media accounts, including the Carson City and Public Works Facebook pages
- Print and online surveys
- Advisory working groups, as needed for specific projects

CAMPO offers a 30-day public comment period for most planning documents, with the exception of the TIP (14 days) and the PPP itself (45 days).

Because CAMPO is housed within the Carson City Public Works Department, there is a well-established and collaborative relationship between the two agencies. However, the agencies do not adhere to the same requirements or maintain the same procedures for public outreach due to the additional federal requirements for MPOs.

A PPP update is an appropriate time to reevaluate the agency's goals and objectives for public participation. These goals may evolve with this and subsequent PPP updates. Potential goals to consider for the updated PPP are provided in Section 6.

## 4 – PEER AGENCY REVIEW

A review was conducted of other similar-sized MPOs in the West, including the following:

- Bend MPO, in Bend, Oregon
- Dixie MPO, in St. George, Utah
- Lake Havasu MPO, in Lake Havasu, Arizona
- Metroplan, in Flagstaff Arizona
- Bannock Transportation Planning Organizations (TPO), in Pocatello, Idaho
- Kootenai MPO, in Coeur d'Alene, Idaho

Peer agencies were selected in coordination with CAMPO staff considering proximity, population size, number of counties, and land area. A description of the consultation process for each peer MPO is provided in the following sections. These descriptions were informed by published plans and documents (all peer MPOs), along with individual agency interviews with representatives from the Bend, Lake Havasu, and Dixie MPOs.

### 4.1 – Bend MPO

The Bend MPO is a mid-sized MPO administrating the region of Bend, Oregon on the eastern side of the Cascade Mountains. The MPO planning area includes the City of Bend and connected suburbs. The MPO is entirely located within the boundaries of Deschutes County, Oregon. The Bend MPO is housed within the City of Bend governmental framework, and there are three staff members at the MPO.

**Table 1: Bend MPO Characteristics**

Population	108,684
Number of Counties	1
Land Area	52 sq mi
Agency Structure	City Department
Member Agencies	City of Bend
Transit Service Provider?	No
MPO Staff	3
Public Participation Plan	<a href="#">Link</a>

On January 31<sup>st</sup>, 2023, Kelly Norman and the consulting team had a virtual meeting with two members of the Bend MPO - Tyler Deke and Andrea Napoli – to discuss the public engagement process.

The Bend MPO reaches out to community groups to have personal meetings to understand their needs and how the MPO can address those challenges. Those community groups are then placed onto an email list that will receive MPO information updates. The MPO reported that this has been a great way of interacting with and establishing a strong relationship with community stakeholders.

The Bend MPO uses Facebook to post information on social media. Other avenues of reaching the community include local media and posting information on the City of Bend's website. The MPO uses the community social media website NextDoor as a platform to reach specific communities and neighborhoods. The MPO also provides information to the public through their website, email lists, and fact sheets, and provides surveys and questionnaires for the public.

The MPO offers online and in-person events for their public meetings. They experienced strong in-person public participation at meetings before COVID, but there has been a considerable decline in in-person participation in recent years. There is a state requirement in Oregon that all public meetings must have a virtual option. The MPO also offers Advisory Committee meetings, pop-up events, and public hearings to provide information to the public.

The MPO offers all public materials in Spanish and English. There is a minimum 21-day public comment period for their RTP, TIP and Unified Planning Work Program (UPWP).

The Bend MPO PPP describes the role of the MPO and its structure and responsibilities in the community. The plan explains its public outreach and engagement methods. The PPP illustrates the procedures for the Bend MPO's plans and programs including the UPWP, TIP, the PPP, Title VI plan, RTP, and others.

#### **4.2 – Dixie MPO**

The Dixie MPO is a mid-sized MPO administrating the region of St. George, Utah. The boundary of the MPO includes the cities of St. George, Washington, Santa Clara, Ivins, and portions of unincorporated Washington County. The MPO is entirely located within the boundaries of Washington County, Utah. The Dixie MPO is a standalone agency, with four full time and one part time staff member. Zion National Park is located near the MPO boundary and generates millions of visitor trips each year.

**Table 2: Dixie MPO Characteristics**

Population	140,899
Number of Counties	1
Land Area	223 sq mi
Agency Structure	Standalone Agency
Member Agencies	City of St. George, UDOT
Transit Service Provider?	No
MPO Staff	4
Public Participation Plan	<a href="#">Link</a>

On February 2nd, 2023, the study team had a virtual meeting with two members of the Dixie MPO – Myron Lee and Nicholas Gayer – to discuss their public engagement process.

The annual Transportation Expo is the centerpiece of the Dixie MPO community engagement program. Typically scheduled in early February, the MPO hosts an information table for this full-day event that offers opportunities for the public to comment on projects and other transportation topics. They encourage participants to provide comments and concerns on maps. The event is hosted jointly by the City of St. George, local Chamber of Commerce, and other state and local agencies. This partnership also increases communication among partner agencies and fosters collaboration across disciplines. The event received limited participation in a virtual format but has seen a significant increase in attendance and public participation since returning to an in-person event. To encourage attendance at the expo and provide more options to travel, the MPO offers free transit service to the expo.

Dixie MPO uses the MPO website, legal notices of meetings, news releases, and newsletters to inform the public about meetings and opportunities for the public to be involved in the planning process.

The Dixie MPO PPP is presented as Chapter 14 of the agency's RTP, approved in October of 2019. This chapter describes methods the agency uses to distribute information to the public. The PPP also explains the Dixie Transportation Expo's goals of involving the public by taking in public comments and providing an opportunity to ask questions directly to MPO staff. The attendance of the expo is shown in a graphic in the PPP and has seen a steady increase since the expo began in 2005. The PPP provides a few examples of how the public involvement in a project and their influence led to an adoption of a planning project.

#### **4.3 – Lake Havasu MPO**

The Lake Havasu MPO is a small-sized MPO administrating the region of Lake Havasu City, Arizona. The MPO planning area includes the City of Lake Havasu and the surrounding spatially connected suburbs. The MPO is entirely located within the boundaries of Mojave County, Arizona. The Lake Havasu MPO is a standalone agency, and there are two staff members at the MPO.

**Table 3: Lake Havasu MPO Characteristics**

Population	60,424
Number of Counties	1
Land Area	101 sq mi
Agency Structure	Standalone Agency
Member Agencies	City of Lake Havasu, ADOT, Mojave County
Transit Service Provider?	No
MPO Staff	2
Public Participation Plan	<a href="#">Link</a>

On February 16th, 2023, the study team had a virtual meeting with the MPO manager Justin Hembree to discuss the agency's public engagement process.

The MPO uses posts on the City's website, the local newspaper, the Chamber of Commerce, and social media to provide information to the public. They also use Facebook, Twitter, and Instagram to spread information on social media. Social media is a less effective method for public outreach for Lake Havasu MPO than traditional in-person outreach methods. They have had success with outreach during special events, including booths at local festivals that are frequent during summer months. Another successful opportunity to communicate is at a booth during Downtown First Friday events, which features music, artists, and other features that attract local residents. The MPO works with the Lake Havasu City Mayor to help with public outreach events, such as a Coffee with the Mayor, which has brought extensive public interaction. The MPO has also created incentives for filling out surveys such as one person winning a \$25 gift card, which has increased participation. The MPO goes to local churches and non-profits, and this has been a very successful way to communicate with local residents.

The MPO policy board hold meeting in person with a virtual option. Their advisory committee meetings are fully digital, due in part to the very long travel distances for committee members. The MPO hosts town halls to provide information to the public, but they have also been very beneficial for teaching residents how to use technology to help public participation. For example, they hosted a workshop to teach residents how to use the Metroquest survey tool to submit map-based comments. The MPO also goes to senior centers to seek public input. The MPO wants to begin using GIS StoryMaps for the TIP and the state long range plan. For addressing underserved communities, the MPO provides plans and surveys in both English and Spanish.

The Lake Havasu MPO's PPP explains the public involvement process steps and guidelines in the planning process. The PPP provides the schedules and locations for all the public meetings conducted by the MPO as well as the opportunities for public input in plans outside of public meetings. The use of public comments and surveys are explained in the PPP and how they are used in the decision-making process for the MPO. The PPP describes the methods used for public notification, how to evaluate public participation activities, and the process used in the development, adoption, and revisions to the PPP. The document also notes which public notification methods are planned vs. encouraged for use in the Regional Transportation Plan and the Metropolitan Transportation Improvement Program (MTIP).

One unique feature of the Lake Havasu PPP is the inclusion of a section describing how the agency evaluates the success of its public participation activities. The agency relies on both qualitative and quantitative measures and considers how feedback was incorporated into the planning process. During the peer agency interview, Mr. Hembree echoed this

sentiment, that the MPO measures success by the quality of the feedback received rather than the number of responses.

#### **4.4 – Other MPOs**

The following are descriptions and noteworthy practices of MPO Public Participation Plans that were reviewed by the study team.

##### **Metroplan – Flagstaff, Arizona**

The Metroplan MPO is a small-sized MPO administrating the region of Flagstaff, Arizona in the northern part of the state. The boundaries of the MPO consist of the City of Flagstaff and the immediate surrounding communities. The MPO is entirely located within Coconino County, Arizona and is a standalone agency.

**Table 4: Metroplan MPO Characteristics**

Population	95,835
Number of Counties	1
Land Area	530 sq mi
Agency Structure	Standalone Agency
Member Agencies	City of Flagstaff, ADOT, Coconino County
MPO Staff	4
Public Participation Plan	<a href="#">Link</a>

The Metroplan MPO PPP describes the Regional Plan update process in a graphic and breaks down the process into four steps. These processes are “get curious and gain understanding” (Phase 1), “what’s possible/what’s the vision?” (Phase 2), “plan creation” (Phase 3) and “plan adoption.” The PPP explains the importance of public participation and objectives of having the public comment on the plans. Communication strategies used by Metroplan are described in the PPP, including media and in-person events. The PPP also calls out project branding as a way to unify messaging and allow for easy identification of events and work products.

##### **Bannock TPO – Pocatello, Idaho**

The Bannock TPO is a small-sized MPO administrating the region of Pocatello, Idaho in the southeastern part of the state. The boundary of the MPO consists of the cities of Pocatello, Chubbuck, and surrounding communities. The MPO is entirely located within Bannock County, Idaho and the organization is a standalone agency.

**Table 5: Bannock TPO Characteristics**

Population	77,133
Number of Counties	1
Land Area	101 sq mi
Agency Structure	Standalone Agency
Member Agencies	Cities of Pocatello and Chubbuck, IDT, Bannock County
Public Participation Plan	<a href="#">Link</a>

The Bannock PPP describes the public involvement goals and objectives for planning projects in the region as well as the guidelines for involving the public in the planning process. The PPP addresses the planning projects administered by the MPO and provides the public comment period duration for each project. The plan includes a menu of public involvement techniques that may be used throughout the planning process. The plan emphasizes the importance of using visual representation (e.g., photo simulations and other graphics) to help explain technical concepts and notes the importance of incorporating interactive participation methods. It also notes the importance of branding to help the public recognize agency publications and events.

The PPP also includes a section outlining strategies to reach minority, low income, disabled, and Limited English Proficiency (LEP) populations.

#### **Kootenai MPO – Coeur d’Alene, Idaho**

The Kootenai MPO is a mid-sized MPO administrating the region of Coeur d’Alene, Idaho in the northern part of the state. The boundary of the MPO consists of the Cities of Coeur d’Alene, Hayden, Post Falls, and surrounding communities in Kootenai County. The MPO is entirely located within the boundaries of Kootenai County, Idaho, and the organization is a standalone agency.

**Table 6: Kootenai MPO Characteristics**

Population	171,341
Number of Counties	1
Land Area	1,312 sq mi
Agency Structure	Standalone Agency
Member Agencies	Cities of Coeur d’Alene, Hayden, and Post Falls, IDT, Kootenai County
Public Participation Plan	<a href="#">Link</a>

The Kootenai MPO PPP describes the agency’s public involvement policies and guiding principles. The MPO provides a public participation evaluation matrix that analyzes the tools used for public participation along with the corresponding evaluation criteria, performance goals and strategies, and the review period for these tools. The PPP provides

a detailed list of places to access planning project information along with a selection of websites and media outlets that provide information on the project planning process. The PPP also provides a document review and advertising schedule for the different plan updates throughout the year.

The PPP includes sub-sections describing the agency's preferred techniques for coordinating with low-income communities, communities of color, and Limited-English Proficiency populations. The document also notes how the agency coordinates with tribal governments, including the Coeur d'Alene Tribe.

DRAFT

## 5 – PARTNER AGENCY COORDINATION

The study team met with six partner agencies, including Carson City, Lyon County, Douglas County, the Washoe Tribe of Nevada and California, the Nevada Department of Transportation (NDOT), and RTC of Washoe County. These meetings provided an opportunity to learn about each agency's existing staffing and organizational structure; local agency coordination practices; and public participation/community engagement practices. Each agency was asked the following five questions:

1. What goals and/or resources does the agency have for community involvement and public information?
2. Have you collaborated with CAMPO on public outreach activities in the past?
3. Please share what you felt worked well and what could have been improved.
4. What opportunities are you aware of for expanding shared messaging and joint public outreach activities with CAMPO?
5. What do you think CAMPO can do to more effectively engage with local residents?

### 5.1 – Carson City

The study team met with James Salanoa, Carson City Community Relations Coordinator, on January 26, 2023. Because CAMPO is housed within the Carson City Public Works Department, there is a well-established and collaborative relationship between the two agencies.

Carson City utilizes a wide range of tools to communicate with members of the public, including media releases, public service announcements, frequently asked questions (FAQs), YouTube videos, and social media. Carson Now and the Nevada Appeal are news publications that broadcast Carson City topics through news coverage and purchased media. It is generally necessary to purchase ads on social media for followers to be able to readily view published content.

In developing any communication materials, Carson City focuses on the message, including why people should care about the topic and what it means to them. The City makes an effort to share the information in a way that tells the story that people will find valuable. For CAMPO, this could include stories about how transportation decisions are made and how this could potentially impact members of the public. Providing a timeline and details about how to find answers to questions is beneficial to the audience.

During this meeting, there was discussion about the potential to consider a branding or marketing campaign for CAMPO that is beyond the scope of a typical PPP. This could include a strategic analysis of the CAMPO message and identification of the priorities that

are important for the agency to convey to the public. Tools such as a refreshed website design and creation of a branded tag line could be considered. A messaging campaign to educate the public about the important function of CAMPO and associated activities could be beneficial.

## **5.2 – Lyon County**

The study team met with Andrew Haskin, Community Development Director, and Allison Taylor, Emergency/Communications Manager, from Lyon County on January 30, 2023, via a Microsoft Teams meeting.

Lyon County primarily uses Facebook and Twitter for their social media outreach, and these accounts are handled by the County Manager. LinkedIn has also been used for selective information releases. The group discussed the possibility of using NextDoor as a medium for reaching out to members of the public.

In addition to social media, the County also uses communication surveys, like the one CAMPO is currently developing. Lyon County expressed willingness to collaborate with CAMPO on messaging for future initiatives.

## **5.3 – Douglas County**

The study team met with Eric Cachinero, Douglas County Community Relations Manager, on January 24, 2023, via a Microsoft Teams meeting. Mr. Cachinero joined the County in December of 2022 and was therefore only able to speak to more recent initiatives and interactions with CAMPO.

Mr. Cachinero explained that Douglas County shares consistent messaging on multiple platforms, including Facebook, Twitter, NextDoor, and Instagram. They also follow the Facebook groups of various local community groups and respond to information posted online. The County makes an effort to engage with residents in a fun way, including their Douglas County Days of Old that shares historical posts. Douglas County also publishes information in Carson Now, the Nevada Appeal, and the Record Courier. There is an interest in developing a newsletter in the future, which could be an e-newsletter or a physical publication.

The County is currently developing a survey/poll to reach out to the community and see how people receive information and how people would like to access County information in the future. The poll will be distributed using social media and paper formats. CAMPO is also developing a survey to learn more about how people prefer to interact with the agency. There is an interest in coordinating the CAMPO and Douglas County surveys that are seeking very similar information. The draft CAMPO survey questions were presented and briefly discussed.

Overall, the County's goal is to disseminate effective messaging in a consistent way. Mr. Cachinero noted that Douglas County is willing to collaborate with CAMPO on messaging for future initiatives.

#### **5.4 – Washoe Tribe of Nevada and California**

The study team met with Kenneth Cruz, Director of the Washoe Tribal Roads Department and Tribal Transportation Program for the Washoe Tribe of Nevada and California on January 23, 2023, via a Microsoft Teams meeting. Director Cruz noted that there is a close partnership between CAMPO and the Washoe Tribe, including collaboration on the CAMPO Transportation Improvement Program (TIP) and Tribal TIP. They also worked together on the Center Drive reconstruction and other road rehabilitation projects that benefitted Tribal members.

The Washoe Tribal Council includes representatives from multiple Community Councils, including the Stewart Council and Carson Colony Council, which are located within the CAMPO planning area. Staffing resources are very limited for the Washoe Tribe, with Director Cruz conducting transportation planning, community engagement, traffic control, and snow removal, among other responsibilities.

It was noted that NDOT has a designated Tribal Liaison to coordinate with the Washoe Tribe. It was suggested that CAMPO consider similarly designating a Tribal Liaison to streamline communications. In-person discussions with the Stewart and Carson Colony Community Councils are the recommended approach for coordination and engagement. These Councils meet monthly and provide an opportunity for direct communication.

#### **5.5 – Nevada Department of Transportation (NDOT)**

The study team met with Kevin Verre, NDOT Chief of Multimodal Program Development and Jillian Emery, NDOT STIP Manager, on March 7, 2023, via a Microsoft Teams meeting. Kevin provided information about the overall NDOT coordination process, while Jillian discussed outreach for the STIP.

Kevin explained that NDOT is currently working to improve their coordination with MPOs. He suggested that CAMPO staff should plan to coordinate with NDOT on RTP projects that fall within NDOT's jurisdiction to ensure compatibility with ONTP processes and goals.

Jillian noted that NDOT has a formal STIP guidance document on their website, which outlines public participation procedures for the STIP. NDOT will be developing an agency-wide PPP similar to what the MPOs produce.

There is a 30-day public comment period for the STIP. The agency uses newspaper ads and social media posts to advertise the comment period, along with a shared email address to receive comments.

NDOT staff were not aware of any current or ongoing collaboration efforts (i.e., joint public participation activities) between NDOT and CAMPO. However, Kevin noted that NDOT wants to partner with MPOs and use their PPPs when applicable, such as in corridor studies with shared jurisdiction.

## **5.6 – RTC of Washoe County**

The study team met with Lauren Ball, RTC Washoe Public Information Officer, on February 14, 2023, via a Microsoft Teams meeting.

RTC Washoe uses social media, press releases, and post cards to relay information to the public. RTC's primary social media accounts are Facebook and Twitter, with occasional Instagram usage. Lauren uses a 3<sup>rd</sup> party app called Buffer to help create social media posts, and regularly responses to public comments made on social media. RTC coordinates with the local jurisdictions in the area to share RTC information posts to reach a wider audience.

Lauren mentioned that RTC does not have an official NextDoor account because of the price but it does use the City of Reno's account to make posts on the site.

Lauren and RTC create a weekly TV news segment on KOLO 8 News Now on Tuesday mornings and Wednesday afternoons called the Road Ahead. This is a weekly news segment that features interviews addressing transportation projects, needs and solutions. This news broadcast reaches out to the older demographic of the area, and it is Lauren's job to create the content for the segments working along with the RTC project managers.

Lauren said that RTC virtual meetings do very well with public participation and that RTC plans in the future to prioritize online/digital engagement. For the Spanish speaking residents of the area, RTC provides a Spanish translator for in person public meetings and Spanish versions of project plans. There are also ADA accessible documents available for all project plans.

## **5.7 – Federal Highway Administration**

The study team met with Enos Han, Planning Program Manager with the Federal Highway Administration, on January 18, 2023, via a Microsoft Teams meeting. He provided an overview of the MPO requirements and changes in the BIL. Key areas of emphasis include social media and other digital outreach techniques, transparency of the decision making process, and inclusion of underserved populations. CAMPO was referred to the October 2022 engagement guidance described in Section 2. The PPP will be submitted to FHWA, although federal approval of the process is not required.

## 6 – CONCLUSIONS

The research and discussions with peer and partner agencies described in this report provide a broad spectrum of tools that can be beneficial to CAMPO community engagement. Among organizations with smaller staffs, the emphasis was generally greatest on relationship building with stakeholders and other community organizations through in-person activities. Strengthening these partnerships allows agencies with limited resources to leverage the expertise and communications networks of other organizations in the region. Larger agencies tended to place a greater emphasis on digital media, which provides a broader reach and disseminates information to a greater number of people.

It is important to note that the engagement and communications needs of each specific plan or project may be different and require a customized approach. The table below offers a *menu of options that could be tailored to appropriate CAMPO initiatives*.

**Table 2: Summary of Agency Practices**

Noteworthy Agency Practices	Agency	Summary	Level of Effort
<b>In-Person Meetings or Events</b>			
Annual Transportation Expo	Dixie MPO	Participation in a large in-person community event that has participation from other local and regional agencies	Medium
Festivals and Pop-Up Events	Lake Havasu MPO	Visible presence at community festivals or events	Medium
Regular stakeholder meetings with area non-profits and other community-based organizations with an interest in transportation	Bend MPO	Focus on building partnerships with community organizations	Medium
Stewart Community and Carson Colony Council Meetings	Washoe Tribe of NV and CA	Monthly meetings to discuss community issues	Medium
Coffee Meetings	Lake Havasu MPO	Coffee with the Mayor or other local leaders is popular	Medium

Noteworthy Agency Practices	Agency	Summary	Level of Effort
Open House Events	All MPOs surveyed	Project-based open house meetings	High
Public Hearings*	All MPOs surveyed	Project-based public hearings often associated with federal requirements	High
<b>Digital Media</b>			
Electronic newsletters (eNews)	RTC Washoe	Monthly updates distributed to a broad community contact list	Medium
Website*	All MPOs surveyed	Websites provide access to useful transportation resources, but must be updated and maintained	Medium
Social media: Facebook, Twitter, Instagram, YouTube, or NextDoor	All MPOs surveyed	Ad purchases are needed to boost viewing; coordinated messaging with partner agencies is important; different demographic groups are reached by different social media platforms; humor engages the audience; resources are needed to maintain and respond	Medium
Surveys	Lake Havasu MPO	Map-based and text surveys can gather large numbers of responses	Medium
StoryMap	Lake Havasu MPO	StoryMaps are interactive websites that provide graphical interfaces. Lake Havasu is developing a TIP StoryMap	Medium
Visualization techniques*	RTC Washoe	Photo simulations, maps, and infographics make complex transportation topics easy to understand	High

Noteworthy Agency Practices	Agency	Summary	Level of Effort
Virtual/online advisory committee meetings	Lake Havasu MPO, RTC Washoe	Advisory committees were often successful in virtual formats to increase participation	Medium
Email lists	All MPOs surveyed	Direct communication with residents and other stakeholders	Low
<b>Traditional Media</b>			
Press release	All	Provide information to local media outlets	Low
Media ad purchase/ sponsored TV or radio segments	RTC Washoe	Targeted messages developed by the agency on various topics	Medium
Display ads	All	Large format and more graphical print ads about upcoming meetings	Medium
Legal ads*	All	May be required for some MPO actions	Low
Strong working relationship with local media	All	Beneficial to have open communication channels with local media	Medium
<b>Print</b>			
Mail notices	All	Use USPS mail to distribute notices	Medium
Comment forms	All	Provides opportunity to comment at public meetings	Low
<b>ADA and Language Accessibility</b>			
Spanish language translation*	Bend MPO, Lake Havasu MPO	Provide print and online materials in languages used by local residents	Medium/High
ADA accessible websites and digital materials*	RTC Washoe	Ensure digital materials are ADA compliant	Medium/High

\* Required by federal and/or state statute

The expanded reach of social media has increased its importance in public participation efforts. Social media platforms vary in terms of audience demographics, such as age, or geographic area. Ad purchases are growing more necessary to allow subscribers/followers

to view agency content. The importance of a consistent message across platforms was emphasized by many agencies interviewed. The benefit of humor in encouraging higher levels of interaction was also noted, as exemplified in the California Highway Patrol inclement weather warning shown in this section.

### 6.1 – Potential CAMPO PPP Goals

CAMPO seeks to develop aspirational goals for the community engagement process. The existing PPP goals are primarily focused on disseminating information to the public and seeking comments on proposed plans, as described in Section 3. The agency has an interest in expanding meaningful public participation throughout the planning and project development process. This involves providing opportunities for members of the community to shape the vision and priorities of both regional plans and corridor-based improvements. The stakeholder meetings held as part of this process also identified the need to expand awareness about CAMPO and the important work the agency conducts.

Potential goals for CAMPO to consider as part of the update to the PPP include the following:

- Implement an equitable and inclusive engagement process
- Increase public engagement throughout transportation planning and project development
- Consider the concerns and priorities of residents in the selection of transportation investments
- Strengthen community partnerships throughout the region
- Develop transportation investments that do not disproportionately burden any population with adverse impacts
- Conduct outreach that bridges language, cultural, and economic differences
- Provide reasonable accommodation and access to people with disabilities, so that they can easily participate in the regional planning process

The PPP update process provides an opportunity to expand the range of tools used by CAMPO in community engagement. This update can include a focus on identifying the appropriate outreach technique for each plan or project type, while maximizing the limited resources available.





## Draft Public Participation Plan

May 9, 2023

### **Carson Area Metropolitan Planning Organization**

Serving Carson City, Northern Douglas County and Western Lyon County

*This report was funded in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation. The views and opinions of the Carson Area Metropolitan Planning Organization expressed herein do not necessarily state or reflect those of the U.S. Department of Transportation.*

# TABLE OF CONTENTS

<b>1. Introduction .....</b>	<b>1</b>
<b>2. Public Participation Plan Purpose and Goals.....</b>	<b>2</b>
<b>2.1. Purpose .....</b>	<b>2</b>
<b>2.2. Outreach Goals .....</b>	<b>3</b>
2.2.1    Underserved and Underrepresented Populations.....	3
2.2.2    Accessibility.....	3
<b>3. Federal and State Requirements.....</b>	<b>4</b>
<b>3.1. Federal Requirements .....</b>	<b>4</b>
<b>3.2. State Requirements .....</b>	<b>5</b>
<b>4. Outreach Strategies and Tools .....</b>	<b>6</b>
<b>4.1. In-Person Engagement.....</b>	<b>6</b>
<b>4.2. Digital and Print Engagement.....</b>	<b>7</b>
<b>5. Public Participation for MPO Documents .....</b>	<b>9</b>
<b>5.1. Regional Transportation Plan .....</b>	<b>9</b>
<b>5.2. Transportation Improvement Program.....</b>	<b>10</b>
5.2.1    Transportation Improvement Program Project Outreach .....	11
<b>5.3. Unified Planning Work Program.....</b>	<b>11</b>
<b>5.4. Public Participation Plan .....</b>	<b>11</b>
<b>6. Evaluation.....</b>	<b>12</b>
<b>7. How to Contact CAMPO .....</b>	<b>14</b>

## LIST OF ACRONYMS

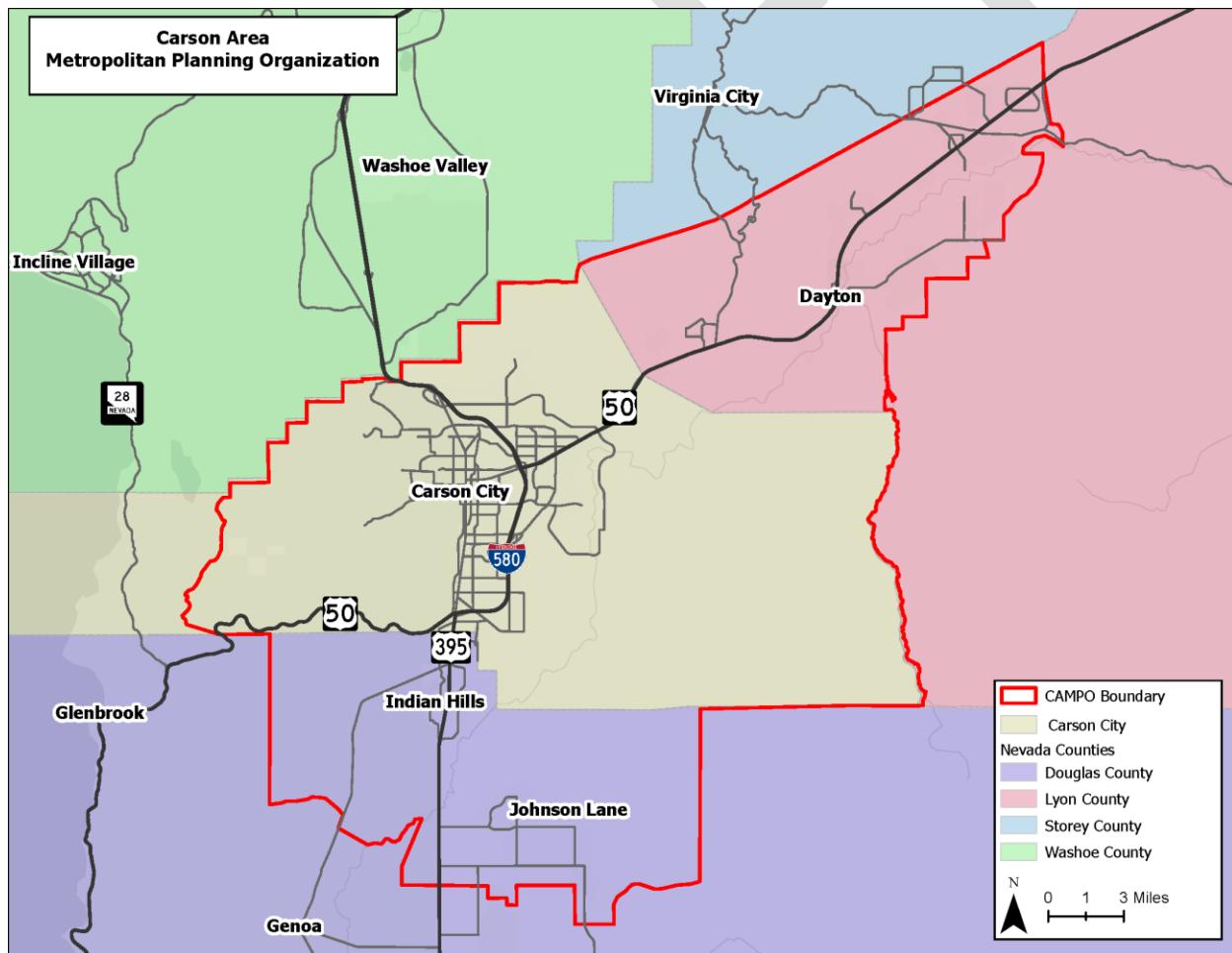
ADA	Americans with Disabilities Act
C.F.R.	Code of Federal Regulations
CAMPO	Carson Area Metropolitan Planning Organization
LEP	limited English proficiency
MPO	Metropolitan Planning Organization
NRS	Nevada Revised Statutes
OML	Open Meeting Law
PPP	Public Participation Plan
RTP	Regional Transportation Plan
TIP	Transportation Improvement Program
UPWP	Unified Planning Work Program

## 1. INTRODUCTION

The Carson Area Metropolitan Planning Organization (CAMPO) is committed to promoting meaningful community engagement in the regional transportation planning process. Robust public and stakeholder involvement from planning through implementation will result in investments that meet the needs of the traveling public. This Public Participation Plan (PPP) identifies the goals, strategies, and tools to be used to encourage participation.

CAMPO is the federally recognized Metropolitan Planning Organization (MPO) for the Carson City urbanized area. An MPO is a federally mandated and federally funded transportation policymaking organization that is made up of representatives from local government and governmental transportation authorities.

CAMPO's planning area encompasses nearly all of Carson City (except for the area within the Tahoe Basin), along with portions of northern Douglas County and western Lyon County, as shown in the map below.



**Figure 1: CAMPO Planning Area**

Because CAMPO is housed within the Carson City Public Works Department, there is a well-established and collaborative relationship between the two agencies. However, the agencies do not adhere to the same policies or requirements, nor do they maintain the same procedures for public outreach due to the additional federal requirements for MPOs.

## 2. PUBLIC PARTICIPATION PLAN PURPOSE AND GOALS

### 2.1. Purpose

CAMPO is seeking opportunities to increase meaningful public participation in the transportation planning process. The USDOT defines meaningful public outreach as a process that proactively seeks full representation from the community, considers public comments and feedback, and incorporates that feedback into a project, program, or plan when possible. This includes outreach that begins early in the planning process and continues through design and construction, providing opportunities for input that will shape project outcomes, and tailoring outreach methods to the unique needs of each undertaking.

Robust community engagement results in transportation plans and strategies that address the concerns of area residents and businesses and facilitates successful project implementation. The outreach process places a priority on innovative approaches, outreach to underserved communities, and strengthening partnerships with other regional agencies.

Outreach strategies will draw from a set of tools tailored to the type of plan or project and the stage within the planning process. It is important to consider the type of outreach that will be most effective in achieving the desired outcome, such as providing information, visioning, and responding to recommendations to foster meaningful engagement.

CAMPO will use a variety of outreach strategies and tools with the goal of reaching a diverse and representative subset of the region's population. A combination of virtual/online and in-person engagement opportunities will be offered to ensure wide accessibility (see Section 4).



## 2.2. Outreach Goals

CAMPO's outreach goals seek to provide opportunities for meaningful community and stakeholder engagement throughout the transportation planning process. This means providing opportunities for the community to shape the vision and priorities of both regional plans and corridor-based improvements. The agency's outreach goals are summarized in the following graphic:

- 1 Increase public engagement throughout the transportation planning and project development process
- 2 Consider the concerns and priorities of residents in the selection of transportation investments
- 3 Implement an equitable and inclusive engagement process that bridges language, cultural, and economic differences
- 4 Strengthen community partnerships throughout the region
- 5 Provide reasonable accommodation and access to people with disabilities, so that all residents can easily participate in the regional planning process

### 2.2.1 Underserved and Underrepresented Populations

CAMPO is committed to providing an equitable and inclusive planning process, including adherence to its Title VI Plan. This means reaching out to a broad spectrum of residents and targeting populations who may have been traditionally underserved. It also means making special efforts to reach populations who are often underrepresented in the planning process, including youth, minorities, limited English proficiency (LEP) populations, older adults, and individuals with disabilities. Ensuring that the outreach process reaches a diverse audience helps ensure more equitable plans, policies, and projects. Thus, the agency will strive to move beyond simply satisfying Title VI requirements and create a truly inclusive process.

### 2.2.2 Accessibility

Accessibility includes access to places and information. CAMPO is committed to providing both traditional and modern accessibility measures. The agency is committed to holding public meetings and events in accessible spaces (i.e., those that are accessible for individuals with disabilities and on transit routes), at convenient times, through adequate public notice, and with meeting materials in accessible formats. In compliance with federal requirements, materials will be provided in multiple languages and/or a screen-reader-accessible format, or translation services will be provided upon request. CAMPO will use visualizations such as

maps and charts to help describe plans and will make public information available in electronically accessible formats.

CAMPO's metropolitan planning process will be carried out in accordance with the provisions of the Americans with Disabilities Act (ADA) of 1990 and the Rehabilitation Act of 1973, which states:

*...that no otherwise qualified individual with a disability in the United States shall, solely by reason of his or her disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.*

## **3. FEDERAL AND STATE REQUIREMENTS**

### **3.1. Federal Requirements**

Regional transportation planning is guided by laws, rules, and policies set by federal and state governments. Federal law requires that MPOs develop a PPP identifying opportunities for the public and interested stakeholders to be involved in transportation planning processes. The PPP serves as a handbook that outlines methods for engagement and strategies for obtaining meaningful input and describes state and Federal regulations regarding public participation.

Under the Bipartisan Infrastructure Law, the latest federal surface transportation funding and authorization bill signed in 2022, MPOs must identify a broad and inclusive list of stakeholders that should be provided with opportunities to comment and be involved in planning processes. This includes affected state and local government agencies, tribal governments, federal land management agencies, transportation disadvantaged populations, transportation providers, traditionally underserved populations, and others. This legislation also encourages MPOs to use social media and web-based tools to foster public participation and solicit public feedback.

Federal law (23 Code of Federal Regulations [C.F.R.] 450.316) dictates that a minimum 45-day comment period is to be provided before the PPP is adopted by the MPO. It must be provided to both the Federal Highway Administration and Federal Transit Administration and also be posted online. MPOs are also required to coordinate with the statewide transportation planning public participation and consultation processes.

CAMPO will continue to adhere to all applicable federal requirements for public participation.

### **3.2. State Requirements**

Public engagement within Nevada must adhere to the [Nevada Open Meeting Law](#) (Nevada Revised Statutes [NRS] 241.020). The Nevada Open Meeting Law (OML) was enacted in 1960 to ensure that the actions and deliberations of public bodies be conducted openly.

Proper notice must be given in advance of each meeting of a public body (prior to 9:00 a.m., three working days before the meeting) and must include:

- Time, place, location, and/or how to join remotely
- Live public comment option
- List of locations where notice is posted and contact info
- Clear statement of topics to be considered
- List of items “for possible action”
- Be posted on agency website and state website

Meeting agendas will be posted at the following locations:

- Carson City Hall: 201 North Carson Street
- Carson City Library: 900 North Roop Street
- Carson City Community Center: 851 E William Street
- Carson City Public Works: 3505 Butti Way
- Carson City Development Services, Planning Division: 108 E Proctor Street
- Douglas County Executive Offices: 1594 Esmeralda Avenue, Minden
- Lyon County Manager’s Office: 27 South Main Street, Yerington
- Nevada Department of Transportation: 1263 S Stewart Street, Carson City
- Carson City Website: [www.carson.org/agendas](http://www.carson.org/agendas)
- Official State Website: <https://notice.nv.gov>

Meetings should include periods for public comment at the beginning and end of the meeting, or after each item. CAMPO Board and committee members may participate in meetings remotely; however, a physical location will be provided to allow members of the public to attend and interact with members in real time. The public will also be given the opportunity to hear/observe the meeting live; comment via phone, other remote system, or by prerecorded message; and view materials posted on the CAMPO website per NRS 241.020(11) posting procedures. Written minutes should be kept of each meeting. CAMPO will also continue to adhere to the Nevada OML in its outreach practices.

## 4. OUTREACH STRATEGIES AND TOOLS

To achieve the goals outlined in Section 2, CAMPO will make use of a variety of outreach strategies and tools, as described below. CAMPO implements a wide variety of planning initiatives, including corridor studies, transportation policies, and area plans, in addition to the required MPO documents. Each individual planning effort may require a customized outreach approach to best meet the needs of the community. In addition, some engagement tools are targeted toward ongoing outreach and education and to strengthen relationships with community partners, rather than for specific planning projects. Sign-in sheets shall be provided at each in-person activity, where appropriate, following the requirements in CAMPO's Title VI Plan.

### 4.1. In-Person Engagement

IN-PERSON ENGAGEMENT	
<ul style="list-style-type: none"><li>• CAMPO Board Meetings</li><li>• Other Council and Commission Meetings</li><li>• Public Hearings</li><li>• Advisory Committee Meetings</li><li>• Stakeholder Meetings</li><li>• Small Group Meetings</li><li>• Community Events</li><li>• Open House Events</li></ul>	<p><b>CAMPO Board Meetings:</b> Information about core planning products and other key transportation plans and studies will be presented periodically at CAMPO Board Meetings. Some materials will be presented for approval, while others will be for information and/or discussion only.</p> <p><b>Other Council and Commission Meetings and Presentations:</b> CAMPO will present to Councils, Commissions, and other elected officials throughout the planning process. These presentations will ensure that elected officials remain apprised of agency efforts and provide an opportunity for questions and feedback before draft and final materials are produced.</p> <p><b>Public Hearings:</b> Public hearings provide a formal opportunity for members of the community to provide comments into the public record for consideration by local officials and project team members. Public hearing requirements may be satisfied through CAMPO Board meetings and/or other council and commission meetings.</p>

**Advisory Committee Meetings:** Advisory committees will be formed for selective plans and projects. Members will meet throughout the planning process to assist with visioning, review draft work products, and other tasks.

**Stakeholder Meetings:** These meetings will be used to collect feedback from targeted groups of community leaders and other residents. Stakeholders are often involved throughout the duration of a specific plan or project and have more specific knowledge or experience.

**Small Group Meetings:** Small group meetings may include targeted meetings or special events to facilitate discussions and question and answer sessions. These meetings provide an opportunity for informal dialogue among residents, planning staff, elected officials, and other community representatives.

**Community Events:** CAMPO will selectively participate in community events to help distribute information and/or collect feedback about ongoing planning efforts. These events will allow the agency to meet people where they are.

**Open House Events:** Open houses are typically larger events occurring at selective times during the planning process, such as during visioning, project selection, or draft plan preparation. They may be virtual or in-person and include a presentation, boards, surveys, and opportunities for commenting. They also provide an opportunity for residents to ask questions and interact directly with MPO staff.

## 4.2. Digital and Print Engagement

### DIGITAL AND PRINT ENGAGEMENT

- Electronic Newsletters
- Websites
- StoryMaps
- Social Media
- Surveys
- Visualizations
- Press Releases
- Ads
- Mail Notices
- Comment Forms
- Translation
- Accessible Materials

**Electronic Newsletters/Email Lists:** Newsletters and email lists are used to share information electronically with larger groups of stakeholders and residents. Interested parties have the ability to sign up to receive correspondence throughout the planning process.

**Websites:** The web presence for a plan or project can be part of an existing or a new site devoted to the effort. A project website or web page is used to share information about the effort, including purpose, timeline, major milestones, and upcoming events. Draft and final materials can also be posted.

**StoryMap:** A StoryMap is a specific type of project website used to present maps and data in a more user-friendly format. StoryMaps are interactive and intuitive to use, and relatively easy to develop and customize.

**Social Media:** The expanded reach of social media has increased its importance in public participation efforts. Social media platforms vary in terms of audience demographics, such as age and geographic area. CAMPO will work to engage a diverse set of residents through platforms such as Facebook, Twitter, Instagram, YouTube, and NextDoor. The agency will emphasize consistent messaging across platforms. Paid advertising may be used to boost views and engagement, as needed.

**Surveys:** Surveys are an excellent tool for collecting feedback and ideas from a large and diverse audience. Both paper and online versions can be developed to ensure accessibility and inclusiveness. Online versions facilitate the process of compiling and analyzing results.

**Visualization Techniques:** Photos, infographics, 3D visualizations, before-and-after images, and other visualization techniques help bring plans to life. They also help residents better understand technical concepts. CAMPO is committed to using a variety of visualization techniques to make the planning process more engaging and effective.

**Press Releases:** Press releases are used to formally announce a plan, study, or upcoming event. They may be shared with local media and partner agencies for further distribution.

**Media Ads/Sponsored Segments:** Media ads and/or sponsored radio segments may be used to disseminate information and advertise upcoming participation opportunities.

**Display Ads:** Display ads are larger format or graphical ads used to bring attention to a plan, study, or event. They may be placed in print or online media.

**Legal Ads:** Legal ads are required for specific plans. These ads are typically included in print media to provide notice of formal comment periods.

**Mail Notices:** Notices describing participation opportunities may be mailed to affected residents for plans and studies, as appropriate.

**Comment Forms:** Comment forms are used to collect feedback at various points in the planning process. They may be provided at in-person meetings and events, or on project websites/web pages.

**Language Translation:** Language translation may be provided proactively for some written materials or upon request.

**ADA Accessible Websites and Materials:** All print and web materials will meet or exceed federal ADA accessibility requirements to ensure an inclusive planning process. Some websites, web pages, and PDF documents may also be provided in a screen reader accessible format.

## 5. PUBLIC PARTICIPATION FOR MPO DOCUMENTS

### CORE PLANNING PRODUCTS

 **RTP:** Long-range plan that guides transportation planning and policy decisions

 **TIP:** Short-term program that implements the projects in the RTP

 **UPWP:** Statement of work that identifies the planning priorities and activities

 **PPP:** Plan that guides outreach efforts for the RTP, TIP, UPWP, and other studies

CAMPO produces several core transportation planning products, including the Regional Transportation Plan (RTP), the Transportation Improvement Program (TIP), the Unified Planning Work Program (UPWP), and the PPP. Each of these documents is produced and maintained separately in compliance with specific federal and/or state regulations, including the Bipartisan Infrastructure Law and the Nevada Open Meeting Law, as described in Section 3. Each of the core planning products have different requirements for public participation as described in the following sections.

### 5.1. Regional Transportation Plan

The **Regional Transportation Plan (RTP)** is a long-range plan that guides transportation planning and policy decisions over the next 20+ years. It sets the tone for transportation investments by identifying a regional vision, setting goals and objectives, and identifying a fiscally constrained list of projects aimed at achieving the stated vision and goals. The RTP is updated at a minimum of every 5 years.

A final draft for adoption or formal amendment to the RTP will be available for review by the CAMPO Board, general public, and, if applicable, by the Advisory Workgroup, during an official public review period of no less than 30 days. Any comments received during the formal public review period will be documented in a record of public comment developed specifically for each update and provided to CAMPO for its consideration prior to taking final action on the plan. All documented comments will be made available to the general public.

An administrative modification to the RTP is a minor revision that includes but is not limited to changes to document references, project/project phase costs, informational consistency, and other miscellaneous grammatical items as determined by staff. An administrative modification is a revision that does not require public review and comment or a redemonstration of fiscal constraint.

In the event of an administrative modification, CAMPO staff may act to implement minor revisions to the RTP without public review or comment. The CAMPO Board will be informed of any administrative modifications that occur at the next meeting of the Board following the modification.

Approval of a new RTP may include the formation of an advisory workgroup that will meet periodically based upon a predetermined plan development schedule as the development of each section progresses.

## **5.2. Transportation Improvement Program**

The **Transportation Improvement Program (TIP)** implements the projects in the RTP in the near-term, over at least a 4-year period. The TIP is updated at least every 4 years to ensure that high-priority projects from the RTP are being funded and implemented in a timely manner.

The final draft of an adoption or formal amendment to the TIP will be presented for public review for a period of no less than 14 days. Any comments received during the formal public review period will be documented in a record of public comment developed specifically for each update and provided to CAMPO for its consideration prior to taking final action on the plan. All documented comments will be made available to the general public.

An administrative modification to the TIP will follow the same criteria adopted by the Nevada Department of Transportation, which has been approved by the Federal Highway Administration. An administrative modification will be applied under the following situations:

1. When there is a change in a public funding category with no change in the priority of a project in the TIP.
2. When a project is moved from one year of the TIP to another year of the TIP, either forward or back.
3. When a positive cost estimate change representing less than either \$5 million or 20% of the total project cost is requested/anticipated.
4. When a positive or negative change in the unprogrammed balance forward is received.
5. When a positive or negative change in the anticipated fund allocation is received.
6. When a project is added to use federal funds for repayment of previously authorized work and all repayments will come from unallocated funds.
7. When a new planning study is identified.
8. When a project is advance constructed.

In the event of an administrative modification, CAMPO staff may act to implement minor revisions to the TIP without public review or comment. The CAMPO Board will be informed of any administrative modifications that occur at the next meeting of the Board following the modification. CAMPO's public participation process satisfies the public participation process for the TIP.

### **5.2.1 Transportation Improvement Program Project Outreach**

For each project detailed in the CAMPO TIP, CAMPO encourages the lead agency to use the outreach strategies outlined in Section 4 to receive input that informs and shapes the project design prior to completion of the project.

### **5.3. Unified Planning Work Program**

The **Unified Planning Work Program (UPWP)** is a statement of work identifying the planning priorities and activities to be undertaken within the CAMPO planning area over the next 2 years. The UPWP includes a description of planning work and resulting products, details about who will perform the work, the timeframe for completing each of the work elements, the cost of each of the work elements, and the funding source for each of the work elements.

The final draft of an adoption or formal amendment to the UPWP will be presented for public review for a period of no less than 30 days. Any comments received during the formal public review period will be documented in a record of public comment developed specifically for each update and provided to CAMPO for its consideration prior to taking final action on the plan. All documented comments will be made available to the general public.

### **5.4. Public Participation Plan**

The **Public Participation Plan (PPP)** guides outreach efforts for the agency's RTP, TIP, UPWP, and other transportation planning studies, as appropriate. The effectiveness of the PPP will be periodically reviewed to ensure the plan continues to provide an easily accessible process for all of those wishing to be involved. If the CAMPO Board or staff determines that the existing PPP can be improved, a new public comment period will ensue following any significant changes to the document. An update to this document will include the formation of an advisory workgroup that will meet periodically based upon a predetermined plan development schedule as the development of each section progresses.

A final draft of an adoption or formal amendment to the PPP will be available for review by the advisory workgroup, CAMPO Board, and general public during an official public review period of no less than 45 days. Any comments received during the formal public review period will be documented in a record of public comment developed specifically for each update and provided to CAMPO for its consideration prior to taking final action on the plan. All documented comments will be made available to the general public.

An administrative modification to the PPP is a minor revision that includes but is not limited to changes to document references, changes for informational consistency, and other changes to address miscellaneous grammatical items as determined by staff.

## 6. EVALUATION

CAMPO is constantly seeking opportunities to increase meaningful public participation in the transportation planning process. To ensure continued improvement, the agency is committed to evaluating the effectiveness of outreach strategies being employed on a regular basis. Outreach strategies the agency may use throughout the planning process, along with their desired outcomes and associated evaluation measures are summarized in Table 2 below. The agency will use a combination of qualitative and quantitative evaluation measures to create a more holistic view of success.

**Table 2: Evaluation of Public Outreach Strategies**

Strategy	Desired Outcomes	Evaluation Measures
Participation in community events	<ul style="list-style-type: none"><li>Share information and collect feedback from a large and diverse audience</li><li>Meet people where they are</li></ul>	<ul style="list-style-type: none"><li>Number of interactions</li><li>Quality of feedback received</li></ul>
Stakeholder meetings	<ul style="list-style-type: none"><li>Collect targeted feedback from area nonprofits and other community-based organizations with an interest in transportation</li><li>Build partnerships with community organizations</li></ul>	<ul style="list-style-type: none"><li>Number of meetings</li><li>Partnerships formed</li><li>Quality of feedback received</li></ul>
Council meetings/presentations	<ul style="list-style-type: none"><li>Give presentations to keep elected officials apprised of CAMPO activities</li></ul>	<ul style="list-style-type: none"><li>Number of meetings attended</li><li>Number of presentations given</li></ul>
Advisory committee meetings	<ul style="list-style-type: none"><li>Use in-person and virtual formats to increase participation</li></ul>	<ul style="list-style-type: none"><li>Number of meetings with each format offered</li><li>Attendance</li></ul>
Informal, small group meetings (e.g., coffee chats)	<ul style="list-style-type: none"><li>Use small group meetings to collect targeted feedback</li></ul>	<ul style="list-style-type: none"><li>Number of sessions</li><li>Diversity/quality of feedback</li></ul>
Open house events	<ul style="list-style-type: none"><li>Use open house meetings to share information with and collect feedback from larger groups</li></ul>	<ul style="list-style-type: none"><li>Number of meetings held</li><li>Meeting attendance</li></ul>

Strategy	Desired Outcomes	Evaluation Measures
Public hearings*	<ul style="list-style-type: none"> <li>Hold project-based public hearings to satisfy federal requirements</li> </ul>	<ul style="list-style-type: none"> <li>Number of hearings held</li> </ul>
Electronic newsletters/email lists (eNews)	<ul style="list-style-type: none"> <li>Provide periodic updates to a broad community contact list</li> </ul>	<ul style="list-style-type: none"> <li>Number of subscriptions/ individuals on list</li> </ul>
Website*	<ul style="list-style-type: none"> <li>Provide 24/7 access to useful transportation resources</li> </ul>	<ul style="list-style-type: none"> <li>Monthly pageviews</li> <li>Average length of visit</li> </ul>
Social media: Facebook, Twitter, Instagram, YouTube, and/or NextDoor	<ul style="list-style-type: none"> <li>Reach a large, diverse audience</li> <li>Advertise events and opportunities to provide feedback</li> <li>Collaborate with partner organizations to reach a larger audience</li> </ul>	<ul style="list-style-type: none"> <li>Audience reached (number and location)</li> <li>Number of comments, likes, and shares</li> </ul>
Surveys	<ul style="list-style-type: none"> <li>Use map-based and text surveys to gather feedback from large and diverse audiences</li> </ul>	<ul style="list-style-type: none"> <li>Number of responses</li> </ul>
StoryMap	<ul style="list-style-type: none"> <li>Use StoryMaps to provide information via an interactive experience</li> </ul>	<ul style="list-style-type: none"> <li>Pageviews</li> <li>Average duration of user visits</li> </ul>
Visualization techniques*	<ul style="list-style-type: none"> <li>Make complex transportation topics easy to understand</li> </ul>	<ul style="list-style-type: none"> <li>Type, quality, and quantity of visualizations used</li> </ul>
Press releases	<ul style="list-style-type: none"> <li>Provide information to local media outlets</li> </ul>	<ul style="list-style-type: none"> <li>Number of press releases</li> </ul>
Media ad purchase/ sponsored TV or radio segments	<ul style="list-style-type: none"> <li>Provide targeted messages developed by the agency on various topics</li> </ul>	<ul style="list-style-type: none"> <li>Number of ads/segments</li> <li>Audience reached (number/diversity)</li> </ul>
Display ads	<ul style="list-style-type: none"> <li>Place large format and/or graphical print ads about upcoming meetings</li> </ul>	<ul style="list-style-type: none"> <li>Number of ads placed</li> </ul>
Legal ads*	<ul style="list-style-type: none"> <li>Place legal ads in print and/or online media as required</li> </ul>	<ul style="list-style-type: none"> <li>Number of ads placed</li> </ul>

Strategy	Desired Outcomes	Evaluation Measures
Mail notices	<ul style="list-style-type: none"> <li>Use U.S. Postal Service mail to distribute notices as appropriate</li> </ul>	<ul style="list-style-type: none"> <li>Number of notices mailed</li> </ul>
Comment forms	<ul style="list-style-type: none"> <li>Provide opportunities to comment at virtual and in-person public meetings</li> </ul>	<ul style="list-style-type: none"> <li>Number of comments received</li> <li>Quality of comments received</li> </ul>
Language translation*	<ul style="list-style-type: none"> <li>Provide print and online materials in languages used by local residents</li> </ul>	<ul style="list-style-type: none"> <li>Number of documents translated</li> <li>Number of requests received for translation</li> </ul>
ADA-accessible websites and digital materials*	<ul style="list-style-type: none"> <li>Provide ADA-compliant digital materials</li> </ul>	<ul style="list-style-type: none"> <li>Type and/or quantity of materials translated</li> <li>Plans/projects for which translation services were provided</li> </ul>

\* Required by federal and/or state statute

## 7. HOW TO CONTACT CAMPO

All comments received at a CAMPO meeting or event will be recorded or accepted in person at the time of a meeting. In addition, comments will be accepted at any other time and may be submitted via mail or faxed to the following address:

Carson City Public Works Department  
 Attention: Transportation Division  
 3505 Butti Way  
 Carson City, NV 89701  
 (P) 775-887-2355  
 (F) 775-887-2112

Comments may be submitted at any time through the CAMPO website, [www.carsonareampo.com](http://www.carsonareampo.com), by email to [campocomments@carson.org](mailto:campocomments@carson.org) or through Carson City's virtual city hall available online at [Carson.org/Connect](http://Carson.org/Connect).

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# Carson Area Metropolitan Planning Organization Public Participation Plan

Survey Results 3/23/24 – 6/15/23

1

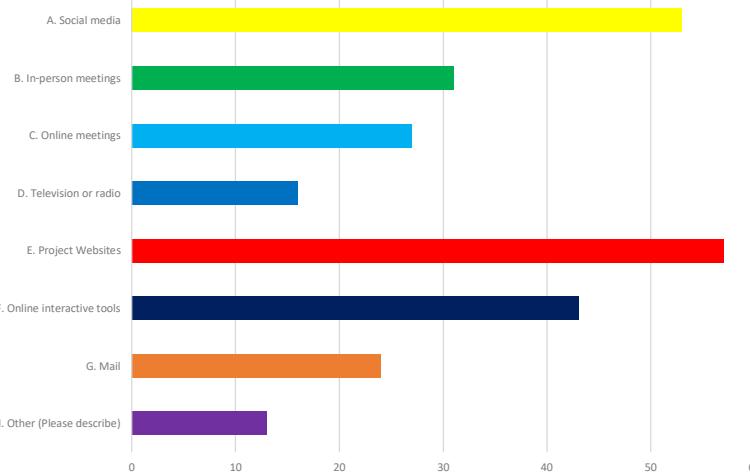
**1). Do you feel that transportation planning is important to you and/or your family? (yes/no)**



Answers	Count	Percentage
Yes	99	95.19%
No	5	4.81%

2

## 2). How would you prefer to receive information or interact with CAMPO staff in transportation planning?



Answers	Count	Percentage
Social Media	53	20.08%
In-person meetings	31	11.74%
Online meetings	27	10.22%
Television or radio	16	6.06%
Project websites	57	21.59%
Online interactive tools	43	16.29%
Mail	24	9.09%
Other	13	4.93%

3

### 2a) If other, please describe

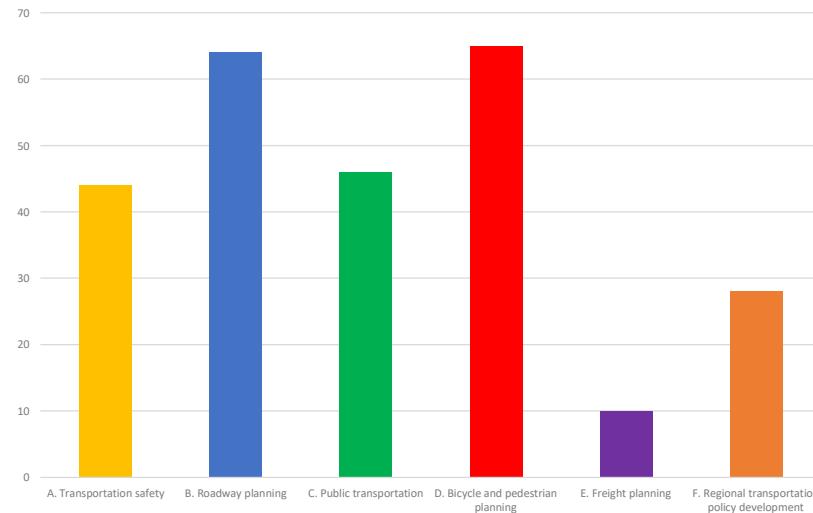
- Other options submitted:

Word	Count
Email	6
Put notice on bulletin boards	1
Newspaper	1
Carsonnow.com	3
Carson Now, Nevada Appeal	1
Any form about transportation information is extremely important for any kind of situation	1
All of the above	1



4

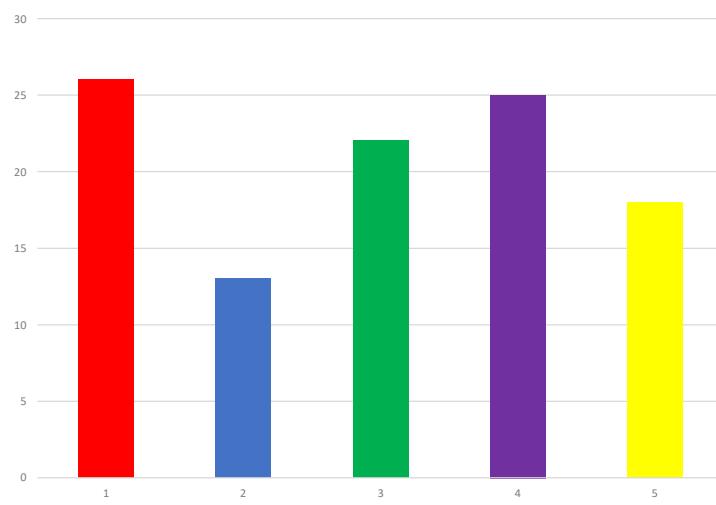
### 3) In what types of transportation planning are you most likely to participate?



Answers	Count	Percentage
Transportation safety	44	17.12%
Roadway planning	64	24.90%
Public transportation	46	17.91%
Bicycle and pedestrian planning	65	25.29%
Freight planning	10	3.89%
Regional transportation policy development	28	10.89%

5

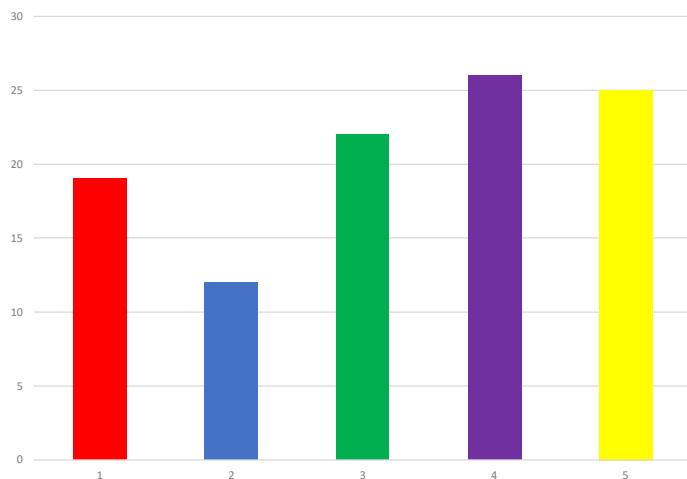
### 4) How likely are you to attend an in-person public meeting about transportation? (on a scale of 1-5, 1 being the lowest and 5 being the highest)



Answers	Count	Percentage
1	26	25%
2	13	12.5%
3	22	21.15%
4	25	24.04%
5	18	17.31%

6

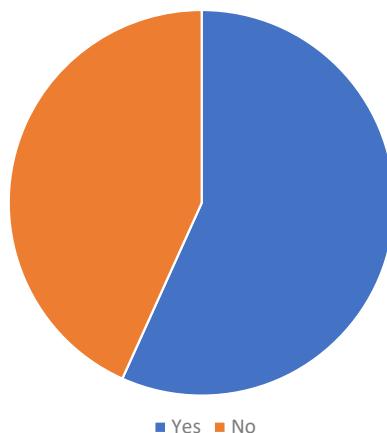
**5) How likely are you to attend an online public meeting about transportation? (on a scale of 1-5, 1 being the lowest and 5 being the highest)**



Answers	Count	Percentage
1	19	18.27%
2	12	11.54%
3	22	21.15%
4	26	25%
5	25	24.04%

7

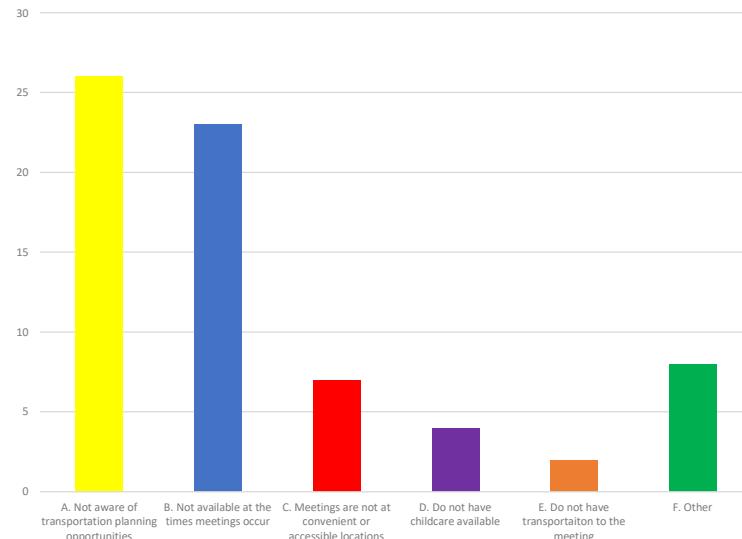
**6) Are there barriers that prevent you from participating in transportation planning? (yes/no)**



Answers	Count	Percentage
Yes	59	56.73%
No	45	43.27%

8

## 6a) If yes, what are the barriers?



Answers	Count	Percentage
A. Not aware of transportation planning opportunities	26	37.14%
B. Not available at the times meetings occur	23	32.86%
C. Meetings are not at convenient or accessible locations	7	10%
D. Do not have childcare available	4	5.71%
E. Do not have transportation to the meeting	2	2.86%
F. Other	8	11.43%

9

## 6b) If other, please describe

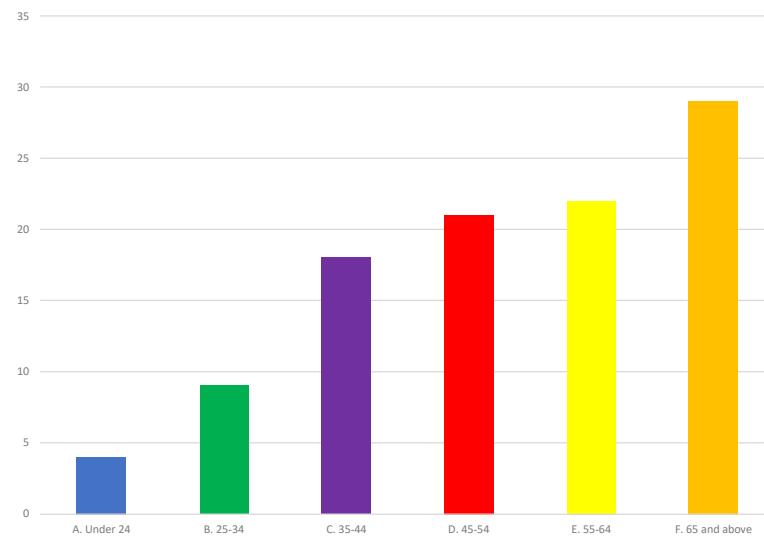
- Other options submitted:



Word	Count
You don't have a question about transportation suggestions, so I will put it here. There needs to be a bus service from Carson City to the Reno Airport	1
Severe weather or summer weather conditions	1
Nursing school	1
Not really interested	1
Not enough hours in the day...	1
Medical condition	1
I work a lot. I am too tired to go to meetings	1
I travel a lot and may be out of town. I will attend if I am here	1
Health issues	1

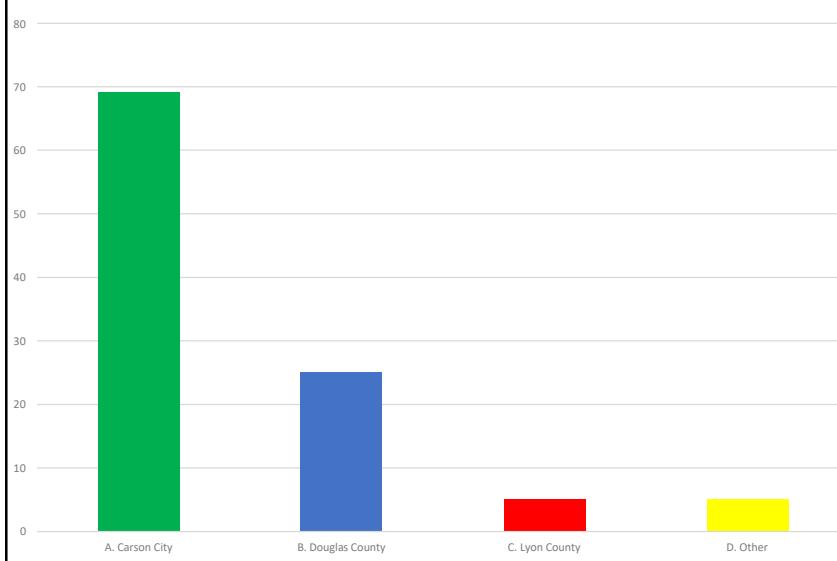
10

## 7) Please describe your age range



11

## 8) Where do you live?



12

## 8a) If other, where?

Answer	Count
Reno	3
Storey County	1
Carson City and Douglas County	1

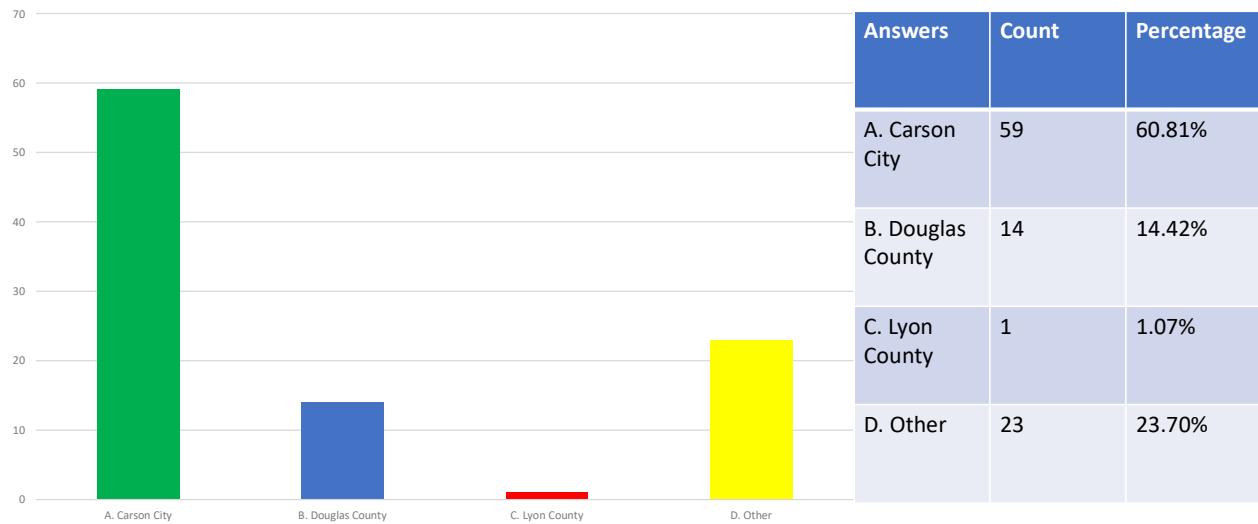


## 8b) What is your street name?



13

## 9) Where do you work?



14



### 9a) If other, where?

Answer	Count
Retired	21
Storey County	1
Reno	1
I don't work	1
Currently Bahrain	1
Carson, Douglas, Washoe, Lyon, Etc	1

**CAMPO PPP Public Comments Received****5/19/2023**

Hi Kelly & other CAMPO folks,

From our limited interaction, it seems to me that CAMPO is checking all the boxes RE FLMA & Tribal engagement, so there wouldn't likely be any corrective actions – and the only recommendation might be to formalize the engagement processes that you are already doing in your PPP in your next update cycle. Honestly I think you guys are in a better spot than almost all other MPOs we have worked with, so kudos to you 😊

Best of luck with the public engagement efforts, remember free food always brings people out!

Looking forward to our site visit in July,



**Andrew Valdez**

Planning, Programming & Environment

[Federal Lands Highways](#)

720.963.3329



CAMPO Response:

Thank you for your comment, Andrew. CAMPO has added a Section 6 entitled, "Evaluation" to the Draft CAMPO PPP. In this Section, CAMPO details outreach strategies, desired outcomes, and possible evaluation measures that could be reported within the Annual CAMPO Monitoring Report to formalize the engagement process.

**6/20/ 2023**

At the June 20<sup>th</sup> meeting of the Regional Transportation Stakeholder Coalition, Carson City Parks and Recreation Director Jennifer Budge asked if we did outreach in Spanish. She mentioned the high school population is about 50% Hispanic.

CAMPO Response:

Thank you for your comment and question, Jennifer. CAMPO released a Spanish and English language PPP Survey from March 9, 2023 through May 31, 2023. CAMPO received 103 completed surveys in English and no completed surveys in Spanish. CAMPO posted flyers for the survey in Spanish and English at several busy JAC bus shelters in Carson City and stores and Community Centers within Carson City,

Douglas, and Lyon counties. CAMPO reached out to Partnership Carson City, which has English as a Second Language (ESL) classes and Spanish resources but did not receive a reply. CAMPO Staff have since followed up with Jennifer for possible suggestions and CAMPO will continue to invite and encourage the Hispanic population to participate.



## Public Participation Plan

July 12, 2023

1

## Agenda

Federal requirements

State requirements

Current practice & tools

Local/Regional partners

Peer agencies

Public Survey

Draft PPP  
Completed in  
May for the  
required 45-  
day comment  
period from  
May 11 – June  
28, 2023



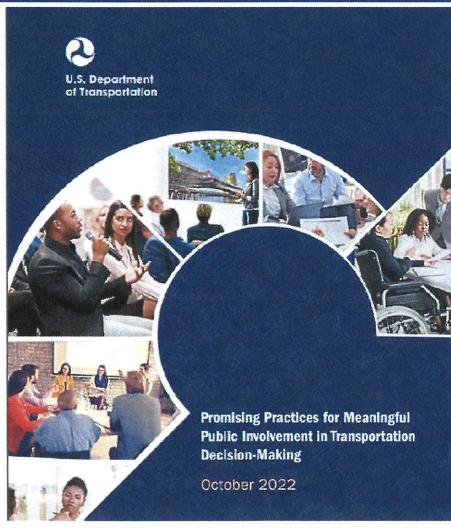
2

## Outreach Goals

- 1 Increase public engagement throughout the transportation planning and project development process
- 2 Consider the concerns and priorities of residents in the selection of transportation investments
- 3 Implement an equitable and inclusive engagement process that bridges language, cultural, and economic differences
- 4 Strengthen community partnerships throughout the region
- 5 Provide reasonable accommodation and access to people with disabilities, so that all residents can easily participate in the regional planning process

3

## Federal Requirements / State Requirements / Current Practices



CARSON AREA  
METROPOLITAN PLANNING ORGANIZATION



### PUBLIC PARTICIPATION PLAN

Amended 5/12/10  
Administrative Modification 7/3/12  
Amended 7/14/19

This report was funded in part through grants from the Federal Highway Administration and Federal Transit Administration. U.S. Department of Transportation officials and employees of the Carson Area Metropolitan Planning Organization expressed herein do not necessarily state or reflect those of the U.S. Department of Transportation.

4

2

## Local / Regional / State / Federal Partner Discussion



5

## Public Participation Survey

- English and Spanish
- Open March 9 – May 31, 2023
- 103 participants



CAMPO  
Encuesta sobre el Plan  
de Participación Pública

La Oficina de Desarrollo Regional del Área Metropolitana de Carson City (CAMPO) ha abierto una encuesta para obtener la opinión de los residentes de Carson City, el Condado de Douglas y el Condado de Lyon. Una parte fundamental de este plan es escuchar la opinión de los residentes y comprender

CAMPO quiere saber cómo le gustaría a usted participar y verse informado sobre las planes y programas de transporte.



Por favor de visitar el sitio [CensoAreaMPO.com](http://CensoAreaMPO.com) o escanear el código QR para completar una encuesta corta de 9 preguntas para decirnos si CAMPO como le gustaría a usted participar.

CAMPO está por abrir una encuesta para el Plan de Participación Pública el día 9 de marzo del 2023. El plan estará abierto hasta el día 31 de mayo del 2023.



CAMPO  
Public Participation  
Plan Survey

The Carson Area Metropolitan Planning Organization (CAMPO) has the important job of planning transportation in Carson City, Lyon County, and western Douglas County. A key part of this job is to listen to the people of the area. That's why CAMPO is opening this survey. By completing this survey, you can help CAMPO learn more about what you think about this planning process. Your answers will help inform future transportation decisions.

CAMPO wants to know how you would like to participate and be informed about transportation plans and programs.



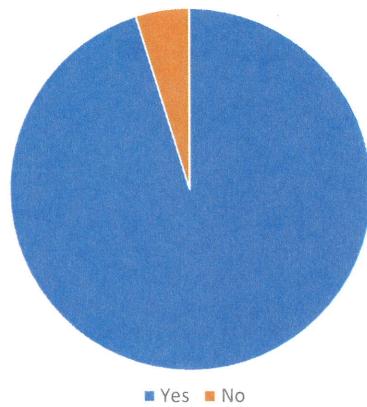
Please go to [CensoAreaMPO.com](http://CensoAreaMPO.com) or scan this QR code and complete the 9-question survey to tell CAMPO how you would like to be involved.



CAMPO is opening a Public Participation Plan Survey on March 9, 2023. This survey will stay open through May 31, 2023.

6

## 1). Do you feel that transportation planning is important to you and/or your family? (yes/no)

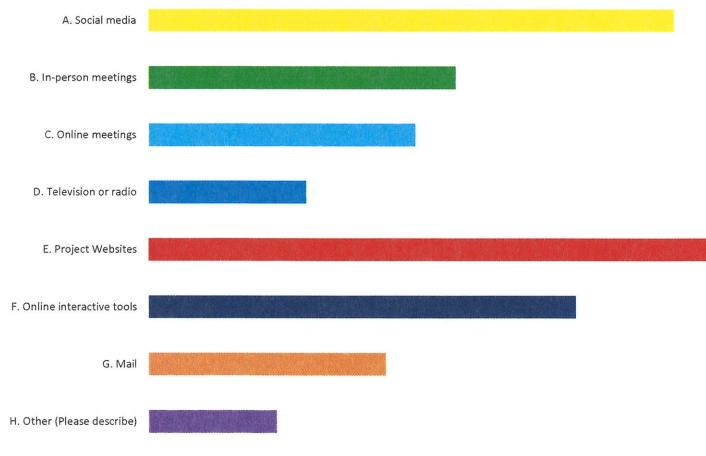


Answers	Count	Percentage
Yes	99	95.19%
No	5	4.81%



7

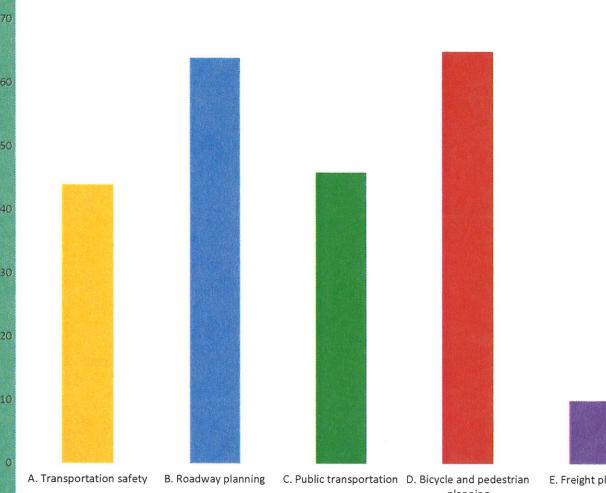
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Answers	Count	Percentage
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In-person meetings	31	11.74%
Online meetings	27	10.22%
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Online interactive tools	43	16.29%
Mail	24	9.09%
Other	13	4.93%

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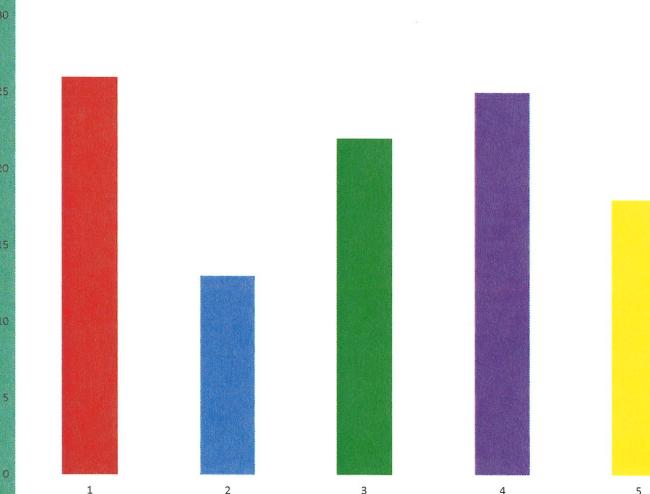
### 3) In what types of transportation planning are you most likely to participate?



Answers	Count	Percentage
Transportation safety	44	17.12%
Roadway planning	64	24.90%
Public transportation	46	17.91%
Bicycle and pedestrian planning	65	25.29%
Freight planning	10	3.89%
Regional transportation policy development	28	10.89%

9

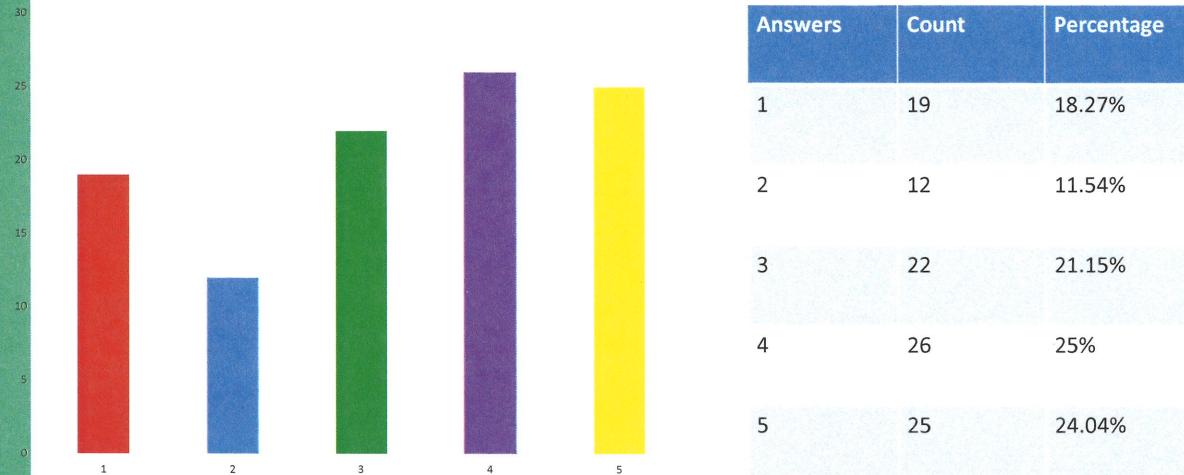
### 4) How likely are you to attend an in-person public meeting about transportation? (on a scale of 1-5, 1 being the lowest and 5 being the highest)



Answers	Count	Percentage
1	26	25%
2	13	12.5%
3	22	21.15%
4	25	24.04%
5	18	17.31%

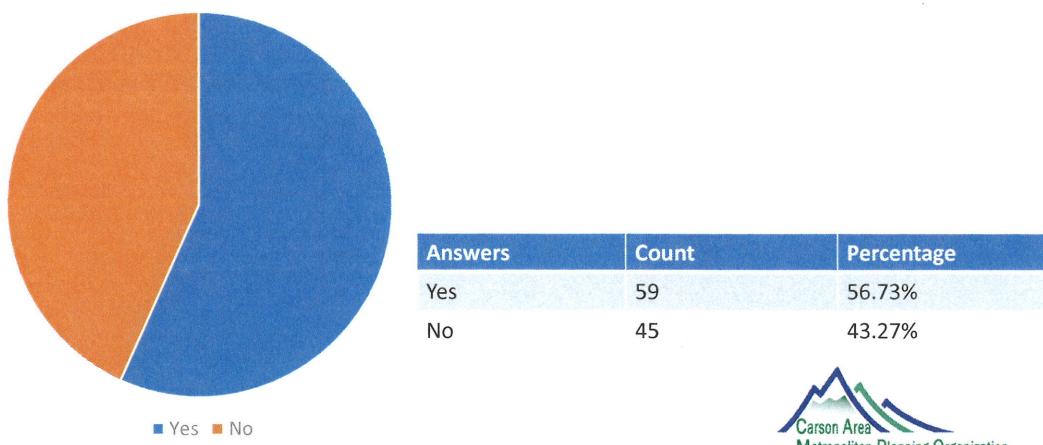
10

**5) How likely are you to attend an online public meeting about transportation? (on a scale of 1-5, 1 being the lowest and 5 being the highest)**



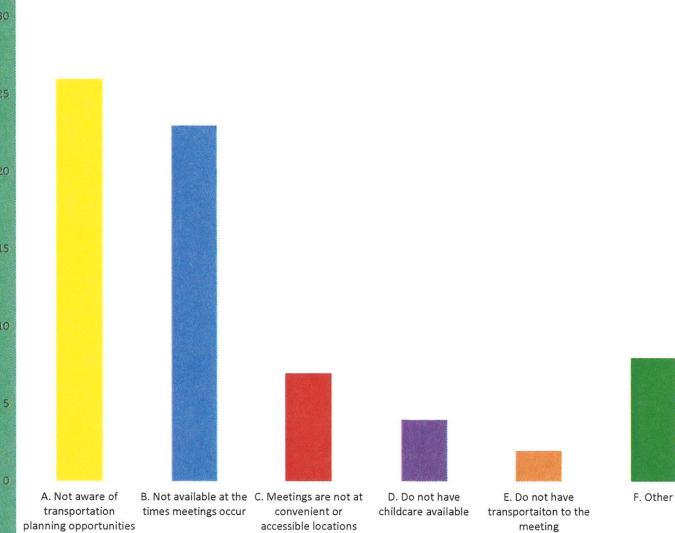
11

**6) Are there barriers that prevent you from participating in transportation planning? (yes/no)**



12

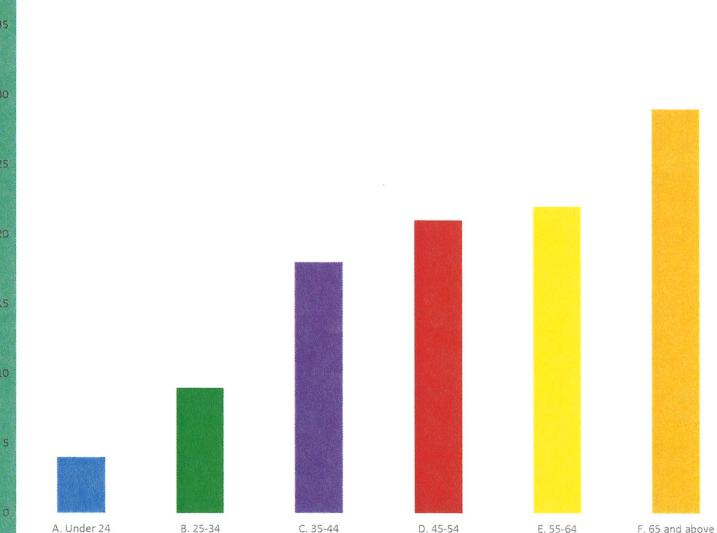
### 6a) If yes, what are the barriers?



Answers	Count	Percentage
A. Not aware of transportation planning opportunities	26	37.14%
B. Not available at the times meetings occur	23	32.86%
C. Meetings are not at convenient or accessible locations	7	10%
D. Do not have childcare available	4	5.71%
E. Do not have transportation to the meeting	2	2.86%
F. Other	8	11.43%

13

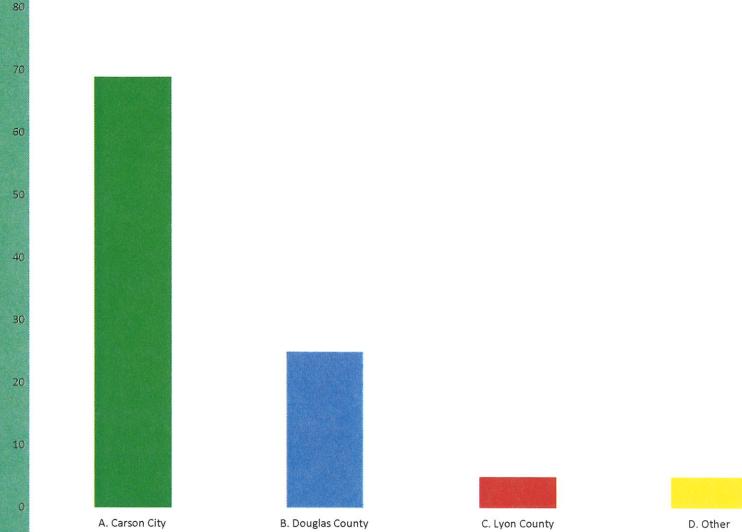
### 7) Please describe your age range



Answers	Count	Percentage
A. Under 24	4	3.88%
B. 25-34	9	8.73%
C. 35-44	18	17.48%
D. 45-54	21	20.39%
E. 55-64	22	21.36%
F. 65 and above	29	28.16%

14

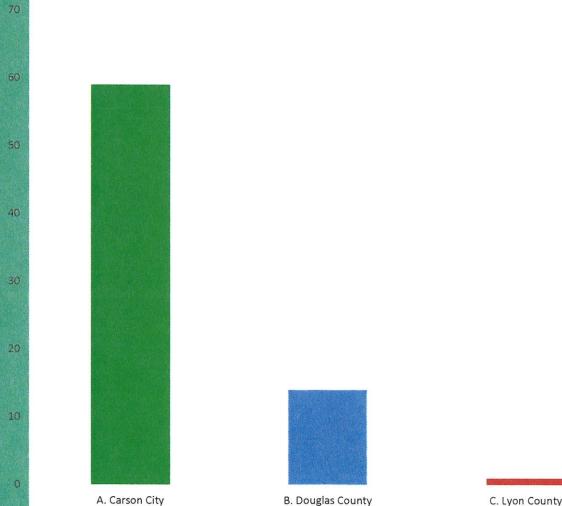
## 8) Where do you live?



Answers	Count	Percentage
A. Carson City	69	66.35%
B. Douglas County	25	24.04%
C. Lyon County	5	4.81%
D. Other	5	4.81%

15

## 9) Where do you work?



Answers	Count	Percentage
A. Carson City	59	60.81%
B. Douglas County	14	14.42%
C. Lyon County	1	1.07%
D. Other	23	23.70%

16

## Public Participation Plan Conclusion

Thorough review and outreach process

Public Participation Survey

Development of an Evaluation process for continued public participation progress

Draft PPP Approval by the CAMPO Board

17

## Public Participation Plan Outreach, Review, Survey, and Draft PPP Team



Kelly Norman, M.S., AICP  
Senior Transportation Planner

**Parametrix**  
ENGINEERING . PLANNING . ENVIRONMENTAL SCIENCES

Amy Cummings, AICP, LEED, AP  
Transit Director/ Nevada Planning Manager

18

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Table 5.1 CAMPO FY 2023 and FY 2024 UPWP Cost/Funding Summary

Activity					Funding Breakdown, Overall FY 23 & FY 24			
Work Element	#	Description	Milestones (Excludes Ongoing/Recurring Milestones)	Estimated Completion Date	FY 2023	FY 2024	Total Cost	
1.0 MPO Administration	1.1	MPO Administration and Work Program Oversight			\$ 101,180	\$112,500	\$ 213,680	
	1.2	Unified Planning Work Program Oversight and Development	FY 2024/ FY 2025 Monetary Agreements FY 2025-2026 UPWP (Draft/ Final)	May 2023; May 2024 May 2024				
	1.3	Transportation Improvement Program (TIP) Administration	FY 2023-2026 TIP Annual Federal Obligations Report	January 2023 December 2022; December 2023				
	1.4	Professional Development						
2.0 Outreach and Engagement	2.1	MPO Representation			\$ 60,000	\$32,000	\$ 92,000	
	2.2	Public Participation	CAMPO's Public Participation Plan (PPP) Update*	July 2023				
	2.3	Regional Transit Coordination and Engagement	Transit Rider Survey Transit Non-Rider Survey	June 2023 June 2024				
	2.4	Regional Consistency Review*						
3.0 Multimodal Planning	3.1	2050 Regional Transportation Plan (RTP)	RTP Modification and/or Amendment to incorporate completed planning activities and studies	March 2024	\$ 64,650	\$ 115,000	\$ 179,650	
	3.2	Transit Planning	JAC ADA Paratransit Eligibility Process JAC Fixed-Route Policy JAC Title VI Program Update CAMPO DBE Program Update FY 2022 & 2023 JAC Monitoring Report	June 2024 June 2024 September 2022 September 2022 September 2023				
	3.3	ITS Planning*	Carson Area Transportation System Management Plan	June 2023				
	3.4	Active Transportation Planning	Review of local ordinances related to e-scooter/e-bicycles Complete Streets Design Guide and Toolbox† Updated CAMPO Bicycle Route Map*	Ongoing October 2023 June 2024				
	3.5	Updates to Supporting Regional Planning						
4.0 Transportation Performance and Asset Management*	4.1	Performance Measure Implementation and Management	Safety Performance Measure Targets Public Transit Agency Safety Targets Transit Asset Management Targets Supporting NDOT's CMAQ Targets	February 2023; February 2024 December 2022; December 2023 October 2022; October 2023 October 2022; October 2023	\$ 116,180	\$ 305,820	\$422,000	
	4.2	Maintain Travel Demand Model*	2023 TDM Update	December 2023				
	4.3	Data Management, Collection, and Performance Measurement	Annual CAMPO Monitoring Report	September 2022; September 2023				
	4.4	Maintain Pavement Management System	Complete pavement survey for Lyon/Douglas County Annual performance reporting of pavement condition	September 2023 July 2022; July 2023				
	4.5	Non-Motorized Asset Management	Expanded ADA inventory of narrowness barriers and ADA Transition Plan Amendment	June 2024				
	4.6	Transit Asset Management	FFY 2023-2026 JAC Transit Asset Management Plan	October 2022				
5.0 Street and Corridor Planning**	5.1	Corridor Studies*	Participation and support for NDOT corridor planning Local Road Safety Plan US Hwy 50 Corridor Study† N Carson Complete Streets Feasibility Study†	Ongoing January 2024 December 2024 December 2025	\$ 56,400	\$ 165,250	\$ 221,650	
	5.2	Infrastructure Sustainability*	Assessment of and maps showing soil conditions within the CAMPO region	October 2023				
					<b>Total UPWP CPG/Local</b>	\$ 398,410	\$ 730,570	\$1,128,980
					<b>Total Other Federal/Local**</b>	\$0	\$166,095	\$166,095
					<b>Total 2-Year UPWP</b>	<b>\$ 398,410</b>	<b>\$ 896,665</b>	<b>\$ 1,295,075</b>

\*Consultant involvement is expected; \*\*Other funding sources; † Exempt from Local Match

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# STAFF REPORT

**Report To:** The Carson Area Metropolitan Planning Organization (CAMPO)

**Meeting Date:** July 12, 2023

**Staff Contact:** Kelly Norman, Senior Transportation Planner

**Agenda Title: For Possible Action** – Discussion and possible action regarding formal amendment 23-03 to the Carson Area Metropolitan Planning Organization’s (“CAMPO”) Federal Fiscal Year (“FFY”) 2023-2026 Transportation Improvement Program (“TIP”) to add two new projects and to revise scope, limits, and funding across multiple projects.

**Staff Summary:** The proposed amendment to CAMPO’s FFY 2023-2026 TIP consists of multiple project revisions including: split District 3’s Fifth Street Project into two projects and update funding; add the Carmine Street Reconstruction Project; clarify the ‘Lead Agency’ for Carson City projects; update funding for Carson City Jump Around Carson (“JAC”) Transit Center; update funding for Carson City Multi-Use Pathway Rehabilitation and Connection Project; update Appendix 1: Table 1; update Appendix 3: TIP Project List; and various updates to the TIP narrative. All revisions are documented in the attached Exhibit 1.

**Agenda Action:** Formal Action/Motion

**Time Requested:** 5 minutes

## **Proposed Motion**

I move to formally amend CAMPO’s Federal Fiscal Year 2023-2026 Transportation Improvement Program, as presented.

## **Background/Issues & Analysis**

CAMPO is responsible for carrying out transportation planning activities within the Carson Metropolitan Planning Area. The TIP document is developed in collaboration with Carson City, Douglas County, Lyon County, and the Nevada Department of Transportation (“NDOT”). The projects within the TIP are consistent with CAMPO’s adopted goals and are anticipated to contribute to meeting CAMPO’s performance targets. The adopted goals and performance targets are contained within CAMPO’s 2050 Regional Transportation Plan (“RTP”), available at [www.CarsonAreaMPO.com](http://www.CarsonAreaMPO.com). All projects programmed within the TIP are financially constrained, meaning funding is reasonably anticipated to be available, as documented within the 2050 RTP.

The proposed amendment will:

- Split District 3’s Fifth Street Project into two projects and update funding;
- Add the Carmine Street Reconstruction Project;
- Clarify the ‘Lead Agency’ for Carson City Projects;
- Update funding for the Carson City JAC Transit Center;
- Update funding for the Carson City Multi-Use Pathway Rehabilitation and Connection Project;
- Update Appendix 1: Table 1; and
- Update Appendix 3: TIP Project List.

Formal TIP amendments require a 14-day public comment period as described in CAMPO's Public Participation Plan. The public comment period for this action opened on June 24, 2023 and ended on July 8, 2023. One public comment has been received from Carson City as of the posting of this agenda. Public comments received after posting the agenda will be provided at the meeting.

**Applicable Statute, Code, Policy, Rule or Regulation**

23 C.F.R. § 450.328

**Financial Information**

Is there a fiscal impact?  Yes  No

If yes, Fund Name, Account Name / Account Number: CAMPO fund, Unified Planning Work Program account 2453028-501210, Task 1.0 – MPO Administration / G302823001.

Is it currently budgeted?  Yes  No

Explanation of Fiscal Impact: The TIP is a federally required document that programs funding for projects that are of regional significance and/or are funded with federal transportation funding. This document does not commit CAMPO's or a local jurisdiction's funding. Future agreements between NDOT and local jurisdictions will commit funding and resources.

The fiscal impact associated with this item is for staff time to administer the TIP. CAMPO's Unified Planning Work Program ("UPWP") tasks are reimbursable with federal planning funds at a rate of 95%. The 5% local match has been budgeted within CAMPO's approved Fiscal Years 2023 & 2024 UPWP, Work Element 1.0, MPO Administration.

**Alternatives**

Do not approve the TIP amendment and provide alternative direction to staff.

**Supporting Material**

- Exhibit-1: Draft – Formal Amendment 23-03, CAMPO FFY 2023-2026 TIP
- Exhibit-2: CAMPO's UPWP Cost/Funding Summary Table
- Exhibit-3: Public Comments

**Board Action Taken:**

Motion: \_\_\_\_\_

1) \_\_\_\_\_

Aye/Nay

2) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)



**TRANSPORTATION IMPROVEMENT PROGRAM  
For  
Federal Fiscal Year 2023 through 2026**

**DRAFT**

*This report was funded in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation. The views and opinions of the Carson Area Metropolitan Planning Organization expressed herein do not necessarily state or reflect those of the U.S. Department of Transportation.*

### **CAMPO TIP FFY 2023-2026 Document Revision History**

Version	CAMPO Adoption Date	TIP Action	Summary of Changes
23-01	2/8/2023	Formal Adoption	<p>Document revision &amp; update;</p> <p>Consultation with Carson City, Lyon County, Douglas County, Washoe Tribe of Nevada &amp; California, and NDOT stakeholders;</p> <p>Updated project prioritization process</p>
23-02	5/10/2023	Formal Amendment	<p>Add Document Revision History;</p> <p>Add Curry St. project;</p> <p>Close Edmonds MUP project;</p> <p>Map project limits of SRTS Vulnerable User project;</p> <p>Update project limits, funding, and scope of Roop St. Capacity Improvements</p> <p>Detail project limits of N Lompa MUP;</p> <p>Combine FFY 2022 &amp; 2023 FTA 5339 Grant Award</p> <p>Update funding for US 50 Lyon County Preservation, US 50 Spooner Summit Preservation, &amp; Western Nevada Safe Routes to School TAP projects;</p> <p>Updated TIP funding sources;</p> <p>Updated Appendix 1: Table 1</p> <p>Updated Appendix 3: TIP Project List</p>
23-03	7/12/2023	Formal Amendment	<p>Split District 3, Fifth Street Project into two projects and updated funding;</p> <p>Add Carmine Street Reconstruction Project;</p> <p>Clarify Lead Agency for Carson City Projects;</p> <p>Updated funding for Carson City JAC Transit Center;</p> <p>Updated funding for Carson City Multi-Use Pathway Rehabilitation and Connection Project;</p> <p>Updated Appendix 1: Table 1</p> <p>Updated Appendix 3: TIP Project List</p>

## Table of Contents

Introduction/ Purpose.....	2
Federal Transportation Legislation.....	4
Federal Planning Emphasis Areas .....	5
Federal Planning Factors.....	5
Nevada Strategic Highway Safety Plan (SHSP).....	5
CAMPO 2050 RTP .....	6
Transit Asset Management .....	6
Financially Constrained Project Listing.....	7
eSTIP.....	7
Administrative Modifications and Formal Amendments .....	8
TIP Funding Sources.....	9
Appendix 1: Table 1: Programmed Funds by Funding Source and Year for CAMPO's FFY 2023-2026 Transportation Improvement Program.....	10
Appendix 2: FFY 2023 -2026 TIP Signature Page.....	11
Appendix 3: FFY 2023 -2026 TIP Project List Version <b>23-03</b> .....	12

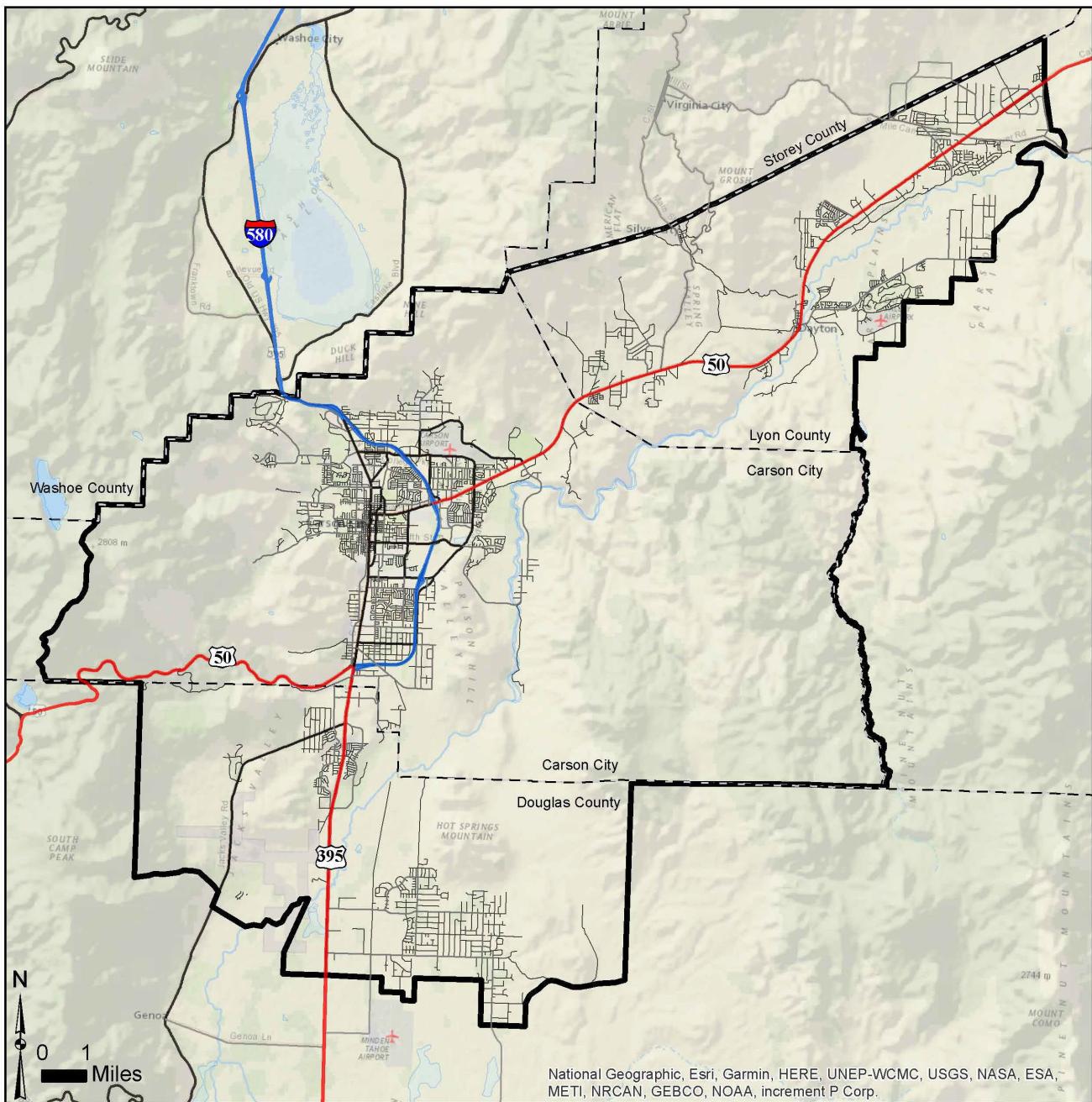
## Introduction/ Purpose

The Transportation Improvement Program (TIP) is a prioritized listing of transportation improvement projects covering a four-year period that is developed and formally adopted by the Carson Area Metropolitan Planning Organization (CAMPO). The Nevada Governor, in accordance with Federal regulations, designated the CAMPO in 2003. CAMPO is responsible for carrying out transportation planning activities within the Metropolitan Planning Area (MPA), shown in Figure 1. The MPA encompasses the urbanized areas, as defined by the US Census Bureau, and a larger geographical area that is likely to urbanize within the next 20 years. The central contiguous urbanized area includes most of the City of Carson City, a portion of northern Douglas County, and a portion of western Lyon County. Additionally, there are two urban clusters within the MPA, which are the Johnson Lane area in Douglas County and the Dayton area in Lyon County.

The TIP must be consistent with the Statewide Transportation Improvement Program (STIP) and must be updated at a minimum of every four years and is based on the federal fiscal year (FFY) (October – September). The TIP must be consistent with CAMPO's long-range Regional Transportation Plan (RTP), available at [www.CarsonAreaMPO.com](http://www.CarsonAreaMPO.com). The TIP contains a listing of all federally funded transportation projects and projects of regional significance, regardless of the funding source. The TIP must identify funding from public and private sources that are reasonably expected to be made available to implement a project. Per federal guidelines, the TIP must include a financially constrained project list. See page 11 for TIP requirements.

The projects that have remained or added to the FY 2023 - FY 2026 CAMPO TIP have been prioritized through a performance-driven, outcome-based approach based on the consideration of the goals, objectives, performance measures, and targets within Federal Legislation, Federal Planning Emphasis Areas, Federal Planning Factors, the Nevada Department of Transportation (NDOT) Strategic Highway Safety Plan (SHSP), NDOT State project prioritization process (One Nevada Transportation Plan), regional priorities outlined in the 2050 CAMPO RTP, CAMPO's Annual Monitoring Report Performance Targets, and the Jump Around Carson (JAC) Transit Asset Management Plan. CAMPO has coordinated with partner agencies including Lyon County, Douglas County, Carson City, NDOT, Washoe Tribe of Nevada and California, and Jump Around Carson (JAC).

**Figure 1: CAMPO MPA Boundary**



## Federal Transportation Legislation

The Moving America Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) Act was signed into law in 2012. MAP-21 focused on implementing performance measures and performance-based planning. Under MAP-21, the United States Department of Transportation (DOT) established a requirement for State DOTs and MPOs to set performance targets. Per MAP-21, MPOs must incorporate these targets and associated performance measures into their TIP and RTP.

MAP-21 requires that transportation improvement programs developed by MPOs include a description of the anticipated effort of the program on achieving regional performance targets identified in the RTP. This requirement is designed to directly link investments to performance targets. The TIP is used to program and track the progress of projects in meeting these performance measures. MAP-21 establishes national performance goals for the Federal-aid highway program in seven areas:

- safety;
- infrastructure condition;
- congestion reduction;
- system reliability;
- freight movement and economic vitality;
- environmental sustainability, and
- reduced project delivery delays.

On December 4, 2015, the Fixing America's Surface Transportation Act (FAST Act) was signed into law. The FAST Act confirms all the performance-based planning requirements established under the previous transportation act, MAP-21.

On November 15, 2021, the Infrastructure Investment and Jobs Act (IIJA) was signed into law. This five-year transportation bill continues core provisions from the two previous transportation bills (FAST Act and MAP-21) with an updated emphasis on safety and research, reconnecting communities, and the link between housing and transportation.

The Federal Highway Administration (FHWA) has established defined performance measures and target-setting methodology for MPOs and state transportation agencies to monitor and report. The performance measures are aimed at tracking safety, infrastructure condition, and system performance. CAMPO reports on these targets through its annual Transportation Network Monitoring Report.

Using this Transportation Network Monitoring Report, CAMPO can prioritize projects and programs that aim to achieve these performance measures and help CAMPO's member agencies be competitive when applying for State and Federal discretionary grant funding. The DOT FHWA Safety Performance Measure (PM) Final Rule establishes requirements to assess fatalities and serious injuries on public roads. The five established safety performance measures, based on a five-year rolling average, are:

- Number of Fatalities
- Rate of Fatalities per 100 million Vehicle Miles Traveled
- Number of Serious Injuries
- Rate of Serious Injuries per 100 million Vehicle Miles Traveled
- Number of Non-motorized Fatalities and Serious Injuries

## **Federal Planning Emphasis Areas**

In December 2021, the FHWA and the Federal Transit Administration (FTA) jointly developed Planning Emphasis Areas (PEAs) to promote policy, procedural, and technical topics that are to be considered by metropolitan planning organizations. The PEAs address a mix of planning issues and priority topics identified as requiring additional focus by MPOs.

- Tackling the Climate Crisis- Transition to Clean Energy, Resilient Future
- Equity and Justice40 in Transportation Planning
- Complete Streets
- Public Involvement
- Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination
- Federal Land Management Agency (FLMA) Coordination
- Planning and Environment Linkages (PEL)
- Data in Transportation Planning

## **Federal Planning Factors**

Transportation legislation lists ten factors that must be considered as part of the transportation planning process for all metropolitan areas. The most recent update with the IIJA includes housing in the fifth planning factor. The following factors shall be explicitly considered, analyzed as appropriate, and reflected in the planning process products (23 USC 134 (h)):

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized users;
- Increase accessibility and mobility of people and freight;
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth, housing, and economic development patterns;
- Enhance the integration and connectivity of the transportation system, across and between modes throughout the State, for people and freight;
- Emphasize the preservation of the existing transportation system;
- Promote efficient system management and operation;
- Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- Enhance travel and tourism.

## **Nevada Strategic Highway Safety Plan (SHSP)**

NDOT and the Department of Public Safety formed a Technical Working Group to develop a statewide safety plan in 2004, with a recent update in 2021 for the years 2021-2025. Nevada's Strategic Highway Safety Plan (SHSP) is a comprehensive data-driven statewide safety plan that identifies the highest causes of fatalities and serious injuries on Nevada's roadways and provides a coordinated framework for reducing the crashes that

cause fatalities and serious injuries. The SHSP establishes statewide goals and critical emphasis areas focusing on the 6 E's of traffic safety: Equity, Engineering, Education, Enforcement, Emergency Medical Services/Emergency Response/Incident Management, and Everyone. Goals and strategies are developed in consultation with federal, tribal, state, local, and private-sector safety stakeholders. The purpose of the SHSP is to eliminate traffic-related fatalities and serious injuries by combining and sharing resources across disciplines and strategically targeting efforts to the areas of greatest need. Nevada has enlisted state, local, tribal, and federal agencies; institutions; private-sector firms; and concerned citizens to help solve this problem.

## One Nevada Transportation Plan

One Nevada Transportation Plan (One Nevada) is Nevada's long-range transportation plan detailing a data-driven, transparent approach to identifying priority projects. CAMPO strives to remain consistent with One Nevada's six goal areas that include data-driven needs identification and validation, consistency with the NDOT priorities, and projects ranked on project readiness, performance targets, and geographic distribution. One Nevada's six critical goal areas are shown below.



## CAMPO 2050 RTP

Per federal guidelines, the TIP continues to build upon the goals and objectives articulated in CAMPO's 2050 RTP. By incorporating these goals into short-range programming activities, projects are linked to the region's vision and long-term investment strategy. The five CAMPO goals and performance measures are listed below.

- Increase the safety of the transportation system for all users
- Maintain a sustainable regional transportation system
- Increase the mobility and reliability of the transportation system for all users
- Maintain and develop a multi-modal transportation system that supports economic vitality
- Provide an integrated transportation system

## Transit Asset Management

MAP-21 required a system to monitor and manage public transportation assets to improve safety, increase reliability and performance, and established performance measures. MAP-21 grouped transit providers into two categories: Tier 1 and Tier 2 based in part on the number of vehicles and the number of fixed routes operated. CAMPO is under the Tier 2 category.

Tier 2 agencies are responsible for four elements of Transit Asset Management (TAM)

- **An inventory of assets:** A register of capital assets and information about those assets.
- **A condition assessment of inventoried assets:** A rating of the assets' physical state; to be completed for assets an agency has direct capital responsibility for; should be at a level of detail sufficient to monitor and predict the performance of inventoried assets.
- **Description of a decision support tool:** An analytic process or tool that (1) assists in capital asset investment prioritization and/or (2) estimates capital needs over time.
- **A prioritized list of investments:** A prioritized list of projects or programs to manage or improve the state of good repair (SGR) of capital assets.

Transit asset management is measured by asset class. The following table provides a description of each asset class and the performance measure used for each. CAMPO only reports on equipment, rolling stock, and facilities since it does not own any assets that would qualify under the infrastructure category.

**Table 1: Transit Agency Tiers**

Asset Class	Description	Performance Measure
<b>Equipment</b>	Non-revenue support service and maintenance vehicles	Percentage of vehicles met or exceeded Useful Life Benchmark*
<b>Rolling Stock</b>	Revenue vehicles by mode	Percentage of vehicles met or exceeded Useful Life Benchmark
<b>Facilities</b>	Maintenance and administrative facilities; and passenger stations (buildings) and parking facilities	Percentage of assets with condition rating below 3.0 on FTA TERM Scale

\*Useful Life Benchmark is used by transit agencies to track the performance of revenue vehicles and service vehicles

### **Financially Constrained Project Listing**

Per federal regulation, projects included in the STIPs and CAMPO's TIP shall be prioritized and financially constrained by year and based on funding reasonably expected to be available. CAMPO is committed to developing a transparent programming process that allocates funding effectively to maintain an efficient multi-modal transportation system. National performance goals, Nevada State Transportation Planning goals, Regional Transportation goals, and Transit Asset Management are considered during project evaluation and selection. These multi-tiered and coincident goals help plan, prioritize, and program CAMPO transportation investments.

### **eSTIP**

The eSTIP (Electronic State Transportation Improvement Program) is a searchable database that can be filtered based on project criteria. This online platform was developed by the Nevada Department of Transportation, in coordination with Nevada's four Metropolitan Planning Organizations.

Changes to the projects are in real-time so users can find the most up-to-date information. Project details and customized reports are available to view and download on the eSTIP website, at <https://estip.nevadadot.com>.

The eSTIP categorizes transportation projects into five general categories: roadway, transit, bicycle and pedestrian, environmental, or other. Additionally, project funding and schedule are broken into four potential phases: preliminary engineering (PE), right-of-way (ROW), construction, and others.

Information from the eSTIP website on funding sources and projects are incorporated into this formal document as follows:

- A list and description of all federal funding sources present in CAMPO's FFY 2023 - 2026 Transportation Improvement Program
- A table showing programmed funds by funding source and year for CAMPO's FFY 2023 - 2026 Transportation Improvement Program
- A detailed project listing for all projects in CAMPO's FFY 2023 - 2026 Transportation Improvement Program (see Appendix A)

## **Administrative Modifications and Formal Amendments**

Administrative modifications, as defined in 23 CFR 450.104, are minor revisions to the TIP, as defined by the Public Participation Plan, as small increases to project costs (less than \$5 Million or less than 20% of the total project cost), changes to non-federal funding sources previously included in the TIP, changes to a project phase initiation date or other changes to contact information, description, maps, etc. An administrative modification does not require public review and comment period or a redemonstration of fiscal constraint. All other changes require Formal Amendments. Formal Amendments may include only appendices and a shortened list of projects for efficiency purposes.

## TIP Funding Sources

### Federal Highway Administration (FHWA)

Carbon 50K-200K	Carbon Reduction Program Funding – areas with population over 50,000 to 200,000
CDS	Congressionally Designated Funding
HSIP	Highway Safety Improvement Program
NHPP	National Highway Performance Program - The NHPP provides support for the condition and performance of the National Highway System (NHS), for the construction of new facilities on the NHS, and to ensure that investments of Federal-aid funds in highway construction are directed to support progress toward the achievement of performance targets established in a state's asset management plan for the NHS.
RAISE	Rebuilding American Infrastructure with Sustainability and Equity - DOT competitive discretionary grant
SRTS	Safe Routes to School
STBG 5K-200K	Surface Transportation Block Grant Program (canceled) – areas with population over 5,000 to 200,000
STBG 50K-200K	Surface Transportation Block Grant Program – areas with population over 50,000 to 200,000
STBG Statewide	Surface Transportation Block Grant Program – Statewide
TAP 5K-200K	Transportation Alternatives Program (canceled) – areas with a population over 5,000 to 200,000
TAP 50K-200K	Transportation Alternatives Program – areas with a population over 50,000 to 200,000
TAP Flex	Transportation Alternatives Program (canceled) – funds flexed by the State DOT to small urban and rural areas
TIGER	Transportation Investment Generating Economic Recovery – DOT competitive discretionary grant

### Department of Housing and Urban Development (HUD)

CDBG	Community Development Block Grant
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### Federal Transit Administration (FTA)

5307	Urbanized Area Formula Grants – Section 5307 for small urban areas with a population between 50,000 and 200,000
5310	Enhanced Mobility of Seniors & Individuals with Disabilities – Section 5310 for small urban areas with a population between 50,000 and 200,000
5339	Bus and Bus Facilities – Section 5339 for small urban areas with a population between 50,000 and 200,000
5339(b)	Bus and Bus Facilities Discretionary Program – competitive program open to all urban and rural recipients eligible under Section 5307, as well as States and Indian Tribes

Appendix 1: Table 1

## Programmed Funds by Funding Source and Year for CAMPO's FFY 2023-2026 Transportation Improvement Program

FUNDING SOURCE	PRIOR	2023	2024	2025	2026	2027	BEY	TOTAL YEAR
Anticipated Discretionary Grant	\$0	\$0	\$0	\$0	\$540,000	\$2,460,000	\$0	\$3,000,000
Carbon Reduction Program 50K-200K	\$0	\$153,570 \$0	\$0 \$310,212	\$0	\$0	\$0	\$0	\$153,570 \$310,212
Congressionally Designated	\$0	\$108,342	\$3,991,658	\$0	\$0	\$2,600,000	\$0	\$6,700,000
FTA 5307 Small Urban Operating	\$0	\$1,318,156 \$0	\$0 \$1,318,156	\$0	\$0	\$0	\$0	\$1,318,156
FTA 5310 Elderly/Disabled Small Urban Capital	\$0	\$381,999	\$0	\$0	\$0	\$0	\$0	\$381,999
FTA 5339 Bus/Fac Small Urban	\$0	\$0	\$229,458	\$0	\$0	\$0	\$0	\$229,458
<b>NHPP</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$32,917,500</b>	<b>\$16,530,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$49,447,500</b>
RAISE Grant	\$0	\$0	\$9,300,000		\$0	\$0	\$0	\$9,300,000
STBG 5K-200K	\$115,000	\$3,551,000 \$1,382,000	\$0 \$260,000	\$3,800,000 \$4,843,475	\$0	\$0 \$2,180,000	\$0	\$7,466,000 \$8,780,475
STBG Statewide	\$0	\$0	\$0	\$10,972,500	\$8,265,000	\$0	\$0	\$19,237,500
TAP 5K-200K STBG (AC)	\$128,250	\$0	\$0	\$0	\$0	\$0	\$0	\$128,250
TAP FLEX STBG	\$264,338 \$170,288	\$1,443,050 \$0	\$2,085,250	\$0	\$0	\$0	\$0	\$3,792,638 \$2,255,538
TAP FLEX STBG (AC)	\$574,979	\$0	\$0	\$0	\$0	\$0	\$0	\$574,979
<b>FEDERAL SUBTOTAL</b>	<b>\$1,082,567 \$988,517</b>	<b>\$6,956,117 \$1,872,341</b>	<b>-\$15,606,366 \$17,494,734</b>	<b>\$14,772,500 \$48,733,475</b>	<b>\$8,805,000 \$25,335,000</b>	<b>\$5,060,000 \$7,240,000</b>	<b>\$0</b>	<b>\$52,282,550 \$101,664,067</b>
Carson City Local - CAMPO	\$93,750	\$1,648,039 \$448,237	\$2,552,115 \$3,243,981	\$8,022,000 \$8,371,150	\$1,764,000 \$1,984,000	\$33,520,000 \$36,200,000	\$0	\$47,599,904 \$50,341,118
Douglas County Local - CAMPO	\$0	\$0	\$0	\$200,000	\$0	\$0	\$0	\$200,000
Local Fund	\$271,295 \$266,345	\$171,532 \$95,582	\$9,781,298	\$0	\$135,000	\$615,000	\$0	\$10,974,125 \$10,893,225
<b>NV Com Dev Block Grant (CDBG)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$325,850</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$325,850</b>
<b>LOCAL SUBTOTAL</b>	<b>\$365,045 \$360,095</b>	<b>\$1,819,571 \$543,819</b>	<b>\$12,333,413 \$13,025,279</b>	<b>\$8,222,000 \$8,897,000</b>	<b>\$1,899,000 \$2,119,000</b>	<b>\$34,135,000 \$36,815,000</b>	<b>\$0</b>	<b>\$58,774,029 \$61,760,193</b>
State Gas Tax	\$0	\$1,895,000	\$0	\$6,810,000	\$2,900,000	\$0	\$0	\$11,605,000
<b>NHPP</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$32,917,500</b>	<b>\$16,530,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$49,447,500</b>
State Match - NV	\$0	\$0	\$0	\$2,310,000	\$1,305,000	\$0	\$0	\$3,615,000
<b>STATE SUBTOTAL</b>	<b>\$0</b>	<b>\$1,895,000</b>	<b>\$0</b>	<b>\$42,037,500 \$9,120,000</b>	<b>\$20,735,000 \$4,205,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$64,667,500 \$15,220,000</b>
<b>TOTAL</b>	<b>\$1,447,612 \$1,348,612</b>	<b>\$10,670,688 \$4,311,160</b>	<b>\$27,939,779 \$30,520,013</b>	<b>\$65,032,00 \$66,750,475</b>	<b>\$31,439,000 \$31,659,000</b>	<b>\$39,195,00 \$44,055,000</b>	<b>\$0</b>	<b>\$175,724,079 \$178,644,260</b>

## Appendix 2: FFY 2023-2026 TIP Signature Page

The Carson Area Metropolitan Planning Organization (CAMPO) certifies that the metropolitan transportation planning process is being carried out in accordance with all applicable requirements including:

1. 49 U.S.C. 5303, Transportation Planning;
2. 23 U.S.C. 134, Federal-Aid Highways;
3. 23 CFR Part 450, Planning Assistance & Standards;
4. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
5. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, religion, national origin, sex, disability, or age in employment or business opportunity;
6. Fixing America's Surface Transportation Act (FAST Act, P.L. 114-357) regarding the involvement of disadvantaged business enterprises in the FHWA and the PTA-funded projects (see also 49 CFR Part 26);
7. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
8. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
9. The Older Americans Act, as amended (42 U.S.C. 6101), prohibits discrimination on the basis of age in programs or activities receiving Federal financial assistance;
10. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
11. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.
12. Public notice of public involvement activities and time established for public review and comment on the TIP will satisfy the POP requirements of the Section 5307 Program.
13. 23 CFR part 450 section 218, a TIP shall include, to the maximum extent practicable, a discussion of the anticipated effect of the TIP toward achieving performance targets, linking investment priorities to those performance targets.
14. 49 CFR 625 (under the authority of Sec. 20019 of Pub. L. 112-141, 126 Stat. 707, 49 U.S.C. 5326; Sec. 20025(a) of Pub. L. 112-141, 126 Stat., 718, 49 CFR 1.91.) regarding transit asset management (TAM).

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Signature of CAMPO Chairperson

Date /

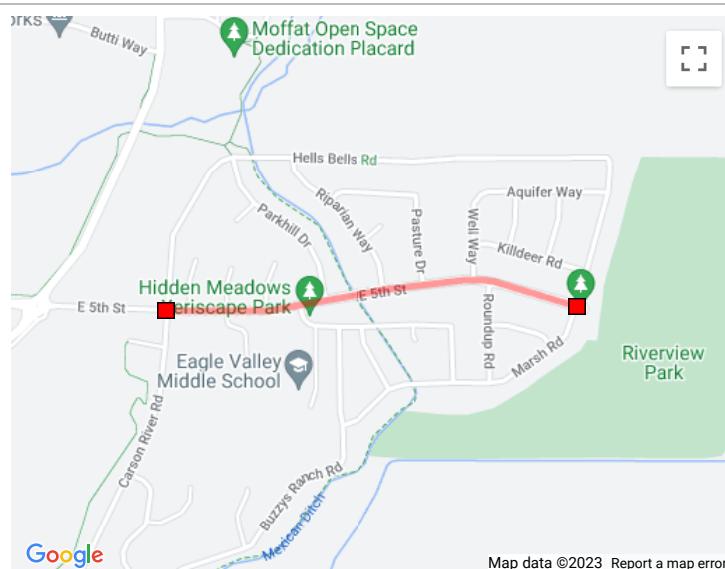
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Print Name

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Appendix 3: FFY 2023-2026 TIP Project List Version 23-03

State TIP ID	CC20210001	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$1,656,737		
Lead Agency	Carson City	Contact	Kelly Norman 7752837525	NDOT	District 2	County	CARSON CITY		
Project Type	Preservation	Air Quality		TCM		Construction	2023 start		
Project Name	District 3, Fifth Street								
Project Limits	At Fifth Street From Carson River Road To Eastern Extent of Distance (mile) .9								
Scope	Rehabilitation and safety improvements to rehabilitate pavement and incorporate Complete Street Elements and landscaping between Carson River Road and the eastern extent.								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
PE	Carson City Local - CAMPO	\$87,000	-	-	-	-	-	-	\$87,000
PE	STBG 5K-200K	\$115,000	-	-	-	-	-	-	\$115,000
	<i>Total Preliminary Engineering</i>	<b>\$202,000</b>	-	-	-	-	-	-	<b>\$202,000</b>
CON	Carson City Local - CAMPO	-	\$72,737	-	-	-	-	-	\$72,737
CON	STBG 5K-200K	-	\$1,382,000	-	-	-	-	-	\$1,382,000
	<i>Total Construction</i>	-	<b>\$1,454,737</b>	-	-	-	-	-	<b>\$1,454,737</b>
	<i>Total Programmed</i>	<b>\$202,000</b>	<b>\$1,454,737</b>	-	-	-	-	-	<b>\$1,656,737</b>



#### Version History

TIP Document	MPO Approval	State Approval	FHWA Approval	FTA Approval
21-02	Amendment 2021-2025	02/10/2021	04/20/2021	04/26/2021
21-03	Amendment 2021-2025	06/09/2021	06/21/2021	N/A
21-05	Amendment 2021-2025	07/13/2021	07/16/2021	N/A
21-10	Amendment 2021-2025	01/20/2022	01/26/2022	N/A
23-00	Adoption 2023-2027	12/29/2022	01/05/2023	01/11/2023
23-01	Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023
23-02	Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023
23-03	Amendment 2023-2027	Pending	Pending	Pending

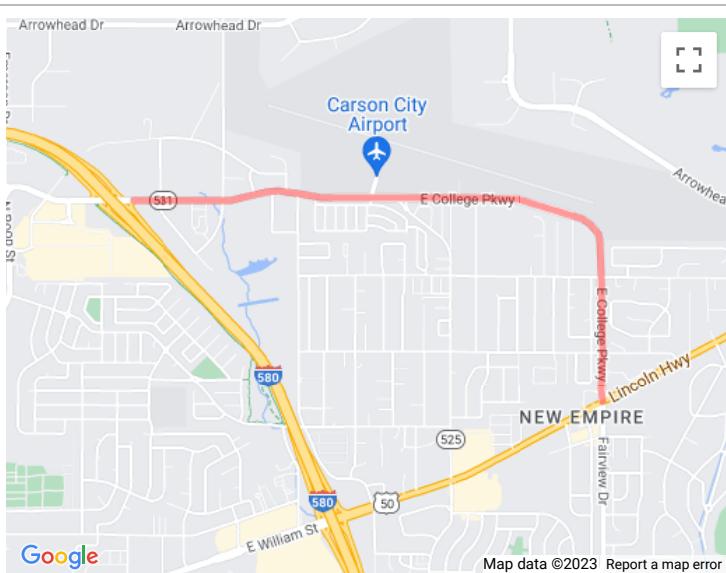
#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Update funding; Update project extent;separate roundabout project from rehabilitation project

#### Funding Change(s):

Total project cost decreased from \$4,696,000 to \$1,656,737

State TIP ID	CC20210003	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$3,164,000		
Lead Agency	Carson City	Contact	Kelly Norman 7752837525	NDOT	District 2	County	CARSON CITY		
Project Type	Preservation	Air Quality		TCM		Construction	2025 start		
Project Name	District 1, College Parkway								
Project Limits	At College Parkway From I 580 To U.S. 50 of Distance (mile) 2.1								
Scope	Rehabilitate pavement and incorporate Complete Street elements, where feasible, between I-580 and U.S. Hwy 50 East.								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
PE	Carson City Local - CAMPO	-	-	\$474,000	-	-	-		\$474,000
	<i>Total Preliminary Engineering</i>	-	-	\$474,000	-	-	-		\$474,000
CON	Carson City Local - CAMPO	-	-	-	\$2,690,000	-	-		\$2,690,000
	<i>Total Construction</i>	-	-	-	\$2,690,000	-	-		\$2,690,000
	<i>Total Programmed</i>	-	-	<b>\$474,000</b>	<b>\$2,690,000</b>	-	-		<b>\$3,164,000</b>



#### Version History

TIP Document	MPO Approval	State Approval	FHWA Approval	FTA Approval
21-02	Amendment 2021-2025	02/10/2021	04/20/2021	04/26/2021
21-10	Amendment 2021-2025	01/20/2022	01/26/2022	N/A
23-00	Adoption 2023-2027	12/29/2022	01/05/2023	01/11/2023
23-01	Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023
23-02	Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023
23-03	Amendment 2023-2027	Pending	Pending	Pending
				N/A

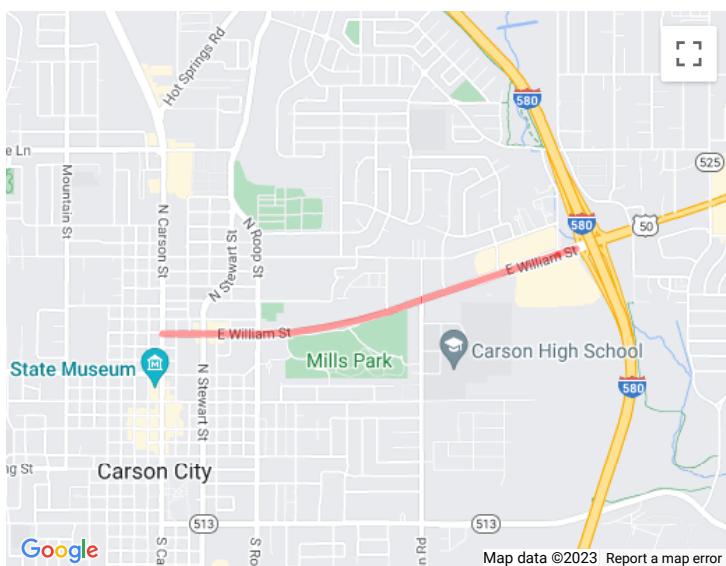
#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Project to continue to CAMPO TIP Action 23-03.

#### Funding Change(s):

Total project cost stays the same \$3,164,000

State TIP ID	CC20210005	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$18,574,000		
Lead Agency	Carson City	Contact	Kelly Norman 7752837525	NDOT	District 2	County	CARSON CITY		
Project Type	Preservation	Air Quality		TCM		Construction	2024 start		
Project Name	East William Street Complete Street Project								
Project Limits	At William Street From Carson Street To I 580 of Distance (mile) 1.4								
Scope	The corridor level project will preserve the roadway, improve business access, incorporate Complete Streets elements, improve traffic signals, upgrade water, sewer, and storm drain utilities, and enhance the beautification of William Street between Carson Street and I-580.								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
CON	Local Fund	-	-	\$9,274,000	-	-	-	-	\$9,274,000
CON	RAISE Grant	-	-	\$9,300,000	-	-	-	-	\$9,300,000
	<i>Total Construction</i>	-	-	\$18,574,000	-	-	-	-	\$18,574,000
	<i>Total Programmed</i>	-	-	<b>\$18,574,000</b>	-	-	-	-	<b>\$18,574,000</b>



#### Version History

##### TIP Document

		MPO Approval	State Approval	FHWA Approval	FTA Approval
21-02	Amendment 2021-2025	02/10/2021	04/20/2021	04/26/2021	05/05/2021
21-09	Amendment 2021-2025	01/12/2022	01/21/2022	01/27/2022	01/22/2022
21-10	Amendment 2021-2025	01/20/2022	01/26/2022	N/A	N/A
23-00	Adoption 2023-2027	12/29/2022	01/05/2023	01/11/2023	01/18/2023
23-01	Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023	04/20/2023
23-02	Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023	06/13/2023
23-03	Amendment 2023-2027	Pending	Pending	Pending	N/A

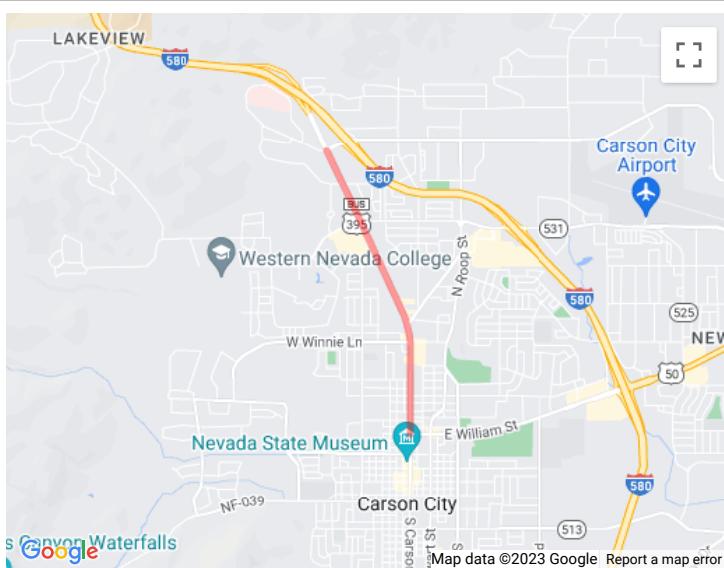
#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$18,574,000

State TIP ID	CC20210007	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$18,230,000		
Lead Agency	Carson City	Contact	Kelly Norman 7752837525	NDOT	District 2	County	CARSON CITY		
Project Type	Preservation	Air Quality		TCM		Construction	2027 start		
Project Name	District 5, North Carson Street-FUTURE PROJECT								
Project Limits	At North Carson Street From William Street To Medical Parkway of Distance (mile) 1.5								
Scope	Rehabilitate pavement, improve business access, incorporate Complete Street elements, and beautify the corridor between William Street and Medical Parkway.								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
PE	Carson City Local - CAMPO	-	-	-	-	\$3,455,000	-		\$3,455,000
	<i>Total Preliminary Engineering</i>	-	-	-	-	\$3,455,000	-		\$3,455,000
CON	Carson City Local - CAMPO	-	-	-	-	\$14,775,000	-		\$14,775,000
	<i>Total Construction</i>	-	-	-	-	\$14,775,000	-		\$14,775,000
	<i>Total Programmed</i>	-	-	-	-	\$18,230,000	-		\$18,230,000



#### Version History

TIP Document	MPO Approval	State Approval	FHWA Approval	FTA Approval
21-02	Amendment 2021-2025	02/10/2021	04/20/2021	04/26/2021
21-10	Amendment 2021-2025	01/20/2022	01/26/2022	N/A
23-00	Adoption 2023-2027	12/29/2022	01/05/2023	01/11/2023
23-01	Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023
23-02	Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023
23-03	Amendment 2023-2027	Pending	Pending	Pending
				N/A

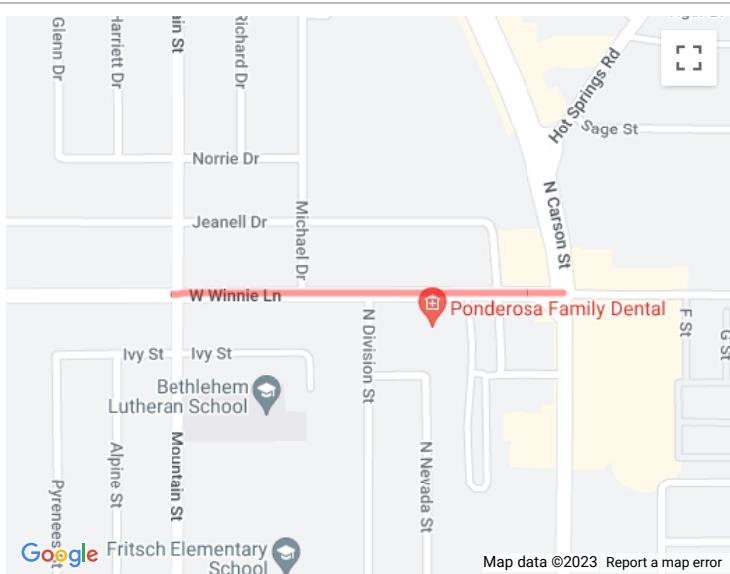
#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$18,230,000

State TIP ID	CC20210008	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$920,000		
Lead Agency	Carson City	Contact	Kelly Norman 7752837525	NDOT	District 2	County	CARSON CITY		
Project Type	Preservation	Air Quality		TCM		Construction	2024 start		
Project Name	District 5, Winnie Lane								
Project Limits	At Winnie Lane From Carson Street To Mountain Street of Distance (mile) .48								
Scope	Rehabilitate pavement and incorporate Complete Street elements between Mountain and Carson Streets								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
PE	Carson City Local - CAMPO	-	\$110,000	-	-	-	-		\$110,000
	<i>Total Preliminary Engineering</i>	-	\$110,000	-	-	-	-		\$110,000
CON	Carson City Local - CAMPO	-	-	\$810,000	-	-	-		\$810,000
	<i>Total Construction</i>	-	-	\$810,000	-	-	-		\$810,000
	<i>Total Programmed</i>	-	<b>\$110,000</b>	<b>\$810,000</b>	-	-	-		<b>\$920,000</b>



#### Version History

TIP Document	MPO Approval	State Approval	FHWA Approval	FTA Approval
21-02	Amendment 2021-2025	02/10/2021	04/20/2021	04/26/2021
21-10	Amendment 2021-2025	01/20/2022	01/26/2022	N/A
23-00	Adoption 2023-2027	12/29/2022	01/05/2023	01/18/2023
23-01	Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023
23-02	Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023
23-03	Amendment 2023-2027	Pending	Pending	Pending
				N/A

#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$920,000

State TIP ID	CC20210009	MPO/TIP Contact	CAMPO 23-03 Kelly Norman 7752837525	Local ID	\$2,037,539				
Lead Agency	Carson City	NDOT	District 2	County	CARSON CITY				
Project Type	Active Transportation (Bike/Ped)	Air Quality	TCM	Construction	2024 start				
Project Name	Carson City Multi-Use Pathway Rehabilitation and Connection Project								
Project Limits	At Carson City MUP From S. Roop Street To S. Carson Street of Distance (mile) 7								
Scope	The project includes two major components: the rehabilitation of Carson City's existing multi-use path network (7 miles) and construction of a new 10-foot wide multi-use path connection between South Roop Street and South Carson Street.								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
PE	Carson City Local - CAMPO	\$6,750	-	-	-	-	-	-	\$6,750
PE	TAP 5K-200K STBG (AC)	\$128,250	-	-	-	-	-	-	\$128,250
	<i>Total Preliminary Engineering</i>	<b>\$135,000</b>	-	-	-	-	-	-	<b>\$135,000</b>
CON	Carbon Reduction Program 50K-200K	-	-	\$310,212	-	-	-	-	\$310,212
CON	Carson City Local - CAMPO	-	-	\$172,077	-	-	-	-	\$172,077
CON	TAP FLEX STBG	-	-	\$1,420,250	-	-	-	-	\$1,420,250
	<i>Total Construction</i>	<b>-</b>	<b>-</b>	<b>\$1,902,539</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$1,902,539</b>
	<i>Total Programmed</i>	<b>\$135,000</b>	<b>-</b>	<b>\$1,902,539</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$2,037,539</b>

\*Map Has Not Been Mark

Version History					
TIP Document		MPO Approval	State Approval	FHWA Approval	FTA Approval
21-02	Amendment 2021-2025	02/10/2021	04/20/2021	04/26/2021	05/05/2021
21-05	Amendment 2021-2025	07/13/2021	07/16/2021	N/A	N/A
21-06	Amendment 2021-2025	07/26/2021	08/05/2021	N/A	N/A
21-07	Amendment 2021-2025	09/16/2021	10/11/2021	N/A	N/A
21-10	Amendment 2021-2025	01/20/2022	01/26/2022	N/A	N/A
23-00	Adoption 2023-2027	12/29/2022	01/05/2023	01/11/2023	01/18/2023
23-01	Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023	04/20/2023
23-02	Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023	06/13/2023
23-03	Amendment 2023-2027	Pending	Pending	Pending	N/A

Current Change Reason					
SCHEDULE / FUNDING / SCOPE - Other, Update Funding and Local Match for FY 2024					
<i>Funding Change(s):</i> Total project cost increased from \$1,630,000 to \$2,037,539					

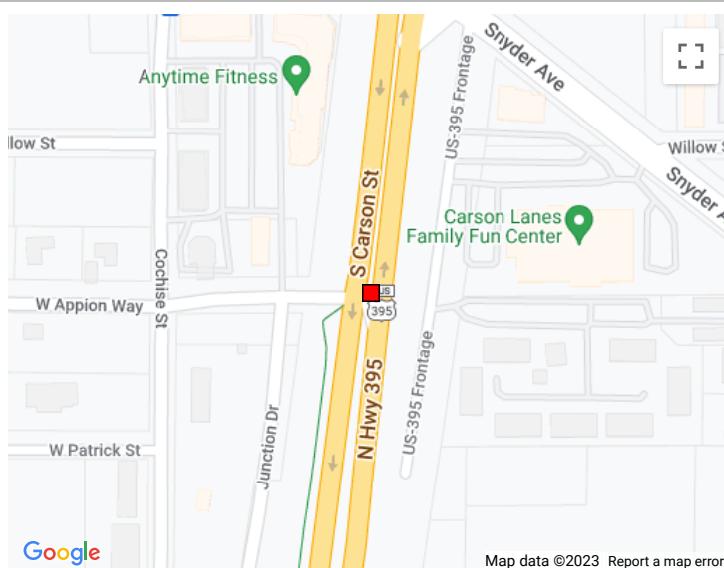
State TIP ID	CC20220001	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$1,680,000
Lead Agency	Carson City	Contact	Kelly Norman 7752837525	NDOT	District 2	County	CARSON CITY
Project Type	Signals & Lighting	Air Quality		TCM		Construction	2024 start

Project Name Appion Way Traffic Signal and Intersection Improvement Project

Project Limits From Carson Street To Appion Way

Scope Construction of a new traffic signal and intersection improvements at the intersection of S. Carson Street and Appion Way in Carson City.

Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
PE	Local Fund	\$227,120	\$89,880	-	-	-	-	-	\$317,000
	<i>Total Preliminary Engineering</i>	\$227,120	\$89,880	-	-	-	-	-	\$317,000
CON	Congressionally Directed Spending	-	-	\$1,100,000	-	-	-	-	\$1,100,000
CON	Local Fund	-	-	\$263,000	-	-	-	-	\$263,000
	<i>Total Construction</i>	-	-	\$1,363,000	-	-	-	-	\$1,363,000
	<i>Total Programmed</i>	<b>\$227,120</b>	<b>\$89,880</b>	<b>\$1,363,000</b>	-	-	-	-	<b>\$1,680,000</b>



#### Version History

TIP Document
21-11
Amendment 2021-2025
23-00
Adoption 2023-2027
23-01
Amendment 2023-2027
23-02
Amendment 2023-2027
23-03
Amendment 2023-2027

MPO Approval	State Approval	FHWA Approval	FTA Approval
07/13/2022	07/25/2022	07/27/2022	N/A
12/29/2022	01/05/2023	01/11/2023	01/18/2023
03/20/2023	4/19/2023	05/23/2023	04/20/2023
05/10/2023	06/13/2023	06/15/2023	06/13/2023
Pending	Pending	Pending	N/A

#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Project to continue to CAMPO TIP Action 23-03

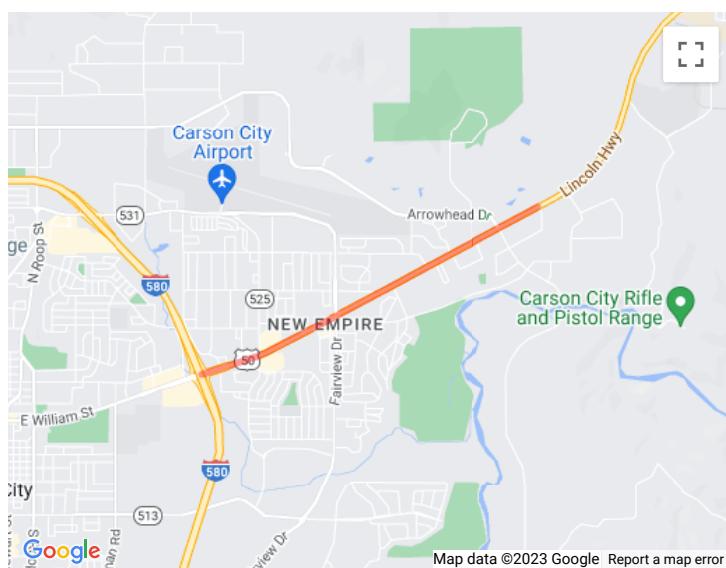
#### Funding Change(s):

Total project cost stays the same \$1,680,000

State TIP ID	CC20220004	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$6,995,000
Lead Agency	Nevada DOT	Contact	Samantha Dowd 775-888-7591	NDOT	District 2	County	CARSON CITY
Project Type	Preservation	Air Quality		TCM		Construction	2025 start
Project Name	US 50 Carson City - Preservation						
Project Limits	At From CC MP 12.556 To CC MP 15.103 of Distance (mile)	2.5 Begin:	12.6 End:	15.1			
Scope	Mill and Overlay with ADA and Multimodal Improvements						

Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
PE	State Gas Tax	-	\$160,000	-	-	-	-		\$160,000
		<i>Total Preliminary Engineering</i>							\$160,000
ROW	State Gas Tax	-	\$35,000	-	-	-	-		\$35,000
		<i>Total Right of Way</i>							\$35,000
CON	State Gas Tax	-	-	-	\$6,800,000	-	-		\$6,800,000
		<i>Total Construction</i>							\$6,800,000
		<i>Total Programmed</i>							<b>\$6,995,000</b>



#### Version History

TIP Document	MPO Approval	State Approval	FHWA Approval	FTA Approval
23-00 Adoption 2023-2027	12/29/2022	01/05/2023	01/11/2023	01/18/2023
23-01 Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023	04/20/2023
23-02 Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023	06/13/2023
23-03 Amendment 2023-2027	Pending	Pending	Pending	N/A

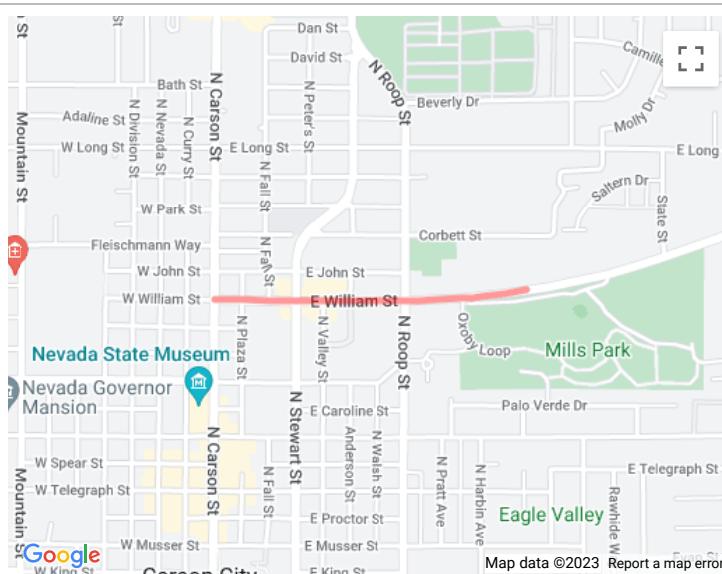
#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$6,995,000

State TIP ID	CC20220005	MPO/TIP Contact	CAMPO 23-03 Kelly Norman 7752837525	Local ID		Total Cost	\$2,500,000		
Lead Agency	Carson City			NDOT	District 2	County	CARSON CITY		
Project Type	Landscape & Aesthetics	Air Quality		TCM		Construction	2024 start		
Project Name	East William Street Overhead Utility Undergrounding Project								
Project Limits	At East William Street From I-580 To North Carson Street of Distance (mile) 1.5								
Scope	Project is using federal funds to underground overhead utility lines along the East William Street corridor between Carson Street and Saliman Road. This project is happening in conjunction with the East William Street Complete Streets Project.								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
CON	Carson City Local - CAMPO	-	-	\$500,000	-	-	-	-	\$500,000
CON	Congressionally Directed Spending	-	-	\$2,000,000	-	-	-	-	\$2,000,000
	<i>Total Construction</i>	-	-	\$2,500,000	-	-	-	-	\$2,500,000
	<i>Total Programmed</i>	-	-	<b>\$2,500,000</b>	-	-	-	-	<b>\$2,500,000</b>



#### Version History

TIP Document	MPO Approval	State Approval	FHWA Approval	FTA Approval
21-12	Amendment 2021-2025	08/10/2022	08/23/2022	08/30/2022
23-00	Adoption 2023-2027	12/29/2022	01/05/2023	01/18/2023
23-01	Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023
23-02	Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023
23-03	Amendment 2023-2027	Pending	Pending	Pending
				N/A

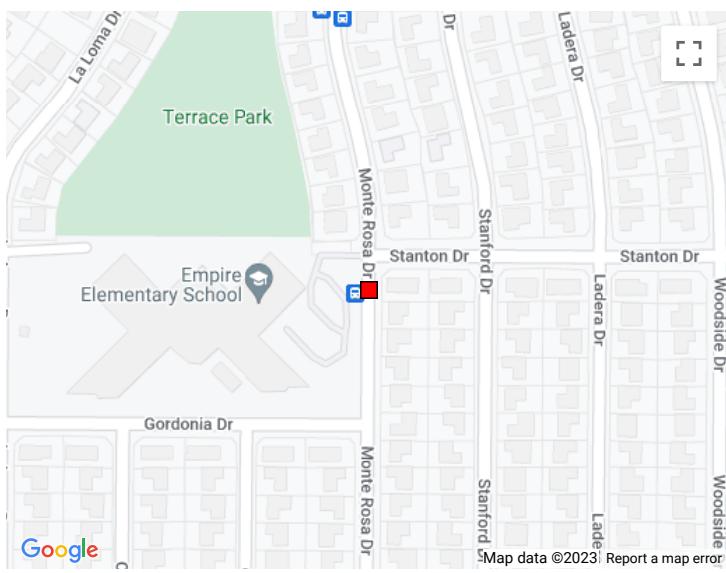
#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$2,500,000

State TIP ID	CC20220006	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$3,750,000		
Lead Agency	Carson City	Contact	Kelly Norman 7752837525	NDOT	District 2	County	CARSON CITY		
Project Type	Safety	Air Quality		TCM		Construction	2027 start		
Project Name	Carson City 'Safe Streets for All' Grant Award Project								
Project Limits	At Streets near Empire Elementary From Butti Way To US 50 of Distance (mile) 1								
Scope	Design and construction of strategic safety improvements as identified in the Western Nevada Safe Routes to School Master Plan utilizing 'Safe Streets for All' grant funding around Empire Elementary School and Fairview Drive.								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
PE	Anticipated Discretionary Grant	-	-	-	-	\$540,000	-	-	\$540,000
PE	Local Fund	-	-	-	-	\$135,000	-	-	\$135,000
	<i>Total Preliminary Engineering</i>	-	-	-	-	\$675,000	-	-	\$675,000
CON	Anticipated Discretionary Grant	-	-	-	-	\$2,460,000	-	-	\$2,460,000
CON	Local Fund	-	-	-	-	\$615,000	-	-	\$615,000
	<i>Total Construction</i>	-	-	-	-	\$3,075,000	-	-	\$3,075,000
	<i>Total Programmed</i>	-	-	-	-	<b>\$675,000</b>	<b>\$3,075,000</b>	-	<b>\$3,750,000</b>



#### Version History

##### TIP Document

21-12	Amendment 2021-2025
23-00	Adoption 2023-2027
23-01	Amendment 2023-2027
23-02	Amendment 2023-2027
23-03	Amendment 2023-2027

MPO Approval	State Approval	FHWA Approval	FTA Approval
08/10/2022	08/23/2022	08/30/2022	N/A
12/29/2022	01/05/2023	01/11/2023	01/18/2023
03/20/2023	4/19/2023	05/23/2023	04/20/2023
05/10/2023	06/13/2023	06/15/2023	06/13/2023
Pending	Pending	Pending	N/A

#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$3,750,000

<i>State TIP ID</i>	CC20220007	<i>MPO/TIP</i>	CAMPO 23-03	<i>Local ID</i>		<i>Total Cost</i>	\$1,700,000
<i>Lead Agency</i>	Nevada DOT	<i>Contact</i>	Kandee Bahr-Worley 775-888-7323	<i>NDOT</i>	District 2	<i>County</i>	CARSON CITY
<i>Project Type</i>	Environmental	<i>Air Quality</i>		<i>TCM</i>		<i>Construction</i>	2023 start
<i>Project Name</i>	EV Charging at Carson City						
<i>Project Limits Scope</i>	Construct New EV Charging at Carson City						

<b>Phase</b>	<b>Fund Source</b>	<b>Prior</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>	<b>FY2026</b>	<b>FY2027</b>	<b>Future</b>	<b>Total</b>
CON	State Gas Tax	-	\$1,700,000	-	-	-	-	-	\$1,700,000
	<i>Total Construction</i>	-	\$1,700,000	-	-	-	-	-	\$1,700,000
	<i>Total Programmed</i>	-	<b>\$1,700,000</b>	-	-	-	-	-	<b>\$1,700,000</b>

\*Map Has Not Been Mark

#### Version History

<i>TIP Document</i>	<i>MPO Approval</i>	<i>State Approval</i>	<i>FHWA Approval</i>	<i>FTA Approval</i>
23-00 Adoption 2023-2027	12/29/2022	01/05/2023	01/11/2023	01/18/2023
23-01 Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023	04/20/2023
23-02 Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023	06/13/2023
23-03 Amendment 2023-2027	Pending	Pending	Pending	N/A

#### Current Change Reason

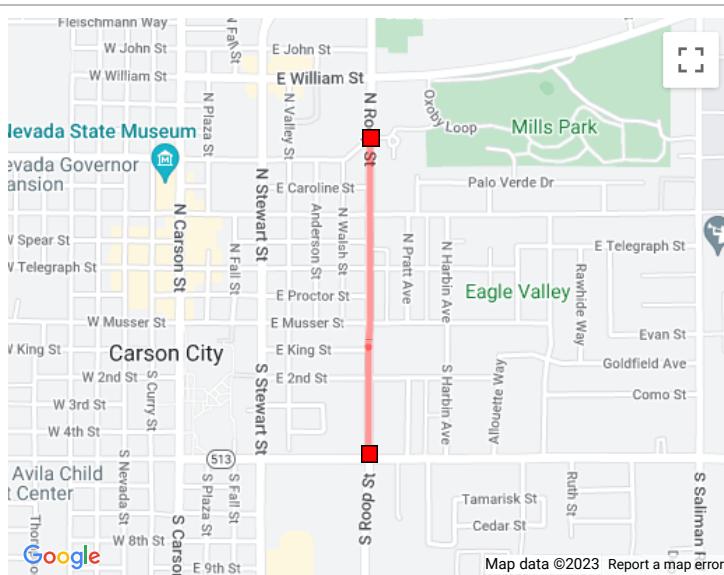
SCHEDULE / FUNDING / SCOPE - Other, Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$1,700,000

\*Not Location Specific

State TIP ID	CC20220008	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$4,410,000		
Lead Agency	Carson City	Contact	Kelly Norman 7752837525	NDOT	District 2	County	CARSON CITY		
Project Type	Capacity	Air Quality		TCM		Construction	2025 start		
Project Name	Roop Street Capacity Improvements								
Project Limits	At Roop Street From Washington Street To 5th Street of Distance (mile) 0.5317								
Scope	Expand to three-lane roadway with bike lanes and sidewalks between Washington Street and 5th Street with an update to roadway utilities.								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
PE	Carson City Local - CAMPO	-	-	\$410,000	-	-	-	-	\$410,000
	<i>Total Preliminary Engineering</i>	-	-	\$410,000	-	-	-	-	\$410,000
CON	Carson City Local - CAMPO	-	-	-	\$4,000,000	-	-	-	\$4,000,000
	<i>Total Construction</i>	-	-	-	\$4,000,000	-	-	-	\$4,000,000
	<i>Total Programmed</i>	-	-	\$410,000	\$4,000,000	-	-	-	\$4,410,000



#### Version History

TIP Document	MPO Approval	State Approval	FHWA Approval	FTA Approval
23-00 Adoption 2023-2027	12/29/2022	01/05/2023	01/11/2023	01/18/2023
23-01 Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023	04/20/2023
23-02 Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023	06/13/2023
23-03 Amendment 2023-2027	Pending	Pending	Pending	N/A

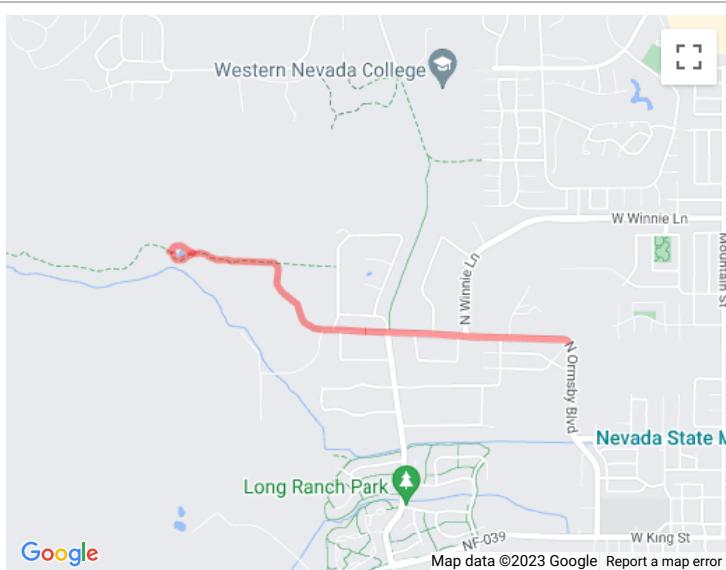
#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$4,410,000

State TIP ID	CC20220009	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$14,490,000		
Lead Agency	Carson City	Contact	Kelly Norman 7752837525	NDOT	District 2	County	CARSON CITY		
Project Type	Preservation	Air Quality		TCM		Construction	2027 start		
Project Name	District 5 Ash Canyon Road-FUTURE PROJECT								
Project Limits	At Ash Canyon Road From Ormsby Blvd. To Open Space Property of Distance (mile) 1								
Scope	Rehabilitate pavement and incorporate Complete Street elements from Ormsby Blvd. to Open Space Property.								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
PE	Carson City Local - CAMPO	-	-	-	-	\$2,170,000	-		\$2,170,000
	<i>Total Preliminary Engineering</i>	-	-	-	-	\$2,170,000	-		\$2,170,000
CON	Carson City Local - CAMPO	-	-	-	-	\$12,320,000	-		\$12,320,000
	<i>Total Construction</i>	-	-	-	-	\$12,320,000	-		\$12,320,000
	<i>Total Programmed</i>	-	-	-	-	\$14,490,000	-		\$14,490,000



#### Version History

TIP Document	MPO Approval	State Approval	FHWA Approval	FTA Approval
23-00 Adoption 2023-2027	12/29/2022	01/05/2023	01/11/2023	01/18/2023
23-01 Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023	04/20/2023
23-02 Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023	06/13/2023
23-03 Amendment 2023-2027	Pending	Pending	Pending	N/A

#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Update Lead Agency from CAMPO to Carson City. Project to continue to CAMPO TIP Action 23-03.

#### Funding Change(s):

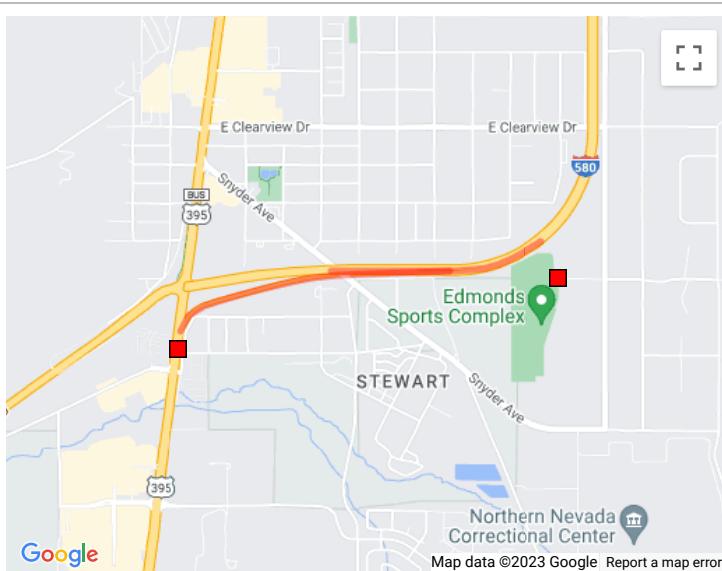
Total project cost stays the same \$14,490,000

State TIP ID	CC20220010	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$2,081,000
Lead Agency	Carson City	Contact	Kelly Norman 7752837525	NDOT	District 2	County	CARSON CITY
Project Type	Active Transportation (Bike/Ped)	Air Quality		TCM		Construction	2026 start
Project Name	South Carson Multi Use Path Connector						

Project Limits  
At S Carson MUP From Edmonds Sports Complex To S Carson Street MUP of Distance (mile) 1.3

Scope  
Design and construct a multi-use path connecting Edmonds Sports Complex to the South Carson Street Multi-use path.

Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
PE	Carson City Local - CAMPO	-	-	-	\$317,000	-	-	-	\$317,000
	<i>Total Preliminary Engineering</i>	-	-	-	\$317,000	-	-	-	\$317,000
CON	Carson City Local - CAMPO	-	-	-	-	\$1,764,000	-	-	\$1,764,000
	<i>Total Construction</i>	-	-	-	-	\$1,764,000	-	-	\$1,764,000
	<i>Total Programmed</i>	-	-	-	<b>\$317,000</b>	<b>\$1,764,000</b>	-	-	<b>\$2,081,000</b>



#### Version History

TIP Document	MPO Approval	State Approval	FHWA Approval	FTA Approval
23-00 Adoption 2023-2027	12/29/2022	01/05/2023	01/11/2023	01/18/2023
23-01 Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023	04/20/2023
23-02 Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023	06/13/2023
23-03 Amendment 2023-2027	Pending	Pending	Pending	N/A

#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$2,081,000

<i>State TIP ID</i>	CC20220011	<i>MPO/TIP</i>	CAMPO 23-03	<i>Local ID</i>		<i>Total Cost</i>	\$806,000		
<i>Lead Agency</i>	Carson City	<i>Contact</i>	Kelly Norman 7752837525	<i>NDOT</i>	District 2	<i>County</i>	CARSON CITY		
<i>Project Type</i>	Active Transportation (Bike/Ped)	<i>Air Quality</i>		<i>TCM</i>		<i>Construction</i>	2025 start		
<i>Project Name</i>	North Lompa Multi Use Path								
<i>Project Limits</i>	At North Lompa Multi-use Path From Modoc Court To US 50 of Distance (mile) 0.02								
<i>Scope</i>	Design and construct a multi-use path adjacent to I-580 from Modoc Ct to Hwy 50.								
<b>Phase</b>	<b>Fund Source</b>	<b>Prior</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>	<b>FY2026</b>	<b>FY2027</b>	<b>Future</b>	<b>Total</b>
PE	Carson City Local - CAMPO	-	-	\$191,000	-	-	-	-	\$191,000
	<i>Total Preliminary Engineering</i>	-	-	\$191,000	-	-	-	-	\$191,000
CON	Carson City Local - CAMPO	-	-	-	\$615,000	-	-	-	\$615,000
	<i>Total Construction</i>	-	-	-	\$615,000	-	-	-	\$615,000
	<i>Total Programmed</i>	-	-	<b>\$191,000</b>	<b>\$615,000</b>	-	-	-	<b>\$806,000</b>

\*Map Has Not Been Mark

#### Version History

<i>TIP Document</i>	<i>MPO Approval</i>	<i>State Approval</i>	<i>FHWA Approval</i>	<i>FTA Approval</i>
23-00 Adoption 2023-2027	12/29/2022	01/05/2023	01/11/2023	01/18/2023
23-01 Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023	04/20/2023
23-02 Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023	06/13/2023
23-03 Amendment 2023-2027	<i>Pending</i>	<i>Pending</i>	<i>Pending</i>	N/A

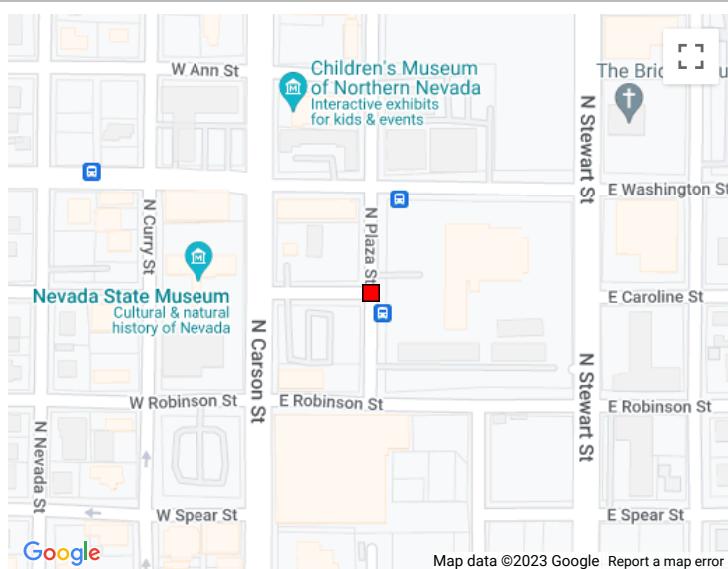
#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$806,000

State TIP ID	CC20220012	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$170,000		
Lead Agency	Carson Area MPO	Contact	Kelly Norman 7752837525	NDOT	District 2	County	CARSON CITY		
Project Type	Transit - Other	Air Quality		TCM		Construction	N/A		
Project Name	Carson City Jump Around Carson (JAC) Transit Center								
Project Limits	From Robinson/Plaza								
Scope	Design for the future construction of a new transit center in Downtown Carson City to better serve transit riders and drivers, and to act as a community hub serving other regional transit agencies.								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
PE	Carson City Local - CAMPO	-	\$170,000	-	-	-	-	-	\$170,000
	<i>Total Preliminary Engineering</i>	-	\$170,000	-	-	-	-	-	\$170,000
	<i>Total Programmed</i>	-	<b>\$170,000</b>	-	-	-	-	-	<b>\$170,000</b>



#### Version History

TIP Document	MPO Approval	State Approval	FHWA Approval	FTA Approval
23-00 Adoption 2023-2027	12/29/2022	01/05/2023	01/11/2023	01/18/2023
23-01 Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023	04/20/2023
23-02 Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023	06/13/2023
23-03 Amendment 2023-2027	Pending	Pending	Pending	N/A

#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Updated funding. Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost decreased from \$323,570 to \$170,000

<i>State TIP ID</i>	CC20230001	<i>MPO/TIP Contact</i>	CAMPO 23-03 Kelly Norman 7752837525	<i>Local ID</i>	\$1,647,695
<i>Lead Agency</i>	Carson Area MPO			<i>NDOT</i>	CARSON CITY
<i>Project Type</i>	Transit - Other			<i>TCM</i>	N/A
<i>Project Name</i>	FFY 2021 FTA 5307 Apportionment				
<i>Project Limits</i>					
<i>Scope</i>	Funding scoped for Operation, Preventive Maintenance, and Capital				

<b>Phase</b>	<b>Fund Source</b>	<b>Prior</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>	<b>FY2026</b>	<b>FY2027</b>	<b>Future</b>	<b>Total</b>
OTHER	Carson City Local - CAMPO	-	-	\$329,539	-	-	-	-	\$329,539
OTHER	FTA 5307 Sm Urb Operating	-	-	\$1,318,156	-	-	-	-	\$1,318,156
	<i>Total Other</i>	-	-	\$1,647,695	-	-	-	-	\$1,647,695
	<i>Total Programmed</i>	-	-	<b>\$1,647,695</b>	-	-	-	-	<b>\$1,647,695</b>

\*Map Has Not Been Mark

#### Version History

<i>TIP Document</i>	<i>MPO Approval</i>	<i>State Approval</i>	<i>FHWA Approval</i>	<i>FTA Approval</i>
23-01      Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023	04/20/2023
23-02      Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023	06/13/2023
23-03      Amendment 2023-2027	<i>Pending</i>	<i>Pending</i>	<i>Pending</i>	N/A

#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Updated FFY. Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$1,647,695

\*Not Location Specific

State TIP ID	CC20230002	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$477,499
Lead Agency	Carson Area MPO	Contact	Kelly Norman 7752837525	NDOT	District 2	County	CARSON CITY
Project Type	Transit - Other	Air Quality		TCM		Construction	N/A
Project Name	FFY 2022 & FFY 2023 5310 FTA Apportionment						
Project Limits							
Scope	Funding scoped (117-A1) to be used for capitalized operating.						

Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
OTHER	Carson City Local - CAMPO	-	\$95,500	-	-	-	-		\$95,500
OTHER	FTA 5310 Elderly/Disabled Sm Urb Capital	-	\$381,999	-	-	-	-		\$381,999
	<i>Total Other</i>	-	<i>\$477,499</i>	-	-	-	-		<i>\$477,499</i>
	<i>Total Programmed</i>	-	<i>\$477,499</i>	-	-	-	-		<i>\$477,499</i>

\*Map Has Not Been Mark

#### Version History

TIP Document	MPO Approval	State Approval	FHWA Approval	FTA Approval
23-01      Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023	04/20/2023
23-02      Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023	06/13/2023
23-03      Amendment 2023-2027	Pending	Pending	Pending	N/A

#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$477,499

\*Not Location Specific

State TIP ID	CC20230003	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$286,823		
Lead Agency	Carson Area MPO	Contact	Kelly Norman 7752837525	NDOT	District 2	County	CARSON CITY		
Project Type	Transit - Other	Air Quality		TCM		Construction	N/A		
Project Name	FFY 2022 & 2023 FTA 5339 Grant Award								
Project Limits									
Scope	Grant funding for Buses and Bus Facilities								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
OTHER	Carson City Local - CAMPO	-	-	\$57,365	-	-	-		\$57,365
OTHER	FTA 5339 Bus/Fac Sm Urb Capital	-	-	\$229,458	-	-	-		\$229,458
	<i>Total Other</i>	-	-	\$286,823	-	-	-		\$286,823
	<i>Total Programmed</i>	-	-	<b>\$286,823</b>	-	-	-		<b>\$286,823</b>

\*Map Has Not Been Mark

#### Version History

TIP Document	MPO Approval	State Approval	FHWA Approval	FTA Approval
23-01      Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023	04/20/2023
23-02      Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023	06/13/2023
23-03      Amendment 2023-2027	Pending	Pending	Pending	N/A

#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$286,823

\*Not Location Specific

State TIP ID	CC20230004	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$3,900,000		
Lead Agency	Carson City	Contact	Kelly Norman 7752837525	NDOT	District 2	County	CARSON CITY		
Project Type	Active Transportation (Bike/Ped)	Air Quality		TCM		Construction	2027 start		
Project Name	Curry Street Complete Streets Improvement Project								
Project Limits	At Curry Street From Rhodes St. To Lake Glen Dr. of Distance (mile) 0.7281								
Scope	The proposed multi-modal Project will provide improved traffic and pedestrian circulation, enhanced access to south Carson City, and a more resilient storm drainage system.								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
PE	Carson City Local - CAMPO	-	-	-	\$400,000	-	-	-	\$400,000
	<i>Total Preliminary Engineering</i>	-	-	-	\$400,000	-	-	-	\$400,000
ROW	Carson City Local - CAMPO	-	-	-	-	\$100,000	-	-	\$100,000
	<i>Total Right of Way</i>	-	-	-	-	\$100,000	-	-	\$100,000
CON	Carson City Local - CAMPO	-	-	-	-	-	\$800,000	-	\$800,000
CON	Congressionally Directed Spending	-	-	-	-	-	\$2,600,000	-	\$2,600,000
	<i>Total Construction</i>	-	-	-	-	-	\$3,400,000	-	\$3,400,000
	<i>Total Programmed</i>	-	-	-	\$400,000	\$100,000	\$3,400,000	-	\$3,900,000



#### Version History

TIP Document	MPO Approval	State Approval	FHWA Approval	FTA Approval
23-02	Amendment	2023-2027	05/10/2023	06/13/2023
23-03	Amendment	2023-2027	Pending	Pending

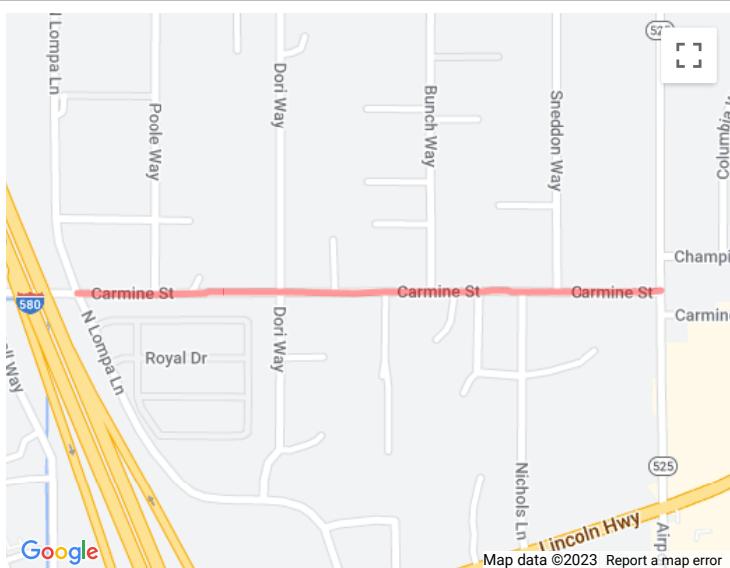
#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$3,900,000

State TIP ID	CC20230005	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$2,243,475		
Lead Agency	Carson City	Contact	Kelly Norman 7752837525	NDOT	District 2	County	CARSON CITY		
Project Type	Maintenance	Air Quality		TCM		Construction	2025 start		
Project Name	Carmine Street Reconstruction Project								
Project Limits	At Carmine Street From Lompa Lane To Airport Road of Distance (mile) 0.4815								
Scope	Reconstruction of Carmine Street will include new pavement, enhanced pedestrian connectivity with new and updated sidewalks, bicycle network, and utility improvements.								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
PE	Carson City Local - CAMPO	-	-	\$256,842	-	-	-	-	\$256,842
PE	STBG 5K-200K	-	-	\$105,000	-	-	-	-	\$105,000
	<i>Total Preliminary Engineering</i>	-	-	\$361,842	-	-	-	-	\$361,842
ROW	Carson City Local - CAMPO	-	-	\$8,158	-	-	-	-	\$8,158
ROW	STBG 5K-200K	-	-	\$155,000	-	-	-	-	\$155,000
	<i>Total Right of Way</i>	-	-	\$163,158	-	-	-	-	\$163,158
CON	Carson City Local - CAMPO	-	-	-	\$349,150	-	-	-	\$349,150
CON	NV Com Dev Block Grant	-	-	-	\$325,850	-	-	-	\$325,850
CON	STBG 5K-200K	-	-	-	\$1,043,475	-	-	-	\$1,043,475
	<i>Total Construction</i>	-	-	-	\$1,718,475	-	-	-	\$1,718,475
	<i>Total Programmed</i>	-	-	<b>\$525,000</b>	<b>\$1,718,475</b>	-	-	-	<b>\$2,243,475</b>



#### Version History

TIP Document  
23-03      Amendment 2023-2027

MPO Approval  
Pending      State Approval  
Pending      FHWA Approval  
Pending      FTA Approval  
N/A

#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - New Project

State TIP ID	CC20230006	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$4,980,000		
Lead Agency	Carson City	Contact	Kelly Norman 7752837525	NDOT	District 2	County	CARSON CITY		
Project Type	Road Improvement	Air Quality		TCM		Construction	2027 start		
Project Name	District 3, Fifth Street Roundabout								
Project Limits	At 5th Street From Fairview Drive To Carson River Road of Distance (mile) 0.2615								
Scope	Pavement improvements between Fairview Drive and Carson River Road, including operational and capacity enhancements to the Fifth Street/Fairview Drive roundabout.								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
PE	Carson City Local - CAMPO	-	-	-	-	\$120,000	-	-	\$120,000
	<i>Total Preliminary Engineering</i>	-	-	-	-	\$120,000	-	-	\$120,000
CON	Carson City Local - CAMPO	-	-	-	-	-	\$2,680,000	-	\$2,680,000
CON	STBG 5K-200K	-	-	-	-	-	\$2,180,000	-	\$2,180,000
	<i>Total Construction</i>	-	-	-	-	-	\$4,860,000	-	\$4,860,000
	<i>Total Programmed</i>	-	-	-	-	\$120,000	\$4,860,000	-	\$4,980,000



#### Version History

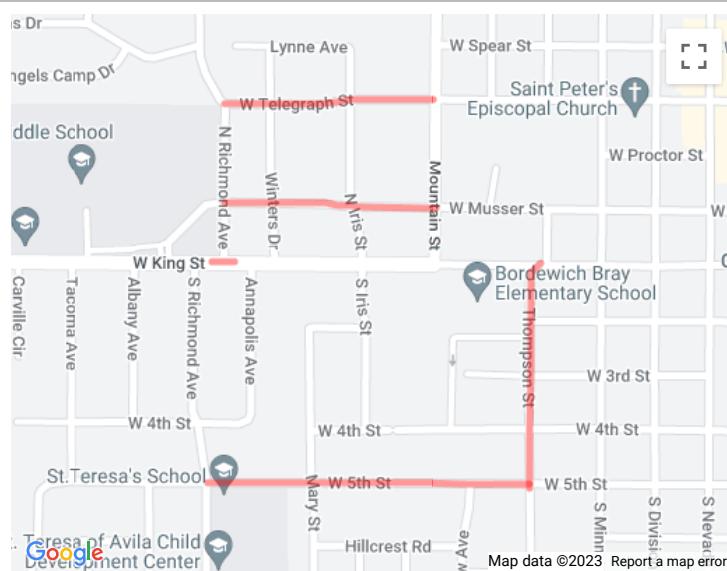
TIP Document  
23-03      Amendment 2023-2027

MPO Approval   State Approval   FHWA Approval   FTA Approval  
Pending      Pending      Pending      N/A

#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - New Project

State TIP ID	XS20220006	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$1,250,000		
Lead Agency	Carson City	Contact	Kelly Norman 7752837525	NDOT	District 2	County	CARSON CITY		
Project Type	Active Transportation (Bike/Ped)	Air Quality		TCM		Construction	2024 start		
Project Name									
2021 Western Nevada Safe Routes to School Vulnerable User Pedestrian Safety Infrastructure Improvement Project									
Project Limits	At Telegraph St From Richmond Ave To Mountain St of Distance (mile) 0.7281 At Musser St From Richmond Ave To Mountain St of Distance (mile) .728 At King St From King St & Richmond Ave At Thompson St From King St To 5th St of Distance (mile) .181 At 5th St From Richmond Ave To Thompson St of Distance (mile) .267								
Scope	Improvements of sidewalk gap closures, bicycle enhancements, ADA compliant infrastructure, and intersection enhancements near school zones in West Carson City.								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
PE	Congressionally Directed Spending	-	\$108,342	-	-	-	-	-	\$108,342
PE	Local Fund	-	\$5,702	-	-	-	-	-	\$5,702
	<i>Total Preliminary Engineering</i>		\$114,044	-	-	-	-	-	\$114,044
CON	Congressionally Directed Spending	-	-	\$891,658	-	-	-	-	\$891,658
CON	Local Fund	-	-	\$244,298	-	-	-	-	\$244,298
	<i>Total Construction</i>		-	\$1,135,956	-	-	-	-	\$1,135,956
	<i>Total Programmed</i>		\$114,044	\$1,135,956	-	-	-	-	\$1,250,000



#### Version History

##### TIP Document

21-12	Amendment	2021-2025
21-13	Amendment	2021-2025
23-00	Adoption	2023-2027
23-01	Amendment	2023-2027
23-02	Amendment	2023-2027
23-03	Amendment	2023-2027

	MPO Approval	State Approval	FHWA Approval	FTA Approval
08/10/2022	08/23/2022	08/30/2022	N/A	N/A
11/22/2022	12/15/2022	N/A	N/A	N/A
12/29/2022	01/05/2023	01/11/2023	01/18/2023	01/18/2023
03/20/2023	4/19/2023	05/23/2023	04/20/2023	04/20/2023
05/10/2023	06/13/2023	06/15/2023	06/13/2023	06/13/2023
Pending	Pending	Pending	Pending	N/A

#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$1,250,000

State TIP ID	XS20220033	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$46,200,000		
Lead Agency	Nevada DOT	Contact	SHAWN PATERSON 775-888-7655	NDOT	District 2	County	CARSON CITY, DOUGLAS		
Project Type	Preservation	Air Quality		TCM		Construction	2025 start		
Project Name	US 50, Douglas County/Carson City, Spooner Summit-Preservation								
Project Limits	At From DO MP 13.3 To DO MP 14.6 of Distance (mile) 1.3 Begin: 13.3 End: 14.6 At From CC MP 0.0 To CC MP 7.6 of Distance (mile) 7.6 Begin: 0 End: 7.6								
Scope	Mill and Fill w/OG Hydraulic Improvements and ITS trunk line								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
CON	NHPP	-	-	-	\$32,917,500	-	-	-	\$32,917,500
CON	STBG State-Wide	-	-	-	\$10,972,500	-	-	-	\$10,972,500
CON	State Match - Nv	-	-	-	\$2,310,000	-	-	-	\$2,310,000
<i>Total Construction</i>		-	-	-	\$46,200,000	-	-	-	\$46,200,000
<i>Total Programmed</i>		-	-	-	<b>\$46,200,000</b>	-	-	-	<b>\$46,200,000</b>

\*Map Has Not Been Mark

#### Version History

TIP Document	MPO Approval	State Approval	FHWA Approval	FTA Approval
23-00 Adoption 2023-2027	12/29/2022	01/05/2023	01/11/2023	01/18/2023
23-01 Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023	04/20/2023
23-02 Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023	06/13/2023
23-03 Amendment 2023-2027	Pending	Pending	Pending	N/A

#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$46,200,000

<i>State TIP ID</i>	XS20210011	<i>MPO/TIP Contact</i>	CAMPO 23-03 Albert Jacquez 775-301-9326	<i>Local ID</i>	\$1,484,492				
<i>Lead Agency</i>	Nevada DOT	<i>Air Quality</i>		<i>NDOT TCM</i>	<i>County Construction</i>				
<i>Project Type</i>	Active Transportation (Bike/Ped)			District 2	CARSON CITY, DOUGLAS, LYON				
<i>Project Name</i>	Western Nevada Safe Routes to Schools Program (TAP)				N/A				
<i>Project Limits Scope</i>	Non-infrastructure Transportation Alternatives Program (TAP) funding to fund the Western Nevada Safe Routes to Schools Program (WN-SRTS).								
<b>Phase</b>	<b>Fund Source</b>	<b>Prior</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>	<b>FY2026</b>	<b>FY2027</b>	<b>Future</b>	<b>Total</b>
OTHER	Carson City Local - CAMPO	-	-	\$35,000	-	-	-	-	\$35,000
OTHER	Local Fund	\$39,225	-	-	-	-	-	-	\$39,225
OTHER	TAP FLEX STBG	\$170,288	-	\$665,000	-	-	-	-	\$835,288
OTHER	TAP FLEX STBG (AC)	\$574,979	-	-	-	-	-	-	\$574,979
		<i>Total Other</i>	\$784,492	-	\$700,000	-	-	-	\$1,484,492
		<i>Total Programmed</i>	<b>\$784,492</b>	-	<b>\$700,000</b>	-	-	-	<b>\$1,484,492</b>

\*Map Has Not Been Mark

#### Version History

<i>TIP Document</i>	<i>MPO Approval</i>	<i>State Approval</i>	<i>FHWA Approval</i>	<i>FTA Approval</i>
21-11      Amendment 2021-2025	07/13/2022	07/25/2022	07/27/2022	N/A
21-16      Amendment 2021-2025	07/21/2021	07/22/2021	07/22/2021	07/27/2021
21-28      Amendment 2021-2025	01/24/2022	01/25/2022	N/A	N/A
23-00      Adoption 2023-2027	12/29/2022	01/05/2023	01/11/2023	01/18/2023
23-01      Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023	04/20/2023
23-02      Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023	06/13/2023
23-03      Amendment 2023-2027	<i>Pending</i>	<i>Pending</i>	<i>Pending</i>	N/A

#### Current Change Reason

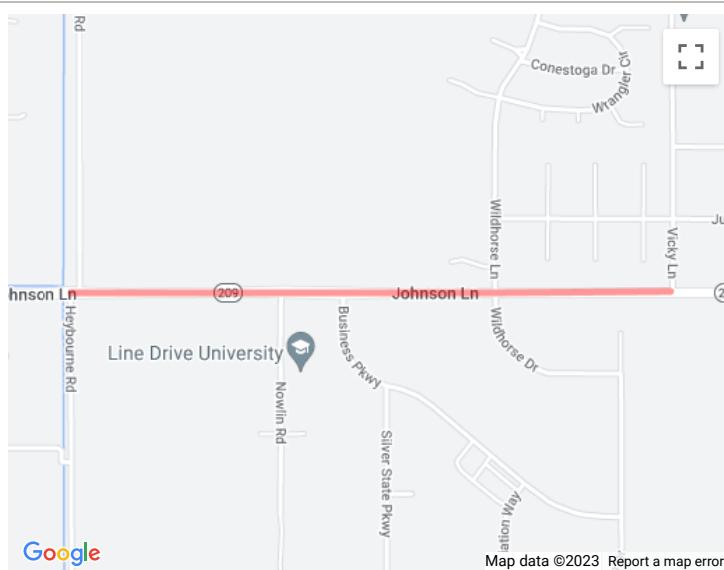
SCHEDULE / FUNDING / SCOPE - Other, Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$1,484,492

\*Various Locations

State TIP ID	DO20220007	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$4,000,000		
Lead Agency	Douglas County	Contact	Jon Erb (775)782-6233	NDOT	District 2	County	DOUGLAS		
Project Type	Road Improvement	Air Quality		TCM		Construction	2025 start		
Project Name	Johnson Lane Reconstruction Project								
Project Limits	At Johnson Lane From Heybourne Road To Vicky Lane	of Distance (mile)	1.0						
Scope	Full pavement reconstruction of Johnson Lane from Heybourne Road to Vicky Lane including local road approaches, project consists of road widening and drainage facility improvements.								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
CON	Douglas County Local - CAMPO	-	-	-	\$200,000	-	-	-	\$200,000
CON	STBG 5K-200K	-	-	-	\$3,800,000	-	-	-	\$3,800,000
	<i>Total Construction</i>	-	-	-	\$4,000,000	-	-	-	\$4,000,000
	<i>Total Programmed</i>	-	-	-	<b>\$4,000,000</b>	-	-	-	<b>\$4,000,000</b>



#### Version History

TIP Document	MPO Approval	State Approval	FHWA Approval	FTA Approval
23-00 Adoption 2023-2027	12/29/2022	01/05/2023	01/11/2023	01/18/2023
23-01 Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023	04/20/2023
23-02 Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023	06/13/2023
23-03 Amendment 2023-2027	Pending	Pending	Pending	N/A

#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$4,000,000

State TIP ID	LY20220002	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$29,010,000		
Lead Agency	Nevada DOT	Contact	Brian Deal 775-888-7654	NDOT	District 2	County	LYON		
Project Type	Preservation	Air Quality		TCM		Construction	2026 start		
Project Name	US 50, East of Dayton, Fortune Drive to Six Mile Canyon Road - Preservation								
Project Limits	At From LY MP 8.0 To LY MP 13.8 of Distance (mile) 5.74 Begin: 8.03 End: 13.77								
Scope	Outside Lanes (Both Directions): 8" Roadbed Modification, 5" Dense Grade with 0.75" Open Grade. All Other Pavement: 2" Cold Mill, 2" Dense Grade with 0.75" Open Grade.								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
ROW	State Gas Tax	-	-	-	\$10,000	-	-		\$10,000
	<i>Total Right of Way</i>	-	-	-	\$10,000	-	-		\$10,000
CON	NHPP	-	-	-	-	\$16,530,000	-		\$16,530,000
CON	STBG State-Wide	-	-	-	-	\$8,265,000	-		\$8,265,000
CON	State Gas Tax	-	-	-	-	\$2,900,000	-		\$2,900,000
CON	State Match - Nv	-	-	-	-	\$1,305,000	-		\$1,305,000
	<i>Total Construction</i>	-	-	-	-	\$29,000,000	-		\$29,000,000
	<i>Total Programmed</i>	-	-	-	\$10,000	\$29,000,000	-		\$29,010,000



#### Version History

TIP Document	MPO Approval	State Approval	FHWA Approval	FTA Approval
23-00 Adoption 2023-2027	12/29/2022	01/05/2023	01/11/2023	01/18/2023
23-01 Amendment 2023-2027	03/20/2023	4/19/2023	05/23/2023	04/20/2023
23-02 Amendment 2023-2027	05/10/2023	06/13/2023	06/15/2023	06/13/2023
23-03 Amendment 2023-2027	Pending	Pending	Pending	N/A

#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - Other, Project to continue to CAMPO TIP Action 23-03

#### Funding Change(s):

Total project cost stays the same \$29,010,000

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Table 5.1 CAMPO FY 2023 and FY 2024 UPWP Cost/Funding Summary

Activity					Funding Breakdown, Overall FY 23 & FY 24			
Work Element	#	Description	Milestones (Excludes Ongoing/Recurring Milestones)	Estimated Completion Date	FY 2023	FY 2024	Total Cost	
1.0 MPO Administration	1.1	MPO Administration and Work Program Oversight			\$ 101,180	\$112,500	\$ 213,680	
	1.2	Unified Planning Work Program Oversight and Development	FY 2024/ FY 2025 Monetary Agreements FY 2025-2026 UPWP (Draft/ Final)	May 2023; May 2024 May 2024				
	1.3	Transportation Improvement Program (TIP) Administration	FY 2023-2026 TIP Annual Federal Obligations Report	January 2023 December 2022; December 2023				
	1.4	Professional Development						
	2.1	MPO Representation						
2.0 Outreach and Engagement	2.2	Public Participation	CAMPO's Public Participation Plan (PPP) Update*	July 2023	\$ 60,000	\$32,000	\$ 92,000	
	2.3	Regional Transit Coordination and Engagement	Transit Rider Survey Transit Non-Rider Survey	June 2023 June 2024				
	2.4	Regional Consistency Review*						
	3.1	2050 Regional Transportation Plan (RTP)	RTP Modification and/or Amendment to incorporate completed planning activities and studies	March 2024				
3.0 Multimodal Planning	3.2	Transit Planning	JAC ADA Paratransit Eligibility Process JAC Fixed-Route Policy JAC Title VI Program Update CAMPO DBE Program Update FY 2022 & 2023 JAC Monitoring Report	June 2024 June 2024 September 2022 September 2022 September 2023	\$ 64,650	\$ 115,000	\$ 179,650	
	3.3	ITS Planning*	Carson Area Transportation System Management Plan	June 2023				
	3.4	Active Transportation Planning	Review of local ordinances related to e-scooter/e-bicycles Complete Streets Design Guide and Toolbox† Updated CAMPO Bicycle Route Map*	Ongoing October 2023 June 2024				
	3.5	Updates to Supporting Regional Planning						
	4.1	Performance Measure Implementation and Management	Safety Performance Measure Targets Public Transit Agency Safety Targets Transit Asset Management Targets Supporting NDOT's CMAQ Targets	February 2023; February 2024 December 2022; December 2023 October 2022; October 2023 October 2022; October 2023		\$ 116,180	\$ 305,820	\$422,000
	4.2	Maintain Travel Demand Model*	2023 TDM Update	December 2023				
	4.3	Data Management, Collection, and Performance Measurement	Annual CAMPO Monitoring Report	September 2022; September 2023				
	4.4	Maintain Pavement Management System	Complete pavement survey for Lyon/Douglas County Annual performance reporting of pavement condition	September 2023 July 2022; July 2023				
	4.5	Non-Motorized Asset Management	Expanded ADA inventory of narrowness barriers and ADA Transition Plan Amendment	June 2024				
	4.6	Transit Asset Management	FFY 2023-2026 JAC Transit Asset Management Plan	October 2022				
5.0 Street and Corridor Planning**	5.1	Corridor Studies*	Participation and support for NDOT corridor planning Local Road Safety Plan US Hwy 50 Corridor Study† N Carson Complete Streets Feasibility Study†	Ongoing January 2024 December 2024 December 2025		\$ 56,400	\$ 165,250	\$ 221,650
	5.2	Infrastructure Sustainability*	Assessment of and maps showing soil conditions within the CAMPO region	October 2023				
					<b>Total UPWP CPG/Local</b>	\$ 398,410	\$ 730,570	\$1,128,980
					<b>Total Other Federal/Local**</b>	\$0	\$166,095	\$166,095
					<b>Total 2-Year UPWP</b>	<b>\$ 398,410</b>	<b>\$ 896,665</b>	<b>\$ 1,295,075</b>

\*Consultant involvement is expected; \*\*Other funding sources; † Exempt from Local Match

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## Exhibit 3: Public Comment on CAMPO TIP Version 23-03 received on 7/5/2023

RE: TIP Version 23-03 updated TIP Project Sheets

 Bryan Byrne  
To: Kelly Norman; Christopher Martinovich

(i) You replied to this message on 7/5/2023 2:29 PM.

PDF 4616\_001.pdf 78 KB

Attachments

Reply All Forward ...  
Wed 7/5/2023 2:17 PM  
Open PDFs in Adobe Acrobat Get more add-ins

Kelly,

I would like to request a TIP change for the Carmine Street Reconstruction Project. The amounts and details are attached. Please let me know if you have questions.

Thanks,

**Bryan Byrne, PE** | Transportation/Traffic Engineer  
Public Works Department | Carson City  
3505 Butti Way, Carson City, NV 89701  
Direct: 775-283-7431 | Email: [bbyrne@carson.org](mailto:bbyrne@carson.org)

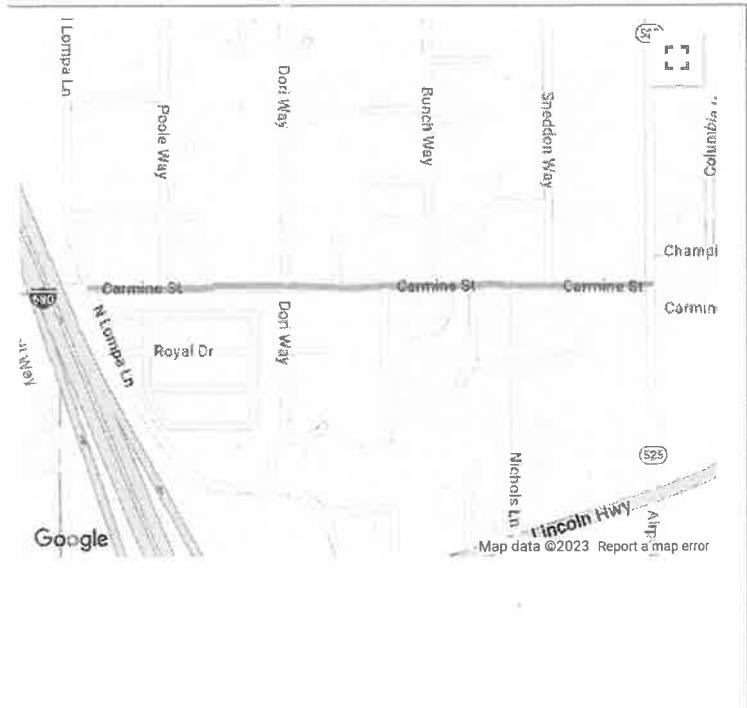
   #CarsonProud  

Page 1: Request received from Carson City to update funding

Page 2: Funding amount changes requested

Page 3: CAMPO TIP Version 23-03 Carmine Project detailed sheet update

State TIP ID	CC20230005	MPO/TIP	CAMPO 23-03	Local ID	\$2,243,475				
Lead Agency	Carson City	Contact	Kelly Norman 7752837525	NDOT	CARSON CITY				
Project Type	Maintenance	Air Quality		TCM	Construction 2025 start				
Project Name	Carmine Street Reconstruction Project								
Project Limits	At Carmine Street From Lompa Lane To Airport Road of Distance (mile) 0.4815								
Scope	Reconstruction of Carmine Street will include new pavement, enhanced pedestrian connectivity with new and updated sidewalks, bicycle network, and utility improvements.								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
PE	Carson City Local - CAMPO	-	-	\$256,842	156,700	-	-		\$256,842
PE	STBG 5K-200K	-	-	\$105,000	87,200	-	-		\$105,000
	<i>Total Preliminary Engineering</i>	-	-	\$361,842	243,900	-	-		\$361,842
ROW	Carson City Local - CAMPO	-	-	✓ \$8,158	-	-	-		\$8,158
ROW	STBG 5K-200K	-	-	✓ \$155,000	-	-	-		\$155,000
	<i>Total Right of Way</i>	-	-	✓ \$163,158	-	-	-		\$163,158
CON	Carson City Local - CAMPO	-	-		\$349,150	2,349,150	-		\$349,150
CON	NV Com Dev Block Grant	-	-		\$325,850	✓ -	-		\$325,850
CON	STBG 5K-200K	-	-		\$1,043,475	1,061,275	-		\$1,043,475
	<i>Total Construction</i>	-	-		\$1,718,475	3,736,275	-		\$1,718,475
	<i>Total Programmed</i>	-	-		\$525,000	\$1,718,475	4,143,333		\$2,243,475
							407,058		



#### Version History

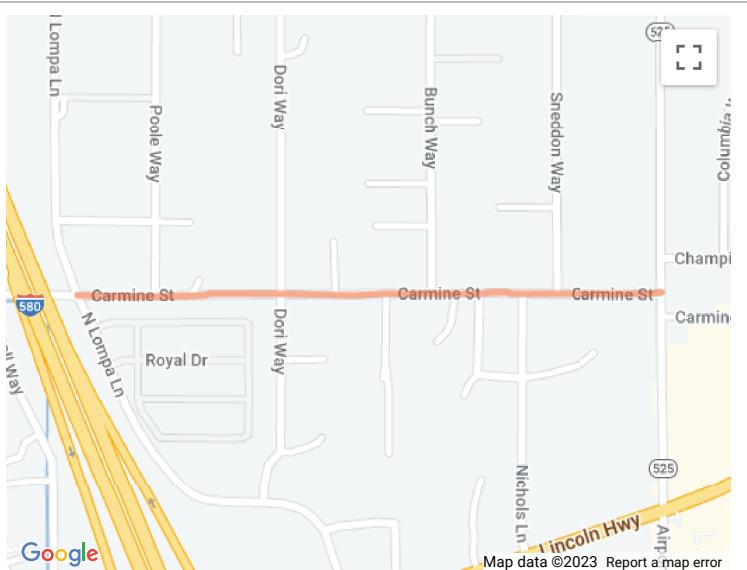
TIP Document  
23-03      Amendment 2023-2027

MPO Approval  
Pending      State Approval  
Pending      FHWA Approval  
Pending      FTA Approval  
N/A

#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - New Project

State TIP ID	CC20230005	MPO/TIP	CAMPO 23-03	Local ID		Total Cost	\$4,143,333		
Lead Agency	Carson City	Contact	Kelly Norman 7752837525	NDOT	District 2	County	CARSON CITY		
Project Type	Maintenance	Air Quality		TCM		Construction	2025 start		
Project Name	Carmine Street Reconstruction Project								
Project Limits	At Carmine Street From Lompa Lane To Airport Road of Distance (mile) 0.4815								
Scope	Reconstruction of Carmine Street will include new pavement, enhanced pedestrian connectivity with new and updated sidewalks, bicycle network, and utility improvements.								
Phase	Fund Source	Prior	FY2023	FY2024	FY2025	FY2026	FY2027	Future	Total
PE	Carson City Local - CAMPO	-	-	\$156,700	-	-	-	-	\$156,700
PE	STBG 5K-200K	-	-	\$87,200	-	-	-	-	\$87,200
	<i>Total Preliminary Engineering</i>	-	-	\$243,900	-	-	-	-	\$243,900
ROW	Carson City Local - CAMPO	-	-	\$8,158	-	-	-	-	\$8,158
ROW	STBG 5K-200K	-	-	\$155,000	-	-	-	-	\$155,000
	<i>Total Right of Way</i>	-	-	\$163,158	-	-	-	-	\$163,158
CON	Carson City Local - CAMPO	-	-	-	\$2,349,150	-	-	-	\$2,349,150
CON	NV Com Dev Block Grant	-	-	-	\$325,850	-	-	-	\$325,850
CON	STBG 5K-200K	-	-	-	\$1,061,275	-	-	-	\$1,061,275
	<i>Total Construction</i>	-	-	-	\$3,736,275	-	-	-	\$3,736,275
	<i>Total Programmed</i>	-	-	<b>\$407,058</b>	<b>\$3,736,275</b>	-	-	-	<b>\$4,143,333</b>



#### Version History

TIP Document  
23-03      Amendment      2023-2027

MPO Approval  
Pending      State Approval  
Pending      FHWA Approval  
Pending      FTA Approval  
N/A

#### Current Change Reason

SCHEDULE / FUNDING / SCOPE - New Project

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# STAFF REPORT

5-E

**Report To:** The Carson Area Metropolitan Planning Organization (CAMPO)

**Meeting Date:** July 12, 2023

**Staff Contact:** Kelly Norman, Senior Transportation Planner

**Agenda Title: For Possible Action** – Discussion and possible action regarding Douglas County’s application for the distribution of \$85,000 in available Federal Transit Administration (“FTA”) Section 5339(a) Program funds to purchase an Americans with Disabilities Act (“ADA”) accessible transport van for the Douglas Area Rural Transit (“DART”) program.

**Staff Summary:** The Carson Area Metropolitan Planning Organization (“CAMPO”) has been apportioned a total of \$229,458 of FTA Section 5339 funds for Federal Fiscal Years (“FFY”) 2022 & 2023. CAMPO advertised a call for projects and received one grant application for use of these funds. The application was received from Douglas County requesting \$85,000 in funding for the purchase of an ADA accessible transport van for its DART program.

**Agenda Action:** Formal Action/Motion

**Time Requested:** 5 minutes

---

## **Proposed Motion**

I move to award Douglas County \$85,000 from the FFY 2022 & 2023 FTA 5339(a) funds for use to purchase an ADA accessible transport van for the DART program.

## **Background/Issues & Analysis**

On March 17 of this year, CAMPO advertised a call for projects and began accepting grant applications for the distribution of FFY 2022 and FFY 2023 formula-based apportioned funding from the FTA Section 5339(a) Program. The FTA Section 5339 program aims to improve the condition of capital transit assets by providing funds to transit operators to replace, rehabilitate, or purchase buses or bus-related facilities.

Eligible recipients include designated recipients that operate fixed route bus service or that allocate funding to fixed route bus operators and State or local governmental entities within the CAMPO Region that operate fixed route bus service that are eligible to receive direct grants under 5307 and 5311. An eligible recipient that receives a grant under the formula or discretionary programs may allocate amounts from the grant to subrecipients that are public agencies or private nonprofit organizations engaged in public transportation.

The federal share of eligible capital costs may not exceed 80 percent, except for the purchase of certain low/no-emission vehicles or vehicles utilized for compliance with ADA where the federal share may not exceed 85 percent.

Staff has reviewed the applicable criteria and eligible activities utilizing the checklist, included in Exhibit 1. The applicant meets the basic eligibility requirements required by CAMPO to receive FTA Section 5339 Program funding.

Based on a review of the applications eligibility requirements, and applicability of the grant, CAMPO staff recommend awarding \$85,000 to Douglas County for the purchase of an ADA compliant vehicle for use with the DART program.

### **Applicable Statute, Code, Policy, Rule, or Regulation**

49 U.S.C. § 5339

### **Financial Information**

Is there a fiscal impact?  Yes  No

If yes, Fund Name, Account Name / Account Number:

For Revenue: CAMPO Fund, Federal Grants / 2453081-431010

For Expenses: CAMPO Fund, FTA 5307 / 2453081-501203

Is it currently budgeted?  Yes  No

Explanation of Fiscal Impact: This is a reimbursable FTA grant apportioned to CAMPO. The Federal share of expenditure costs may not exceed 85% with a 15% minimum local match. All local match funding will be provided by Douglas County. Following expenditure of the funds, and upon request by Douglas County, CAMPO will seek reimbursement from the FTA. If approved, the CAMPO revenue and expense accounts will be augmented by \$85,000.

### **Alternatives**

Decline all or part of Douglas County's application and provide alternative direction on the funding award.

### **Supporting Material**

-Exhibit-1: Evaluation Criteria Checklist

-Exhibit-2: DART Grant Application for Section 5339 Program Funds

### **Board Action Taken:**

Motion: \_\_\_\_\_

1) \_\_\_\_\_

Aye/Nay

2) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

<b>APPLICATION ELIGIBILITY CHECKLIST</b>		Fund Type: _____	
Applicant's Name: <u>Douglas County (DART)</u>		Applicant's Request: <u>\$ 85,000</u>	
<b>ELIGIBILITY DOCUMENTATION REQUIRED</b>		Page	
DETERMINATION OF ELIGIBILITY		1	Yes, Local Government within CAMPO that operates public transportation services.
FTA FUNDING SOURCES		1	5339(a) Vehicle Purchase
APPLICANT INFORMATION		2	Douglas County UEL# KE5GF37F6F95
PROJECT INFORMATION		3	ADA accessible transport van
VEHICLE REQUEST FORM (if applicable)		4	Yes, 8-10 passenger w/Wheelchair lift
BUDGET SUMMARY		5	Yes, Notes \$85K Fed and \$15K ADA Match
MATCH SOURCE DOCUMENTATION		5	Secured – By Board of County Commissioners once Grant is approved.
AUTHORIZING RESOLUTION		Appendix B	Yes, Douglas County Chairman Mark Gardner
<b>ADDITIONAL REVIEW CRITERIA</b>			
		NOTES	NEW APPLICANT DOCUMENT ON FILE
SAFETY PLAN / PTASP		Included w/Training Policy	<input type="checkbox"/> <input checked="" type="checkbox"/>
PROJECT TYPE/NEED IN TRANSIT PLAN		Noted in Application	<input checked="" type="checkbox"/> <input type="checkbox"/>
TRANSIT ASSET MANAGEMENT PLAN		Using NDOT TAM Plan. Per NDOT - Acceptable	<input type="checkbox"/> <input checked="" type="checkbox"/>
TITLE VI PLAN			<input type="checkbox"/> <input checked="" type="checkbox"/>
DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM AND GOAL		Referring to CAMPOs	<input type="checkbox"/> <input checked="" type="checkbox"/>
VEHICLE MAINTENANCE POLICY (vehicle purchases)			<input type="checkbox"/> <input checked="" type="checkbox"/>
TRAINING POLICY			<input type="checkbox"/> <input checked="" type="checkbox"/>
DRUG AND ALCOHOL POLICY (Vehicle Purchases or 5339 Grants Only)			<input type="checkbox"/> <input checked="" type="checkbox"/>
ADA POLICY (vehicle/passengers' information)		Included w/Training Policy	<input type="checkbox"/> <input checked="" type="checkbox"/>
RIDER POLICIES and INFORMATION		<a href="https://communityservices.douglascountynv.gov/transportation/dart">https://communityservices.douglascountynv.gov/transportation/dart</a>	<input type="checkbox"/> <input checked="" type="checkbox"/> Found Online
EQUAL EMPLOYMENT OPPORTUNITY PLAN			<input type="checkbox"/> <input checked="" type="checkbox"/>
COPY OF VEHICLE INSURANCE POLICY (Evidencing Commercial Liability, General Liability, Collision, and Comprehensive Liability Insurance, with a limit of not less than One Million and no/100 Dollars (\$1,000,000.00) per occurrence.)			<input type="checkbox"/> <input checked="" type="checkbox"/>
OTHER (Use of funding, benefit/impact to CAMPO, other potential funding opportunities, misc.)			

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**Grant Application Packet for  
Federal Transit Administration  
Section 5339(a) Program  
Apportionment Funding for  
Federal Fiscal Years (FFY) 2022 and 2023**

## Introduction

The Carson Area Metropolitan Planning Organization (CAMPO) is accepting grant applications for the distribution of annual formula-based funding from the Federal Transit Administration (FTA) for Section 5339(a) Program funds. An overview of program goals, available funding, and applicant eligibility is provided on the following pages.

Funding from the FTA Section 5339(a) Program occurs in the form of a **reimbursement grant**. A reimbursement grant provides funding to grant recipients after expenses have been incurred. The grantee must follow all FTA procedures to obtain the reimbursement for expenses.

To receive federal funding through this program, an applicant must be eligible, per the federal requirements discussed below, and must comply with all other applicable federal and local regulations. CAMPO, as the direct recipient of 5339(a) funds, is responsible for overseeing the funds and monitoring subrecipients of these funds. CAMPO is considered a Small Urbanized area of under 200,000 population. Compliance with federal and local regulations does not end with documents required by this grant application. Applicants should reference the resources located in the packet to determine whether they have the technical and financial capacity to manage federal grant funds while maintaining full compliance. CAMPO staff will screen applicants based on information submitted in the application and will verify compliance on an ongoing basis with regular subrecipient monitoring.

For further information or assistance, please contact:

Rebecca Bustos, Grant Analyst  
Carson Area Metropolitan Planning Organization  
3505 Butti Way  
Carson City, NV 89701  
Phone: 775-283-7045  
E-mail: [rbustos@carson.org](mailto:rbustos@carson.org)

Grant applications will be reviewed by staff for application completeness and eligibility. If applications are complete and eligible, applications will be submitted to the CAMPO Board for evaluation and consideration for award at a public hearing. Information on the Carson Area MPO is available online at [www.CarsonAreaMPO.com](http://www.CarsonAreaMPO.com).

**\*\*\*Deadline to submit a complete application is May 25, 2023\*\*\***

## Grant Program Information

### **Grants for Buses and Bus Facilities Formula Program – 5339(a)**

The program aims to improve the condition of capital transit assets by providing funds to transit operators to replace, rehabilitate, or purchase buses or bus-related facilities.

### **Eligible Recipients**

Eligible Recipients include designated recipients that operate fixed route bus service or that allocate funding to fixed route bus operators; and State or local governmental entities within the CAMPO Region that operate fixed route bus service that are eligible to receive direct grants under 5307 and 5311.

### **Eligible Activities/Purchases**

Capital projects to replace, rehabilitate and purchase buses, vans, and related equipment, and to construct bus-related facilities, including technological changes or innovations to modify low or no emission vehicles or facilities. (Note: additional competitive grants are available under FTA Section 5339(b) and 5339(c). Please contact CAMPO if interested in these grant programs.)

### **Match**

The federal share of eligible capital costs may not exceed 80 percent, except for the purchase of certain low/no-emission vehicles or vehicles for compliance with ADA or the Clean Air Act (CAA) (85%), or for certain bus-related equipment and facilities related to the ADA, the Clean Air Act (CAA), (90%).

### **Available Funding**

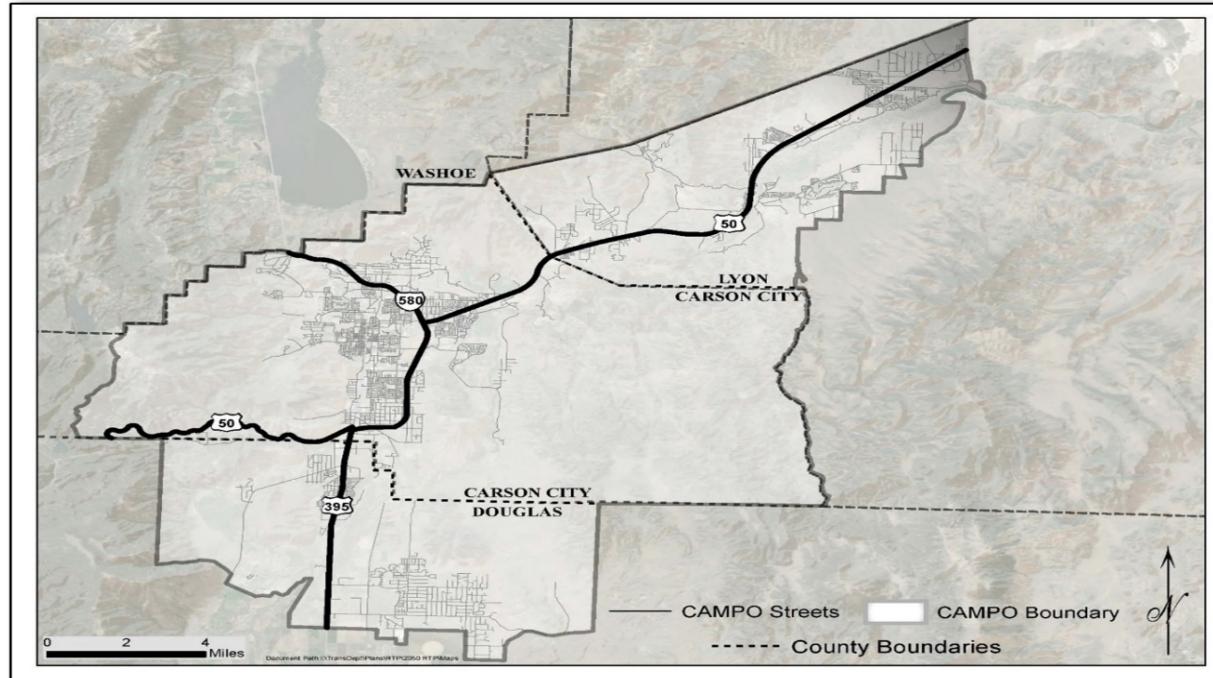
- Federal Fiscal Year 2022 - \$113,018
- Federal Fiscal Year 2023 - \$116,440

### **Statutory References**

49 U.S.C. Section 5339(a)

49 U.S.C. Section 5323

### **Map of CAMPO**



## Application Process

Completed applications should be submitted to:

Rebecca Bustos  
[rbustos@carson.org](mailto:rbustos@carson.org)

Email Subject: Grant Application for FTA Section 5339(a) Program – *Organization Name*

Applications can be completed either as a Microsoft Word Document or a PDF.

**Grant applications must be submitted by 5:00 pm on the noticed deadline of May 25, 2023.**

Applications received will be screened for completeness and eligibility prior to evaluation and consideration of award.

Application Schedule:

- Release Date – March 17, 2023
- Grant Application Submission Due – May 25, 2023
- Anticipated Award by CAMPO – July 12, 2023

## Required Information

**To determine eligibility and for the CAMPO Board to evaluate grant applications, applicants must complete the attached application.**

CAMPO will use the following criteria to evaluate submitted grant applications:

### Evaluation Criteria

- Eligibility of Organization
- Ability of applicant to administer proposed project
- Ability of applicant to comply with FTA regulations
- Service area being served
- Project cost estimate and availability of applicant to provide local match, if required
- Demonstration of project need
- Existence of similar projects in the identified service area
- For replacement and new vehicles, applicant's ability to manage asset
- For new or additional vehicles, factors necessitating additional equipment

Upon completion of the selection process, CAMPO will coordinate with the project applicant to submit the necessary FTA documentation.

**Grant Application  
for  
Federal Transit Administration  
Section 5339(a) Program  
Apportionment Funding**

## General Information

### **Brief Project Description:**

### **Name of Organization:**

### **Type of Organization:**

<input type="checkbox"/> Private Non-Profit	<input type="checkbox"/> Operator of Public Transportation Services
<input type="checkbox"/> State/Local Governmental Entity	<input type="checkbox"/> Tribal Agency (Sovereign Nation)
<input type="checkbox"/> Other	

Applicants should provide documentation that they are an eligible organization.

## Funding Category & Amount

Please check only one funding category below. If multiple funding categories are requested, please submit a separate application for each. The FTA provides for different match requirements by funding source and category.

### **FTA Section 5339(a) Program Grant for Buses and Bus Facilities Formula Program**

**5339(a) General Capital or Vehicle Purchases (20% match required)**

Amount Requested:

**5339(a) Vehicle Purchases for Compliance with ADA or Clean Air Act (15% match required per 49 U.S.C. 5323)**

Amount Requested: \$100,000

**5339(a) Capital for Vehicle Related Equipment of Facilities for Compliance with ADA or Clear Air Act (10% match required)**

Amount Requested:

The requested funding will be used to address needs from CAMPO's Transit Development and Coordinated Human Service Plan (available here: <https://www.carson.org/home/showpublisheddocument?id=68984>).

## **Applicant/Organization Information**

**Physical Address:**

**Mailing Address (if different from physical address):**

**Contact Person:**

Title: Budget Analyst Senior  
Phone Number: (775) 782-6243  
Email Address: gbonar@douglasnv.us

**Applicant Federal ID#:** 88-6000031

**Applicant UEI / DUNS#:** 010984979

**Organization's mission statement and/or describe the organization's vision:**

**Detailed description of your organization:**

Douglas Area Rural Transit (DART) is a part of the Senior Services Department of Douglas County, Nevada. DART is primarily grant funded, and exists within a larger overall Community Services Department, which provides several elements of care and services to Seniors, People with disabilities, their caretakers, and all other members of the public.

**Detailed description of your existing transportation program/services:**

DART currently offers two distinct options for transportation services for Seniors, ADA riders, and the general public. We offer the DART express route, which is a fixed route service that primarily covers the central locations of Douglas County. DART also offers a Dial-A-Ride Service. This is a shard ride service. It is open to all public riders with an emphasis on Seniors and ADA riders who need assistance in boarding or require a vehicle lift. DART Dial-A-Ride provides scheduled rides for shopping, medical appointments, recreation, dining at the Senior Center, and much more.

**Describe any current connectivity/coordination efforts with surrounding area transit providers:**

The DART express route includes transfer points which allow riders to connect to surrounding area transportation services such as Lake Tahoe Blue Go and Jump Around Carson (JAC).

## **Project Information**

### **Project Description:**

#### **Type of Service funding is requested for:**

<input type="checkbox"/> Senior Center/Disabled Workshop	<input type="checkbox"/> Deviated Fixed Route
<input type="checkbox"/> Fixed Route	<input type="checkbox"/> Demand Response (Dial-a-Ride, Door-to-Door)
<input type="checkbox"/> Other (describe)	

#### **Clientele served by service/purchase/program (check all that apply):**

<input type="checkbox"/> Elderly (60+ years old)	<input type="checkbox"/> Low Income/Welfare
<input type="checkbox"/> Persons with disabilities	<input type="checkbox"/> General Public
<input type="checkbox"/> Other	

#### **Area Served (check all that apply):**

<input type="checkbox"/> Small Urbanized Area (50,000 – 200,000 population)	<input type="checkbox"/> Lyon County
<input type="checkbox"/> Non-Urbanized Area (Rural under 50,000 population)	<input type="checkbox"/> Carson City
<input type="checkbox"/> Douglas County	<input type="checkbox"/> Other

#### **Does the project include vehicle purchases?:**

<input type="checkbox"/> Yes (Additional Form Required)	<input type="checkbox"/> No
---	-----------------------------

### **Vehicle Purchase Information**

Applicants must complete if requesting funds for vehicle purchase or replacement. Applicants will be required to procure requested vehicle(s) after review of procurement documents by CAMPO staff. Actual price will be based on bids received.

Quantity	Vehicle Description (including size, capacity, wheelchair positions, etc.)			Estimated Cost
				\$100,000
	<b>Total Quantity</b>	1	<b>Total Estimated Cost</b>	\$100,000

Procurement must follow CAMPO's Policies and Procedures Manual, available upon request of CAMPO.

## **Project Budget**

Applicants must complete the applicable budget sheets. A separate application is required for each funding source.

For operations programs, projected farebox revenue must be included. Revenue functions different than local match as revenue offsets the overall budget, reducing the total project cost and required local match. It can be in the form of farebox contributions, advertising revenue, donations, or agency financial assistance from service groups, businesses, charities, etc.

Required local match differs by expenses type and provides the required non-federal share of the project cost. The source of the matching funds must be verifiable. A letter or other documentation stating the monetary commitment from the contributing agency/entity must be included within the submitted application packet. Typically, local match reduces the funding amount reimbursed to the applicant from the FTA as part of the reimbursement grant process.

<b>Budget Work Sheet</b>			
<b>Capital Expenses</b>		<b>Local Match (Match Varies per Above)</b>	
<b>Description</b>	<b>Amount</b>	<b>Description</b>	<b>Amount</b>
<b>Total Capital Request</b>		<b>Total Match Request</b>	

## **Required Documentation for Section 5310 or 5339(a) Funding**

Applicants may attach a copy of the required document to the application, provide a link to the document, or ensure the document is available upon request.

### **Safety Plan**

Applicants currently receiving financial assistance under 49 U.S.C. § 5307 that operate a public transportation system are required to submit a safety plan. An operator of a public transportation system that only receives financial assistance under the Formula Grants for Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 U.S.C. § 5310) and/or Formula Grants for Rural Areas Program (49 U.S.C. § 5311) is exempt from this requirement.

### **Performance Targets/Transit Asset Management Plan**

CAMPO subrecipients for Sections 5310 and 5339(a) funding must comply with applicable provisions of 49 C.F.R. Part 625. All subrecipients of Federal financial assistance under 49 U.S.C. Chapter 53 that own, operate, or manage capital assets used in the provision of public transportation must prepare a Transit Asset Management (TAM) Plan and establish performance targets on an annual basis for use in National Transit Database (NTD) reporting. This is done with the goal of helping achieve and maintain a state of good repair for the nation's public transportation systems. The plan must discuss the maintenance and safety of assets. The purpose is to ensure proper utilization of FTA assets and to help ensure success of the program/project. The plan should include vehicle maintenance information such as a detailed repair schedule (for routine maintenance) and the approach for unscheduled maintenance activities. A TAM Plan and annual performance targets must be submitted with this application. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

### **Title VI Plan**

CAMPO subrecipients for Sections 5310 and 5339(a) funding must comply with applicable provisions of 49 C.F.R. Part 21. These provisions prohibit discrimination based on race, color, and national origin, including the denial of meaningful access of limited English proficient (LEP) persons. Applicants must submit a Title VI Plan with this application. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

### **Disadvantaged Business Enterprise (DBE) Program and DBE Goal**

CAMPO subrecipients of Sections 5310 and 5339(a) funding must comply with applicable provisions of 49 C.F.R. Part 26. These provisions ensure nondiscrimination in the award and administration of US Department of Transportation (US DOT)-assisted contracts. Subrecipients also must create a level playing field on which DBEs can compete fairly for US DOT-assisted contracts. Applicants must submit a DBE Program and DBE Goal with this application. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

### **Vehicle Policy and Information**

Applicants requesting funding for vehicle(s) must provide a description of the desired vehicle. Application must note if the vehicle is a replacement or an expansion of the existing vehicle fleet and if any special vehicle options are requested (i.e. 4-wheel drive, bike racks, etc.). Vehicle maintenance and safety policies must be included in the application to be considered for award. Rider policy information must be included, which will describe how to ride, complaint procedures, fare structure, and etc.

A Certificate of Insurance will need to be provided. City/CAMPO requires full coverage for the vehicle as long as City/CAMPO holds lien. The standard insurance for a paratransit vehicle under this program is Liability and Property Damage Insurance with a limit of \$1,000,000 for each occurrence, for bodily injury, and property damage, naming Carson City/CAMPO as an additional insured. This shall be maintained through the useful life of the vehicle and until Carson City/CAMPO releases lien of the title.

## **Training Policy**

Organization's employee training policy is required, which should include, at a minimum, the frequency, type, and who will be trained in safety, substance abuse awareness, passenger sensitivity, and customer service.

## **Drug and Alcohol Policy (5339(a) only)**

Subrecipients of 5339(a) FTA funds are required to comply with regulations issued by the FTA on drug and alcohol testing, 49 C.F.R. Part 655. Among other requirements, these regulations require that all safety sensitive employees be tested for drug and alcohol use, pre-employment (drug only), random, reasonable suspicion and post-accident, that certifications be made, and reports submitted. There are limited exceptions to the testing requirements for contract maintenance workers under Section 5339(a) and for volunteers. Annual reporting of the testing results must be submitted to CAMPO by subrecipients on Management Information System (MIS) forms. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

## **Americans with Disabilities Act Policy**

Subrecipients of 5310 and 5339(a) FTA funds are required to comply with applicable provisions of 49 C.F.R. Parts 38 and 39. The Americans with Disabilities Act of 1990 (ADA) prohibits discrimination and ensures equal opportunity and access for persons with disabilities. The FTA works to ensure nondiscriminatory transportation in support of its mission to enhance the social and economic quality of life for all Americans. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

## **Equal Employment Opportunities Program**

Subrecipients of 5310 and 5339(a) FTA funds are required to comply with applicable provisions of 49 U.S.C. 5332. The FTA requires entities meeting certain thresholds to either submit or prepare and maintain an EEO Program. An EEO Program is a detailed set of procedures and employment information designed to ensure entities meet the EEO requirements. The FTA's Office of Civil Rights helps FTA recipients develop, implement, and monitor an effective Equal Employment Opportunity Program to ensure that recipients do not discriminate against any employees or applicants for employment because of race, color, religion, sex, disability, age or national origin. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

## **Public Notice**

Subrecipients of 5310 and 5339(a) FTA funds are required to comply with applicable provisions of 49 U.S.C. 5323(b). The FTA requires applicants to provide notice and adequate opportunity for comment on projects impacting the public transportation service of a community. Any required public noticing conducted by the applicant shall be incorporated into application submittal.

## **Annual Certifications and Assurances**

Successful applicants for Federal Section 5310 and 5339(a) funds must complete and sign the latest certifications and assurances prior to award of any federal assistance. Category 01 applies to all applicants. Category 02 applies to all applications for federal assistance in excess of \$100,000, unless the applicant is a Native American tribe or organization, or a tribal organization. Categories 03 through 21 will apply to some, but not all, applicants and projects. This process ONLY excludes the submittal of documents with your application, NOT from collecting documents and having them on file. Certifications and assurances are special pre-award requirements specifically prescribed by federal law or regulation and do not encompass all federal laws, regulations, and directives that may apply to the applicant or its project. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

## **Authorizing Resolution**

A signed resolution authorizing the appropriate applicant representative to execute and file an application with CAMPO on behalf of the agency must be submitted (see Appendix B for draft). Alternative resolution forms maybe accepted.

## Appendix A

### Links to Resources and Required Documentation

#### *Certifications and Assurances*

<https://www.transit.dot.gov/grantee-resources/certifications-and-assurances/fy2021-annual-list-certifications-and-assurances>

#### *Fixing America's Surface Transportation (FAST) Act*

<https://www.transit.dot.gov/FAST>

#### *United States Department of Transportation (USDOT)*

[www.dot.gov](http://www.dot.gov)

#### *Federal Transit Administration (FTA)*

[www.fta.dot.gov](http://www.fta.dot.gov)

#### *Title 49 USC Chapter 53 Grant Programs*

<https://www.transit.dot.gov/grants>

#### *Best Practices Procurement Manual*

<https://www.transit.dot.gov/funding/procurement/best-practices-procurement-manual>

*OMB "Super Circular" or 2 C.F.R. 200* <https://www.federalregister.gov/articles/2013/12/26/2013-30465/uniform-administrative- requirements-cost-principles-and-audit-requirements-for-federal-awards>

#### *Civil Rights (ADA, DBE, Title VI, EEO)*

[www.fta.dot.gov/civil\\_rights.html](http://www.fta.dot.gov/civil_rights.html)

#### *Drug and Alcohol Regulations*

<https://www.federalregister.gov/articles/2001/08/09/01-19234/prevention-of-alcohol-misuse- and-prohibited-drug-use-in-transit-operations>

#### *United States of American Department of Transportation FTA Master Agreement*

<https://www.transit.dot.gov/funding/grantee-resources/sample-fta-agreements/fta-grant-agreements>

#### *Transit Asset Management*

<https://www.transit.dot.gov/TAM>

#### *Data Universal Numbering System (DUNS) information*

<https://www.dnb.com/duns-number.html>

#### *Coronavirus Response and Relief Supplemental Appropriations Act of 2021*

<https://www.transit.dot.gov/funding/grants/coronavirus-response-and-relief-supplemental-appropriations-act-2021>

#### *American Rescue Plan Act of 2021*

<https://www.transit.dot.gov/funding/american-rescue-plan-act-2021>

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## Appendix B

### AUTHORIZING RESOLUTION

APPLICANT Douglas Area Rural Transit

Printed Name of Transportation Provider

Resolution authorizing the filing of an application for a Federal Transit Administration / Carson Area Metropolitan Planning Organization grant under 49 USC Chapter 53.

WHEREAS, the U S Department of Transportation (USDOT) is authorized to make grants to metropolitan planning organizations through the Federal Transit Administration (FTA) to support transportation projects under 49 USC Chapter 53; and

WHEREAS, the Carson Arca Metropolitan Planning Organization (CAMPO) has been designated to administer certain transportation projects under 49 USC Chapter 53; and

WHEREAS, the contract for financial assistance will impose certain obligations upon the APPLICANT, including provisions by it of the local share of project costs.

**NOW, THEREFORE, BE IT RESOLVED BY THE APPLICANT:**

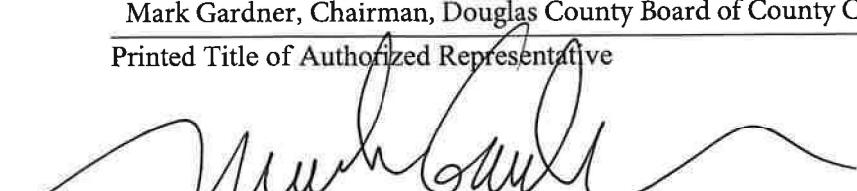
That the above-named representative is authorized to execute and file an application with CAMPO on behalf of our agency to aid in the financing of capital, and / or operating costs pursuant to 49 USC Chapter 53; and

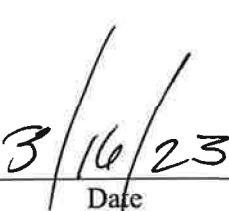
That the above-named representative is authorized to furnish such additional information as CAMPO may require in connection with the application or the project.

The undersigned certifies that the foregoing is a true and correct statement.

Mark Gardner, Chairman, Douglas County Board of County Commissioners

Printed Title of Authorized Representative

  
Mark Gardner  
Signature of Authorized Representative

  
3/16/23  
Date

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# STAFF REPORT

**Report To:** The Carson Area Metropolitan Planning Organization (CAMPO)

**Meeting Date:** July 12, 2023

**Staff Contact:** Chris Martinovich, Transportation Manager

**Agenda Title: For Possible Action** – Discussion and possible action regarding (1) approval of a Transit Electrification Grant Program Agreement (“Agreement”) with the Sierra Pacific Power Company d/b/a NV Energy (“NV Energy”) to provide the Carson Area Metropolitan Planning Organization a total of \$225,000, with no local match requirement, to complete a Zero-Emission Transition Plan (“Plan”) evaluating opportunities and constraints for future low- or no-emission transit vehicle and infrastructure projects; and (2) authorization for the Transportation Manager to execute the Agreement as well as any future amendments to the Agreement regarding extensions of time or changes in funding amounts not exceeding 10% of the present amount.

**Staff Summary:** The Agreement funding is available through NV Energy’s Economic Recovery Transportation Electrification Plan (“ERTEP”), a nearly \$100 million program to expand electric vehicle charging stations and infrastructure access across NV Energy’s service area. CAMPO was awarded \$225,000 in ERTEP funding for the Plan. The Agreement will allow CAMPO to receive funds to complete the Plan, and the completed Plan will make CAMPO eligible to pursue additional NV Energy funding through the ERTEP, as well as other Federal Transit Administration (“FTA”) Section 5339(b) and Section 5339(c) programs.

**Agenda Action:** Formal Action/ Motion

**Time Requested:** 5 minutes

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## **Proposed Motion**

I move to approve the Agreement as presented and to authorize the Transportation Manager to execute the Agreement and future amendments regarding extensions of time and changes in funding not exceeding 10% of the present amount.

## **Previous Action**

November 9, 2022 (Item 5-B) – CAMPO approved submission of the Transit Electrification Grant (“Grant”) application to NV Energy seeking \$225,000 to complete the Plan.

## **Background/Issues & Analysis**

In October 2022, CAMPO submitted the Grant to NV Energy for the completion of the Plan. NV Energy awarded the Grant to CAMPO on April 5, 2023. The Agreement allows CAMPO to create the Plan, which will comply with FTA requirements, using Grant funding.

The FTA requires the development of a Plan in order for transit agencies to be eligible for project funds related to low- or no- emission vehicles, and related infrastructure, through the Bus and Bus Facilities Competitive Grant Program under FTA Sections 5339(b) and 5339(c). The Plan will review potential concepts and opportunities to maximize future NV Energy funding as well as federal grants. The Plan will also evaluate opportunities to partner with neighboring transit operators for the development of a region-wide transit electrification network. This includes electrical infrastructure planning for existing or future routes between

Washoe County (RTC Intercity), Lyon County, Douglas County (DART), and the Tahoe Basin (TTD). Lastly, the Plan will examine how operating and maintaining low- or no-emission vehicles and related infrastructure will impact CAMPO and Jump Around Carson's administration, maintenance facilities, as well as its workforce.

While NV Energy's ERTEP is focused on the deployment of electrical infrastructure, the development of a comprehensive planning document for CAMPO, like the Plan, will help identify and prioritize areas of need in our region such that the overall goals of ERTEP can be achieved equitably across the state.

Funds will be dispersed as a lump sum to CAMPO in the amount of \$225,000. CAMPO plans to hire a consultant to develop and complete the Plan. The Plan is expected to take approximately one year to complete. Funds provided through the Agreement must be expended by December 31, 2024.

#### **Applicable Statute, Code, Policy, Rule or Regulation**

Interlocal Agreement between the Carson City Board of Supervisors, the Carson City Regional Transportation Commission, and the Carson Area Metropolitan Planning Organization

#### **Financial Information**

Is there a fiscal impact?  Yes  No

If yes, Fund Name, Account Name / Account Number:

For Revenue: CAMPO Fund, Regional Transportation Fund revenue account / 2450091-481150,

For Expenses: CAMPO Fund, CAMPO Grants expense account / 2453028-501210.

Is it currently budgeted?  Yes  No

Explanation of Fiscal Impact: Project # G302623002. The cost for completion of the Plan is covered 100% by the Agreement. No local match is required for these funds. The Agreement amount will be added to Project # G302623002 and associated revenue and expense accounts in the Fiscal Year 2024 budget during the subsequent budget augmentation.

#### **Alternatives**

Do not approve submission of the Grant application and direct staff to retract the application.

#### **Supporting Material**

-Exhibit-1: Agreement



## NV Energy Transit Electrification Grant Program Agreement

This Transit Electrification Grant Program Agreement (the “**Agreement**”) is effective as of the last date on which the Agreement is signed (the “**Effective Date**”) by and between the Carson Area Metropolitan Planning Organization (CAMPO) (“**Customer**”) and Sierra Pacific Power Company, a Nevada corporation, d/b/a NV Energy, (“**NV Energy**”). NV Energy and Customer are at times collectively referred to hereinafter as the “**Parties**” or individually as the “**Party**”.

**WHEREAS**, NV Energy’s Economic Recovery Transportation Electrification Plan (“**ERTEP**”), as approved by the Public Utilities Commission of Nevada, creates the Transit Electrification Grant Program to accelerate transit electrification in Nevada;

**WHEREAS**, Customer desires to utilize a grant to defray the costs of transit electrification projects within its service area pursuant to the ERTEP and the terms set forth herein;

**WHEREAS**, NV Energy will provide value to Customer by providing a grant to defray the costs of conducting an electric vehicle charging infrastructure, equipment and services study;

**NOW THEREFORE**, in consideration of the above and for other good and valuable consideration, the receipt and legal sufficiency of which is hereby acknowledged, the Parties agree as follows:

### 1. CONTACT INFORMATION:

#### Customer’s Address for Notices

**Attn:** Christopher Martinovich  
 CAMPO  
 3770 Butti Way  
 Carson City, NV 89701  
 (775) 283-7367  
 cmartinovich@carson.org

#### NV Energy’s Address for Notices

**Attn:** NV Energy  
 6226 West Sahara Ave.  
 Las Vegas, NV 89146  
 Email: ev@nvenergy.com

**2. TRANSIT ELECTRIFICATION PROJECT:** Customer agrees to conduct the transportation electrification project set forth in **Exhibit A** to study electric vehicle charging infrastructure, equipment and services. Customer agrees to commence the project within six months of receiving funding pursuant to Section 3.

**3. GRANT FUNDING:** NV Energy will provide to Customer a grant award for NV Energy approved project costs, as set forth in **Exhibit A**, in the amount of \$225,000. NV Energy will pay Customer within 60 days of execution of this Agreement.



**4. TERM:** The initial term of this Agreement shall run for five (5) years from the Effective Date (the “**Initial Term**”). Renewals will be subject to mutual agreement between NV Energy and Customer. To extend the Term, written notice of such extension request shall be delivered no later than thirty (30) days prior to the expiration of the Term.

**5. COMPLIANCE WITH PUBLIC UTILITIES COMMISSION OF NEVADA REQUIREMENTS:** Customer agrees and acknowledges that it must abide by all applicable requirements prescribed by the Public Utilities Commission of Nevada’s final order in Docket No. 21-09004 dated Jan. 12, 2022 (“**ERTEP Final Order**”), including but not limited to data reporting. Customer’s failure to abide by such requirements constitutes a breach of this Agreement.

**6. USE:** The grant funding shall be used solely for the transportation electrification project set forth in **Exhibit A**. Customer shall immediately repay NV Energy any portion of the grant funds which is used for other purposes, or which remains unused as of December 31, 2024.

**7. COOPERATION AND INFORMATION SHARING:** Customer, or representatives or the Customer, agree to work with NV Energy representatives during the duration of the transportation electrification project set forth in **Exhibit A**. Customer agrees to provide NV Energy with information about the use of the grant funding upon request, and shall, at a minimum, provide NV Energy with quarterly updates as to the progress of the transportation electrification project, and provide NV Energy with a draft report of the transportation electrification project for NV Energy’s review prior to finalizing the project. Customer must provide NV Energy with a completed Grant Accountability Report within six months of completing the project and include an itemized expenditure report.

**8. TAXES:** Customer shall be responsible for any taxes assessed against the grant funding.

**9. ASSIGNMENT:** Neither this Agreement nor any of the rights, interests or obligations hereunder shall be assigned by a Party (whether by operation of law or otherwise) without the prior written consent of the other Party; provided, however, that (1) a Party may assign without the prior written approval of the other Party all or any portion of the assigning Party’s rights under this Agreement to any subsidiary or affiliate of the assigning Party, but such assignment shall not relieve the assigning Party of its obligations hereunder, and (2) a Party may assign this Agreement without the prior written approval of the other Party to a person or entity into which the assigning Party has merged or which has otherwise succeeded to all or substantially all of the assigning Party’s business and assets, and which has assumed in writing or by operation of law the assigning Party’s obligations under this Agreement. Subject to the preceding sentence, this Agreement shall be binding upon, inure to the benefit of and be enforceable by the Parties and their respective successors and permitted assigns.

**10. INDEMNIFICATION:** Customer hereby irrevocably and unconditionally agrees, to the fullest extent permitted by law, to defend, indemnify and hold harmless NV Energy, its officers, directors, trustees, employees, and agents, from and against any and all claims, liabilities, losses, and expenses (including reasonable attorneys’ fees), directly or indirectly, wholly or partially, arising from or in connection with any act or omission of the Customer, its officers, directors,



employees, or agents, in applying for or accepting the grant, in expending or applying the proceeds of the grant, or in carrying out the program(s) or project(s) to be funded or financed by the grant, except to the extent that such claims, liabilities, losses, or expenses were caused by any act or omission of NV Energy, its officers, directors, trustees, employees, or agents.

**11. REMEDIES:** Customer and NV Energy acknowledge and agree that each Party shall have all remedies available at law or in equity if the other Party is in default under the terms of this Agreement.

**12. FORCE MAJEURE.** Neither Party shall be liable for failure or delay in performance due to acts of God or the public enemy, good faith compliance with any lawful governmental order, fires, riots, labor disputes, unusually severe weather or any other cause beyond the reasonable control of a Party. The affected Party shall promptly notify the other Party in writing, describing the cause and the estimated duration of delay. The affected Party shall use commercially reasonable efforts to avoid or remove such cause and continue performance.

**13. CONFIDENTIALITY AND PUBLICITY:** Neither Party will use the other Party's name, trademark or logo without such other Party's prior written consent.

**14. RELEASE AND WAIVER:** Customer will not waive and intends to assert available NRS Chapter 41 liability limitations in all cases. Contract liability of both Parties shall not be subject to punitive damages. Notwithstanding anything herein to the contrary, NV Energy shall not be liable for, and Customer expressly forever releases, waives and discharges NV Energy from any and all claims from speculative, indirect, consequential or punitive damages, including, but not limited to, any lost sales or profits of Customer, arising out of or in any way connected to the transportation electrification project set forth in **Exhibit A**. NV Energy shall not be liable for any such damages. This waiver includes, but is not limited to, any cause of action including negligence, strict liability, breach of contract, and express or implied breach of warranty.

**15. NOTICES:** All notices or demands shall be in writing and shall be deemed duly served or given only if delivered by prepaid (i) U.S. Mail, certified or registered, return receipt requested, or (ii) reputable, overnight courier service (such as UPS or FedEx) to the addresses of the respective parties as specified in Section 1 above. The Parties may change their respective addresses for notices by giving notice of such new address in accordance with the provisions of this paragraph.

**16. BROKERS:** Customer and NV Energy represent to each other that each has dealt with no broker and each hereby agrees to indemnify and hold the other harmless from any claims for any such commissions or fees.

**17. SUCCESSORS AND ASSIGNS:** This Agreement shall be binding upon and shall inure to the benefit of Customer and NV Energy and their respective successors and assigns.

**18. GOVERNING LAW:** This Agreement and the performance thereof shall be governed, interpreted, construed and regulated by the Laws of the State of Nevada without giving effect to its choice or conflict of law provisions. All actions must be initiated in the courts of Carson City, Nevada or the federal district court with jurisdiction over Carson City, Nevada. Neither Party will



initiate an action against the other in any other jurisdiction.

**19. COUNTERPARTS:** This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which together will constitute one agreement. Signed copies transmitted electronically in PDF or similar format shall be treated as originals.

**20. RECOUPMENT:** In the event that the Customer violates or fails to carry out any provision of this Agreement, NV Energy may, in addition to any other remedies it may have, refuse to make any future grants or installment payments of this grant to the Customer, and NV Energy may demand the immediate return of all or any unexpended portion of the grant funding, and Customer shall immediately comply therewith.

**21. TERMINATION:** NV Energy may terminate this Agreement with thirty (30) days written notice if Customer fails to commence the transportation electrification project set forth in **Exhibit A** within six months of Customers' receipt of grant funding or fails to otherwise comply with this Agreement.

**22. AMENDMENTS:** Any changes, modifications, or amendments to the Agreement are not enforceable unless consented to in writing by the Parties and executed with same formality as this Agreement.

**23. NO THIRD-PARTY BENEFICIARIES:** Nothing expressed or implied in this Agreement is intended, or should be construed, to confer upon or give any person or entity not a Party to this Agreement any third-party beneficiary rights, interests, or remedies under or by reason of any term, provision, condition, undertaking, warranty, representation, or agreement contained in this Agreement.

**24. NO WAIVER:** The failure of either Party to enforce any of the provisions of the Agreement at any time, or to require performance by the other Party of any of the provisions of the Agreement at any time, will not be a waiver of any provisions, nor in any way affect the validity of the Agreement, or the right of any Party to enforce each and every provision.

**25. JURY TRIAL WAIVER:** TO THE FULLEST EXTENT PERMITTED BY LAW, EACH OF THE PARTIES HERETO WAIVES ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN RESPECT OF LITIGATION DIRECTLY OR INDIRECTLY ARISING OUT OF, UNDER OR IN CONNECTION WITH THIS AGREEMENT. EACH PARTY FURTHER WAIVES ANY RIGHT TO CONSOLIDATE ANY ACTION IN WHICH A JURY TRIAL HAS BEEN WAIVED WITH ANY OTHER ACTION IN WHICH A JURY TRIAL CANNOT BE OR HAS NOT BEEN WAIVED.

**IN WITNESS WHEREOF**, the Parties hereto have each caused an authorized representative to execute this Agreement as of the Effective Date.



**CUSTOMER: CAMPO**

Christopher Martinovich

*Printed Name*

*Signature*

Transportation Manager

*Title (if applicable)*

*Date*

**NV Energy**

Printed Name

*Title (if applicable)*

*Signature*

{CurrentDate}

*Date*

**Exhibit A**

**ERTEP Transit Electrification Grant Application**



ERTEP Transit Electrification Grant Application  
TE-00164



Eligibility	
Select your organization:	Carson Area Metropolitan Planning Organization
Will this installation be used to charge electric vehicles for a transit agency (i.e., bus, micro-transit vehicle)?	Yes

Applicant Information	
Applicant	Christopher Martinovich CAMPO (775) 283-7367 cmartinovich@carson.org 3770 Butti Way Carson City, NV 89701
Applicant Company Representative Title	Transportation Manager
Are you a site host or an authorized representative applying on behalf of a site host?	Site Host
Is there an NV Energy Major Account Executive?	Yes
Major Account Executive (If applicable)	Carson City - Streets, Finance Dept Chris Martinovich
Major Account Executive Email (If applicable)	cmartinovich@carson.org

Site Host Information	
Is there an existing NV Energy service account at the proposed installation location?	Yes
19-Digit Account Number from NV Energy Bill (If applicable)	1000034644302634765
Premise Number (If applicable)	263476
Business Property Name	Jump Around Carson Transit Agency



ERTEP Transit Electrification Grant Application  
TE-00164



Site Host	Christopher Martinovich CAMPO (775) 283-7367 cmartinovich@carson.org 3770 Butti Way Carson City, NV 89701
Site Host Company Representative Title	Transportation Manager
Do you own the property?	Yes
Installation Address	3770 Butti Way Carson City, NV 89701

Charging Station Owner	
Who will be responsible for the charging infrastructure?	Site Host
Do you agree to use a third-party provider qualified by NV Energy for ERTEP? (If applicable)	
Charging Station Owner (If applicable)	Christopher Martinovich CAMPO (775) 283-7367 cmartinovich@carson.org 3770 Butti Way Carson City, NV 89701
Charging Station Owner Company Representative Title (If applicable)	Transportation Manager

Installer Information	
If your application is awarded, do you consent to selecting an installer in compliance with these requirements for your proposed installation?	Yes
Has a licensed installer for the proposed installation been selected? If not, the installer you select will need to meet the requirements outlined in the previous question.	No



ERTEP Transit Electrification Grant Application  
TE-00164



Installer (If applicable)	
Contractor License Number (If applicable)	
Contractor License Expiration Date (If applicable)	

Project Description

ERTEP Transit Electrification Grant Application  
TE-00164



Provide a brief summary of the proposed project.	<p>This application is seeking funding to develop a Zero-Emission Transition Plan intended to identify constraints, locations, and needs for the future construction of charging stations or other EV infrastructure to serve the Jump Around Carson (JAC) transit agency (or other partner agency) vehicles and facilities. The Zero-Emission Transition Plan will be completed in accordance with Federal Transit Administration (FTA) requirements. In order for transit agencies to be eligible for projects related to low- or no-emission vehicles through the Bus and Bus Facilities Competitive Grant Program under 49 USC 5339(b) and 5339(c), including electric vehicles, charging stations, and maintenance facilities, the FTA requires the development of a Zero-Emission Transition Plan. This grant application will be applied toward the development and completion of this plan to ensure CAMPO's transit agency, JAC, and the community it serves will benefit from future electrification of the transit system.</p> <p>The Zero-Emission Transition Plan will specifically:</p> <ul style="list-style-type: none"><li>- Demonstrate a long-term fleet management plan with a summary of how CAMPO and JAC plan to use current or future resources or acquisitions.</li><li>- Address current and future resources to meet the costs for the transition and implementation.</li><li>- Consider policy and legislation impacting low or no emission technologies</li><li>- Examine the existing state and future</li></ul>
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**ERTEP Transit Electrification Grant Application  
TE-00164**


	<p>needs of the JAC and CAMPO's transit system as it relates to possible electrification transition.</p> <ul style="list-style-type: none"> <li>- Describe the partnership with NV Energy or other alternative fuel providers.</li> <li>- Examine the impact of a possible electric transition on JAC and Carson City's workforce including analysis of skills gaps, training needs, etc. related to electrification or other alternative fuels to avoid displacement of the existing workforce.</li> </ul> <p>The plan will review potential concepts and opportunities to partner with neighboring transit operators for the development of a region wide transit electrification network. This includes electrical infrastructure planning for existing or future routes between Washoe County (RTC Intercity), Lyon County, Douglas County (DART), and the Tahoe Basin (TTD).</p> <p>Lastly, the plan will examine options for sustainability and resiliency in the CAMPO Region by examining facility needs and the needs of other transportation providers in the area, possibly including the Carson City School District.</p> <p>CAMPO plans to hire a consultant to develop and complete the plan using an SOQ/RFQ process.</p>
This project will support the electrification of the following types of vehicles:	Both
Describe the make, model and vehicle count for fleet vehicles planned to utilize charging infrastructure installed as part of this program, if awarded.	CAMPO and JAC do not currently have any electric transit vehicles.

**ERTEP Transit Electrification Grant Application**  
**TE-00164**


Is this project expanding an existing electric vehicle charging station installation?	No
Please describe the existing electric vehicle charging station installation and how it will be expanded. (If applicable)	
Is this project replacing an existing electric vehicle charging station installation?	No
If your application is awarded, do you agree to install charging stations from the NV Energy approved list?	Yes
I confirm I have read and accepted the charging data reporting requirements included in the document linked above.	True

Charger Information	
Number of DC Fast Charging Ports (150 kW minimum)	0
Number of Level 2 Charging Ports (10 kW minimum)	0
Total Number of Charging Ports	0

Project Status	
Current project planning and design status	Other
Please describe the current planning and design status of the project. (If applicable)	The project is in the Pre-Planning stage. The proposed project will be to develop a Zero-Emission Transition Plan to prepare JAC for future transit electrification.
Current project permit status	No Permits Applied For
Please describe the current status of required permits. (If applicable)	

**Community Impact**

**ERTEP Transit Electrification Grant Application  
TE-00164**

<p>Provide a brief history of the proposed project, the goals of this project, and how it ties into the overall mission of your organization.</p>	<p>This project, through the development of a Zero-Emission Transition Plan, will allow CAMPO and JAC to plan and prepare for a changing transportation system by identifying and prioritizing projects. With additional focus on greenhouse gas emissions and renewable energy sources, CAMPO's goals for the project are to ensure JAC remains a sustainable regional transportation provider for all of its users. The goals of the project are directly inline with the goals of CAMPO and the 2050 Regional Transportation Plan (RTP), which are:</p> <ul style="list-style-type: none"><li>- Increase the safety for all users</li><li>- Maintain a sustainable transportation system</li><li>- Increase mobility and reliability of the system</li><li>- Develop a system that supports economic vitality</li><li>- Provide an integrated transportation system</li></ul> <p>JAC strives to provide safe, dependable, and friendly transit service to the residents and visitors of Carson City, Nevada. JAC's vision is to continue to improve the transit system and to work through funding challenges through creative and coordinated planning.</p>
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ERTEP Transit Electrification Grant Application  
**TE-00164**

Please describe how the proposed project will benefit historically underserved communities.	JAC currently provides transit service to several historically underserved communities including those in the Washoe Tribe's Stewart Community, those with limited English proficiency, and low-income individuals. JAC's administration facility is located directly adjacent to a census tract that has been identified as having a high number of families who have low- or moderate-income levels according to the Department of Housing and Urban Development. A recent study conducted by CAMPO staff indicated that JAC operates in a number of census tracts with higher number of low-income and minority individuals as compared to the City average population. Furthermore, this study indicated that ridership in those census tracts is higher than in other census tracts meaning that JAC is directly serving low-income and minority individuals. CAMPO staff, as part of a Title VI plan update, also documented that JAC operates in or around the majority of census tracts in Carson City with the highest number of Spanish Limited English Proficient (LEP) households (map attached). Development of a transition plan is the first needed step in examining how the eventual conversion to electrification or other fuels sources can benefit JAC and these types of riders.
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ERTEP Transit Electrification Grant Application  
TE-00164



<p>Please describe how the proposed project will create a positive regional impact. For example, is the project publicly accessible, low/no cost, and/or generally benefitting community members beyond the customer.</p>	<p>Part of the project's plan is to examine regional transit electrification needs not only for JAC, but also for our partner agencies in Tahoe or Washoe County who provide transit service in the CAMPO Area. Interregional transit services will better connect the community to the places where they want to go providing continued or new opportunities for JAC's customers. As JAC's partner agencies continue to advance in new technologies for their vehicle fleets, it is important that JAC look to keep pace ensuring accessibility for the users who most rely on the JAC system. Planning for transit electrification can also open new partnership opportunities in the area of resiliency. The Carson City School District is moving forward with electrification of its school buses. There may be opportunity for CAMPO to partner with the school district to allow for future shared charging or energy storage facilities in cases of emergency</p>
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**ERTEP Transit Electrification Grant Application**  
**TE-00164**


<p><b>Please describe how the proposed project will lead to increased wages and jobs within the company.</b></p>	<p>In the short term, the project will directly lead to the procurement of a professional consulting firm to complete the plan. Over time, the project will indirectly lead to increased wages and jobs for CAMPO and JAC staff. The development of a plan will highlight areas of need for CAMPO and the JAC operations allowing for new project and program opportunities. For instance, the plan will identify and address fleet maintenance and staff training needs. As a result of the plan, JAC staff may receive new training opportunities leading to a more marketable knowledge base and set of skills. In addition, deployment of an electric or alternative fuels transit fleet may incentivize new and younger cohorts of workers to join the agency as drivers, mechanics, or in administration/management positions.</p>
<p><b>Please describe your organization's past and present experience with similar projects.</b></p>	<p>CAMPO and JAC do not have significant experience with electric vehicle infrastructure. Carson City as a City has a few public charging stations in operation at various locations across the City which are operated and maintained by City Public Works staff. While CAMPO does not specifically have electrical infrastructure experience, CAMPO is a planning organization with experience in developing actionable planning documents. CAMPO can easily complete a Zero-Emission Transition plan using a combination of current staff resources and consultant support.</p>
<p><b>Will some or all of these chargers be available to the general public?</b></p>	<p>No</p>

ERTEP Transit Electrification Grant Application  
TE-00164



If chargers will be available to the public, will users be required to pay a fee to utilize the equipment? (If applicable)	
Please describe the qualifications of the project team and leadership team for this project.	<p>The project will be managed by existing CAMPO staff with consultant support hired through a qualifications-based selection process. The grant administration will be managed by Rebecca Bustos, CAMPO's Grants Analyst, who coordinates all CAMPO's and Carson City RTC's grant programs and funding resources. The project will be managed by the JAC Transit Coordinator, Alex Crux. Alex is experienced in managing JACs transit grants, planning documents, and feasibility studies by helping to manage the development of a Coordinated Human Services Plan and a study for the Downtown Carson Transit Center. Alex will receive support from CAMPO's other staff including the Lead Transportation Planner, Transportation Engineer, and Transportation Manager. All CAMPO staff have experience in plan development and are familiar with CAMPO's and Carson City's unique demographics and characteristics.</p>

Project Budget	
Grid-Side: Cost estimates include all electrical infrastructure that is needed to connect to the site meter.	\$0.00
Make-Ready: Cost estimates include all costs between the site meter and the charging infrastructure.	\$0.00



ERTEP Transit Electrification Grant Application  
TE-00164



Charging Infrastructure: Electric vehicle supply equipment including power cabinets, dispensers, associated installation costs, and warranties.	\$0.00
Operations and Maintenance: Costs associated with keeping sites operational. May include asset management costs, preventative maintenance, monitoring and diagnostics, and original equipment manufacturer networking and licensing fees.	\$0.00
Other Costs Describe the costs associated with the "Other" field or any other pertinent information for the project costs that may be missing. (If applicable)	\$225,000.00 Our application is seeking funding to develop a Zero-Emission Transition Plan intended to identify constraints, locations, and needs for the future construction of charging stations or other EV infrastructure to serve Jump Around Carson (JAC) (or other partner agency) transit vehicles and facilities. Without a defined plan, JAC will be unable to prioritize and work towards electrification of the transit system.
Have you already OR are you in the process of securing alternative funding for this project?	No
Funding Source (If applicable)	
Funding Status (If applicable)	
Funding Amount (If applicable)	\$
Funding Source (If applicable)	
Funding Status (If applicable)	
Funding Amount (If applicable)	\$
Funding Source (If applicable)	
Funding Status (If applicable)	
Funding Amount (If applicable)	\$
Donated or In-Kind Labor and Materials	\$0.00
Please describe the materials or services to be donated or provide in-kind to the project.	None

ERTEP Transit Electrification Grant Application  
TE-00164



(If applicable)	
Total Project Costs	\$225,000
Total Funding Sources and Donations	\$0
Balance of Required Funding/Total Grant Request	\$225,000

Terms and Conditions	
Accepted the Terms and Conditions	True
Electronic Signature Acknowledgement	Christopher Martinovich

[end of EXHIBIT A]