



a program of

NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

Northwest Regional Transportation Planning Organization (NWRTPO)

RTPO Joint Technical & Policy Committee Meeting

Wednesday, March 8, 2023

10:00 am

Virtual Meeting – Microsoft Teams

AGENDA

ROUTINE ITEMS:

Item #	Item	Presenter
I.	Call to Order and Introductions	Dorothy Claw, Chairman
II.	Action: Agenda	Dorothy Claw
III.	Action: Minutes – February 8, 2023 meeting	Dorothy Claw

ACTION ITEMS: none

DISCUSSION ITEMS:

Item #	Item	Presenter
IV.	Present: LTAP Training: Context Sensitive Solutions	Robert Kuipers / LTAP staff – Claude Morelli
V.	Present: Regional Transportation Plan – 2022 Updates	Robert Kuipers
VI.	Present: RTIPR Update – PFF's due April 14 for current/ongoing and new projects !!	Robert Kuipers

REPORTS: (10-minute limit)

Please submit Written Reports for inclusion in minutes

RTPO Program Report (<i>significant news only</i>) Reminder: Project Feasibility Forms due for continuing and new projects April 14!	Robert Kuipers
Local Member Reports (<i>significant news only</i>)	By Entity
New Mexico Department of Transportation Reports (<i>significant news only</i>)	RTPO Liaison (Neala Krueger) Tribal Liaison (Ron Shutiva) District 5 (James Mexia) District 6 (Bill Santiago, Michael Neely)

NEW BUSINESS/OPEN FLOOR: MEMBERS & GUESTS (5-minute limit)

ANNOUNCEMENTS & NEXT MEETING: Wednesday, April 12, 2023 – Milan Parks & Recreation Office, 409 Airport Road, Milan, NM (unless otherwise determined or virtual via MSTeams)

ADJOURNMENT

NWRTPO | Northwest Regional Transportation Planning Organization
Joint Policy & Technical Committee
NWRTPO Meeting Minutes

Wednesday February 8, 2023
 10:00 a.m. – 11:00 a.m.
 Virtual meeting executed via Microsoft Teams
 Due to COVID-19 Pandemic

ATTENDANCE:

Local & Tribal Governments	
Entity	Representative(s)
Pueblo of Acoma	Dennis Felipe Jr. – RTPO Vice-Chair
Pueblo of Laguna	Leonard Ludi
Pueblo of Zuni	Royce Gchachu , Roxanne Hughte
Navajo Nation	Edwin Begay , Margie Begay Priscilla Lee
Ramah Navajo	Dorothy Claw – RTPO Chairman
City of Grants	Don Jaramillo Shannon Devine
City of Gallup	Clyde Strain, Alicia Santiago
Village of Milan	Linda Cooke, Denise Baca, Felix Gonzales,
Cibola County	Edward Salazar, Judy Horacek
McKinley County	Rodney Skersick
San Juan County	Absent (Nick Porell)
Farmington Metropolitan Planning Organization - Ex-officio	Not in attendance

New Mexico Department of Transportation (NMDOT)	
Entity	Representative(s)
RTPO Liaison	Neala Krueger
District 5	James Mexia, Amanda Nino
District 6	Bill Santiago , Michael Neely, Clayton Garner
Tribal Liaison	Ron Shutiva
DOT Central Regional Design Office	James Sanchez, Juan Archuletta
Other NMDOT Staff / Guests	Brandon Howe – NWNMCOG, Kaci (?), Kristie Johnson, Robert Hamlen

Northwest Regional Transportation Planning Organization	
Northwest NM Council of Governments	Robert Kuipers

Tally Sheet – Attendance & Quorum

Total Full Attendance:	Member Entities:	NMDOT	RTPO	Guests (Transit)	Full Attendance Norm:	
	12	Normally 4-5: DOT Liaison, Tribal Liaison, District 5 & 6 Representatives		varies	17 - 20	
Attendance – this meeting:	Member Attendance:	NMDOT Attendance:	Staff:	Guests:	Attendance % this meeting:	TOTAL:
	7	4	1	4	16	

ROUTINE ITEMS:

Item #	Item
I.	Call to Order and Introductions. The meeting was called to order at 10:10 am, Robert Kuipers welcomed those in attendance, and proceeded with (skipped introductions) approval of agenda and minutes. The virtual meeting was conducted via Microsoft Teams, due to the COVID-19 pandemic.
II.	<p>Agenda. RTPO Staff provided an overview of the day's agenda topics and Dorothy Claw - Chair called for a motion:</p> <p>ACTION: Edwin Begay motioned; Dorothy Claw seconded adoption of the agenda. All in favor – motion carried.</p>
III.	<p>Minutes (January, 2023). RTPO Staff provided time for review of minutes and there were no revisions requested, Dorothy Claw called for a motion.</p> <p>ACTION: Edwin Begay motioned; Dennis Felipe seconded adoption of the minutes. All in favor – motion carried.</p>

ACTION ITEMS:

item #	Item	Presenter
IV.	Action: Approve & Authorize FY2023-2024 Call for Projects Guide	Robert Kuipers, Staff
BACKGROUND		
<ul style="list-style-type: none"> Why? Every two years (biennial basis) the NWRTPPO engages a Call for Projects process to invite new projects into the NWRTPPO RTIPR for our local municipal, tribal and county member governments. This process engages a series of document forms and meetings to assure that proposed new projects are both local / regional priorities, and qualify for state and federal funding. Purpose. To engage the NWRTPPO members in a review of the proposed process going forward to qualify new projects for inclusion in the FFY2024 RTIPR for the NWRTPPO. Discussion/Finalization. RTPO members will vote at our February 8, 2023 meeting to approve and authorize the NWRTPPO Call for Projects related to documentation submission and meeting dates which will commence in March, 2023 and conclude with a finalized RTIPR for the NWRTPPO in February 2024, and the DOT District Office RTIP (Zipper) in March, 2024. 		
CURRENT WORK		
<ul style="list-style-type: none"> RTPO members will review the Call for Projects process, and schedule for the FFY2024 RTIPR, and vote to approve and authorize the NWRTPPO Call for Projects, perhaps with any recommended edits. 		
ANTICIPATED WORK		
<ul style="list-style-type: none"> RTPO members to vote on approval and authorization of the FFY2023 – FFY2024 NWRTPPO Call for Projects process and requirements at the February 8 meeting. 		
ATTACHMENTS		
<ul style="list-style-type: none"> NWRTPPO Call for Transportation Projects Guide. 		
BUDGET IMPACT		
<ul style="list-style-type: none"> None. 		
ACTION ITEM		
<ul style="list-style-type: none"> Members to vote for approval and authorization for FFY2023 – 2024 NWRTPPO Call for Projects Guide at our February 8 meeting. 		

Discussion:

- RTPO and COG staff presented the 2023 – 2024 Call for Projects, commenced early at this meeting in order to accommodate the NM Transportation Project Fund with a May 31 deadline for application submissions, and covered the various sections of the Call for projects which will conclude in March of 2024 for final approval and submission to NMDOT Districts 5 and 6.
- RTPO members will be able to propose new projects, and include unfunded past projects via PFF's (*Project Feasibility Forms*) due April 14.
- Ron Shutiva – NMDOT Tribal Liaison reminded that Tribes can use Tribal Transportation Funds for the local match for the NM Transportation Project Fund.
- Dennis Felipe – Pueblo of Acoma and RTPO Vice Chair motioned to approve, and Dorothy Claw – Ramah Navajo and RTPO Chairman seconded the motion – all participating members voted in favor.

item #	Item	Presenter
V.	Action: Review & Approve Annual Meeting Schedule: May, 2023 – April, 2024	Robert Kuipers
BACKGROUND		
<ul style="list-style-type: none"> • Why? While RTPO meetings may remain virtual due to COVID, this schedule will accommodate RTPO member and public awareness for NWRTPO meetings • Purpose. Have members review (and approve) our routine annual schedule – while meetings may remain virtual due to COVID, this schedule at least helps inform the public and our RTPO members • Discussion/Finalization. While not an action item, members will confirm this annual meeting schedule. 		
CURRENT WORK		
<ul style="list-style-type: none"> • Members to review and approve the 2023-2024 meeting schedule 		
ANTICIPATED WORK		
<ul style="list-style-type: none"> • Staff to submit schedule in advance of May, 2023 to area media, to support public awareness for NWRTPO meetings – whether virtual or in person 		
ATTACHMENTS		
<ul style="list-style-type: none"> • FFY2023 – 2024 meeting schedule / Public Notice 		
BUDGET IMPACT		
<ul style="list-style-type: none"> • None. 		
ACTION ITEM		
<ul style="list-style-type: none"> • N/A. 		

Discussion:

- Staff covered the Annual NWRTPO Meeting schedule commencing May of 2023 thru April of 2024, with our traditional listing of meetings at each member government host location – all of which are ADA compliant, and reminded that until the COVID pandemic subsides, all meetings will remain virtual via MS Teams.
- Without much discussion, Edwin Begay of Navajo DOT motioned for approval, and Dennis Felipe – Pueblo of Acoma seconded the motion – all participating members voted in favor.

Discussion Items:

Item #	Item	Presenter
VI.	<i>Present: Next Round of Funding for FFY 2023</i>	Robert Kuipers
BACKGROUND		
<ul style="list-style-type: none">• Why? This replicates funding sources announced in FFY2022, as we anticipate that these sources will repeat over the next four years thru FFY2026.• Purpose. Help members to gear up for new funding opportunities which we anticipate will be announced in the next few months with deadlines for application submission• Discussion/Finalization. Simply present these opportunities again, so NWRTPO members can gear up for another round of unprecedented federal funding		
CURRENT WORK		
<ul style="list-style-type: none">• Asking members to prepare and gear up for another round of significant funding		
ANTICIPATED WORK		
<ul style="list-style-type: none">• NWRTPO members (in some cases with assistance from the NWRTPO) should gear up for another round of unprecedented federal funding for transportation infrastructure and services.		
ATTACHMENTS		
<ul style="list-style-type: none">• Same guidance as FFY2022 – most likely with different application submission deadlines; members should ignore the deadlines contained in stated in this documentation, but gear up for a new round of funding with forthcoming deadlines.		
BUDGET IMPACT		
<ul style="list-style-type: none">• None		
ACTION ITEM		
<ul style="list-style-type: none">• N/A		

Discussion:

Not much discussion, staff simply provided again the extensive list of funding sources along with some of the past guidance for these sources, as we anticipate they will again become available as FFY2023 moves forward.

Item #	Item	Presenter
VII.	Present: Local Govt. Road Fund Programs	Bill Santiago – NMDOT District 6
BACKGROUND		
<ul style="list-style-type: none"> • Why? The Local Govt. Road Fund is a flexible program that allows funding for a variety of projects without functional classification limitations • Purpose. Make RTPO members aware of the funding opportunities under LGRF – which include Municipal Arterial Program, Coop funding, County Arterial Program, and School Bus Route program • Discussion/Finalization. Mr. Bill Santiago will present on the LGRF opportunities 		
CURRENT WORK		
<ul style="list-style-type: none"> • Members to take notes in order to take advantage of this funding source 		
ANTICIPATED WORK		
<ul style="list-style-type: none"> • None (City of Grants turn for MAP funding) 		
ATTACHMENTS		
<ul style="list-style-type: none"> • Guidance documents in meeting package 		
BUDGET IMPACT		
<ul style="list-style-type: none"> • None 		
ACTION ITEM		
<ul style="list-style-type: none"> • N/A 		

Discussion:

- Mr. Santiago provided an extensive presentation on the Local Govt. Road Fund opportunity with **applications due on March 15.**
- This presentation included four (4) other funding opportunities including the Municipal Arterial Program (MAP) – 16% of LGRF funds – 24 month timeframe, Capillary Arterial Program (CAP) – 26% of LGRF funds – 18 month time frame, School Bus Route Program (SB) 16% of LGRF funds – 18 month time frame, and SP – Special Projects (Coop) 42% of LGRF funds.
- Bill’s presentation covered all of the LGRF sources, including required actions and the process as follows:
 - Location of proposed project including map
 - Scope of work to be performed
 - Project estimate with amount (75%) of state contribution
 - Justification for project construction
 - Certification that the work is on or part of a public highway, or major corridor and necessary for the public good and convenience to serve the public.
 - Resolution from the governing body or agency head verifying it’s priority standing with the public entity.
- Any and all of these projects must be approved by the respective local government leaders, and require signed documents, and supporting resolutions.
- When District Coordinators receive agreements including supporting resolutions signed by the local entity, they submit the agreement packet to the NMDOT Cabinet Secretary. Once executed by the Cabinet Secretary the awarded funding will be encumbered. **All agreements must be fully executed by Oct. 31; no work can begin before a fully executed agreement is in place.** Local governments are responsible for a 25% local match
- Robert Kuipers sent a copy of Mr. Santiago’s presentation to our RTPO members for their review going forward.

Item #	Item	Presenter
VIII.	Reports, Updates, Announcements	Robert Kuipers
BACKGROUND		
<ul style="list-style-type: none"> • Why? Update RTPO members on news, training, funding, and other items of special interest • Purpose. Keep RTPO members up to date on critical information from NWRTPO and NMDOT sources 		
Informational Items		
Regional News & Updates <ul style="list-style-type: none"> • RTPO Monthly Report and Staff hours summary for January, 2023 • Member Reports 		
Member Special Reports: <ul style="list-style-type: none"> • None this meeting 		
NMDOT Reports: <ul style="list-style-type: none"> • G to G Liaison: Neala Krueger • Tribal Liaison: Ron Shutiva • District 6: Bill Santiago & staff; District 5: James Mexia & Amanda Nino 		
News, Training & Funding Opportunities: <ul style="list-style-type: none"> • <u>FHWA Planning, Environment & Realty Reports</u>: 1/25/23 • <u>NMDOT Govt. to Govt. Update</u>: 1/17/23, 1/23/23 • <u>AASHTO Publications</u>: none • <u>NMDOT / UNM-LTAP</u>: Provides a very robust collection of training opportunities – staff forward news to members as it comes out from this source – reference at ltap.unm.edu – Online courses notice forwarded to members as LTAP emails come in. • <u>Title VI Training</u> is available to MPO's and RTPO's from Lisa Neie – Civil Rights Manager for FHWA New Mexico. These trainings can be customized to address member concerns and issues for their regions, if provided to her in advance. • <u>Email Change Notice from NMDOT</u>: All NMDOT staff emails have changed from @state.nm.us to @dot.nm.gov • <u>Pedestrian Safety Training</u>: 1/18/23, 2/22/23, 3/15/23 – three sessions • <u>TAP, RTP, CRP Guidance</u>: Applications due March 10, 2023 – reminders to members sent 12/16/22 and 12/21/22 • <u>USDA Seeks Applications to Improve Rural Transit Systems</u>: 1/19/23 • <u>How to Complete for RAISE Grants – Rural & Tribal Communities</u>: 1/20/23 • <u>FHWA Value Capture Webinar for Econ. Dev. Tools</u>: Webinar is Feb. 9, 3pm our time – 1/26/23 • <u>Transportation Funding Opportunities for Tribal Nations</u>: 1/23/23 		

Members please note: none of these documents will be included in the full meeting package due to the physical size and the electronic megabyte size going forward – all of the cited documents have already been emailed in advance of the RTPO monthly meeting to our NWRTPO members. Some of the citations are ongoing from month to month regarding ongoing training or funding opportunities.

- Robert Kuipers provided his monthly report for January including:
- **2023 NM Transportation Project Fund: full applications are due by May 31**
- **TAP, RTP and CRP applications are due by March 10, 2023** – members were reminded of these on 12/16/22 and 12/21/22.
- Members are reminded to stay on top of forthcoming funding opportunities; staff will do their best to keep members informed on opportunities along with submission deadlines.
- Mr. Kuipers also provided the staff hours summary for January, 2023.

Local Member Reports (<i>significant news only</i>)	By Entity
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New news in bold

Pueblo of Acoma

- **Gaylord Siow is now the Pueblo of Laguna Lt. Governor, so has resigned from his position in the Pueblo of Acoma. Dennis Felipe Jr. is now the primary RTPPO representative for the Pueblo of Acoma.**
- **The Mesa Hill Bridge project remains unfunded and ongoing as the #1 bridge project, but is fully designed and construction ready with support from NMDOT. The issue is just obtaining significant funding (around \$30 million) from USDOT with every round of major funding they provide. The Pueblo's PS&E and EA are complete; The Pueblo is working toward finalizing the cultural clearances and right of way with the BIA and finalizing land status with Tribal leadership. Pueblo is working on the SP36 and SP30 connector roads to this bridge, along with a right of way map for the bridge. Pueblo is pursuing funding from the Bipartisan Infrastructure Law and other funding sources to include FHWA and TTP funds.**
- **SP30 – Pueblo Road LGRF Cooperative Agreement and Tribal Resolution have been signed by Pueblo leadership and sent to Bill Santiago at DOT District 6. Pueblo is seeking additional funding due to inflation.**
- **SP38 Haaku Road Planning & Design: Project consists of a 12.3 mile corridor to Acoma's original village. Project is funded at \$2,900,000 for planning and design from the FY2023 Transportation Project Fund. The TPF cooperative agreement is finalized. Acoma will contact Clayton Garner at DOT Dist. 6 upon consultation selection for fund disbursement.**
- **M-123 San Fidel Creek bridge: This bridge on SP34 – Fatima Hill Road has been funded at \$137,049 for design thru FHWA Tribal Transportation Bridge Program funding.**
- **M-124 Acoma Lake bridge on SP34 – Fatima Hill Road: Project is funded at \$380,000 for design thru FHWA TTP Bridge Program funding. NM 124 extension to NM117 is on hold – funded for design thru Trans. Project Fund.**
- **Tribal Admin. met with the Federal Highway Administration along with Ron Shutiva, providing information on TTP and FHWA; a powerpoint on challenges and opportunities with CMGC (*Construction Management / General Contractor*) funding, and discussion on ICIP training.**
- **Acoma's Tribal Transportation Improvement Program (TTIP): FY2022 finalized.**
- **CMGC2 – 4 Projects are now complete.**
- **The Pueblo has received \$1.5 million from Senator Heinrich for the Acoma Business Park.**
- **NM124 Extension to NM117 has been partially funded thru the Transportation Project Fund which is our current #1 roadway priority. The Pueblo will collaborate with NMDOT Dist. 6 and has submitted an agreement and resolution for approval. The Pueblo is now waiting on an agreement to proceed from NMDOT Secretary Sandoval. It appears that unlike DOT Dist. 6 advice, the Pueblo will first have to execute design (funded at \$1 million) and cannot go directly to construction.**
- **On call engineering services: RFP has been issued beginning January 2023 – selection process to take place in March, 2023.**
- **SP302 is completing environmental assessment**
- **Pueblo is seeking funding for design and full reconstruction of SP30 – Pueblo Road (10.6 miles).**
- **The Pueblo is working with DOT Dist. 6 to address drainage issues for the San Lorenzo Road (SP35).**
- **The Pueblo has completed their update to their Long-Range Transportation Plan; the update is posted on Acoma's Community Development Office website.**
- **The Pueblo is also updating their Transportation Safety Plan at this time. The Pueblo was awarded TTP Safety Program funding at \$10,000 for this update and \$475,000 for SP30 Pueblo Road east end safety redesign.**
- **Thru distributing a survey at the local Food Pantry, the Pueblo has achieved a 41% response rate from the public for both transportation plans!**
- **Mainstreet Project: The Pueblo will add several projects to the CMGC suite to include projects for housing and economic development. Preparing amendments to conduct engineering studies, land surveys, geotechnical studies, drainage analysis, right of way surveys and proforma.**
- **The Pueblo's Local Govt. Road Fund projects were finalized with NMDOT – will issue an RFP in the near future**
- **Acoma is seeking scenic byway funding, and will pursue Pueblo Council approval to pursue grant funding next year; as well as a Tribal Council resolution for tribal byway designation. Neala Krueger will inform NMDOT – Beth Foreman to provide byway funding contact information.**

- **The Pueblo would like to invite local, county and other tribal entities within the Pueblo region to consider partnering for construction project funding, as bundling projects saves money, as the Pueblo has learned from CMGC (Construction Management / General Contractor) funding.**

Pueblo of Zuni

- **The Pueblo is working on drainage improvements along the NM53 corridor mp 15.5 to 19.5 – creating culverts and ponds.**
- **The Pueblo submitted an application to update their Transportation Safety Plan; and was awarded funding to update their Tribal Transportation Safety Plan in 2022; and conduct an RSA on NM53 from mp 13.5 to 18. Notice of award was received late yesterday – Feb. 7.**
- **NMDOT Contract #CN6101091 – Meridian Contracting working on drainage issues and retention ponds; this includes installing concrete box culverts. Asphalt paving will continue when weather permits.**
- **Have received FHWA Tribal Transportation Program funding for FFY22. – Prepping for construction in FY23.**
- **The Pueblo Transportation Dept. will be issuing two RFP's in the near future. One is to plan, design and construct a new transportation facility to include Ashiwi Transit; and the other is for planning, design and reconstruction of BIA Route 5 – Nutria Road.**
- The Pueblo is under lock down with little administrative activity due to COVID-19 pandemic; the Pueblo has extended re-opening until sometime in the future, depending on how long COVID-19 persists.
- Bid packages for Shiwi Ts'ana Elementary School access and Z301 / NM53 intersection improvements were opened July 12 – with one bid submitted. Notice of award offered to Albuquerque Sparling Construction company for both projects combined.
- Zuni purchased a dump truck with FHWA Coronavirus funds.
- The Pueblo is looking to purchase a backup generator for the Andrew Othole Memorial Airport.
- **Zuni Transportation Dept. submitted documents to the Governors Office to fund two historical and cultural sites of significance with related road improvement projects.**
- US Dept. of Treasury set aside \$20 billion for Native American Tribes under American Rescue Plan. Zuni received it's first distribution – Road Dept. will submit road improvement project that leads to significant historical site for tourism
- Road maintenance projects continue related to flooding around the Pueblo.
- Royce is now also the Airport Manager. Receipt of FAA grant agreement for developing an Airport Master Plan for the Andrew Othole Memorial (AOM) Airport. The master plan will be developed by the Pueblo's airport consultant – Armstrong Consultant's, Inc.
- Erin Kenley, TTP Director and Brian Allen, TTP Fields Operation Manager – both from the Office of Tribal Transportation visited Zuni on August 10 and met with the Governor and Tribal Council on a number of issues. Discussed the tribal self-governance program within the US DOT and FHWA.
- The Pueblo continues to update its long-range transportation plan. The plan is now in final draft form and being put out on the Pueblo website and Facebook for public comment. The draft plan is awaiting recommendations for next steps on how to present to the public.
- The pedestrian trail project plan is now 100% complete – will move forward for FHWA approval.
- On-call A/E consultants are working on designs for Ruins Road, North/South Sandy Springs Road, Harker Circle, the intersection of Ojo Caliente/Pia Mesa and pedestrian trails. Ruins Road is now at 95% completion.
- Ongoing road maintenance around the Pueblo. This includes crews addressing mowing, culvert repairs, blading gravel or dirt roads, asphalt pothole repairs and vegetation control.
- Virtual Presentation meeting with NMDOT and WHPacific on the NM53 Drainage project being designed by by WHPacific to make improvements from MP15.5 to 19, due to undersized culvert pipes and overtopping of flood waters on NM53 (also Zuni Mainstreet). First meeting was held on October 7.
- There are demolition projects in the Pueblo for the Lemon Tree/Zuni Laundromat building and the old Zuni Water Dept. building.
- The Pueblo is undertaking construction of an RV Park.
- The Pueblo has worked with Ashiwi Transit and Gallup Express to extend transit service to the Ramah Navajo area.
- The Pueblo has engaged contractual on call engineering services for future transportation development.
- The Ashiwi transit system received a national award at the 2019 National RTAP (*Rural Transportation Assistance Program*) conference. **Ashiwi Transit received another award plaque for their service during the COVID pandemic.**
- Ashiwi Transit will resume when all safety precautionary measures have been installed on the transit vehicles. Local and Gallup services will resume on a limited basis, but only on demand or appointments. Extension to Ramah / Pinehill

is temporarily on hold until further notice around COVID-19 concerns. Ashiwi Transit is now back in service. **Hope to resume transit discussions with the Ramah / Pinehill area soon.**

McKinley County

- **CR-19 improvements. CR19 – 18.6 miles of chip-sealing is now complete and striping is finished making this project complete.**
- **The County's Local Government Road Fund projects for FFY2021 are now complete; working on certifications for 2022 projects at this time. LGRF Manuelito Canyon road alignment is now complete.**
- **The County Road Dept. has issued Purchase orders for a bridge on CR15 and a bridge on CR43; these bridges are now at 60% to completion.**
- The County had their ribbon cutting ceremony for Manuelito Canyon bridge replacement on September 10, 2021 – the event was well attended by State and regional legislative leaders along with President Jonathon Nez of the Navajo Nation.
- The County will benefit with \$23 million for improvements to the Carbon Coal Road intersection in Gamerco with US491, which leads to the developing Energy Logistics Park (and potential Inland Port). **This project is now complete!**
- The County has finished chip sealing Pine Haven road; will use remaining funds to finish improvements on Allison road.
- **Cousins Road and CR-1 will move into phase 2 repairs. Superman Canyon Road (CR43) and Old Church Rock Mine Bridge (CR15) are next projects on the list. The County Road Dept. has issued purchase orders for a bridge on CR15 and a bridge on CR43. Church Rock Mine Bridge is getting started at this time. The 2023 Transportation Project Fund has funded another Superman Canyon road – CR43 bridge at \$2,716,334.00.**
- **The County is realigning CR5 – Manuelito Canyon road – LGRF funds; has applied 4 miles of chip seal on CR6 – now waiting on rain delays. The alignment for this road is now complete.**
- Ongoing county-wide maintenance including blading, patching potholes, cleaning culverts, repairing bridges / guardrails, etc. The County has completed the ZMTP Milk Ranch Trail Head.

Gallup

- **Gallup Mainstreet Project** – Ground breaking May 13; construction commenced July 1. **Coal Avenue Commons** both MAP and Legislative Agreements have been executed by the State. The City is working with Wilson & Co. and NMDOT District 6 on the final PS&E. City Council approved Wilson & Co.'s professional engineering proposal for construction management. The Mainstreet grant resolution was approved by City Council for this project. Between MAP, State Legislative, Economic and City funding the Coal Avenue Commons project phase 1 is now complete with final walk thru executed 7/20/21. **The City has been funded for phase 2 from the NM Transportation Project Fund – and has been awarded \$3,500,000 from this fund to complete this project. The city commenced construction on May 2, starting with alley improvements. Intersection of Coal Ave. and 2nd Street is now complete. Phase 2 construction is now complete. First to Second street is now complete, working on 1st Street to Coal Avenue next.**
- **East Nizhoni and West Aztec improvements are currently in design phase – East Nizhoni received news from NMDOT Dist. 6 that the City was awarded MAP funding for East Nizhoni Ave - \$900,000. Phase 2 Nizhoni Blvd. and College Drive intersection construction began on 10/17/22 and is currently on Winter suspension. East Nizhoni was also awarded \$350,000 from the NM FFY2023 Transportation Project Fund. East Nizhoni phase 3 is out to bid – closing on 2/21/23. West Aztec – meeting with property owner has been executed and now moving forward to complete design. Working on a West Aztec utility easement agreement.**
- **West Aztec drainage** legislative grant has been executed and engineering services have been awarded to begin design; notice of obligation has been submitted and approved by the state. **Property owner has submitted proposal to City for utility easement – now completed and moving to complete design.**
- **Local Govt. Road Fund funded projects have completed mill and overlay for planned roads; received word from NMDOT Dist. 6 that the City was awarded funds for our next project. Working on close out paperwork and Coop list for 2023.**
- The City has submitted a Letter of Intent for Coop funding.
- **West Logan street repairs are being advertised**
- **2nd and 3rd Street pedestrian safety improvements RFP for design was awarded, along with 2nd and 3rd Street Quiet Zone awarded for design.**

- **CDBG RFP was awarded – working on paperwork for DFA approval. An Extension Request was sent to DFA; construction to commence in the Spring.**
- **Federal Aviation Admin. application for \$5 million has been submitted for our airport taxi-way and connectors. The City has been awarded and construction began on April 11, 2022. Construction is now complete and project in close out.**

Milan

- **Linda Cooke reported on work to improve Airport Road which will commence on August 22.**
- **There has been some flooding but no major problems.**
- **Working toward street improvements for Willow Drive, Elkins Road, Motel Drive and Tiejen Street**
- **Various ongoing lighting projects**
- **Need to address repair for NM605 bridge**
- **Need to address a Mill Road and Rail crossing**

Ramah

- **Ramah is looking to draft an agreement with Cibola County for road maintenance.**
- **Ramah has submitted applications to repair / replace two bridges.**
- **Winter maintenance is ongoing.**
- **Condolences to the community for the loss of Shane Lewis, who accomplished significant transportation development on behalf of the Ramah Navajo community.**
- **Ramah Navajo has filled two positions after the departure of Shane Lewis with Dorothy Claw as primary transportation developer and Tom Martine as transportation assistant – these individuals are also the primary and alternative representatives to the NWRTPPO.**
- **Ramah Navajo is updating their Long Range Transportation Plan at this time, and in the process of prioritizing projects. Public meeting took place January 3 . Ramah is also working on Administrative Policies and Procedures.**
- **BIA 175 is the next new project for Ramah Navajo – seeking funding at this time.**
- **Working on signage for BIA 125 and 122.**
- **Ramah has applied to the MEGA grant for improvements to BIA 125 mp. 18 – 26**
- **Ramah received a safety grant for \$300,000 which will help supply new guard rails.**
- **Looking to reconstruct BIA 145 and BIA 195**
- **Completed PFF's for NM53 & BIA 125 intersection and Pine Hill school pedestrian ADA improvements.**
- **Some weather related road maintenance and repair going on at this time.**
- **Ramah is developing RSA's for ten (10) intersections for NM53 and other tribal roads.**
- **Dorothy and Tom are acclimating with ongoing Ramah transportation projects at this time and updating the Ramah Long Range Transportation Plan, completing an annual report, and looking for training opportunities.**
- **Acting executive director for Ramah Navajo Chapter's 638 Grants & Contract Programs issued a memorandum for employees to return back to work and follow CDC guidelines within each Chapter program RNDOT is back in operation and continues to maintain roadways.**
- **BIA Projects Update:**
 - **BIA 125 mp 18 – 24.6 – received approved design exception report for this project from FHWA and will move to finalize the project. BIA 125 MP 0 – 4.4 received approval from NNHPO on the updated Cultural Report document and Categorical Exclusion. Awaiting ROW documents for BIA 195 in Ramah Band Land to RN Realty Office. BIA 113 and 145 received final report and will review final documents with tribal officials**
 - **BIA 195: submitted ROW documents to RN Realty Office; more focus on this road going forward.**
 - **BIA 145 and BIA 113: Received draft report for BIA 145 and BIA 113. More focus on BIA 145 going forward.**
- **RNDOT Transportation Technician is vacant and will advertise for the position.**
- **Submitted grant applications for the NOFO on Tribal Transportation Program Safety Funds.**
- **BIA 125 striping project is complete; BIA 125 mp 0-4 and mp12 – 24.6 are now construction ready.**
- **NMDOT LGRF received all certifications and submitted a letter of disbursement. Awaiting on contractor to return signed Notice of Award for BIA 125 striping project.**
- **Cancelled Transportation Committee Meetings until COVID-19 Restrictions are lifted.**
- **Submitted road signs replacement maintenance project for 2021 LGRF cycle.**

- NMDOT LGRF received some certifications and will coordinate with Utility providers. Received ROW certification and submitted letter requesting disbursement.
- Assisting with RN Community Development Department for the Navajo Nation Rural Addressing Project.
- Ongoing general maintenance for area roads, cattle guards and signage, blading and shaping, potholes and base course patching (incl. school bus routes). Cleaning and replacing roadway signs. Field fence repairs, post replacements and gate repairs.
- **Ramah Navajo has submitted a BUILD Grant application.**

Cibola County

- Cibola County has hired a new Road Superintendent by the name of Ed Salazar.
- The County is doing “blade and shape” maintenance on 84.7 miles of 14 County Roads; and a variety of other maintenance (cattle guards / culverts / sign repair / tree trimming & weed control / mowing / pot-hole patching / and minor road repairs) for 24 county roads.
- **The County has completed an emergency bypass at this time for the CR-5 Moquino bridge, and is awaiting TPF 2023 funding to repair the bridge in the future.**
- **The county continues undertaking flood damage repairs**
- **The county is working on chip sealing a variety of roads at this time.**
- **The County has commenced development of the Zuni Mountains Quartz Hill Trail.**
- ZMTP RTP trail project is funded for FFY2020 construction – working with McKinley County for trails development beginning with the Quartz Hill Trail Head. Construction will likely not proceed until FFY2021 Spring & Summer for the Cibola portion of the Zuni Mountain Recreational Trails. **Cibola County has now been cleared to be the fiscal agent for this project and will no longer need McKinley County’s assistance; trail development and construction is commencing.** Cibola, COG and NMDOT staff had a virtual internal planning meeting on Jan. 19 at 9am with Arnold from the Forest Service to discuss updated scope of work for this project. **The County has commenced work on the Trail Head project and has submitted an extension request to JoAnn Garcia at NMDOT.**
- Cibola County has submitted an RFP due March 23 for a new public safety building, and will conduct a pre-proposal meeting; six (6) construction firms have responded thus far.
- CR-18B and CR1 road / bridge projects are current priorities. CR-18B awarded LGTPF funding – LGTPF contract is complete and submitted. CR18-B – RFP closed Friday – 12/4 and are currently reviewing applications – much appreciation to JoAnn Garcia from NMDOT District 6. Two firms responded to the RFP and the Cibola Commission determined the award at their January 14 meeting. **CR18-B has commenced ROW work; drainage work is ongoing and construction for CR18-B bridge to commence in August or Sept. ; CR-1 has issued an RFP to Engineering Firms.**
- **CR-57 A is having a culvert replaced, and the County is starting on cattle guard replacements, as well as removing sand on various roads related to wind conditions.**
- Coop projects will begin soon.
- Ongoing County wide maintenance for County and Forest Roads.

Grants

- The City recently had a ribbon cutting ceremony for the pedestrian bridge on 2nd Street. **The bridge and channel are almost completed. 2nd Street Shared Path Loop has been awarded \$1.1 million in TAP funding.**
- Riverwalk trail: Design at 100% from WHPacific, Project is on hold for the time being.
- First Street phase 2 – Adams to Roosevelt: design at 100%; added a pond and lift station on Geis Street for drainage; allotted \$1.8 million from 2019 state legislature for **final phase 3 from Washington to Roosevelt which was recently awarded is now complete.** Final PS&E was scheduled for this August and project letting is scheduled for September. Total project stands at \$6.2 million. **Striping is now complete; anticipated completion coming soon.**
- 2nd street bridge out to bid for construction to commence in July – **2nd Street Channel project is now complete for Jefferson Ave. to the Rio San Jose.**
- Washington bridge replacement over 2nd Street through LGTPF funding will include a walking opportunity for High School students; project construction is underway – commenced in June. **Funding was awarded at \$750,000 for the Anderman to Sage St. portion from NM CDBG funds.**
- Lobo Canyon and Roosevelt intersection improvements are underway and ongoing. **Roosevelt Bridge is at 100% design and going out to bid soon.**

Pueblo of Laguna

- **Leonard Ludi is now the primary representative for Laguna; as Elroy Keetso has taken a job at NM Indian Affairs.**
- **The Pueblo remains under COVID restrictions, and is looking for a transportation specialist – no other major news now.**
- **The Pueblo remains closed to the public, and administration is closed until the COVID-19 Pandemic resides. For I-40 MP 111 – 117 exists are closed to the Pueblo. Access NM124 via I-40 MP108 and 117 exits.**
- Gaylord informed COG RTPO staff that the Pueblo has six official villages – not seven – staff will execute this correction going forward.
- **The Pueblo is consulting with the MRRTPO for Laguna Pueblo lands within their jurisdiction.**
- The Pueblo is pursuing an FHWA grant to develop a Pueblo-wide (all Villages / roads) Safety Plan and will be seeking data sources identifying various crash incidents, and high crash incident locations; may need assistance from the RTPO or DOT with analyzing crash data. The Pueblo has a number of State Routes, where high speeds impact upon more fatal crashes.
- NM124 Bike and Pedestrian Trail – Paraje to the Kawaika Center project is complete – working with NMDOT for close out.
- NM124 Bike and Pedestrian Trail Encinal Road to State Road 279 is complete and in close out.
- NM124 Rio San Jose to Roundabout bike & ped path: Design is complete. PS&E checklist is complete – project planned to be let February – March, 2021. **NM 124 design is complete, anticipating construction in Spring of 2022.**
- L26 Rainfall Road from Cubero Wash to Seama bridge M108: **Construction has been completed**, including a bike & ped. trail. Final audits in progress **and project is in close-out.**
- M137 bridge at Laguna Subdivision: **Construction complete and project in close out with BIA.**
- Mill, Overlay, Striping & Enhancement Projects: Construction is complete for L503 – Veterans Memorial Road, L200 Postal Postal Road and L245 Raindrop Road. **The Pueblo is developing the next phase on four BIA routes: LGRF/BIA Road Maintenance Striping Projects – phase 2 & 3: Phase 2 – L500 Mountain Ash Loop and L500 Central Park Road; Phase 3 – L540 Veterans Memorial Road and L200 Elizabeth Bender Road. No bids were received so the Pueblo is working with NMDOT to sole-source these projects.**
- **Local Govt. Road Fund: projects will go out for construction bids soon.**
- LGRF / BIA Road Maintenance Mill, Overlay & Striping Projects: Phase 2 & 3: Phase 2 – the Pueblo is working on the next phase for four BIA routes: phase 2 for L500 Mountain Ash Loop and Central Park roads. Phase 3 for L540 – Veterans Memorial Road and L200 Elizabeth Bender Road. **Contract amendments submitted and received. Local Govt. Road Fund and trail projects to commence soon.**
- NM 124 Roundabout: The repairs to the roundabout are being coordinated by NMDOT, no start date has been determined. **NM124 Road Diet has received an extension and is in final design for Rio San Jose to the Roundabout (6100764 project control no.) – this includes a bike and pedestrian addition.**
- L24 Rainfall Road: design changed to two phases, **Ph-1 Road & Trail at final 100% design, and in ROW review. The Concrete Box Underpass is now eliminated, and DOT Dist. 6 proposes to build an I-40 bridge over L24 road. Construction funded for \$1.9 million from the LGTPF fund!**
- L26 Deer Dancer Road: **at 100% design, working on ROW amendments and E.A.**
- L243 Acorn Road design: completed 100% design and PS&E review from the BIA. **Construction to begin in the Spring.**
- M154 Paguete Wash Bridge: **PER is complete – design phase will commence later this year.**
- M108 San Jose River Bridge-Seama: **PS&E, and ROW complete; EA, FONSI and NOI are in progress. Bridge is now at 100% design.**
- L248 Bluejay Road and L248 Blue Star Loop: **Design is in progress now at 30%. PER report is now in progress to include ROW review.**
- Pueblo's Safety Plan: **Plan is now complete – close out letter sent to BIA.**
- NMDOT I-40 Safety Project: The Pueblo met with NMDOT on March 3. **Design is at 100%; Construction by MSCI is on-going on the east bound lanes from MM112 – 116..**
- The Pueblo has completed L26 Rainfall Road along with two trail projects.

Navajo Nation – Northern Agency

- **New Navajo Nation Leadership in Administrative and Legislative branches. Garrett Silversmith will remain in charge of NDOT.**
- **NDOT has completed \$170 million in projects in the past seven (7) years.**

- **NDOT will be meeting with the Hopi leaders on mutual road projects sometime soon.**
- **Navajo DOT is updating their Long Range Transportation Plan at this time.**
- **Local Govt. Road Fund projects will commence implementation soon for both Eastern and Northern Navajo.**
Priscilla Lee – NDOT is working on extensions for FFY2019 projects. 2018 projects are complete at this time.
- **Northern and Eastern** – currently updating regional road routes to present on Feb. 22 to the Navajo Council. Also updating Chapters on BIA Road Inventory to help fund 15 mile regional routes maintenance.

Navajo Nation – Eastern Navajo

- **Edwin Begay is the Senior Planner for Eastern Navajo indicated that NDOT is now updating Chapter routes and will follow up with Chapters for resolutions and inventory training.**
- Emergency repair work is ongoing for road repairs related to heavy Monsoon rainfall. Busy fixing Chapter access roads – primarily in Arizona and now in New Mexico.
- **Recently Arlando Teller – USDOT met with Anthony Dimas and Billy Moore to discuss Navajo roads.**
- Working on TTIP projects across the Navajo Nation.
- Providing Chapters technical assistance for ingress and egress – including the BIA and NM / AZ DOT. The BIA will provide road inventory training to NDOT.
- **Navajo Transit is now under Navajo DOT.**
- NDOT is also gearing up for school bus route improvements and asking route maps from the various Navajo Nation schools. **NDOT is completing School Bus Route mapping at this time. There is currently much concern around school bus routes and bridges which buses cannot cross.**
- **Transportation Project Fund project application was approved by DOT for the west Tsayatoh Road in Eastern Navajo at \$2,450,000.**
- NDOT is meeting with Chapters around regional priorities and funding; **Iyanbito bridge request remains a priority around significant rail crossing delays (especially around emergency response concerns).**
- There are concerns with overgrazing, along with dust storms and sand on roadways – NDOT will present to NM Indian Affairs on these concerns.
- For both Northern and Eastern Navajo there have been major road washouts due to flooding, which NDOT is addressing as best they can. NDOT staff will also be undertaking BIA Road Inventory training.

Proposed New Roadway Lighting Projects have no Planning, Designing or Construction funding, but the respective Chapters will be seeking funds to begin Road Safety Assessments, Design, and Construction: All these projects will be added to RTIPR for future funding of the projects.

- Smith Lake Chapter- Seeking RSA studies and street lighting at Hwy 371 & N49
- Crownpoint Chapter- Seeking RSA studies and street lighting at N9 & Hwy 371 intersection
- Becenti Chapter- Seeking RSA studies & Street lighting at Highway 371 & N9
- Coyote Canyon Chapter- Street lighting at Intersections of Highway 491 and N9, Milepost 15-15.5
- Whiterock Chapter- Seeking RSA & Street lighting at Highway 371 & store junction, chapter access roads
- Standing Rock Chapter- Seeking RSA & Street lighting at N9 & Chapter access road intersection.
- Little Water Chapter (Eastern)- Seeking RSA & Street lighting at Highway 371 and N7119
- Mexican Springs Chapter- Completing RSA, and seeking street lighting at Highway 491 & N30
- Naschitti Chapter- Completing RSA, and seeking street lighting at Highway 491 & Bus turnaround MP 32
- Tohatchi Chapter- Completing RSA and seeking street lighting at Highway 491 Milepost 22-24
- Twin Lakes Chapter- Completing RSA, and seeking street lighting at Highway 491 & Chapter access road/school access road, Milepost 13 – 13.5 and other lighting at Highway 491 & Giant store/Johnson road, Milepost 9.8 – 10.3

UP TO HERE >>>

New Mexico Department of Transportation Reports (significant news only)	RTPO Liaison (Neala Krueger) Tribal Liaison (Ron Shutiva) District 5 (James Mexia, Stephanie Medina) District 6 (JoAnn Garcia; Bill Santiago)
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Multimodal Planning & Programs Bureau – Neala Krueger

- The **FFY23/24 Regional Work Program** (RWP) has received FHWA approval. NMDOT has sent a Notice to Proceed (NTP) for the RWP by Oct 1.
- The NWNMCOG SPR Grant agreements for the **Milan Comprehensive Transportation Safety Action Plan** and **McKinley County Transportation Master Plan** are complete. NMDOT received a fully executed grant agreement on November 17, we can proceed with obligating the funds. NWNMCOG cannot begin work until NMDOT sends a Notice to Proceed (NTP) for the projects.
- **The NWRTPO Annual Performance and Expenditure Report (APER) is now under review by NM-FHWA.**
- **NMDOT Freight Advisory Committee Meeting**
The third meeting of the Freight Advisory Committee was Thursday, September 22, 2022 from 1:30 pm to 3:00 pm. The Freight Advisory Committee include representatives of a cross-section of public and private sector freight stakeholders and participates in the development of the State Freight Plan. More information about the 2045 New Mexico Freight Plan Update can be found here: <https://www.2045nmfreightplan.com/> **The NMDOT Freight Plan is now awaiting approval from FHWA.**
- **Pedestrian Safety Action Plan training is forthcoming.**
- **Updated Functional Classification Guide Draft**
Per the 7/25 Govt to Govt email from Shannon Glendenning, the NMDOT Technical & Freight Planning Team updated the Functional Classification Guide for 2022. It is posted to the NMDOT website. If you have questions contact Tyler Roller, Roadway Classifications Manager at Tyler.roller@state.nm.us.

NMDOT Tribal Liaison – Ron Shutiva

- **Ron participated in Indian Day at the Legislature in Santa Fe on February 3.**
- **Ron is trying to meet with new tribal legislators and engage with DOT District staff.**
- **There is concern around litter and trash along I-40 intersection within the Pueblo of Laguna area.**
- **A corridor study is under consideration for I-40 from Arizona to Albuquerque – this will include consideration toward developing three lanes for this highway in each direction, given the truck freight traffic.**
- **Ron continues to work on engaging tribes around state corridors and is seeking help from regional media.**
- **Justin Reese is the new Cabinet Secretary for NMDOT.**
- **There will be a session on I-40 improvements with NDOT.**
- **Ron recommends phasing projects due to increasing costs**
- **NM 118 drainage study request from Mark Freeland – Navajo Tribal Council.**
- **Iyanbito Chapter is requesting a bridge over the BNSF Rail Line. (Another consideration would be extending a paved road west to the Church Rock bridge – might cost less).**
- **Ron is considering setting up quarterly tribal meetings with the DOT Districts, with consideration toward priority tribal projects.**
- **Ron indicated that the 2021 Transportation Project Fund awarded a total of \$41 million to tribal entities statewide. Ron reminded members to pay attention to the “Buy America” guidelines. Our region did well for this round of TPF funds.**
- **Ron reminded members to stay on top of funding opportunities – with \$ billions forthcoming – remember to prepare for environmental requirements (which are time consuming) for this funding.**
- **Ron asked how the Navajo RSA’s are coming along with the 2018 LGTPF deadline of June 30, 2022 coming up – for Twin Lakes, Mexican Springs, and Tohatchi Chapters. Mike Neely and Priscilla Lee are seeking additional funding to commence.**
- **Ron is now on the LTAP Board.**
- **There’s a new Indian Highway Safety Grant out from the BIA.**
- **Reminding members to keep on top of deadlines for ICIP, TIF, and LGRF.**
- **Transportation Project Fund: better to phase then have a shortfall on funding for proposed projects.**

- A national broadband project is establishing a broadband corridor along I-40, and will involve tribal discussion with Pueblos of Laguna and Acoma and Navajo Nation.
- **Ron is encouraging tribal members to pursue bridge funding.**
- **Ron reminds tribal members to pursue support and related letters of support from state and national legislators.**
- NM118 drainage analysis project is finally in progress as the Navajo Council is working on agreements with the local governments in the region of the study between Churchrock and Iyanbito; **need coordination with NDOT.**
- Ron reported on the NM118 drainage analysis that took place between the Iyanbito and Ft. Wingate I-40 intersections at previous meetings. Ron indicated he feels that NM118 drainage issues remain unresolved to this day (in spite of two studies!) and the Navajo Nation DOT remains non-responsive!

NMDOT District 5 – James Mexia, **Amanda Nino**

- WHPacific is being contracted for a study on needed road and intersection improvements on US 64 – MP 0 – 20 (which includes the Shiprock School Zone). This project will be divided into two phases funded separately and referencing the District 5 HSIP plan for 2021 including a) primary / major Chapter or community intersections from Shiprock to the Arizona border and b) the Shiprock School Zone.
- The NM371 and N36 intersection near Northern Edge Casino is at 60% design; need ROW clearance / easement from NDOT.
- D-5 staff are managing project proposals for the 2021 Local Government Road Fund, and have received awards from the DOT General Office in Santa Fe for the next fiscal year.
- **Work is pending for NDOT Capital Outlay and N.O.O. – Please contact DOT District 5 SOON!!! Remember that Capital Outlay requires monthly report updates. Amanda encouraged RTPO members to provide Capital Outlay (CPMS) updates or the funding can be reverted.**
- **Amanda Nino: working on LGRF and MAP projects from FY2022 closeouts.**

NMDOT District 6 – **Bill Santiago**, Michael Neely, **Clayton Garner**

- **DOT District 6 Office is still under renovation – nonetheless, DOT 6 staff will resume full time office work starting January 1, 2023.**
- **With a lot of local govt. turnover including RTPO members, staff training may be needed to bring new staff with transportation focus up to speed.**
- **Bill reminded RTPO members that all NMDOT staff have new emails as: dot.nm.gov**
- **Clayton Garner echoed Amanda Nino's comments from Dist. 5 encouraging RTPO members to undertake CPMS updates for Capital Outlay projects so as to retain their funding.**
- **Local Govt. Road Fund** – as Stephanie from District 5 mentioned, the 5 certifications are also required before LGRF projects are considered construction ready. Keep District 6 informed on progress – the time is now critical to request an extension amendment as previously funded LGRF cycle is in close out! Extension requests are due by October 31 (including a resolution)! **The new LGRF call for projects has a March 15 deadline.**
- **Bill Santiago encourages RTPO members to pay attention to application deadlines around forthcoming funding. Also, be aware of staff changes at NDOT, NMDOT, and local governments.**
- The **FY2023 Transportation Project Fund applications must include a supporting resolution.** DOT District 6 has provided a template. Request a match waiver ASAP – due end of September.
- **Get signed agreements to DOT Dist. 6 soon, including supporting resolutions.**
- **Keep DOT District 6 staff informed on progress for the Transportation Project Fund. 5 certifications takes time – try to get these executed during this Winter season so you are construction ready in the Spring!!**
- Bill reminded RTPO members that the MAP funding deadline is June 30, 2022.
- Mike Neely is on board with NMDOT District 6 to assist the RTPO's participating in the District 6 region – include Mr. Neely on all communication. Mike reminded that for TPF funds, projects must have design before they can move to construction
- Mike Neely reminded that the NMDOT fiscal year is almost over – **Have until June 17 to encumber funding!** Mike also reminded that the deadline for reimbursements is coming soon, and Capital Outlay reports are due soon!
- Mr. Clayton Garner will fill JoAnn Garcia's former position at the District. Reminding members to remind others that traffic safety is important in construction areas.
- Lisa Vega is now the Director for DOT District 6, as Larry Maynard has retired.

- For Local Government Road Fund projects – the District needs certifications for all projects – many RTPO members are not following LGRF guidance for project development and are trying to close out projects without having reported progress to the DOT or following what the program requires – this could jeopardize funding, and DOT District 6 urges follow up with their staff. Have contractors apply to be on the State list as pre-qualified contractors. Using a non-state-qualified contractor could also jeopardize project funding!

Reminder: NMDOT will have a new email: staff member@dot.nm.gov.

NEW BUSINESS/OPEN FLOOR: MEMBERS & GUESTS (5-minute limit) - None

ANNOUNCEMENTS & NEXT MEETING: No announcements – **next meeting March 8, 2023 – virtual meeting via Microsoft Teams**

ADJOURNMENT (11:30 am) Dennis Felipe – Pueblo of Acoma motioned; and **Edwin Begay – Navajo DOT** seconded for adjournment - motion carried by acclamation.

MEETING ACTIONS:

Staff:

- **Website:** update all important documents page and update Meeting schedule on Meetings page – **complete**
- **Transportation Project Fund Internal Deadlines:** Implementation – complete – all proposed projects have been approved and are now authorized to move forward. **A new TPF Call for Projects has been issued for FFY2023. RTPO members have completed 2023 TPF application packages, staff have submitted to NMDOT and seven (7) projects were approved to move forward for the NWRTPO (*Grants, Acoma, McKinley, Gallup, Cibola, Milan, Eastern Navajo*).**
- **Another TAP, RTP, and CRP Call for projects has been issued with a March 10 application submission deadline.**

MEMBERS:

- **Members are encouraged to review your respective sections in these minutes and report to RTPO staff on which portions / bullet sentences can be eliminated as no longer pertinent or completed, as these sections make the minutes incredibly lengthy!!**
 - **Annual RTPO Member Survey:** FFY2022 member surveys are past due; staff consider these complete for 2022.
 - **Statewide Transportation Plan 2045 update** – members encouraged to review
-
- **NMDOT:** Remind Staff and RTPO Members of impending deadlines for various projects and deliverables.



a program of
NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

Northwest Regional Transportation Planning Organization (NWRTPO)

Agenda Item #IV: LTAP Training – Context Sensitive Solutions

Subject: NMDOT Program for transportation infrastructure development that respects and honors local / regional cultures, communities, and environment.

Prepared for: March 8 meeting

Date:

BACKGROUND

- **Why?** Increasingly in recent years there are efforts to develop transportation infrastructure in a manner that respects, and honors local / regional cultures and communities; takes quality of place and environment seriously, provides hospitality to visitors and travelers, and engages the local/regional public on how development can honor regional history and culture.
- **Purpose.** Inform RTPO members on this relatively new approach to transportation development.
- **Discussion/Finalization.** UNM-LTAP – Claude Morelli will present on this subject

CURRENT WORK

- Members are encouraged to review the Guide to Context Sensitive Solutions

ANTICIPATED WORK

- Consider Context Sensitive Solutions for current and future development.

ATTACHMENTS

- NMDOT Guide to Context Sensitive Solutions

BUDGET IMPACT

- None

ACTION ITEM

- N/A



Research

Guide to Context Sensitive Solutions

Report NM05DSG-01

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Prepared for:
New Mexico Department of Transportation
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16. Abstract Context sensitive solutions are being implemented by the New Mexico Department of Transportation (NMDOT) in its transportation planning and project delivery processes. The NMDOT seeks to incorporate CSS methodologies and techniques into its planning, design, construction, and maintenance of New Mexico transportation projects. This <i>Guide to Context Sensitive Solutions</i> can be used by NMDOT for uniformity in implementation of these processes as well as training.				
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GUIDE TO CONTEXT SENSITIVE SOLUTIONS

by

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Report NM05DSG-01

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June 2006

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PREFACE

This research report is intended to assist the New Mexico Department of Transportation in the implementation of context sensitive solutions in its transportation decision-making process including planning, project design and implementation, construction and maintenance.

NOTICE

The United States Government and the State of New Mexico do not endorse products or manufacturers. Trade or manufacturers' names appear herein solely because they are considered essential to the object of this report. This information is available in alternative accessible formats. To obtain an alternative format, contact the NMDOT Research Bureau, 7500B Pan American Freeway, Albuquerque, NM 87109 (P.O. Box 94690, Albuquerque, NM 87199-4690) or by telephone (505) 841-9145.

DISCLAIMER

This report presents the results of research conducted by the author(s) and does not necessarily reflect the views of the New Mexico Department of Transportation. This report does not constitute a standard or specification.

ABSTRACT

Context sensitive solutions are being implemented by the New Mexico Department of Transportation (NMDOT) in its transportation planning and project delivery processes. The NMDOT seeks to incorporate CSS methodologies and techniques into its planning, design, construction, and maintenance of New Mexico transportation projects. This *Guide to Context Sensitive Solutions* can be used by NMDOT for uniformity in implementation of these processes as well as training.

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Rais Rizvi, New Mexico Department of Transportation, Research Bureau

Joe Sanchez, New Mexico Department of Transportation, Context Sensitive Solutions

Bob Wildoe, New Department of Transportation, Planning Division

Eric Worrell, US Department of Transportation, Federal Highway Administration, New Mexico Division

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INTRODUCTION

Context Sensitive Solutions (CSS) use innovative and inclusive approaches that integrate and balance community, aesthetic, historic, and environmental values with transportation safety, maintenance, and performance goals. CSS are reached through a collaborative, interdisciplinary approach involving all stakeholders. To achieve these goals, the New Mexico Department of Transportation (NMDOT) will be integrating CSS approaches in the planning, designing, constructing, maintaining, and operating of its multimodal transportation system. The *New Mexico Department of Transportation Guide to Context Sensitive Solutions* has been developed to assist in the implementation of CSS in NMDOT planning and project development processes.

CSS excellence results in a coordinated transportation network that provides safe, user-friendly access and movement and responds to community values. A balanced and informed approach requires a partnership of transportation agencies and stakeholders through a proactive public involvement process. A CSS approach to transportation planning, design, and implementation considers the broad context that streets and roads play in enhancing communities and natural environments while balancing functionality and engineering concerns.

For decades, the focus of state and federal transportation departments has been to promote highway travel with more and better roads. Traditional methods of planning and designing transportation projects relied on the transportation engineers to identify problems, design a solution, and then offer it to the public for approval. This process resulted in many project reworks. During the 1990s, highway design changed rapidly as transportation agencies learned they must be more sensitive to the impact of transportation facilities on the environment and the community. Following the completion of the interstate system, new and better ways of

designing transportation facilities have evolved based on growing interest in other transportation modes and public involvement in the transportation decision-making processes.

Today's CSS approach emphasizes transportation planning and design focused on modal connectivity and community livability. Transportation's future is grounded in a system that is multimodal in form, intelligent in character, and inclusive in service. On the other hand, the public wants a multimodal transportation system that provides choices, a quality of life that respects history and protects its environment, engagement in making decisions, and goals within the bounds of responsible funding.

This *Guide* will detail the procedures for the utilization of CSS systems approach for NMDOT planning, project development, construction, and maintenance of transportation projects as well as CSS outcomes through performance measures.

NMDOT CSS POLICY FRAMEWORK

The policy framework for CSS is the NMDOT's *Directive on Context Sensitive Design and Solutions (CSS Directive)* issued by Secretary Rhonda Faught in June 2006. (See Appendix A).

The *CSS Directive* supports the NMDOT's Mission Statement, *Guiding Principles*, and *Environment and Energy Principles* issued by Secretary Faught in 2003 when the NMDOT transitioned to a multimodal department of transportation.

The *CSS Directive* applies to all projects from early planning phases through construction and operation and includes the following guidelines:

- A proposed transportation project must be planned not only for its physical aspects or context as a facility serving specific transportation objectives of maintaining safety (for user and community) and mobility, but also for its effects on the aesthetic, social, economic and environmental values, needs, constraints and opportunities in a larger community setting.
- Engage from the project's inception with stakeholders and representatives of affected communities, including elected and appointed officials and a widely representative array of interested citizens.
- Assure that transportation objectives of projects are clearly described and discussed with local communities in a process that encourages reciprocal communication about local views and needs in the overall project setting.
- Pay attention to and address community and citizen concerns.
- Consider the appropriate level of multimodal relationships for enhanced mobility.

The NMDOT's Mission Statement and *Guiding Principles* are supportive of the *CSS Directive*. According to its Mission Statement, NMDOT's primary responsibilities are to plan, build, and maintain a quality statewide transportation network which will serve the social and

economic interests of its citizens in a productive, cost-effective, and innovative manner. In order to achieve this mission, the *Guiding Principles* were adopted in 2003 by NMDOT as it was transitioning to a multimodal department of transportation. These principles advance NMDOT's business practices by incorporating their values of stewardship, leadership, partnership, practice, and commitment.

EXECUTIVE ORDERS WITH POLICY GUIDANCE

The NMDOT's policy framework for CSS is also formed through executive orders issued by Governor Richardson. Four executive orders issued over the last two years will be integrated into the NMDOT's implementation of CSS in its planning and project development processes. These executive orders concern environmental issues such as climate change, reduction of greenhouse gases, and promotion of clean, alternative energy sources. Other executive orders concern community livability as well as environmental justice. These executive orders are listed below and the full text of each order is contained in Appendices B through E.

- Climate Change and Greenhouse Gas Reduction: Executive Order 2005-033.
- Declaring New Mexico the "Clean Energy State," Creating a Clean Energy Development Council, and Directing State Agencies to Support and Participate: Executive Order 2004-019.
- Environmental Justice: Executive Order 2005-056.
- Creating a Task Force on "Our Communities, Our Future: Executive Order 2004-053.

FEDERAL INVOLVEMENT IN CSS

In 1994, the Federal Highway Administration (FHWA) published its environmental policy statement that called for the incorporation of environmental concerns and community values into transportation decision making. Subsequently, the National Highway System Designation Act (1995) was enacted that emphasized, among other things, flexibility in highway design to further promote preservation of historic, scenic, and aesthetic resources as well as access to other modes of transportation. To provide guidance to this process, the FHWA produced the *Flexibility in Highway Design* document in 1997.

At the groundbreaking “Thinking Beyond the Pavement” workshop (1998), CSS principles were developed for CSS practice in state DOTs. These principles have remained largely unchanged and have been expanded over time beyond project design to include planning, construction, and maintenance.

QUALITIES OF EXCELLENCE IN TRANSPORTATION DESIGN

- Project satisfies the purpose and needs agreed to by a full range of stakeholders. This agreement is forged in the earliest phase of the project and amended as warranted.
- The project is a safe facility for both the user and the community.
- The project is in harmony with the community and preserves environmental, scenic, aesthetic, historic, and natural resource values of the area.
- The project exceeds expectations of designers and stakeholders and achieves a level of excellence in people’s minds.
- Project involves efficient and effective use of resources (time, budget, community) of all involved parties.

- The project is designed and built with minimal disruption to the community.
- The project is seen as having added lasting value to the community.

CHARACTERISTICS OF THE PROCESS TO YIELD EXCELLENCE

- Communication with all stakeholders is open, honest, early, and continuous.
- A multidisciplinary team is established early with disciplines based on the needs of the specific project and with the inclusion of the public.
- A full range of stakeholders is involved with transportation officials in the scoping phase. Project purposes are clearly defined and consensus on the scope is forged before proceeding.
- The highway development process is tailored to meet the circumstances. It employs a process that examines multiple alternatives and results in consensus on approaches.
- A commitment to the process from top agency officials and local leaders is secured.
- The public involvement process, which includes informal meetings, is tailored to the project.
- The landscape, community, and valued resources are understood before design starts.
- A full range of tools for communication about project alternatives is used.

More recently, the Federal Highway Administration (FHWA) adopted its Vital Few Goals, one of which focuses on improving environmental stewardship and environmental streamlining through the implementation of five CSS criteria (Figure 1). Through CSS policies and practices, transportation improvement solutions balance multiple objectives and stakeholder desires concerning safety, mobility, environmental, and community values. As of 2006, twenty-six states have adopted or have planned to adopt CSS in their practices. The FHWA goal is to have all states adopt CSS by 2007. NMDOT is taking the necessary steps to meet that goal.

Criterion A: There is a written commitment or policy.

Criterion B: State Department of Transportation (DOT) technical staff are trained in CSS approaches, both in field and central offices, and across disciplines (planning, environment, design, right-of-way, operations, maintenance).

Criterion C: Most projects are being implemented using CSS approach, tools, and methodologies.

Criterion D: There is early, continuing, and iterative public involvement throughout the project development process.

Criterion E: Interdisciplinary teams are involved in the process from the beginning to the end.

FHWA CSS/CSD Game Plan (2003)

FIGURE 1 FHWA CSS Goals for State DOTs.

A. Chapter Resources:

Context Sensitive Solutions Web site (2001) [online]. U.S. Department of Transportation, FHWA. www.fhwa.dot.gov/csd/

FHWA Environmental Policy Statement 1994: A Framework to Strengthen the Linkage Between Environmental and Highway Policy' (1994) [online]. U.S. Department of Transportation, FHWA. www.fhwa.dot.gov/environment/epsfinal.htm

Flexibility in Highway Design, (1997) [online]. U.S. Department of Transportation, FHWA, FHWA-PD-97-062. www.fhwa.dot.gov/environment/flex/index.htm

Neuman, T. R., Schwartz, M., Clark, L. and Bednar, J. (2002) *A Guide to Best Practices for Achieving Context Sensitive Solutions* [online]. NCHRP Report 480, Transportation Research Board. trb.org/publications/nchrp/nchrp_rpt_480.pdf

New York State Department of Transportation, Context Sensitive Solutions Web Site [online]. www.dot.state.ny.us/design/css/css.html

Project for Public Spaces, CSS/Transportation Services Web Site [online]. www.pps.org/trans/css/

“Thinking Beyond the Pavement ‘Qualities and Characteristics’” (1998) [online]. U.S. Department of Transportation, FHWA. wwwcf.fhwa.dot.gov/csd/qualities.htm

CSS PRIMARY COMPONENTS

CSS is a systems approach to transportation planning and project development. The primary components of CSS include the multimodal approach, public involvement, environmental stewardship, performance measures, and safety conscious planning which are discussed in the upcoming sections in this chapter.

The goal of CSS is to plan and design transportation projects that fit into their surroundings. Engaging stakeholders and partners is a cornerstone of successful CSS and is a continuous process from transportation planning to project implementation. The CSS process can ensure that stakeholder views are carefully considered throughout the planning, project visioning, alternatives development, and decision-making processes. Context sensitive solutions is a collaborative, interdisciplinary approach in which stakeholders are part of the planning and design team. Key activities in the CSS process include:

- Identifying physical, environmental, social, cultural, aesthetic, and transportation elements
- Understanding community values before beginning design
- Respecting context throughout the design and constructions process
- Planning the transportation experience

CSS is not a separate process or set of standards, but it guides NMDOT's decision-making processes and its outcomes through performance measures. Through CSS, transportation improvements and services will fit into community values and context while enhancing transportation performance. There are five key elements in the CSS approach:

- Keep safety paramount while balancing mobility, community needs, the environment, and financial costs.

- Involving stakeholders in the decision-making process early and continuously while addressing all modes of transportation in planning and project development processes.
- Using all appropriate disciplines to help plan for and design the project.
- Applying the flexibility inherent in the NMDOT design standards to fit a project into its surroundings and add lasting value to the communities it serves.
- Incorporating aesthetics as an integral part of good design.

Typically, transportation factors drive the need for a project while CSS considers the contextual and functional factors on a level playing field. These factors include: topography, pedestrian and bicyclist needs, cultural resources, social/community context, architectural features, and environmental justice considerations. The CSS approach, with its heavy reliance on public processes, results in valuable feedback from diverse stakeholders about ways to address transportation problems and create informed consensus solutions between state transportation agencies and stakeholders. Ultimately, the decision as to how to best balance competing values remains the responsibility of NMDOT.

The benefits of applying the *CSS Directive* to NMDOT's planning and project development processes are wide ranging and include:

- Building community support through public acceptance and trust.
- Positive relationships with stakeholders as partners rather than opponents.
- Making timely decisions that stick.
- Improving project delivery process.
- Protecting or enhancing environmental assets.
- Looking and fitting better as a part of the community.

- Helping decrease the time and cost of redoing tasks that might have been addressed earlier in the project.
- Getting projects built.

A. MULTIMODAL APPROACH

The NMDOT has adopted the complimentary principles of environmental stewardship, conservation, and multimodal transportation. Multimodal transportation is a fundamental cornerstone which supports the vitality of the state by improving the state's economic growth and competitiveness through the safe, efficient movement of people, goods, and services within New Mexico and protects the environment, natural beauty, and cultural heritage of New Mexico. Efficiencies are gained system-wide when every mode of transportation maximizes what it does best, including non-motorists such as pedestrians.

A strong, multimodal transportation system plays a critical role in providing access to employment, medical and health care, education, recreation, and other community services thereby ensuring New Mexicans access to independence, access, and mobility.

It is important to consider all modes that could maximize transportation efficiencies, not just those related to the highway. Through public involvement, the CSS process can facilitate an open and honest balancing of all competing interests and constraints and search for an informed consensus among them. Within CSS, the multimodal approach includes:

- A review of the full range of transportation modes and options to ascertain how they impact mobility system connectivity for all users including pedestrians, bicyclists, the aged and the handicapped as well as a variety of travel modes including personal vehicles, trucks, emergency vehicles. In the alternatives assessment process, modes are to be considered to determine what alternatives address the project's needs and purpose.

- Capacity enhancement to move as much traffic as possible, as quickly as possible, is not always the best goal for the non-interstate system. Operational improvements and modal considerations are to address the purpose and needs of a project.
- Coordinating efforts with public transportation agencies to determine what kinds of transportation opportunities exist for a particular project.
- Developing multimodal performance measures to support desirable system performance characteristics.

Through CSS and the multimodal approach, transportation planning and improvements are considered in broader context through a system-wide approach that facilitates mobility for all users resulting in greater system connectivity and enhanced community livability.

B. PUBLIC INVOLVEMENT

An important underpinning for achieving CSS is an effective public involvement process involving stakeholders. The ultimate goal of public involvement activities is to collect useful information that will lead to better decisions during planning and project development. Having a wide range of stakeholder interests included in the public involvement process is crucial to effective decision making. These interests may include:

- Experience with transportation systems and related issues
- Knowledge about the community
- Interest in transportation issues
- Connection to diverse community networks
- Possessing a good mix of interests, backgrounds, and experiences
- Those affected by the plan/project.

Developing a contact network is essential to make sure important stakeholders are included in the public involvement process. Potential stakeholders include:

- Elected officials
- Public agency representatives
- Special interest groups including environmentalists, historical preservation, cultural resources, and non-motorists
- Appointed officials
- Professional organizations
- Business community
- Transportation professionals
- Non-profit organizations
- Residential associations
- Recreational groups
- Tourist industry

Stakeholders have an essential role in the development of transportation plans by helping identify community goals and objectives, establishing a common vision, identifying transportation problems and potential solutions, and helping decision-makers set priorities.

NMDOT goals for public participation during planning and programming are to:

- Identify improvements to the transportation system which will help citizens meet their mobility needs.
- Identify and document community support or concerns with planned transportation improvements and carry that information forward for consideration in project development decisions.

- Prioritize proposed improvements and recommend which should be programmed and moved forward in the project development process.

In order to have an effective effort, a Public Involvement Plan (PIP) must develop strategies and procedures for outreach to identify and inform stakeholders, create opportunities for participation, provide feedback, and create informed consensus. The PIP should include the following considerations:

- Think strategically about goals for public involvement.
- Use the plan to communicate the process, decision points, and who makes the decisions.
- Identify stakeholders.
- Identify public involvement techniques to use based on the identified goals.
- Develop a schedule of planned activities.
- Identify staff and budget resources needed to accomplish these activities.
- Update as needed.
- Develop performance measures for public involvement process.

The PIP must also consider provisions of the Americans with Disabilities Act. NMDOT encourages full participation and provides accommodations for persons with disabilities in the public involvement process by:

- Holding meetings in fully accessible facilities
- Providing documents in alternative formats upon request
- Considering accessible presentation alternatives such as interpreters

Additional information about public involvement, stakeholders, and techniques can be found in the Appendices. These include:

- Public Involvement Checklist Identification of Stakeholder Issues (Figure 10)

- Public Involvement Techniques in the Project Development Process (Figure 11)
- Public Involvement: Specific Experience (Figure 12)
- Strategies for Reaching the Project Community (Figure 13)
- Identifying Protected Populations (Appendix F)
- Public Involvement Tools and Techniques (Appendix G)

From a NMDOT perspective, skills that are needed to have an effective CSS public involvement process include: communicating early and often, dealing with perceptions, and facilitating an informed consensus. Key principles for effective public involvement include:

- **Listening:** Public involvement is two-way communication that is not just about talking but also about listening.
- **Honesty:** Public involvement without integrity is worse than no public involvement.
- **Attitude:** If you believe in public involvement and respect all involved, it will go a long way to improve trust.
- **Ownership:** Community members who are part of the process also gain a sense of ownership and pride in the project.
- Identify project stakeholders, or groups of people, who have a stake in the project outcome.
- Study the physical environment for homes, businesses, historic and cultural resources, schools, non-motorist activities, and modal connectivity.
- Solve the puzzle by considering the community, having a view from all sides, and using flexibility in design.

Effective public involvement processes must include a facilitator who is a good communicator who asks questions as a proactive listener and is able to:

- Listen and restate when necessary

- Maintain control but empower the group
- Ensure that all views are placed on the table
- Redirect dominators and encourage shy ones
- Apply structured tools to build consensus
- Know when a break would be useful

No two projects are alike, so public involvement tools and techniques should be tailored to reflect the particular character of the NMDOT project including its group of stakeholders, its geographic location, successes and failures of previous public outreach programs, and the level of complexity and controversy. Even cultural differences in stakeholder groups can be important in identifying effective techniques. Strategies for identifying stakeholders will depend on the scope and complexity of the project as well as the nature of the issues involved.

Performance measures to ascertain the effectiveness of the public involvement process and its outcomes are discussed later in the *Guide*.

C. ENVIRONMENTAL STEWARDSHIP

NMDOT implementation of the *CSS Directive* demonstrates its commitment to environmental stewardship by developing transportation systems that fit within the context of the community. The community assessment process is a tool which incorporates the *CSS Directive* of public involvement and the CSS environmental goal to preserve the scenic, environmental, historic, and cultural resources for a sustainable future.

Transportation plans and facilities can make important contributions to a community's quality of life and impact the natural, cultural, and community environment. Transportation system choices and NMDOT's environmental stewardship responsibilities are based on understanding these complex relationships. The NMDOT is committed to planning, designing,

constructing, and maintaining an interconnected transportation system while striving to preserve and enhance the state's natural, historical, and cultural resources.

The NMDOT is fully committed to sound environmental stewardship principles through its *CSS Directive* and *Guiding Principles*. These policy initiatives have been augmented by two executive orders by Governor Bill Richardson. Executive Order 2004-053 concerns community livability and smart growth...“new approaches to community growth will contribute to the creation of high-quality jobs, mixed-use and mixed-income development, and successful new transportation systems.” This focus coincides with the new planning requirements in SAFETEA-LU. More recently, Executive Order 2005-056 affirms the state's commitment to environmental justice and forms an interagency task force (including NMDOT) to develop policies and procedures to address environmental justice issues. The Governor's Climate Change and Greenhouse Gas Reduction Executive Order 2005-033 named NMDOT to participate in the Climate Change Action Council whose charge is to make recommendations to reduce greenhouse gas emissions by 75% by 2050. Lastly, the Governor issued Executive Order 2004-019 “Declaring New Mexico as a Clean Energy State, Creating a Clean Energy Development Council and Directing State Agencies to Support and Participate.” NMDOT is also a named participant in this Executive Order.

These Executive Orders address livability issues including smart growth, environmental justice, climate change, clean energy, and alternative fuels. Implementing these executive orders will impact the NMDOT planning and project development decision-making processes.

As one of the largest builders and landowners in the state, NMDOT's programs and projects have far-reaching and visible impacts on communities and the natural landscape. NMDOT as a trustee of the environment has a unique opportunity and responsibility to manage

and execute transportation systems in a manner that leaves the environment in a better condition for future generations. This depends upon strong partnerships between NMDOT and those organizations and agencies that share a vested interest in balancing environmental protection and transportation development.

1. CSS and the Community Impact Assessment Process

Through the community impact assessment (CIA), the CSS Directive can be used by NMDOT to work proactively in collaboration with communities to evaluate the effects of proposed transportation actions on a community and its quality of life in order to:

- Recognize and understand the importance of community resources, needs, values, and goals, and objectives in achieving balanced and equitable transportation decisions.
- Proactively identify and analyze community impacts throughout all phases of the project development process. (See Appendix H: Identifying Direct and Indirect Impacts.)
- Recognize those attributes and characteristics that define a community quality of life even if they are not easily measured or quantified.
- Recognize the transportation needs and concerns of all populations within communities during the transportation decision-making process, including those who have not traditionally participated in public involvement activities.
- Promote meaningful citizen participation and public involvement throughout all phases of the transportation planning and project development processes.

The CIA process is conducted in conjunction with environmental review process. The CIA process should be performed early as part of the planning and project identification processes in order to provide necessary documentation for the development of the project's purpose and needs statement as well as project alternatives. This process is designed to take into

account the community's history or heritage, present conditions, and anticipated conditions. One technique for conducting a CIA is through a Community Context Audit (CCA). The purpose of the CIA is to identify community and land use characteristics; an infrastructure assessment; neighborhood culture, aesthetics, and street amenities; economic development assessment; and community planning initiatives (see Appendix I). The integration of the public involvement process and CIA is shown in Table 1.

TABLE 1 Integration of CSS and CIA

Transportation Decision-Making Process	CIA Activities
Planning	Broad-based scoping of community boundaries and identification of baseline conditions and potential beneficial and adverse effects Conduct community context audit.
Prioritization and Programming	Review and update broad-based CIA information developed in planning phase to confirm conditions and update community issues and concerns.
Preliminary Design (preliminary engineering and environmental studies)	Detailed CIA activities building on the broad-based information developed at the planning and prioritization/programming phases and incorporating a thorough assessment of project-level impacts. CIA information should be documented and included as a part of National Environmental Policy Act (NEPA) compliance.
Final Design (design development, right of way and utility coordination)	Review and update detailed CIA information developed at preliminary engineering phase to confirm effects.
Construction	Review CIA solutions and mitigation commitments, if any exist.

Source: Pennsylvania Department of Transportation. http://65.207.30.22/css/www/community_assessment.php

2. CSS and the National Environmental Policy Act (NEPA)

NEPA (1969) established a national environmental policy requiring that any project using federal funding must examine the effects and impacts that transportation decisions have on the environment before a federal decision is made. This NEPA mandate is an integral part in CSS principles and CIA practices.

The NEPA process strikes a balance among many different factors: mobility needs, economic prosperity, health and environmental protection, community, historic and cultural resources, neighborhood preservation, and quality of life for present and future generations. The essential elements of NEPA decision making include:

- Assessment of the social, economic, and environmental impacts of a proposed project;

- Analysis of a range of reasonable alternatives to the proposed project, based on the applicants defined purpose and need for the project
- Consideration of appropriate impact mitigation: avoidance, minimization and compensation
- Interagency participation: coordination and consultation
- Public involvement including opportunities to participate and comment

With the passage of SAFETEA-LU, requirements have been added to the statewide and metropolitan planning processes to better link planning and project development. These transportation plans must now address environmental mitigation, improved performance, and multimodal capacity issues.

The CIA process is an important part of transportation planning and project implementation and forms the center piece for evaluating the direct, indirect, and cumulative impacts under NEPA. The inclusion of CIA facilitates community concerns (mobility, safety, employment effects, relocations, and isolation) to be addressed in transportation decision-making. Significant potential environmental impacts depend on the context of the impact as well as their intensity. Public involvement is an integral part of every aspect of transportation planning and project development and most importantly in the NEPA and CIA processes.

D. PERFORMANCE MEASURES

As CSS becomes part of the way state DOTs do business, many agencies seek ways to gauge their performance in this important area. While few have yet adopted CSS performance measures, performance measurement is a management tool that many DOTs are already using to help achieve a variety of strategic goals and objectives. Context sensitive project solutions often appear deceptively simple, yet the holistic, multi-disciplinary, community-driven nature of CSS-based project delivery makes measurement challenging. CSS touches many parts of project development and every project is different. The tools that make CSS successful include, but are not limited to top-level leadership and commitment, agency-wide training, adoption of CSS in formal guidance and manuals, early and continuous dialogue with the general public and interest groups, interaction among multiple professional disciplines, and effective consideration of alternatives. This is what DOTs must seek to measure.

Source: *Performance Measures for Context Sensitive Solutions: A Guidebook for State DOTs*:
http://trb.org/publications/nchrp/nchrp_w69.pdf

NMDOT's mission, *New Mexico 2025 Statewide Multimodal Transportation Plan* and the *Good to Great Strategic Plan* articulate the policy direction for the NMDOT. Performance measures should be aligned with these policies in order to ascertain whether the NMDOT's investments and services are achieving desired outcomes. The reasons for adopting performance measures includes accountability, efficiency of project delivery, communication of progress toward specifically defined goals and objectives, and to document NMDOT's accomplishments. While evaluating CSS through performance measures can be both quantitative and qualitative, a good measurement system will be acceptable and meaningful to the end user when it:

- Supports the organization's long-range plan, strategic priorities, and values as well as the relationship the NMDOT has with citizens, elected officials, policy makers, and transportation professionals
- Comprises a balanced set of a limited vital few measures
- Produces timely and useful reports at a reasonable cost
- ◆ Displays and makes readily available information that is shared, understood, and used by an organization and matches reports to the needs of intended users

In this context, a CSS performance measurement system should be used to:

- Strengthen NMDOT leadership support for the *CSS Directive*
- Maintain focus on strategic CSS goals
- Strengthen trust with stakeholders and customers

Just as CSS decision-making is a process, so is the development and implementation of CSS performance measurements for planning and projects. In the publication, *Serving the American Public: Best Practices in Performance Measurement* (govinfo.library.unt.edu/npr/library/papers/benchmrk/nprbook.html), key steps and critical practices are identified for performance-based management. They are as follows:

1. Define Mission and Goals (including Outcome-Related Goals)

- a. Involve key stakeholders in defining missions, long range plans, strategic priorities, as well as goals.
- b. Identify key factors that could significantly affect the achievement of the goals.
- c. Align activities, core processes, and resources to help achieve the goals.

2. Measure Performance

- a. Develop a set of performance measures derived from a specific goal or objective at each organizational level that demonstrate results, are simple to understand, are limited to the vital few indicators, respond to multiple priorities, link to responsible programs, and are not too costly.
- b. Collect sufficiently complete, accurate, and consistent data to document performance and support decision making at various organizational levels.
- c. Report performance information in a way that is user friendly and readily understandable to the non-NMDOT public.

3. Use Performance Information

- a. Use performance information in systems for managing the agency or program to achieve performance goals.
- b. Communicate performance information to key stakeholders and the public.
- c. Demonstrate effective or improved program performance.
- d. Support resource allocation and other policy decision making.

4. Reinforce Performance-Based Management

- a. Devolve decision making with accountability for results.
- b. Create incentives for improved management and performance.
- c. Build expertise in strategic planning, performance measurement, and use of performance information in decision making.
- d. Integrate performance-based management into the organizational culture and day-to-day activities of an organization.

The evaluation of CSS projects requires a new approach in developing performance measures. *Performance Measures for Context Sensitive Solutions – A Guidebook for State DOTs* (NCHRP Document 69 (Project 20-24(30)) provides a measurement framework for CSS that is an indicator of project and organization-wide performance. The framework for CSS performance measures includes processes and outcomes at both the project level (micro) and organization-wide (macro). This basic framework and its elements are illustrated in Figure 2.

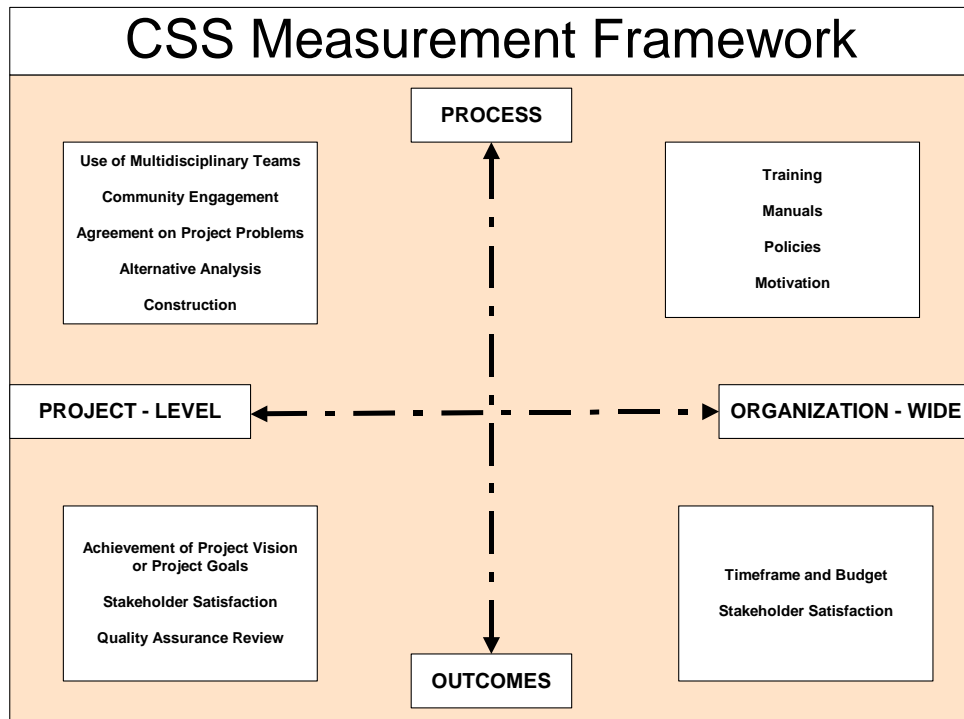


FIGURE 2 CSS Measurement Framework. Source: *Performance Measures for Context Sensitive Solutions – A Guidebook for State DOTs* (NCHRP Document 69 (Project 20-24(30)))

At the project level, some measures may apply across many projects, while others may be scaled for use on an individual project. On the other hand, organization-wide measures provide a complement to tailored project measures. They offer insights on organization-wide trends that cannot be captured through micro-level measures on individual projects. Successful CSS implementation will require organizational changes such as revised project development manuals, training initiatives, and planning and project management strategies.

Another dynamic in CSS measures is balancing between process and outcome measures. Generally, organization measures are broader in scope and are fewer in number than project-level measures. See Table 2 for an overview of the key characteristics and focus areas of the CSS measurement framework.

TABLE 2 Overview of CSS Performance Measurement Framework

Performance Measurement Level	Key Characteristics	Focus Areas
Project-Level	<ul style="list-style-type: none"> ▶ Used to assess individual projects ▶ Addresses both processes and outcomes ▶ Work for one or many projects ▶ Rely on collaborative self-assessment by project team and stakeholders ▶ Vital resource for project leaders/teams ▶ Use of multi-disciplinary team input ▶ Process measures applicable at key project milestones ▶ Outcome measures appropriate at project level 	<p>Process-Related</p> <ul style="list-style-type: none"> ▶ Public engagement (early and continuous) ▶ Consensus on project vision or goals; consensus on project problems and needs, project vision or goals ▶ Alternatives analysis ▶ Construction and maintenance <p>Outcome-Related</p> <ul style="list-style-type: none"> ▶ Achievement of project vision or goals ▶ Stakeholder satisfaction ▶ Quality assurance review
Organization-wide	<ul style="list-style-type: none"> ▶ Used to assess performance of entire organization ▶ Addresses both processes and outcomes ▶ Independent of individual projects ▶ Vital resource for senior management ▶ Monitored on regular schedule 	<p>Process-Related</p> <ul style="list-style-type: none"> ▶ CSS Policy ▶ Manuals and website integrate CSS principles ▶ Motivation ▶ CSS Training <p>Outcome-Related</p> <ul style="list-style-type: none"> ▶ Project completion timeframe ▶ Budget met

Source: *Performance Measures for Context Sensitive Solutions: A Guidebook for State DOTs*. NCHRP Document 69. (trb.org/publications/nchrp_w69.pdf).

This chapter provides the basic framework for performance measures for processes and outcomes at the project and organization-wide levels. More input is needed from NMDOT concerning CSS in its planning efforts and the processes establishing performance measures for its strategic priorities. It is an important consideration that these performance measures be reflected in individual projects that should have a cross-modal component.

E. CSS AND SAFETY CONSCIOUS PLANNING

Promoting safety and safe travel is at the core of transportation engineering. With the passage of SAFETEA-LU, safety has been given more prominent attention in the Safety Conscious Planning (SCP) initiative which is a system-wide, multimodal, and proactive process that better integrates safety into surface transportation decision-making.

In the CSS context, SCP has a broader focus that incorporates safety considerations into the transportation planning process in a more comprehensive way, including setting the policy and planning context for eventual project development. SCP implies a proactive approach aimed at preventing accidents and unsafe conditions.

Similar to other issues that can be linked to the construction and operation of transportation facilities (such as air quality and economic development), travel safety is an issue that can be affected by how a transportation system is designed, constructed, operated, and maintained. Given that transportation planning leads to changes in a transportation system, safety should be thoroughly integrated into an agency's planning process.

A comprehensive safety program involves many different agencies and groups which includes a range of strategies and actions. Safety consideration is important for all users including pedestrians, bicyclists, motorists, and transit riders. Comprehensive safety strategies require the combined efforts of many of these participants to be effective. SCP is comprehensive. It considers all aspects of transportation safety—not only infrastructure-related improvements but also enforcement and education strategies as well as enhancing emergency service response to incidents. Consequently, the many different agencies and groups responsible for safety-related programs and efforts need to coordinate their activities and exchange information on what needs to be done to make these activities more successful. These

comprehensive SCP requirements should be considered at the state and metropolitan levels through the transportation planning process. Performance measures are to be established that are quantifiable so that progress towards goals and objectives can be measured and monitored.

Examples are provided in Table 3:

TABLE 3 Examples of Safety Goals, Objectives, and Performance Measures

Goals	Objectives	Performance Measures
Increase highway safety	Reduce highway fatalities 10 percent by 2020	Number of fatal highway crashes
		Rate of fatal highway crashes
		Total number of people fatally injured in highway crashes
	Reduce highway crashes 10 percent by 2020	Number of motor vehicle highway crashes
		Rate of motor vehicle highway crashes
Increase pedestrian safety	Reduce pedestrian crashes	Number of pedestrian crashes
		Number of pedestrian fatalities
		Number of pedestrian crashes resulting in an incapacitating injury or a fatality
Increase heavy vehicle transportation safety	Improve heavy vehicle safety on the highway	Number of highway crashes involving a heavy vehicle
		Percentage of highway crashes involving a heavy vehicle
		Number of fatal and incapacitating injury crashes involving a heavy vehicle
		Percentage of fatal and incapacitating injury crashes involving a heavy vehicle
		Rate of heavy vehicle crashes on the highway (using heavy vehicle miles traveled as exposure)

Source: FHWA, Travel Model Improvement Program: tmip.fhwa.dot.gov/clearinghouse/docs/safety/chapter2.stm

F. CHAPTER RESOURCES

◆ General CSS

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Context Sensitive Solutions On-Line Resource Center (Context Sensitive Solutions.org) [online]. Created by the Project for Public Spaces in collaboration with Scenic America to assist the FHWA in the integration of context sensitive solutions.
www.contextsensitivesolutions.org

‘Context Sensitive Solutions: Understanding Flexibility in Highway Design’ (2003) [online]. Washington State Department of Transportation.
www.wsdot.wa.gov/publications/folio/ContextSensitiveSolutions.pdf

Gee, K. W. (February 2003) ‘A Guide to Best Practices for Achieving Context Sensitive Solutions, NCHRP Report 480,’ Memorandum [online]. *Context Sensitive Design/Thinking Beyond the Pavement*, USDOT, FHWA.
www.fhwa.dot.gov/csd/020703.htm

◆ Multimodal Approach

Cambridge Systematics, Inc (1999). *Multimodal Transportation: Development of a Performance-Based Planning Process*. NCHRP Web Document (Project B8-32(2)A) Prepared for the National Cooperative Highway Research Program.
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Florida Department of Transportation Public Involvement Handbook (2003) [online]. Florida Department of Transportation.
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◆ Environmental Stewardship

AASHTO's Center for Environmental Excellence [online]. American Association of State Highway and Transportation Officials (AASHTO). environment.transportation.org/

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Community Impact Assessment: A Quick Reference for Transportation [online]. Community Impact Assessment Web site. USDOT, FHWA, Office of Environment and Planning. www.ciatrans.net/TABLE.html

Environment Guidebook [online]. U. S. Department of Transportation, FHWA. www.environment.fhwa.dot.gov/guidebook/index.asp

Environmental Review Toolkit [online]. U.S. Department of Transportation, FHWA. www.environment.fhwa.dot.gov/index.asp

NEPA and Transportation Decision Making [online]. U.S Department of Transportation, FHWA. www.environment.fhwa.dot.gov/projdev/pd3tdm.asp

'PENNDOT Community Impact Assessments Policy/Guidance' (2003) [online]. Pennsylvania Department of Transportation. 65.207.30.22/css/www/docs/CIAPolicy10-6-03.pdf

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◆ Performance Measures

Best Practices in Transportation Department Performance Measurement Structures (2004). Tennessee Department of Transportation. <http://www.mtgmc.com/documents/Performance%20Measurement%20Best%20Practices%20Report.pdf>

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Strategic Performance Measures for State Departments of Transportation: A Handbook for CEOs and Executives. NCHRP Task 20-24(20). [online]. <http://downloads.transportation.org/Quality-CEOHandbook.pdf>

♦ **Safety Conscious Planning**

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CSS – PLANNING

NMDOT is responsible for developing the state's comprehensive, multimodal, long range-plan which establishes their twenty-year transportation system goals and investment decisions throughout the state. NMDOT's responsibilities entail planning safe and efficient transportation that will serve the mobility needs of people and freight while fostering economic growth and minimizing transportation-related fuel consumption and air pollution. The NMDOT's long-range plan results from a regional and statewide process of collaboration and consensus and serves as the defining vision for the state's transportation systems and services. The NMDOT's consultative process includes federal, state, local, and tribal governments and the public. Federal statutes govern the long-range planning process which is conducted by the NMDOT Statewide Planning Section as delineated in Title 23 United State Code, Sections 134 and 135, as well as SAFETEA-LU Section 6001.

Planning is the first stage in the development of transportation projects. In keeping with the *CSS Directive*, getting early and frequent public input and coordinating activities with stakeholders affected by transportation decisions is critical to the success of any transportation planning efforts. In developing a vision for the state's transportation system, consideration should be given to demographic characteristics and travel patterns of the region, state, or metropolitan area and estimate how these characteristics might change over the next several years and form the foundation for NMDOT's planning efforts. This transportation planning is to reflect the desires of communities and take into account the impacts on both the natural and human environments. The steps in the long-range planning process are illustrated in Figure 3.

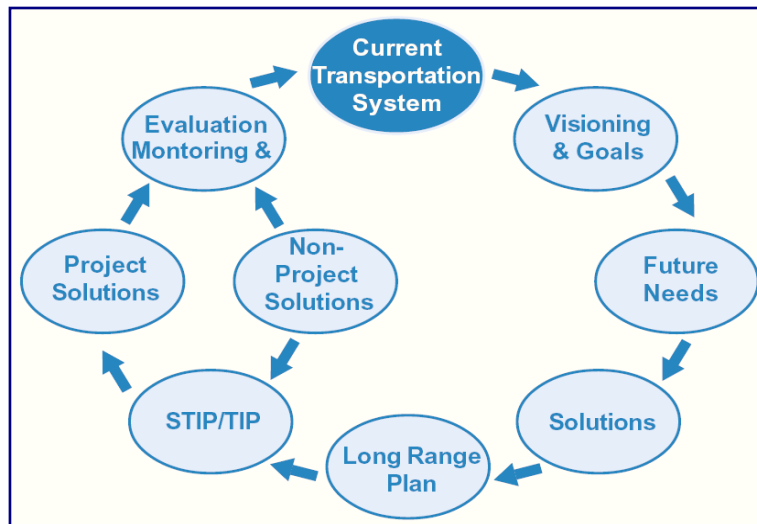


FIGURE 3 Steps in the Long-Range Planning Process.

Source: *The Government and Transportation Decision-Making*, FHWA.

(www.fhwa.dot.gov/planning/citizen/citizen4.htm)

The NMDOT Statewide Planning Section develops the Long Range Multimodal Transportation Plan which provides input for short-range programming of specific projects. The NMDOT coordinates the State Transportation Improvement Program (STIP) process with input from the Regional and Metropolitan Planning Organizations, transportation stakeholders, tribes and the general public. STIP is a staged, multiyear listing of projects proposed for federal, state, and local funding encompassing the entire state, and the STIP is developed on a two-year cycle.

The STIP is a compilation of the Transportation Improvement Program (TIP) prepared for metropolitan areas, as well as project information for non-metropolitan areas of the state and for transportation between cities. The TIP is also a staged, multiyear (typically three to five years) listing of surface transportation projects proposed for federal, state, and local funding within a metropolitan area. The NMDOT oversees New Mexico's nine Regional Planning Organizations; coordinates with the five Metropolitan Planning Organization activities; and coordinates planning with tribal governments.

A. SAFETEA-LU STATEWIDE PLANNING REQUIREMENTS

With the passage of SAFETEA-LU, statewide planning provisions Section 6001 have been modified and are listed below. State and MPO plan or program updates must reflect these changes beginning July 1, 2007.

1. Statewide Planning in General

- Coordinate with metropolitan planning and with statewide trade and economic development planning activities and related multi-state planning efforts.
- Promote consistency between transportation improvements and state and locally planned growth and economic development patterns.

2. Long-Range Statewide Plan

- Develop a long-range statewide plan in consultation with state, tribal, and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation. Consultation will involve comparison of transportation plans to state and tribal conservation plans or maps and to inventories of natural or historic resources.
- Include a discussion of potential environmental mitigation activities along with potential sites to carry out the activities to be included in consultation with federal, state, and tribal wildlife, land management, and regulatory agencies.
- Include capital, operations and management strategies, investments, procedures, and other measures to ensure the preservation and most efficient use of the existing transportation system.

- Add representatives of users of pedestrian walkways, bicycle transportation facilities, and the disabled as parties to be provided with the opportunity to participate in the statewide planning process.
- Enhance the public participation process by conducting public meetings at convenient, accessible locations at convenient times and employ visualization techniques to describe the plans.
- Make the plan available electronically in a user-friendly Web-accessible format in accordance with ADA, Section 508 guidelines (www.ada.gov).

3. State Transportation Improvement Program

- Covers a period of four years and be updated every four years (more frequently if the governor elects to do so).
- Representatives of users of pedestrian walkways, bicycle transportation facilities, and the disabled are specifically added as parties to be provided with the opportunity to participate in the planning process.
- Includes an annual list of projects for which funds have been obligated in the preceding year. The list will be published or made available through the cooperative effort of the state, transit operators, and MPO for public review, and the list is to be consistent with the funding categories identified in each MPO TIP.

B. Public Outreach and Involvement

A crucial element of the NMDOT long-range planning process is the development and implementation of an on-going public involvement plan that includes:

- How stakeholders are to be involved in the process: identify diverse populations; develop contact network; identify public involvement techniques strategies; involve stakeholders from urban and rural areas.
- How public involvement activities and input will be documented: publish analyses of stakeholder visions, perceptions, and feedback in long range plan as well as make available on the Web; provide information to the public.
- What methods and techniques are to be used: outreach, surveys, Internet, charettes (intensive meetings intended to resolve a specific issue) and focus groups targeting underserved, transportation users; citizen conferences, listening sessions Internet – Web site questionnaire survey, presentations at partners’ scheduled meetings; printed copies for those without Internet access. (Various public involvement techniques are listed in Figure 4 on page 5-7.)

To be effective and meaningful, stakeholders are to be involved early in the process of plan development to maintain credibility and improve acceptance. The focus should not only be on public meetings but also on developing on-going relationships with interested parties. It is important to create multiple ways for interested citizens and stakeholders to provide input into the transportation planning and decision-making processes. It is vital to select public involvement techniques that encourage participation by non-motorists, underserved populations and others who do not normally participate in the NMDOT’s multimodal long-range planning process.

In order to make the public and stakeholders informed partners in this process, outreach materials and technical transportation documents are to be produced in a user-friendly, non-

technical manner and in both English and Spanish where appropriate. ADA requirements must be adhered to, including making materials available in other formats where needed.

Given the increased importance of multimodalism in the SAFETEA-LU legislation, advisory committees such as multimodal and freight should be formed to provide modal input into the long-range plan. Public involvement is a continuing process to ensure that the proposals in the plan are implemented through advisory committees or seeking input from local planning bodies.

Detailing communication techniques to inform stakeholders and the general public about NMDOT's long-range planning activities and their results are important in developing acceptance and support for the plan. These techniques may include:

- Providing e-mail meeting notifications and updates to planning process participants.
- Establishing an 800 number for ease of communication.
- Establishing a NMDOT Web site for the long range planning process so that the public involvement plan, current planning activities, meeting calendars, and drafts of the plan can be posted. NMDOT planning staff contact information should be provided on the website as well as opportunities for feedback from the public. Printed copies of materials should be made available for those without Internet access.
- Developing informational brochures about the planning process itself as well as a summary of the primary goals, objectives, and strategies contained in the long-range plan. Distribute widely and make available on the NMDOT Web site.

Thirty-five different public involvement techniques and an assessment of the level of appropriateness in the planning process are listed in Table 4.

TABLE 4 Public Involvement Techniques in the Planning Process

<div> <div> KEY Always Appropriate Sometimes Appropriate Not Very Appropriate </div> <div> Plan Process </div> </div>					
Tool/Technique	Total Planning Process	Developing Values, Goals & Objectives	Choosing Alternatives	Plan Implementation	Feedback-Modification
Civic Advisory Committee (Advise)					
Citizens on Decision & Policy Bodies (Recommend)					
Collaborative Task Force (Problem Solve)					
Mailing Lists					
Public Information Materials					
Key Person Interviews					
Briefings					
Video Techniques					
Telephone Techniques					
Media Strategies					
Speakers Bureau & P.I. Volunteers					
Public Meetings/Hearings (Formal)					
Open Forum/Open Houses					
Conferences, Workshops & Retreats					
Brainstorming					
Charrettes					
Visioning					
Small Group Techniques					
On-line Services					
Hotlines					
Drop-in Centers					
Focus Groups					
Public Opinion Surveys					
Facilitation					
Negotiation & Mediation					
Transportation Fairs					
Games & Contests					
Improving Meeting Attendance					
Role Playing					
Site Visits					
Non-Traditional Meeting Places & Events					
Interactive Television					
Interactive Video Displays & Kiosks					
Computer Presentations & Simulations					
Teleconferencing					

Source: Minnesota Department of Transportation. *Hear Every Voice* (1999). www.dot.state.mn.us/publinvolve/pdf/sep10hev.pdf.

C. PERFORMANCE MEASURES

In order to be meaningful, NMDOT's long-range planning performance measurement framework must be put into a context of a systems approach to transportation planning and project implementation. Such a systems approach to performance measures would connect the NMDOT's *CSS Directive, Guiding Principles, Commitment to the Environment and Energy*, its long-range multimodal planning, STIP, and project implementation processes with its strategic directions and anticipated outcomes. Currently, NMDOT Multimodal Statewide Long Range Plan includes goals and implementation strategies but does not contain quantifiable long-term performance targets.

However, the long-range planning does lend itself to evaluation of the public involvement process. Elements of such an evaluation could include:

- Accessibility to the decision making process and opportunities for participation
- Diversity of views represented and integration of stakeholder concerns
- Information exchange through mutual respect and learning
- Planning decisions acceptability
- Number of hits or visits to the NMDOT Web site; analysis of Web site feedback
- Number of public meetings, workshops, or community events sponsored by or participated in by NMDOT; attendance at public involvement events and activities

D. Chapter Resources

City of Minneapolis, MN. *Integrating CSS Into System Planning: The Minneapolis Ten-Year Action Plan*. 2005 Midwest Region CSS&S Workshop.

Fontaine, M. and J. Miller (2002). *Survey of Statewide Multimodal Transportation Planning Practices*. Prepared for the Virginia Transportation Research Council. http://www.virginiadot.org/vtrc/main/online_reports/pdf/03-tar9.pdf.

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- Minnesota Department of Transportation. 2003. *Minnesota Department of Transportation Statewide Transportation Plan*. www.oim.dot.state.mn.us/StatePlan/index.html
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- North Carolina Department of Transportation. 2004. *Charting a New Course for North Carolina: Long Range Multimodal Transportation Plan*. www.ncdot.org/doh/preconstruct/tpb/statewideplan/pdf/NCStatewideTransportationPlan
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CSS – PROJECT DEVELOPMENT

The NMDOT is committed to a CSS approach to transportation problems in the Location Study Phase for selected projects for project development. CSS implementation will be fully developed during the detailed design stage of project development. CSS is first and foremost about the NMDOT carrying out its mission of providing for the safety and mobility of the public. The goal of CSS is to encourage an open, interdisciplinary framework, in which project teams can develop roadway designs with multimodal considerations that fully consider the aesthetic, historic, cultural, and scenic values along with considerations of safety and mobility which is the essence of CSS.

A successful CSS project includes effective decision making and implementation, outcomes that reflect community values and are sensitive to environmental resources, and ultimately, project solutions that are safe and financially feasible. For background on Context Sensitive Design, the engineer is referred to NCHRP Report 480, *A Guide to Best Practices for Achieving Context Sensitive Solutions*, Transportation Research Board, 2002. An additional reference is *Flexibility in Highway Design* published by FHWA. This design guide illustrates how it is possible to make highway improvements while preserving and enhancing the adjacent land or community. *Flexibility in Highway Design* urges highway designers to explore beyond the standard design approaches of *A Policy on the Geometric Design of Highways and Streets* (AASHTO Green Book).

A. CONTEXT SENSITIVE SOLUTIONS PLAN

The engineer is responsible for the development and approval of a CSS Plan. The CSS Plan is to be submitted within 30 days of the Notice to Proceed and is to include the following:

1. Identification of the Key Decision Points in the Project Development Process

In the NMDOT CSS project development process, the following eight key steps are to be considered. Information generated through these processes will be input into databases A and B of the location study process.

- Define the management structure:
 - Identify the project development team, also referred to as the Technical Advisory Committee (TAC)
 - Identify stakeholder participants
 - Civic Advisory Committee (CAC) if needed
 - Public Involvement Plan (PIP)
 - Agency coordination
 - Other local entities
- Complete a Place Audit:
 - Stakeholder issues
 - Aesthetic, cultural, historic, scenic issues
 - Environmental
 - Traffic and engineering (safety and mobility)
- Problem definition:
 - Synthesize information
 - Development of project purpose
 - Development of project need
- Project development:
 - Evaluation framework
 - Incorporate stakeholder comments
- Alternatives development:
 - Effective decision-making
 - Multimodal

- Economically feasible
 - Community values
 - Environmentally compatible
- Display and communicate ideas:
 - Visuals
 - Written
 - Alternatives screening, evaluation, and selection:
 - Funding
 - NEPA
 - Regulatory
 - Community feedback
 - Environmental
 - Project Implementation:
 - Technical design
 - Continuing CSS involvement

Table 5 is to be completed defining CSS strategies employed at each key decision point:

TABLE 5 Defining CSS Strategies

	Effective Decision Making	Reflecting Community Values	Achieving Environmental Sensitivity	Ensuring Safe and Financially Feasible Solutions
Management Structure				
Problem Definition				
Project Development and Evaluation Framework				
Alternatives Development Including Multimodal Options				
Alternatives Screening Evaluation and Selection				
Implementation				

Source: *A Guide to Best Practices for Achieving Context Sensitive Solutions* (2002). NCHRP Report 480 (trb.org/publications/nchrp/nchrp_480.pdf).

2. Project Stakeholder Involvement in the Decision Making Process

Early stakeholder involvement is of primary importance and can insure that all issues that can impact the project are brought forth at the earliest possible stage. The CSS plan shall identify the stakeholder participants and their roles in the decision-making process and outline the sources and methods to be used to gather stakeholder comments and recommendations.

An interdisciplinary project development team should be identified. Generally, a Technical Advisory Committee (TAC) will be used. Strategies could include the use of a Civic Advisory Committee (CAC). Define how stakeholder comments and recommendations are to be transmitted to the project development team. Define the participants for developing the project purpose and need; the identification of alternatives; the screening of alternatives; the development of evaluation and rating criteria for alternatives; the screening and rating of alternatives; and other project development activities.

Include specific plans for agency or pueblo coordination. If necessary, individual consultation (rather than team participation) may be required. Provide strategies to ensure this is included in the decision making process.

3. Identification of Stakeholder Issues

The CSS Plan should include a preliminary identification of potential stakeholder issues and their significance to the project development process. Table 6 is not all-inclusive but provides some examples. This effort is ongoing throughout the project development process, with new issues added and clarification or resolution documented.

TABLE 6 Identification of Stakeholder Issues

Issue	Stakeholder Group	Key People	Type of Impact	Significance of Outcome
Increased traffic, noise, light pollution and degradation of scenic views; scale of project; design speed; function of road	Public/ Neighborhood Associations; residents; business owners	Neighborhood Association Representative (Name)	Noise; aesthetics/visual; light/glare; community values; community cohesion	Potential for increased traffic noise, light pollution, and impacts to homeowner's views.
Impacts to cultural resources	Tribal Government	Tribal Representative (Name)	Access; cultural resources; community values.	May affect tribal support for proposed improvements.
Potential drainage issues Traffic impacts to local streets during construction	Local Government	Local Government Representative (Name)	Drainage; safety; congestion; increased maintenance.	Local government may have to share burden of improvements.
Access issues, Loss of access/visibility during construction	Local businesses, residents	Business Association Representative (Name)	Negative business impacts.	Improvements may have both temporary and permanent effect on local business.
Incorporation of alternate modes of travel including transit, bicycle, pedestrian. Operational enhancements including ITS, HOV	Bicycle and pedestrian advocacy groups; transit riders; underserved groups; MPO	Group representatives	Multi-modal mobility	Less congestion, better safety
Aesthetic issues	Local government planning department; residents; business owners	Planning representative	Quality of life	Better quality of life
Construction traffic safety, traffic design	Law enforcement; residents; businesses	Law enforcement	Accidents, congestion; blocked access to businesses and residences	Improved safety and traffic operation; follow-on to agreements reached in CAC process

Source: *A Guide to Best Practices for Achieving Context Sensitive Solutions* (2002). NCHRP Report 480 (trb.org/publications/nchrp/nchrp_480.pdf).

4. Technical Advisory Committee (TAC)

The role of the TAC is to make recommendations, generally by consensus but not always necessary, to NMDOT management to assist in the decision-making process. The TAC considers stakeholder comments received from the CAC, agency coordination efforts, and the

public involvement process. For general reference and guidance, the description and function of the TAC should remain consistent with the Location Studies Procedures Manual and supplanted with information described herein.

The TAC is to be led by the Project Development Engineer and include participants from the following technical units:

- District Engineer
- District Technical Support Engineer
- District Traffic Engineer
- District Construction Engineer
- District Maintenance Engineer
- Bridge Design Section
- Traffic Technical Support Section
- Drainage Section
- Environmental Section
- Surveying and Lands Engineering
- Right-of-Way Bureau
- Railroad and Utilities Section
- Federal Highway Administration

5. Public Involvement Plan (PIP)

The CSS Plan is to include a preliminary Public Involvement Plan (PIP). While the CSS Plan includes specific initiatives to ensure stakeholder involvement, the PIP describes in detail public involvement activities required for environmental documentation and other public outreach efforts. The PIP must be approved by the NMDOT prior to the first public involvement activity.

The PIP is expected to be an evolving document, specific to the Location Study Procedures for the project development process (Phase A, B, and C). At the end of Phase A, the preliminary PIP will be evaluated and updated as necessary to proceed into subsequent project phases.

A general strategy for successful public involvement is to be described which includes: the objectives and goals of public involvement for this project; a brief project description; planning history and background information; a community profile; discussion of anticipated community issues; known or likely impacts (positive and negative); and planned approaches to resolution of issues. The PIP is to include the schedule and type of public meetings proposed. The schedule should correspond to key points in the project development process as well as those timeframes required by the environmental documentation process. The type of meetings proposed may include information centers, informal workshops, formal public meetings, or public hearings. Additional outreach effort should be described such as local or tribal government briefings, business group presentations, coordination with elected officials and community representatives, or individual meetings including property owner interviews.

The PIP is also to include: the planned methods of advertising public meetings (newspaper, radio, television, roadside message boards, etc.); meeting locations and times proposed to ensure accessibility for all members of the community; communication techniques such as visual graphics and consideration of bilingual written and verbal requirements; description of all documentation that will be provided to record proceedings and respond to comments; and provisions for mailing lists, e-mail lists and other means to provide a database for public involvement.

Project specific PIP initiatives such as proposed web sites, newsletters, flyers, or media coverage should also be included.

The engineer shall be responsible for the implementation and cost of all public meeting coordination including: advertisement of the meetings; arrangement and cost for required recording equipment; news media coordination; providing and arranging for the meeting facilities; responding to agency and public comments; preparation of handouts, exhibits and displays; coordination of meetings; preparation of reports of all meetings and contacts; preparation of transcripts and summaries of public meetings; and any coordination with the general public, property owners, or agency involvement that may be required before or after the public meetings.

Property owner contacts shall be conducted in the field by arranging to meet with owners at their respective parcels. An overview of the project will be discussed and include preliminary access, drainage, and fencing issues. Also, the specifics on how the property owner's access, fencing, gates, drainage, etc., will be affected by the project are to be discussed.

The PIP may include the use of a Public Involvement Specialist to assist the engineer with the implementation of the PIP. This Public Involvement Specialist may prepare handouts, exhibits and displays for the meetings, preparation of reports of all meetings and contacts and preparation of transcripts and summaries of public meetings.

6. Civic Advisory Committee (CAC)

The CAC should function as described within the Location Study Procedures Manual and information provided herein is intended to enhance the Location Study Procedures Manual. The intent of the CAC is to foster partnership with tribal governments, local governments, and the general public in the decision making process. The CAC is a representative group of stakeholders that meets regularly to discuss issues of common concern. Agency representation provides a means of interaction to achieve local stakeholder input to transportation planning and

project development. The primary role of the CAC is to provide formal stakeholder input necessary for an effective decision making process.

The CAC provides a forum for hearing stakeholders' ideas and molds participants into a working group. CAC meetings are held regularly, comments and points of view of participants are recorded, and consensus on issues is sought but not required. The CAC provides an opportunity to educate stakeholders on technical issues and enhances understanding of the effort and milestones of public agency progress. A successful CAC demonstrates a commitment to participation in the decision making process.

Non-participating CAC stakeholder representatives are to be promptly replaced. Replacement of a CAC stakeholder representative will be based on non-participation of a member without good reason and will be supported by the participating CAC members.

A schedule for CAC meetings is to be developed and coordinated with the key decision points in the project development process. The time-frame and location of CAC meetings should be convenient for all participants. The frequency of CAC meetings should be commensurate with the project development process. CAC meetings should be scheduled with sufficient lead time so that CAC input may be considered by the TAC and evaluated within the CSS framework to assess the feasibility of incorporating recommendations into key project development decisions.

In addition to defining CAC participants and the proposed meeting schedule, the CSS plan should address the structure of the CAC. The CAC should select its own leader; however, in some cases a formal facilitator may be required. Each meeting needs to have a clear agenda with meeting minutes recorded and provided to participants. The CSS plan can include

visualization graphics which could facilitate an understanding of concepts and alternatives to non-technical CAC participants.

7. Agency Coordination

Agency coordination will include any agency with management responsibilities, sensitive resource responsibilities, or permit authority for project activities. Coordination may be required with the following agencies:

▪ *Federal Agencies*

- Army Corps of Engineers
- Bureau of Indian Affairs
- Bureau of Land Management
- Bureau of Mines
- Bureau of Reclamation
- Department of Defense
- Department of Housing and Urban Development
- Environmental Protection Agency
- Federal Aviation Administration
- General Services Administration
- National Park Service
- Rural Electrification Administration
- Department of Agriculture, Forest Service
- Department of Agriculture, Natural Resources Conservation Service
- Fish and Wildlife Service
- U. S. Geological Survey

▪ *New Mexico State Agencies*

- Agriculture Department
- Energy, Minerals, and Natural Resources Department
- Environment Department
- Game and Fish Department
- Human Services Department
- Historic Preservation Division
- Office of Indian Affairs
- State Engineer's Office
- State Planning Office
- State Land Office
- Department of Tourism
- Department of Economic Development

▪ *Local Governments*

- County
- City
- Village

Agency concerns will be included as appropriate in the development, screening, and evaluation of alternatives. All results of agency coordination will be reported to the TAC and fully documented for the project file and inclusion in the environmental document.

































































































B. PUBLIC INVOLVEMENT

A general discussion of stakeholders, public outreach and public involvement techniques were presented in Chapter IV. Discussion of the elements of Public Involvement Plans were

detailed earlier in this chapter. Specific public involvement objectives, techniques for the project development processes, and resources required in the process are provided in

Tables 7, 8, 9 and 10.

TABLE 7 Public Involvement Techniques in the Project Development Process

<div> <div> KEY  Always Appropriate  Sometimes Appropriate  Not Very Appropriate </div> <div>Project Development</div> </div>							
Tool/Technique	Planning	Scoping	Pre-Design & Env. Study	Detail Design & R/W Acq.	Construction & Operation	Requires Facility	Requires Ext. Expert
Civic Advisory Committee (Advise)							
Citizens on Decision & Policy Bodies (Recommend)							
Collaborative Task Force (Problem Solve)							
Mailing Lists							
Public Information Materials							
Key Person Interviews							
Briefings							
Video Techniques							
Telephone Techniques							
Media Strategies							
Speakers Bureau & P.I. Volunteers							
Public Meetings/Hearings							
Open Forum Hearings /Open Houses							
Conferences, Workshops & Retreats							
Brainstorming							
Charrettes							
Visioning							
Small Group Techniques							
On-line Services							
Hotlines							
Drop-in Centers							
Focus Groups							
Public Opinion Surveys							
Facilitation							
Negotiation & Mediation							
Transportation Fairs							
Games & Contests							
Role Playing							
Site Visits							
Interactive Television							
Interactive Video Displays & Kiosks							
Computer Presentations & Simulations							
Teleconferencing							

Source: Minnesota Department of Transportation. *Hear Every Voice: A Guide to Public Involvement at MnDOT* (<http://www.dot.state.mn.us/pubinvolve/pdf/sep10hev.pdf>)

TABLE 8 Public Involvement: Objectives, Methods, and Techniques

Public Involvement Objective	General Method	Specific Technique
INFORM	Committees	Civic Advisory Committees (Advise) Citizens on Decision Policy Bodies (Recommend) Collaborative Task Forces (Problem Solve)
	Communication	Mailing Lists Public Information Materials Key Person Interviews Briefings Video Techniques Telephone Techniques Media Strategies Speakers Bureau & P.I. Volunteers
INVOLVE	Meetings	Public Meetings/Hearings (Formal) Open Forums/Open Houses Conferences/Workshops/Retreats
	Techniques	Brainstorming Charrettes Visioning Small Group Techniques
FEEDBACK	Establishing Places	On-Line Services Hotlines Drop-In Centers
	Designing Programs	Focus Groups Public Opinion Surveys Facilitation Negotiation & Mediation
PARTICIPATION	Special Techniques	Transportation Fairs Games & Contests Improving Meeting Attendance Role Playing Site Visits Non-Traditional Meeting Places & Events Interactive Television Interactive Video Displays & Kiosks Computer Presentations & Simulations Teleconferencing

Source: Minnesota Department of Transportation. *Hear Every Voice: A Guide to Public Involvement at MnDOT*.
www.dot.state.mn.us/puubinvolve/pdf/sep10hev.pdf

TABLE 9 Strategies for Reaching the Project Community

Using Existing Contact Networks			
Purpose	Benefits	Pitfalls	Examples
Identify people Share information Solicit input	Takes advantage of existing resources Builds community relationships	May miss the traditionally underserved	Professional organizations Chambers of Commerce Community Groups Neighborhood Associations
Develop Organized Outreach Efforts for Large Projects			
Share information Solicit input Monitor effectiveness of program	Builds community contacts and relationships Establishes NMDOT and MPO credibility	More appropriate for larger projects or studies Requires dedication of staff and resources	Speakers bureau Oversight committees Project advisory groups
Hold Meetings			
Share information Identify issues Solicit input Build consensus	Effective for reaching large and small groups Establishes NMDOT and MPO credibility	Can require extensive planning and resources	Workshops Design charrettes Focus groups Brainstorming sessions Public hearings
Traditional Printed Materials			
Share information	Generally inexpensive Familiar technique	Lacks personal contact May not reach the whole audience	Informational flyers Project newsletters News releases Meeting notices Pamphlets/brochures Newspaper ads
Use a Direct Approach			
Solicit input	Obtains specific information Raises level of importance Timely	Can be time intensive	Facsimile requests Telephone calls Letter requests Surveys Personal interviews
Experiment Using Alternative Media			
Share information Solicit input	Reaches broader audiences Catches the public's attention	Unfamiliar techniques	Radio/television talk shows E-mail & online bulletin boards Public service announcements Automated telephone services

Source: Florida Department of Transportation (2003). *Public Involvement Handbook*.
(www.dot.state.fl.us/emo/pubs/public_involvement/pubinvolve.htm)

TABLE 10 Public Involvement Techniques and Resource Use

<div> <div>KEY</div> <div> <div>● Very Intensive</div> <div>◐ Moderately Intensive</div> <div>○ Less Intensive</div> </div> <div>Resources Required</div> </div>			
Tool/Technique	Use of Time Resources	Use of Money Resources	Use of Staff Resources
Civic Advisory Committee (Advise)	○	●	●
Citizens on Decision & Policy Bodies (Recommend)	◐	○	◐
Collaborative Task Force (Problem Solve)	◐		◐
Mailing Lists	○	◐	◐
Public Information Materials	○	○	○
Key Person Interviews	○		●
Briefings	○		●
Video Techniques	◐	●	
Telephone Techniques	○		●
Media Strategies	◐		◐
Speakers Bureau & P.I. Volunteers	◐		◐
Public Meetings/Hearings (Formal)	○	○	○
Open Forum/Open Houses	○	○	◐
Conferences, Workshops & Retreats	○	○	◐
Brainstorming	○	◐	◐
Charrettes	○	◐	◐
Visioning	○	◐	◐
Small Group Techniques			◐
On-line Services	○	○	◐
Hotlines	○	○	◐
Drop-In Centers	○	◐	◐
Focus Groups	◐	◐	◐
Public Opinion Surveys	◐	◐	●
Facilitation	◐	○	◐
Negotiation & Mediation	●	●	◐
Transportation Fairs	◐	◐	◐
Games & Contests	○	◐	○
Improving Meeting Attendance	○	○	○
Role Playing	○	○	○
Site Visits	○	○	○
Non-Traditional Meeting Places & Events	○	○	○
Interactive Television	○	●	◐
Interactive Video Displays & Kiosks	◐	●	◐
Computer Presentations & Simulations	◐	●	◐
Teleconferencing	○	○	○

Source: Minnesota Department of Transportation.

Hear Every Voice: A Guide to Public Involvement at MnDOT

(www.dot.state.mn.us/pubinvolve/pdf/sep10hev.pdf)

C. PERFORMANCE MEASURES

(The following CSS performance measures have been excerpted from NCHRP Document 69:

Performance Measures for Context Sensitive Solutions: A Guidebook for State DOTs at

http://trb.org/publications/nchrp_w69.pdf).

A general discussion and CSS performance measure framework was presented in Chapter 4. Project-level process performance measures can be used to assess the performance of one or many projects and rely on a self-assessment by the project team and stakeholders.

General focus areas for project development processes and outcomes are as follows:

- Project Process-Related Focus Areas:
 - Multi-disciplinary project team—; right people; function effectively
 - Public engagement specific to type of effort; quality of public involvement strategy
 - External champion created; public input used at crucial decision points
 - Adequacy of NMDOT resources
 - How project problems, opportunities, and needs were addressed measuring linkage of problems, opportunities and needs to evaluation alternatives
 - Project vision or goals—consistency with local plans; consensus on vision and goals; supportive of community needs
 - Analysis of alternatives—adequacy of range of alternatives developed;
 - Evaluation criteria for alternatives; design considerations (speed, LOS, safety) multimodal considerations
 - CSS related construction and maintenance issues considered in project development.

- Project Outcome-Related Focus Area (post construction):
 - Project vision or goals – match between problems, opportunities and needs and the final project; track adherence to project commitments; were environmental resources preserved/enhanced
 - Stakeholder satisfaction; customer measures - achievement of consensus during project
 - Construction impacts
 - Quality assurance
 - Mobility and safety measures;
 - environmental stewardship;
 - project delivery;
 - economic measures

The project level focus areas listed above are further detailed below.

1. Project-Level Project Measures

Project-level project measures include: multi-disciplinary teams; public engagement; project consensus, vision and goal consensus; alternative analysis; and construction and maintenance.

Suggestions for Measuring the Project Team

Public engagement has become a key component of most successful transportation projects, and serves as an underpinning for achievement of the *CSS Directive*. Effective engagement should be tailored to local needs, frequent and ongoing, inclusive, innovative, educational, supported by strong leadership, and intended to affect project results. Stakeholders in public engagement include the public, local jurisdictions, resource agencies, various interest groups, as well as

highway designers, environmental professionals and project managers within the sponsoring agency.

Some questions to ask about the project team include:

- Were the right people on the team?
- Did the team function effectively?
- Was there focus on Context Sensitive Solution principles?

Suggestions for Measuring Public Engagement Effectiveness and Strategies

Public involvement is a key to a successful CSS process. Some questions to ask about the public involvement include:

- Are the needs of affected communities understood and are communities actually engaged and playing a meaningful role?
- Was there a public involvement plan?
- Were external champions for the project created?
- Was public input sought and used at key decisions points?
- Were the NMDOT expertise and resources adequate? Were adequate expertise and resources provided by the NMDOT to enable the community to understand the project?
For example, do community members believe that issues involving technical terms and professional judgments were explained in a manner that they could comprehend and understand? Did the NMDOT provide a facilitator for community meetings?
- Were public engagement methods such as charrettes, newsletters, Web sites, or text translations appropriate to the scale of the project and the audiences who needed to be involved?

- Were visual aids (drawings, simulated photos, videos simulating the visual appearance and functionality of alternatives) used to convey clearly the alternatives under consideration?
- Did the project yield a public involvement process that was deemed so successful that this agency or others adopted its approaches to use elsewhere?
- Was the public involvement strategy given positive public recognition or an award?
- Do stakeholders feel pride of ownership in the project?

These suggestions for performance measures for public involvement can be grouped into families of measures which are summarized in Table 11.

TABLE 11 Public Involvement Family of Measures

Outcome	Measure
Build NMDOT credibility	a. When to initiate a P.I. Plan and contact frequency b. Types of media is used (including non-English venues) c. Stakeholders' perceptions: Do they feel that they are a part of planning and project design from the start of process?
Public Involvement is accessible to all segments of the public	d. Meeting convenience: time, place, and transit-accessible e. Clear and effective communication tools f. Survey the effectiveness of participation from the participant's perspective g. Outreach program tailored to specific community needs, e.g. cultural and/or language barriers
Public Involvement involves a representative group of the community that is part of the planning/project area	h. Document demographics of participants i. Civic Advisory Board established, if appropriate
Public Involvement is responsive to the input received	j. Feedback k. Information exchange l. Integration of concerns m. Stakeholder groups able to overcome their self-interest and work toward an overall problem solution n. Documentation of where P.I. affected the plan or project
NMDOT develops plans/ projects that support community goals and values	o. Support of neighborhood/civic/interest groups and affected units of government

Source: Minnesota Department of Transportation. *Hear Every Voice: A Guide to Public Involvement at MnDOT*. (www.dot.state.mn.us/pubinvolve/pdf/sep10hev.pdf)

Suggestions for Measuring How Project Problems, Opportunities, and Needs Were Addressed

Some questions to ask include:

- Was there adequate support for statement of problems, opportunities, and needs?
- Do the transportation problems, opportunities, and needs reflect the understandings of both the project team and stakeholders about transportation problems and needs?
- Does the problems, opportunities, and needs statement reflect the community's needs related to the project area as well as environmental issues?
- Was consensus reached among these parties on the statement of problems, opportunities, and needs?
- Were objective, measurable criteria developed related to components of the problems, opportunities, and needs statement that can be used to evaluate the appropriateness of project alternatives?

Suggestions for Measuring Project Vision or Goals

- Some questions to ask include:
- Was the project vision or goals consistent with local plans?
- Is the vision or goals statement consistent with local comprehensive plans?
- Is there consensus on project vision and goals?
- Did the project team, including citizens and regulatory agency staff, reach consensus on the vision or goals statement?
- Does the vision or goals statement constitute a “shared vision” by all project stakeholders?
- Are performance measures identified for assessing achievement of the vision or project goals?
- Is supportiveness of community needs achieved? If it is, will the vision or goals support the values of the community in the project area?

Suggestions for Measuring the Analysis of Alternatives

Some questions to ask include:

- Are project team members and stakeholders satisfied with the range of alternatives considered? How many schemes were considered that did not meet the optimum transportation goals? Was a no-build alternative included as part of the list of alternatives under serious consideration?
- Were criteria developed relating to the statement of problems, opportunities, and needs and to the project vision or goals for use in evaluating alternatives? Were representatives of the public involved in evaluating the alternatives?
- Does the facility encourage multimodal considerations – modes of transport beyond vehicular? Is there intermodal connectivity? Are sidewalks complete? What is the average percentage of destinations within a fifteen minute walk?
- Design considerations: Design Speed. Were alternate design speeds considered? Was the community involved in considering the design speed? Was a design speed lower than the current design speed chosen? Was this choice made to fit the transportation facility better into the context? In addition to the minimum design speed, was a maximum design speed considered so that the design elements would reinforce a maximum operating speed?
- Design considerations: Level of Service. Were alternate levels of service targets considered? Was the community involved in considering the target level of service? If the design speed or level of service target was reduced to fit the facility into the context in one area of the project, were these criteria reduced on other parts of the route to achieve continuity and consistency to respond to driver expectations?

- Design considerations: Safety. Were design decisions made to respond to safety needs demonstrated through actual accident data as a complement to designing to meet AASHTO Green Book guidelines?
- Was there a need for redesign? What is the measure of major design changes made? Are they beyond the 30% mark? The 50% mark? Or the 75% mark of design?

2. Outcome-Related Focus Areas

This is probably the most difficult outcome to measure and should be applied when the project is completed. Outcome related measurements include achievement of project vision or goals; stakeholder satisfaction and quality assurance.

Suggestions for Measurement Achievement of Project Vision or Goals

Some questions to ask include:

- Was there a match between the original problems, opportunities, and needs statement and the final project? Do team members and stakeholders agree that the project successfully addresses the identified problems, opportunities, and needs. Do project team members from the NMDOT and consultants concur? Do community stakeholders and regulatory agency staff concur?
- Tracking and adherence to project commitments: Many DOTs are starting to use systems that track commitments made during planning and design. Were project commitments to the public and resource agencies tracked throughout the project delivery process? Were these commitments met by the completion of the project?
- Do project team members from the NMDOT and consultants community stakeholders and regulatory agency staff agree that project visions or goals met? Was the project vision

achieved or goals met at project completion? If a sketch was done at the start of the project to illustrate the project vision, does this exist in the community now?

- Ask community members if the project supports community values? Does the completed project support the sense of community in the project area?
- Are environmental resources preserved or enhanced? Have environmental resources, scenic and historic resources, and aesthetic values been maintained or enhanced by the project as completed? Do the project team members from the NMDOT and consultants as well as community stakeholders and regulatory agency staff concur?
- Did the project leverage other resources? Did the project attract financial support from funding sources other than the DOT? Did the project serve as a catalyst for additional projects and/or economic development activities?

Suggestions for Measurement of Stakeholder Satisfaction

Stakeholder satisfaction can be measured a number of ways, including focus groups, town hall meetings, one-on-one qualitative interviews, or tailored surveys of key stakeholders. Survey elected officials' satisfaction levels at meeting project problems, opportunities and needs and meeting the project vision or goals. Some questions to ask include:

- Do post-project delivery customer surveys of funding partners (such as cities and counties) see how well NMDOT has responded to their issues and concerns.
- What is the percentage of concerns from resource agencies that were satisfied? Survey local planning officials to determine the project's consistency with local land use plans. Survey members of the community affected by the project to ask them if the project meets the agreed upon project vision or goals.

Suggestions for Measurement of Achievement of Consensus during the Project

- Ask team members and project stakeholders about the degree to which they think the NMDOT reached consensus with all stakeholders on problems, opportunities and needs statements, on the project vision or goals, and on the preferred alternative.

Suggestions for Measurement of Quality Assurance Review

- In the opinion of community members, was the project constructed with minimal disruption to the community?

A sample Context Sensitive Solutions Evaluation Form is contained in Appendix J.

D. Chapter Resources:

U.S. Department of Transportation, FHWA. *Flexibility in Highway Design* (FHWA Pub. No. FHWA-PD-97-062) (www.fhwa.dot.gov/environment/flex/index.htm).

A Guide to Best Practices for Achieving Context Sensitive Solutions (2002). NCHRP Report 480 (trb.org/publications/nchrp/nchrp_480.pdf).

Minnesota Department of Transportation. *Hear Every Voice: A Guide to Public Involvement at MnDO*. (www.dot.state.mn.us/pubinvolve/pdf/sep10hev.pdf).

Florida Department of Transportation (2003). *Public Involvement Handbook* (www.dot.state.fl.us/emo/pubs/public_involvement/pubinvolve.htm).

Performance Measures for Context Sensitive Solutions: A Guidebook for State DOTs. NCHRP Document 69 (trb.org/publications/nchrp_w69.pdf).

CSS – CONSTRUCTION

The NMDOT *CSS Directive* is applied to all aspects of transportation planning, project development and project implementation. Included in the *CSS Directive* is NMDOT's commitment to environmental stewardship by minimizing negative construction impacts on the environment. During the project development process, the interdisciplinary team should include environmental, construction, and maintenance staff so that construction and long-term maintenance issues can be addressed and incorporated into the project design. NMDOT's environmental staff takes responsibility for proactively working together with engineers and construction personnel to identify potential issues early and obtain the proper permits and take positive action before any permit violations can occur.

In addition, NMDOT is to monitor contractor follow-through on commitments made during CSS project development, particularly as they relate to the mitigation techniques used to reduce the impact on facility users and communities during construction. The NMDOT's CSS holistic approach includes constructability reviews and a construction commitment tracking approach to insure that commitments made during the public involvement process are being revisited and continually addressed. Commitments made during the CSS are to be written and made part of construction contracts for the project.

AASHTO's Center for Environmental Excellence has prepared a Compendium of Environmental Stewardship Practices in Construction and Maintenance (NCHRP 25-25 (04)) which is a valuable compilation of approximately 7,000 environmental stewardship practices, policies, and procedures employed by DOTs and other organizations for highway construction and maintenance (environment.transportation.org/nchrp.asp).

A. PUBLIC INVOLVEMENT

Stakeholders should continue to be involved through the construction phase in order to communicate modifications to the project that may occur during the post-planning project phase, such as changes to the plan, schedule delays, reductions in funding for mitigation or community-desired improvements, or changes in construction detours.

B. PERFORMANCE MEASURES

Suggestions for Measuring CSS related Construction Issues Considered in Project Development

Some questions to ask include:

- Was the construction staff involved with the project team at all key milestones?
- Was a list of commitments to stakeholders maintained throughout the planning and design phases and incorporated into construction documents prior to beginning construction?
- Was the project monitored to ensure that commitments were acted on?
- Were there many requests for change orders during construction?

Suggestions for Measurement of Impacts of Construction.

- In the opinion of community members, was the project constructed with minimal disruption to the community?

C. Chapter Resources:

Environmental Stewardship Practices, Policies and Procedures for Road Construction and Maintenance (2004). NCHRP Project 25-25 (trb.org/news/blurb_detail.asp?id=4501).

Construction Compliance Procedures (2005). Washington State Department of Transportation (www.wsdot.wa.gov/envornment/compliance/docs/NWEnvCompPlan2005.pdf).

Missouri DOT 2002 Contractor Performance Questionnaire. Missouri Department of Transportation (www.fhwa.dot.gov/programadmin//contracts/cpq2002.htm).

Hancher, D et al. "Context-Sensitive Construction in Kentucky." *Transportation Research Record* 1861 (2003).

Performance Measures for Context Sensitive Solutions: A Guidebook for State DOTs. NCHRP Document 69 (trb.org/publications/nchrp_w69.pdf).

Illinois Department of Transportation Contractors Performance Evaluation [online]
([http://www.dot.state.il.us/constructionmanual/doc/wordforms/bc%201777%20\(4-03\).dot](http://www.dot.state.il.us/constructionmanual/doc/wordforms/bc%201777%20(4-03).dot)).

CSS – MAINTENANCE AND OPERATIONS

The maintenance of transportation facilities designed and implemented using CSS processes is more than just cleaning and repairs. Maintenance staff should be included in the CSS project development process to ensure that the road design and subsequent road operations can be adequately handled. NMDOT's responsibility is to ensure the public a safe, well-maintained facility on which to travel. The *CSS Directive* can often be carried through under maintenance and operation agreements with communities.

A. PERFORMANCE MEASURES

Some questions to ask for measuring CSS-related maintenance issues include:

- Was maintenance staff involved with the project team at all key milestones?
- Were maintenance needs/requirements taken into consideration when alternatives were evaluated?
- Is a maintenance plan in place to ensure that the project investment will be maintained?
- As a reflection of community buy-in and support, has the local government or has a local organization agreed to maintain some portion of the project improvements?

B. Chapter Resource

Environmental Stewardship Practices, Policies and Procedures for Road Construction and Maintenance (2004). NCHRP Project 25-25 (trb.org/news/blurb_detail.asp?id=4501).

Performance Measures for Context Sensitive Solutions: A Guidebook for State DOTs. NCHRP Document 69 (trb.org/publications/nchrp_w69.pdf).

CSS ORGANIZATION-WIDE MEASURES

CSS organization-wide incorporates a systems approach to performance measures that can serve many purposes. Program-wide areas, such as safety, are generally measured using organization-wide performance measures based on data collected across the NMDOT. Many graphic representations of this type of data are available using techniques such as “dashboards.” This data is presented in an easily understandable fashion and allows managers to “drill down” from the highest-level to understand the factors that impact performance as well as present data regionally. Using system-wide performance measures facilitates assessments beyond individual projects and gains feedback on overall progress towards department-wide adoption of CSS.

A second function of using organization-wide performance measures is to assess the integration of CSS into the NMDOT’s organizational culture such as its policies, manuals, and training.

Key characteristics of organization-wide measures include:

- Fewer in number than project-level measures
- Address both processes and outcomes
- Independent of individual projects
- Rely on central reporting of data
- Important resource for senior management
- Monitored on a regular schedule

A. PROCESS-RELATED FOCUS AREAS

Organization-wide measures can be used to address the process of achieving cultural change in organizational attitudes towards CSS. Changes in organizational culture start with strong leadership but also must include department-wide training and guidance. Staff training (quantity,

focus, quality) and integration of the *CSS Directive* in NMDOT manuals and procedures are important ingredients in this effort. NMDOT staff recognition of quality CSS achievements will identify CSS best practices. The CSS awards will be presented jointly with the New Mexico Division of FHWA at the annual Engineering Conference. (See Appendix K.)

B. ORGANIZATION-WIDE PROCESS-RELATED FOCUS AREAS

The implementation of CSS into NMDOT's planning and project development will mean changes in their organizational culture and operating procedures. These changes include training, manuals, motivation, and policies. Progress in CSS process-related areas can be measured organization-wide by considering areas such as those listed below.

Suggestions for Measurement of Staff CSS Training

Some questions to ask include:

- What was the quantity of CSS staff training? The quantity of training can provide some basic information such as the number of staff, consultants, and external stakeholder groups trained; the number of staff in specific disciplines or with different job responsibilities trained; or the number of project managers that have CSS training. What was the focus of CSS staff training? Consider measuring the range of topics that are addressed by training programs, such as design flexibility, collaborative teamwork, consensus building, conflict resolution, and facilitation.
- What was the quality of training? Assess staff and consultant attitudes before training and after. Measure the degree to which there is a cross-disciplinary focus in training, in which people of different technical backgrounds train together. Ask "what have you learned from this training and what will you do differently as a result of this training?" Ask staff if they

feel they have learned the skills needed to successfully meet the *CSS Directive* in their projects?

Suggestions for Measurement of Incorporation of CSS in NMDOT Manuals

- Have changes been made to NMDOT manuals to integrate CSS?
- How effective have the changes in NMDOT manuals been in implementing CSS?

C. ORGANIZATION-WIDE OUTCOME-RELATED FOCUS AREAS

As with project-level measures, outcomes are more difficult to measure than processes, but can be helpful in determining progress. Two outcomes closely related to CSS implementation that are of great interest are timeframe and budget, and stakeholder satisfaction.

Timeframe and Budget

The costs of implementing a CSS-based project development approach are to be integral to project costs and timeframe. Use of CSS can help make project schedules more predictable by reducing conflict during project development, and discovery of a low build alternative to meet stakeholders' needs can generate cost and time savings. Macro-level analysis of these trends across multiple projects may be valuable.

Suggestions for Measurement of Timeframe and Budget Timeframe

Some questions to ask include:

- What proportion of projects is completed on, or ahead of schedule?
- Were few or no project redesigns required because of the program-wide budget?
- Were low-build options selected?
- Were there added costs attributed to changes in scope mid-way through the design process?

- Were there cost overruns during construction attributable to changes in design during the construction phase?

Stakeholder Satisfaction with Department Performance

- Conduct tailored surveys of key stakeholders. Distribute results of system-wide overall project delivery performance. Survey elected officials' satisfaction levels at meeting project problems, opportunities, and needs, and meeting the project vision or goals.
- Do post-project delivery customer surveys of funding partners (cities and counties) to see how well NMDOT has responded to their issues and concerns. What percentage of concerns from resource agencies was satisfied?
- Survey local planning officials to determine if projects were consistent with local land-use plans. Survey members of the community affected by the project to ask them if the project meets the agreed upon project vision or goals.

Suggestions for Measurement of Satisfaction with Department Performance

- Was there achievement of consensus during projects department-wide? Ask team members and project stakeholders about the degree to which they think the DOT reached consensus with all stakeholders on the problems, opportunities, and needs statement, on the project vision or goals, and on the preferred alternative.
- What were impacts of construction department-wide? In the opinion of community members, were the projects constructed with minimal disruption to communities?

D. Chapter Resources:

Performance Measures for Context Sensitive Solutions: A Guidebook for State DOTs. NCHRP Document 69 (trb.org/publications/nchrp_w69.pdf).

MARKETING CSS RESULTS

The integration of CSS into NMDOT's transportation planning and projects will result in processes and outcomes that meet the safety and mobility requirements of good engineering and are acceptable to the community through effective public engagement processes. The CSS framework facilitates the development of performance measures that should be communicated within the NMDOT and to its stakeholders, the public, and decision-makers.

Ten factors that shape the success of CSS should be a part of NMDOT's marketing strategies:

- Planning and ongoing public involvement
- Perseverance of the individual in making a difference
- Visionary leadership in implementing CSS
- Maximizing funding opportunities
- Integration of interdisciplinary experts
- Flexible and innovative design
- Learning from the success and failures of others
- Visual and environmental quality without excessive cost
- Presenting and promoting the results
- Attitude that supports tradition and excellence

APPENDICES

To: All NMDOT Employees

From: Rhonda G. Faught, P.E., Cabinet Secretary

Re: Secretary's Directive on Context Sensitive Design and Solutions (CSS):

(This Directive instructs all NMDOT employees and others involved in the planning, development, construction, maintenance, and operation of all State transportation and support facilities to apply and adhere to CSS principles on all department projects.

Context Sensitive Design Solutions (CSS)

Context Sensitive Solutions is a model for transportation project development that has recently received much discussion and broad acceptance. Its essence is that a proposed transportation project must be planned not only for its physical aspects as a facility serving specific transportation objectives of maintaining safety and mobility, but also for its effects on the aesthetic, social, economic and environmental values, needs, constraints and opportunities in a larger community setting. In following NMDOT's Guiding Principles, NMDOT endorses the CSS approach for all projects, large and small, from early planning through construction and eventual operation.

This means that NMDOT employees working on projects and facilities should:

- Engage from the project's inception with representatives of affected communities, including elected and appointed officials and a widely representative array of interested citizens.
- Assure that transportation objectives of projects are clearly described and discussed with local communities in a process that encourages reciprocal communication about local views and needs in the overall project setting.
- Pay attention to and address community and citizen concerns.
- Ensure the project is a safe facility for both the user and the community.
- Consider the appropriate level of multi-modal relationships for enhanced mobility

CSS is a process that places a high value on seeking and identifying the "range of stakeholder wants", and if possible include desired project characteristics by, incorporating stakeholder values through project involvement and team consensus. NMDOT's belief is that consensus is highly advantageous to all parties and may help avoid delay and costs of project delivery.

The NMDOT will use CSS as an approach to plan, design, construct, maintain, and operate its transportation system. These solutions use innovative and inclusive approaches that integrate and balance community, aesthetic, historic, and environmental values with transportation safety, mobility, maintenance, and performance goals. Context sensitive solutions are reached through a collaborative, interdisciplinary approach involving all stakeholders.

The context of all projects and activities is a key factor in reaching decisions. As of now it will be considered for all State transportation and support facilities when defining, developing, and evaluating options. When considering the context, issues such as funding feasibility, maintenance feasibility, traffic demand, impact on alternate routes, impact on safety, and relevant laws, rules, and regulations must be addressed.

GOALS

Often times across New Mexico, communities desire that their main street be an economic, social, and cultural asset as well as provide for the safe and efficient movement of people and goods. In urban areas, communities want transportation projects to provide alternatives and opportunities for enhanced modal choice for travel and visual quality. In natural areas, projects can fit aesthetically into the surroundings by including contour grading, aesthetic bridge railings, and special architectural and structural elements. Addressing these needs will assure that transportation solutions meet more than transportation objectives.

CSS meet transportation goals in harmony with community goals and natural environments. They require careful, imaginative, early planning, and continuous community involvement. The Department's design manuals, Federal Highway Administration (FHWA) regulations, FHWA's Flexibility in Highway Design publication, the American Association of State Highway Transportation Officials' A Policy on Geometric Design of Highways and Streets, NCHRP Report 480, Best Practices for Context Sensitive Design and Context Sensitive Solutions, and many of the new guidelines in CSS principles and solutions all share a philosophy that explicitly point out the inherent flexibility within the design and engineering manuals and standards we use and where through sound engineering analysis and judgment design exceptions and variances can be processed. This design philosophy seeks transportation solutions that improve mobility and safety while complementing and enhancing community values and objectives.

PLAN

The Secretary will create and develop an environment in which innovative actions, such as CSS, can flourish:

- Recognizes and highlights individuals, teams, and projects that advance the goals of this policy.
- Encourages staff to conduct and participate in meetings and conferences to expand the knowledge of CSS solutions internally and externally.

The NMDOT, through the CSS Bureau, will:

- Aid development and support of CSS transportation facilities.
- Revise manuals and procedure documents to facilitate the application of CSS.

- Initiate and coordinate research to enable CSS.
- Encourages innovation, flexibility, and application in design.
- Facilitates coordination with resource agencies to assure facilities and activities are in harmony with the surrounding environment.
- Ensures communities have the opportunity to be actively involved in the environmental stage of the project development process.
- Ensures CSS commitments are sustained, as warranted, as a project moves through the environmental approval process.
- Support the inclusion of CSS when programming transportation projects.
- Communicate the importance of CSS solutions to the New Mexico Transportation Commission.
- Encourages the development of funding partnerships for CSS.
- Proactively ensure early and continuous involvement of stakeholders.
- Are responsive to requests by local communities, resource and other agencies, and the general public for CSS solutions.
- Assure CSS solutions are applied to local and other projects within the State right-of-way.

Approved by:

Rhonda G. Faught, PE
NMDOT Cabinet Secretary

Dated

Resources Reference :

- AASHTO "A Guide for Achieving Flexibility in Highway Design – 2004
- NCHRP- Report 480, " A Guide to Best Practices for Achieving Context Sensitive Solutions
- Existing Guides and Links on NMDOT CSS Weblink



State of New Mexico
Office of the Governor

Bill Richardson
Governor

**CLIMATE CHANGE AND GREENHOUSE GAS REDUCTION
EXECUTIVE ORDER - 05-033**

WHEREAS, scientific consensus is that the global climate is warming at rates that could cause significant temperature increases and weather pattern disruptions across the globe;

WHEREAS, the Intergovernmental Panel on Climate Change and the National Academy of Sciences have confirmed these global warming trends;

WHEREAS, atmospheric carbon dioxide levels are at the highest in more than 500,000 years and are projected to reach their highest level in four million years by mid-century;

WHEREAS, much of this sudden and sharp increase in atmospheric greenhouse gas levels is directly attributable to human activity, such as the combustion of fossil fuels and release of methane and other greenhouse gases;

WHEREAS, the trends could result in global surface temperature differences of approximately five to nine degrees Fahrenheit by mid-century, threatening the economy, quality of life, and environment that our generation will provide for future generations including children who are growing up in New Mexico today;

WHEREAS, the southwestern United States will likely suffer significant impacts from such temperature changes, such as decreased annual precipitation, faster evaporation of surface water supplies, and increased runoff at the end of winter when snowpack will melt faster;

WHEREAS, business leaders in the United States and around the world, representing corporate energy developers, utilities, insurance companies, and others, recognize the need to address the risk of global warming and reduce greenhouse gas emissions in a predictable, enforceable fashion;

WHEREAS, internationally and in the United States, the federal government has failed to address the issue of global warming in a fashion that will protect future generations from a variety of impacts such as rising sea levels, drought, weather disturbances and other threats;

WHEREAS, preparing to reduce greenhouse gas emissions provides New Mexico the opportunity to assume a leadership role in the new emerging clean energy economy and enjoy the economic development and high wage job creation associated with it;

WHEREAS, the State of New Mexico is committed to joining regionally and nationally with other states in assuming a leadership role in addressing the risks of climate change;

WHEREAS, in Executive Order 2004-019, I declared New Mexico the Clean Energy State;

WHEREAS, the New Mexico Legislature has adopted a number of clean energy initiatives encouraging energy conservation and efficiency, the development of renewable energy, and strengthening clean energy industries;

WHEREAS, in 2004 New Mexico joined in the unanimous adoption by the Western Governors' Association of my proposal with California Governor Arnold Schwarzenegger to establish goals for energy efficiency in the Western states (20% improvement by the year 2020) and for clean energy development in the Western states (30,000 megawatts of clean energy by 2015);

WHEREAS, New Mexico's leadership in the development of state and regional climate change action plans will insure that New Mexico businesses are in the best position to benefit from future national climate change actions and that national policies will take into consideration the concerns of this state; and

WHEREAS, New Mexico will be the first "energy state" (energy revenues making up a substantial part of the state's revenues) to take on the issue of climate change.

NOW, THEREFORE, I, Bill Richardson, Governor of the State of New Mexico, by the virtue of the authority vested in me by the Constitution and by the Statutes of this State, do hereby ORDER and DIRECT:

1. The creation of the Climate Change Action Council which shall be advisory in nature and shall be chaired by the Secretary of the Environment and comprising the following state officials or their designees: State Engineer; the Director of Game and Fish; and the Secretaries of Agriculture; Economic Development; Energy, Minerals, and Natural Resources; General Services; Health; Indian Affairs; and Transportation; and the Governor's Advisor on Energy and Environment. The Climate Change Action Council shall review and provide recommendations to the Governor's Office regarding climate change policy.
2. The creation of the New Mexico Climate Change Advisory Group consisting of diverse New Mexicans who may be affected by climate change. The Advisory Group shall present proposals to the Council to reduce New Mexico's total greenhouse gas emissions to 2000 levels by the year 2012, 10% below 2000 levels by 2020 and 75% by 2050. The Advisory Group's proposals shall include consideration of costs and benefits. Because New Mexico cannot resolve this global issue unilaterally, the Advisory Group shall investigate and report on regional and national initiatives, particularly in association with nearby states, that will help create meaningful regional and national policy to address climate change. The Secretary of the New Mexico Environment Department shall

appoint and oversee the Advisory Group. The Advisory Group shall finalize a report to the Climate Change Action Council with findings and recommendations, including an inventory of existing and planned actions that contribute to greenhouse gas emissions reductions, no later than December 1, 2006.

3. The New Mexico Environment Department to convene a technical state agency working group including the designated representatives of the State Engineer; of the Director of the Department of Game and Fish; and of the Secretaries of Agriculture; Economic Development; Energy, Minerals, and Natural Resources; General Services Department; Health; Indian Affairs; and Transportation. The working group shall report to the Climate Change Action Council on potential impacts of global warming on New Mexico by December 31, 2005 and shall provide support to the Climate Change Advisory Group and the Climate Change Action Council.
4. The Office of the State Engineer to work with other state agencies, with local and federal agencies, and with the State's research institutions to prepare an analysis of the impact of climate change on the State's water supply and ability to manage its water resources. A report summarizing findings shall be completed no later than July 2006.
5. The New Mexico Environment Department to convene a science advisory panel consisting of state and regional scientists who are recognized for their expertise on climate change to serve as a resource to the Action Council and the Advisory Group.
6. The New Mexico Environment Department to develop a New Mexico greenhouse gas emissions inventory and forecast and create a staff position dedicated to global warming and climate change issues in New Mexico.
7. The New Mexico Environment Department to produce an annual report assessing progress toward achieving greenhouse gas emission reductions. This report shall be presented to the Governor by July 1 of each year, starting in 2007.
8. The General Services Department to develop recommendations to reduce greenhouse gas emissions in all aspects of New Mexico state government capital projects, including public education, transportation and daily operations. The General Services Department will further propose changes to procurement policies for new state vehicles to have hybrid electric engines and/or utilize alternative fuels. The General Services Department shall work with other state agencies to implement its duties under this Order.
9. All state agencies to assist as appropriate in implementing this Order and achieving its purposes. The actions mandated as a result of this Executive Order shall be accomplished within the bounds of, and consistent with, the relevant agency's existing statutory and regulatory authority.
10. Nothing in this Executive Order is intended to create a private right of action to enforce any provision of this Order or any Action Plan developed pursuant to this Order; nor is this Order intended to diminish any existing legal rights or remedies.

THIS ORDER supersedes any other previous orders, proclamations, or directives in conflict. This Executive Order shall take effect immediately and shall remain in effect until such time as it is rescinded by the Governor.

ATTEST:



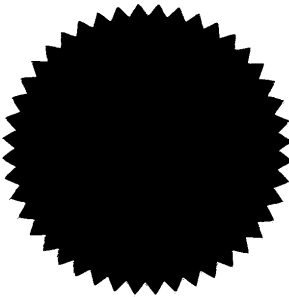
REBECCA VIGIL-GIRON
SECRETARY OF STATE

DONE AT THE EXECUTIVE OFFICE THIS
9TH DAY OF JUNE, 2005

WITNESS MY HAND AND THE GREAT SEAL
OF THE STATE OF NEW MEXICO



BILL RICHARDSON
GOVERNOR





State of New Mexico
Office of the Governor

Bill Richardson
Governor

EXECUTIVE ORDER NO. 2004-053

CREATING A TASK FORCE ON “OUR COMMUNITIES, OUR FUTURE”

WHEREAS, New Mexico’s community heritage and culture is long-established, unique and integral to the lives of the people of the State;

WHEREAS, from pueblos to plazas, the State’s history of community development has reflected the State’s diversity and has helped its economy grow;

WHEREAS, today, New Mexicans can collaborate on new approaches to community growth that will contribute to the creation of high-quality jobs, mixed-use and mixed-income development, and successful new transportation systems;

WHEREAS, communities, residents, businesses and local governments, as well as state agencies, will benefit from collaboration leading to positive new community development policies; and

WHEREAS, collaboration on our communities, our future will help move New Mexico’s economy forward by encouraging the development of great places in which to live, work, invest, and create jobs.

NOW THEREFORE, I, Governor of the State of New Mexico, by virtue of the authority vested in me by the Constitution and the laws of the State of New Mexico do hereby do hereby establish the Governor’s Task Force on Our Communities, Our Future. The duties of the Task Force shall be:

1. To prepare recommendations for the Governor and Legislature by January 15, 2005, and as needed thereafter, regarding urban and rural community development and describing opportunities for high-quality investment and development in New Mexico’s communities, from our largest cities to our smallest villages;
2. To meet with the public for the purpose of building a public record regarding the values that underlie New Mexico’s community livability, and the best opportunities for public-private partnerships for 21st Century prosperity and community growth.

3. To respect local and county jurisdiction, recommending incentives for investment that will help reinforce New Mexico's communities and families, support transit-oriented development and jobs, and help assure that community growth is efficient and livable.

The membership of the Task Force shall serve at the pleasure of the Governor and shall represent the diverse interests of the Citizens of New Mexico, including business people, community advocates, academics, local and county government, and New Mexicans who value the State's history and culture.

THIS ORDER supersedes any other previous orders, proclamations, or directives in conflict. This Executive Order shall take effect immediately and shall remain in effect until April 30, 2005, at which time it shall automatically expire.

ATTEST:

REBECCA VIGIL-GIRON
SECRETARY OF STATE

DONE AT THE EXECUTIVE OFFICE THIS
THIS 24TH DAY OF SEPTEMBER, 2004

WITNESS MY HAND AND THE GREAT SEAL
OF THE STATE OF NEW MEXICO


BILL RICHARDSON
GOVERNOR





State of New Mexico
Office of the Governor

Bill Richardson
Governor

EXECUTIVE ORDER 2005-056

ENVIRONMENTAL JUSTICE EXECUTIVE ORDER

WHEREAS, the State of New Mexico is committed to affording all of its residents, including communities of color and low-income communities, fair treatment and meaningful involvement in the development, implementation, and enforcement of environmental laws, regulations, and policies regardless of race, color, ethnicity, religion, income or education level;

WHEREAS, the State of New Mexico is further committed to promoting the protection of human health and the environment, empowerment via public involvement in the development, implementation, and enforcement of environmental laws, regulations, and policies, and the dissemination of information related to the environment to inform and educate, especially in people of color and low-income communities;

WHEREAS, environmental justice issues exist in New Mexico, as they do in other states, causing concern and creating problems for some communities, businesses and households that bear the impacts of air and water contamination, noise, crowding, reduced quality of life, and depressed land and housing values – many of which could be mitigated by better siting decisions and processes;

WHEREAS, the cumulative impact of multiple sources of exposure to environmental hazards in low-income and people of color communities, and the roles of multiple agencies in addressing the causes and factors that compromise environmental health and quality of life in these communities require an interagency response; and

WHEREAS, the Federal government has underscored the importance of Environmental Justice in Executive Order 12898 and created the National Environmental Justice Advisory Council to integrate environmental justice into federal policies, programs, initiatives and activities.

NOW, THEREFORE, I, Bill Richardson, Governor of the State of New Mexico, by the virtue of the authority vested in me by the Constitution and by the Statutes of this State, do hereby ORDER and DIRECT:

1. All cabinet level departments and boards and commissions that are involved in decisions that may affect environmental quality and public health shall provide meaningful opportunities for involvement to all people regardless of race, color, ethnicity, religion, income, or education level. Programs and policies to protect and promote protection of human health and the environment shall be reviewed annually to ensure that program implementation and dissemination of information meet the needs of low-income and communities of color, and seek to address disproportionate exposure to environmental hazards and risks.

2. All cabinet level departments and boards and commissions shall recognize the need to communicate in writing and orally significant public health and environmental information in languages other than English by

ensuring that all publicly disseminated information, including websites, is available in Spanish and in English, at a minimum, and in tribal languages and dialects as appropriate for areas of the state where these languages are spoken.

3. All relevant cabinet level departments and boards and commissions shall utilize available environmental and public health data to address impacts in low-income communities and communities of color as well as in determining siting, permitting, compliance, enforcement, and remediation of existing and proposed industrial and commercial facilities.

4. There is hereby created a multi-agency task force, to be named the Environmental Justice Task Force, which shall include designees from the New Mexico Environment Department (NMED), State Engineer's Office, Department of Agriculture, Department of Health, New Mexico Department of Transportation, Energy, Minerals, and Natural Resources Department, Department of Public Safety, Department of Labor, and Department of Education. The NMED shall serve as the lead agency. The Task Force shall be an advisory body, the purpose of which is to make recommendations to State Agencies regarding actions to be taken to address environmental justice issues consistent with agencies' existing statutory and regulatory authority. The Task Force shall develop policies and procedures for communities to request the Task Force to address environmental justice issues in those communities. The Task Force is authorized to consult with, and expand its membership to, other agencies and stakeholders as needed to address concerns raised in affected communities. The Task Force shall meet not later than March 31, 2006 and shall report Task Force accomplishments to the Office of the Governor not later than December 31 of each year.

5. The NMED shall continue to work with the existing Environmental Justice Policy Committee, whose mission is to make recommendations regarding Environmental Justice issues in New Mexico to the Secretary and Deputy Secretary of NMED.

6. All state agencies shall assist as appropriate in implementing this Order and achieving its purposes. The actions mandated as a result of this Executive Order shall be accomplished within the bounds of, and consistent with, the relevant agency's existing statutory and regulatory authority.

7. Nothing in this Executive Order is intended to create a private right of action to enforce any provision of this Order or any Action Plan developed pursuant to this Order; nor is this Order intended to diminish any existing legal rights or remedies.

8. This Executive Order shall take effect immediately.

ATTEST:


REBECCA VIGIL-GIRON
SECRETARY OF STATE



Executive Order
Page 2 of 2

DONE AT THE EXECUTIVE OFFICE THIS
18TH DAY OF NOVEMBER, 2005

WITNESS MY HAND AND THE GREAT
SEAL OF THE STATE OF NEW MEXICO


BILL RICHARDSON
GOVERNOR OF NEW MEXICO



State of New Mexico

Office of the Governor

Bill Richardson
Governor

EXECUTIVE ORDER NO. 2004-019

DECLARING NEW MEXICO THE “CLEAN ENERGY STATE,” CREATING A CLEAN ENERGY DEVELOPMENT COUNCIL AND DIRECTING STATE AGENCIES TO SUPPORT AND PARTICIPATE

WHEREAS, the State of New Mexico is an “energy state,” producing oil and gas, wind power, coal, and other energy sources, and has the potential to sharply and profitably increase its production of solar, biomass, and geothermal power;

WHEREAS, the State of New Mexico has significant expertise in energy issues, being home to two national laboratories, several universities, and a large number of established and growing energy companies;

WHEREAS, the State of New Mexico exports the majority of the energy it produces, and has access to energy markets throughout the Western United States;

WHEREAS, the development of diverse new clean energy sources will help stabilize the national economy, save consumers and businesses money, prevent the export of energy dollars, create jobs and economic opportunity in New Mexico, reduce pollution and the emission of global warming gases, and lessen our nation’s exposure to foreign threats to our energy supplies;

WHEREAS, in the past two legislative sessions the State of New Mexico has adopted groundbreaking new laws regarding the development of clean energy and implementation of clean energy projects, while creating incentives for clean energy investment and growth;

WHEREAS, “clean energy” can include wind, solar, geothermal, biomass, and fossil fuel technologies that eliminate or significantly reduce emissions of pollutants and greenhouse gases in the production of usable energy;

WHEREAS, New Mexico’s clean energy campaign should also include reduction of energy use through building design, land use planning that reduces energy demand, energy efficiency, and energy conservation; and

WHEREAS, declaring New Mexico as the “Clean Energy State” and creating new structures to implement a clean energy campaign will place New Mexico in the forefront of an economic sector that is certain to thrive in coming decades, providing jobs and business expansion in New Mexico.

NOW THEREFORE, I, Bill Richardson, Governor of the State of New Mexico, by virtue of the authority vested in me by the Constitution and the laws of the State of New Mexico do hereby declare New Mexico the “Clean Energy State” and hereby order the creation of a Clean Energy Development Council which shall include the Secretaries of the Energy, Minerals, and Natural Resources Department, Environment Department, Economic Development Department, the Department of Transportation, the Department of Agriculture and the General Services Department as well as the State Engineer with staff support from the Office of the Governor.

The Council shall recommend to the Governor the creation of task forces necessary to accomplish its purposes. The Governor shall appoint the task forces, consisting of members of the public from New Mexico and other experts. The task forces shall work collaboratively with existing clean energy programs and work on specific initiatives and issues such as concentrated solar power, residential and commercial solar power applications, biomass energy production, wind power production, hydrogen energy development, energy efficiency and conservation, transportation and transmission, advanced coal technologies, reduction of energy use in public buildings, and financing clean energy projects in New Mexico.

The Clean Energy Development Council shall work with appropriate task forces for the purposes of:

1. Develop policy recommendations that will enhance the opportunities for successful clean energy business growth in New Mexico;
2. Meet with the Governor, investors, companies, and researchers who can grow clean energy businesses in New Mexico; and
3. Communicate with appropriate stakeholders, lawmakers, and the public about the potential for clean energy development in New Mexico.

Prior to December 15, 2004, the Clean Energy Development Council shall present the Governor a set of recommendations regarding significant clean energy policy measures to be presented to the 2005 Legislature, and the Clean Energy Development Council shall thereafter report annually to the Governor on its recommendations and activities; and

The Clean Energy Development Council may seek funding from foundations and donors to support the activities of the Clean Energy Development Council and its task forces.

THIS ORDER supersedes Executive Order 1991-7 and any other previous orders, proclamations, or directives in conflict. This Executive Order shall take effect immediately and shall remain in effect until such time as it is rescinded by the Governor.

ATTEST:


REBECCA VIGIL-GIRON
SECRETARY OF STATE

DONE AT THE EXECUTIVE OFFICE THIS
14th DAY OF APRIL, 2004

WITNESS MY HAND AND THE GREAT
SEAL OF THE STATE OF NEW MEXICO


BILL RICHARDSON
GOVERNOR



Identifying Protected Populations

Source: NCHRP Report 532 (gulliver.trb.org/publications/nchrp/nchrp_rpt_532.pdf)

Summary of methods for identifying protected populations					
Method	Assessment level	Appropriate uses	Use when	Data needs	Expertise required
1. Local knowledge and public input	All	Recommended in all situations	Initial evaluation of potential for distributive effects and to assure quality of findings of other methods	Low	Local area/ community involvement
2. Threshold analysis	Screening/ detailed	Regional plans, STIP/TIP, system assessment	Demographic patterns must be evaluated for large areas	Low	GIS, Census data
3. Spatial interpolation	Screening/ detailed	Corridor/ project	Demographic patterns must be evaluated for small areas or population patterns must be evaluated for finite areas of effect	Medium	GIS, Census data
4. Field survey	Detailed	Corridor/ project	Detailed residence, business, and public space location information is required	Low/ medium	GPS & photo interpretation can be useful
5. Customer survey	Detailed	All	System users could experience distributive effects	Medium/ high	Survey design
6. Population surfaces	Detailed	Regional plans/ corridor/ project	Scenario modeling or integration with grid-based modeling packages is required	High	GIS, Census data
7. Historic data review	Detailed	All	Past projects or investment plans are at issue, or when population trends are needed	Medium/ high	GIS, Census data
8. Population projection	Detailed	Regional plans, STIP/TIP	Planning horizon is five years or more	High	Census data, statistical modeling
9. Environmental justice index	Screening/ detailed	All	Combined analysis of multiple demographic factors is needed	Medium/ high	Census data, GIS
10. Personal interviews	Screening/ detailed	Regional plans/ corridor/ project	Analysis of a relatively well-defined impact area	Low/ medium	Interview techniques
11. Abbreviated diary	Detailed	Corridor/ project	Analysis of movement along a corridor is needed	Medium	Sampling, surveys
12. Space-time activity analyses	Detailed	Corridor/ project	Analysis of movement along a corridor is needed	High	Sampling, surveys, GIS, GPS

Public Involvement Tools and Techniques

Technique	Description	Benefit
Briefings	Information meetings with a community group or leader	Provides immediate opportunities for focused communication
Video Techniques	Recorded visual and oral messages	Provides an additional medium for reaching people; ensures a consistent message is conveyed
Telephone Techniques	A unique, two-way communication utilizing a toll-free hotline or telethon	Reaches a broad variety of people in an interactive manner
Media Strategies	Informs stakeholders about a project through newspapers, radio, TV, billboards, posters, etc.	Proactively frames the message to deliver a uniform message
Speakers Bureaus & Public Involvement Volunteers	Groups of specifically trained representatives who speak about a plan or project	Expands the possibility of community participation
Public Meetings/Hearings	Present information to the public and obtain informal input from community residents	Helps elicit community comments; can be tailored to the Department's needs
Open Forum Hearings/Open Houses	An informal setting for people to get information about a plan or project	Provides an informal, friendly environment and an opportunity for interaction with project staff
Conferences, Workshops & Retreats	Special meetings to inform people and solicit input on specific issues, plans or projects	Useful at any phase of a project; allows for a better understanding of the plan or project
Brainstorming	Participants come together in a free-thinking forum to generate ideas	Brings new ideas to bear on a problem; helps reduce conflict
Charrettes	A meeting to resolve a specific problem or issue	Provides solutions to produce visible results
Visioning	Leads to goal statements and can create priorities and performance standards	Offers the widest possible participation; an integrated approach to policy-making
Small Group Techniques	Groups with fewer than 20 people	Allows people to participate freely and actively; more effective than larger groups
On-Line Services	Provides communication through a computer	Enables the Department to post information about a plan or project; encourages the sharing of information

Technique	Description	Benefit
Citizens Advisory Committee	A representative group of stakeholders that meets regularly to discuss issues of concern	Provides a forum for people to present their ideas; is democratic and representative of opposing points of view
Citizens on Decision & Policy Bodies	Groups organized around civic, environmental, business or community interests that serve as experts in a field	Brings fresh new viewpoints and ideas with a community perspective to the forefront
Collaborative Task Force	A group assigned a specific task with a time limit to reach a conclusion or resolve an issue	Helps extend community input and support; assists in resolving impasses
Elderly, Ethnic, Minority & Low-Income Groups	Traditionally underserved populations that find participation in public involvement difficult	Bridges cultural and economic differences; ensures that all constituents have an opportunity to be heard
Americans with Disabilities	A 1990 law requiring that people with disabilities be involved in the development of services	Provides a forum for the disabled community which represents as much as 14% of the population
Mailing Lists	A collection of names of those affected by or interested in a plan or project	Helps organize public communications; focuses on a targeted group of people; provides flexibility
Public Information Materials	Wide range of products available to promote a transportation project	Provides basic information; easy to update periodically; information presented in graphic, non-technical, non-verbal ways
Key Person Interviews	One-on-one talk with an individual on a specific topic or issue	Transmits information informally; helps identify issues, concerns and desired agendas

Source: FHWA, Public Involvement Techniques for Transportation Decision-making.
(www.fhwa.dot.gov/reports/pittd/cover.htm)

Identifying Direct and Indirect Impacts

Transportation plans and projects have both direct and indirect effects on the environments in which they are located. NEPA requires that an assessment be performed and that disclosure be made of ‘reasonably foreseeable effects as a part of the environmental impact assessment process.’ Procedures have been established to identify and estimate direct effects and efforts are made to avoid, minimize, or reduce those adverse effects and enhance the beneficial ones. Indirect impacts are more difficult to identify and assess as they often times are removed and not readily apparent. These indirect effects “may include growth-inducing effects and other effects related to induced changes in the pattern of land use, population density or growth rate, and related effects on air and water and other natural systems, including ecosystems” (40CFR 1508.8). Distinctions between indirect and direct impacts are reflected in Figure 16 and Figure 17 list examples of indirect effects.

Type of Effect	Direct	Indirect	Cumulative
Nature of Effect	Typical/ Inevitable/ Predictable	Reasonably Foreseeable/ Probable	Reasonably Foreseeable/ Probable
Cause of Effect	Project	Project's Direct and Indirect Effects	Project's Direct and Indirect Effects and Effects of Other Activities
Timing of Effect	Project Construction and Implementation	At Some Future Time than Direct Effect	At Time of Project Construction or in the Future
Location of Effect	At the Project Location	Within Boundaries of Systems Affected by the Project	Within Boundaries of Systems Affected by the Project

FIGURE 4: Distinctions between Types of Effects.

Source: *Guidance for Estimating the Indirect Effects of Proposed Transportation Projects*. NCHRP 466 (2001) (gulliver.trb.org/publications/nchrp/nchrp_rpt_466.pdf).

PROJECT ACTION	DIRECT EFFECT	INDIRECT EFFECT	INDIRECT EFFECT	INDIRECT EFFECT	INDIRECT EFFECT
<u>Socioeconomics and Land Use</u>					
Bridge to undeveloped area	-> Improved access	-> Residential development			
Highway extension	-> Improved access	-> Land use development	-> Floodplain encroachment		
Harbor improvements	-> Improved movement of goods	-> Industrial development near waterfront	-> Visual impact on shoreline		
New highway	-> Improved access	-> Land use development	-> Pre-emption of farmlands		
By-pass highway	-> Improved access	-> Development of commercial land uses on by-pass	-> Increased tax revenues from commercial ratables		
Construction of new highway	-> In-migrant Construction work force	-> Income to construction workers spent locally	-> Local businesses hire new employees	-> Population increase because of new employees moving into area	-> Increased demand for community facilities
New highway	-> Improved access to vacant land suitable for industrial development	-> Development of new businesses and industries on these industrial lands	-> Regional economic growth (increased income, employment & earnings)		
New highway bypass around congested downtown area	-> Improved access to vacant suburban land suitable for commercial development	-> New shopping malls and highway-oriented businesses locate on this land	-> Business declines in older downtown area which was by-passed	-> Downtown area deteriorates	
Adopt 'No Action' alternative instead of highway bypass around congested downtown area	-> Additional parking areas and bus routes provided to serve downtown businesses	-> Downtown businesses upgraded	-> More business activity and shopping takes place in downtown	-> Public improvements such as malls, sheltered bus stops, etc	
Adopt 'No Action' alternative instead of highway bypass around congested downtown area	-> Businessmen and planners can not agree on downtown renewal program	-> Downtown business slows and the area deteriorates	-> The city suffers declines in population, income, employment		
New general aviation airport	-> Aviation-related businesses locate on or near new airport	-> New businesses hire and provide income for local workers	-> Regional economy improves		
Addition of new runway at metropolitan area airport	-> Construction materials purchased in region of airport	-> Local suppliers use increased income for productivity improvements	-> Productivity improvements increase competitiveness of local suppliers	-> Improved competitive position of local suppliers leads to increased employment	-> Regional economic growth results from new employment and income
<u>Water Quality</u>					
Highway extension	-> Improved access	-> Land use development	-> Increased non-point source water pollution	-> Decline in surface water quality	-> Health problems
Highway extension	-> Improved access	-> Land use development	-> Increased non-point source water pollution	-> Contaminants enter water supply aquifer	-> Contamination of groundwater
<u>Wetlands</u>					
New highway	-> Improved access	-> Land use development	-> Many small wetlands eliminated during development	-> Significant aggregate loss of wetlands due to development	
New highway	-> Alteration of surface water drainage patterns	-> Elimination or degradation of downstream wetlands			

FIGURE 5: Examples of Indirect Effects.

<u>Ecology</u>					
New commuter rail line	-> Removal of vegetation and habitat	-> Fragmentation of large habitat area	-> Elimination of species which require this large habitat		
New highway on barrier island	-> Migration of dunes places sand on highway, interrupting traffic	-> Structures built to keep sand off highways	-> Migration pattern of dunes altered	-> Impacts to sensitive barrier island habitat	
New highway in coastal area	-> Culverts built over numerous small streams	-> Interruptions to migration patterns of anadromous fish	-> Juvenile anadromous fish killed in fresh waters	-> Decline in numbers of adult anadromous fish in salt water	-> Decline of commercial fishery for anadromous fish
<u>Air Quality</u>					
New highway	-> Improved access	-> Development of new suburban shopping center and associated commercial activities	-> Creation of air quality contamination 'hot spot' exceeding standards	-> Reduction in available increment for future highway projects	
<u>Noise</u>					
New or expanded major international airport	-> New access roads and parking areas required to handle increased passenger load	-> Additional vehicular traffic on these roads produces noise above standards	-> Nearby residential property values are lowered		
<u>Cultural Resources</u>					
New rail mass transit project	-> Improved access for employees to station areas	-> Development of office parks in the vicinity of stations	-> Historic buildings are removed to make way for offices		
New Interstate highway interchange near older city	-> Improved access to nearby rural area	-> Development of land uses in vicinity of interchange	-> Significant alteration of view from historic farm property		
<u>Other</u>					
Highway extension	-> Improved access to undeveloped areas near a city	-> New land use development encounters hazardous waste sites			
New highway	-> Improved access	-> Land use development	-> Increased traffic on local roads and highway	-> Reduced access due to traffic congestion on local roads and highway	
New highway	-> Improvement of traffic flow, stabilization of vehicular speeds	-> Reduced fuel usage for vehicles using new highway	-> Reduced utilization of fossil fuels		

Source: *Guidance for Estimating the Indirect Effects of Proposed Transportation Projects*. NCHRP Reports 403 (1998) and 466 (2001)

Community Context Audit

For Transportation Projects

Purpose: The Community Context Audit form is intended to be a guide to identify various community characteristics that make each transportation project location unique to its residents, its businesses and the public in general. This information will help to define the purpose and need of the proposed transportation improvements based upon community goals and local plans for future development. The audit is designed to take into account the community's history or heritage, present conditions and anticipated conditions. As you complete this audit, please consider the interaction of persons and groups within your community when considering factors such as mobility and access (*vehicular, non-vehicular and transit modes*), safety, local and regional economics, aesthetics and overall quality of life.

Municipality: _____

Project Location & Limits: _____

Attach a project location map to this form.

State Route #: _____ Road Name: _____

Project Estimate/Budget/Funding Sources: _____

Project Type:

- | | | |
|---|--|--|
| <input type="checkbox"/> Resurfacing | <input type="checkbox"/> New Roadway | <input type="checkbox"/> Intersection Improvements |
| <input type="checkbox"/> Widening | <input type="checkbox"/> Bridge Rehabilitation | <input type="checkbox"/> Enhancement Project |
| <input type="checkbox"/> Betterment Project | <input type="checkbox"/> Bridge Replacement | <input type="checkbox"/> Other _____ |

Project Description: _____

Reason for Project: _____

Contact Person: _____

Telephone #: _____

Individual Completing Context Audit Form: _____

Date: _____

Community Context Audit

For Transportation Projects

Section 1: Community Characteristics/ Land Use

Please conduct a visual assessment in the field and attach a project location map. If appropriate, include a photo index for the project area. If appropriate gather public opinions and concerns about the proposed project. Consider community needs as the basis for this assessment. Assess the community characteristics and indicate the community's perception of importance for each characteristic currently and based upon known / planned future conditions.

Community Characteristics	Presence		Importance Present and Future		
	Yes	No	High	Medium	Low
Is this place an established center?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is this place a multi-modal transportation center?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is this place a commercial center?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is this place a residential center?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is this place a mixed residential /commercial center?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is this place an industrial center?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is this place a rural/agricultural area? Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there important cultural features or identifiers within the project area? If yes, list:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there social/community features or identifiers within the project area? If yes, list:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there important architectural features within the project area? If yes, list:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there important natural features within the project area? If yes, list:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is this place of historical significance to the community? If yes, list:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Overall assessment of community characteristics and setting: ☐ Urban ☐ Suburban ☐ Rural
(Please note, this is not the identification of a functional classification. This is an assessment of the community based upon physical characteristics noted above.)

Community Context Audit

For Transportation Projects

Section 2: Infrastructure Assessment Assess the project or study area for the presence and adequacy of the following infrastructure items. If present (<i>a yes response</i>) and in poor condition, please make notation and provide any other relevant comments in space provided for each item. If not present (<i>a no response</i>), indicate in the comment section if the item needs further evaluation. Indicate the level of importance each item may have to the community currently and based upon known / planned future conditions.					
Infrastructure	Presence		Importance Present and Future		
	Yes	No	High	Medium	Low
Sidewalks Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ADA Compliance Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bicycle Lanes/Paths/Facilities Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
On-street Parking Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transit Connections Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transit Shelters Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Street Lighting Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pedestrian Lighting Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pedestrian Crossings Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Signals (Traffic, Directional & Pedestrian) Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crosswalks Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other Comments: _____

Community Context Audit

For Transportation Projects

Section 3: Neighborhood Culture, Aesthetics and Street Amenities
 Assess the study area for the following amenities and cultural, aesthetic and comfort factors. If present (*a yes response*) and items are in poor condition, please make notation and provide any other relevant comments in the space provided for each item. If not present (*a no response*), indicate in the comment section if the item requires further evaluation. Indicate the level of importance each item may have to the neighborhood currently and based upon known / planned future conditions.

Resource	Presence		Importance Present and Future		
	Yes	No	High	Medium	Low
Neighborhood Parks /Open Space /Civic Areas Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Benches Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trash Containers Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Street Trees Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Landscaping Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wayfinding Signage Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community Safety Issues Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Traffic Safety Comments:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please list any seasonal events affected by proposed improvements at this location. _____

Overall Comments: _____

Community Context Audit

For Transportation Projects

Section 4: Economic Development Assess the project or study area for the following community development indicators. Indicate the level of importance for each indicator currently and based upon known / planned future conditions.					
Resource	Presence		Importance Present and Future		
	Yes	No	High	Medium	Low
Has this area been identified for new development? If yes, describe the proposed or planned development.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are visitors attracted to this area? If yes, indicate why?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the local economy supported by historic, natural, cultural and entertainment resources?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the roadway serve as a commuter corridor?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the roadway serve as a gateway?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do stakeholders include business or other advocacy groups? <i>(in addition to public agencies and residential associations)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is limiting sprawl a regional concern applicable to this place?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is redevelopment underway or planned for this place? If yes, how does the proposed transportation project impact redevelopment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other Comments: _____

Community Context Audit

For Transportation Projects

Section 5: Community Planning		
Assess the proposed project in context to local planning initiatives. Please provide the following information and documentation related to the project or study area.		
	Yes	No
Does the municipality have a comprehensive plan? If yes, indicate the date of the plan.	<input type="checkbox"/>	<input type="checkbox"/>
Is this project generally consistent with the municipality's comprehensive plan? If yes, indicate how.	<input type="checkbox"/>	<input type="checkbox"/>
Are there any special studies associated with this project? If yes, please indicate the name of study or studies and attach copies.	<input type="checkbox"/>	<input type="checkbox"/>
Has the municipality adopted a growth management plan or designated growth area? If yes, is this project located within the designated growth area.	<input type="checkbox"/>	<input type="checkbox"/>
Does this project have regional significance? If so, explain.	<input type="checkbox"/>	<input type="checkbox"/>
Are there other scheduled or planned projects that may tie into this project or impact this project? If yes, please indicate the project name(s) and type of project(s).	<input type="checkbox"/>	<input type="checkbox"/>
Identify planning and project development partners for this project:		
Other Comments:		

CONTEXT SENSITIVE SOLUTIONS Project Evaluation Form

Please rate the quality and characteristic criteria listed on the attached evaluation form using the scale shown below.

Evaluation Scale:

1. Does not meet characteristic or quality. Requires explanation.
2. Meets some aspects of characteristic or quality.
3. Fully meets characteristic or quality.
4. Exceeds characteristic or quality.
5. Extraordinary steps were taken. Far and above characteristic or quality. Requires explanation, include the innovative techniques which were utilized.

Stakeholder:

A "stakeholder" is anyone who has something at stake in a specific policy or particular project. This includes any entity who uses, regulates, or is affected by the facility.

Optional:

In our effort to evaluate this tool, it would help us if you identify your position and/or office.

Position: _____ Office: _____

Comments on this Evaluation Tool:

We would welcome any comments you have on using this evaluation tool. Are the descriptions sufficiently clear? Did you have enough information about the project to respond to these questions? Or are there other comments you would like to make?

Source: *Performance Measures for Context Sensitive Solutions: A Guidebook for State DOTs*.
NCHRP Document 69 (trb.org/publications/nchrp_w69.pdf).

Characteristics:

<p>1. Establish a multi-disciplinary team early with disciplines based on the needs of the specific project and include the public.</p> <p><i>Was a multi-disciplinary team formed at the beginning of the planning and/or design process (to develop a design program to include needs, goals, and objectives)? Was representation from the public included? Were appropriate team members added as work proceeded in response to project requirements? Were regular project meetings held where all team members were expected to attend and project issues were reviewed by all in a comprehensive manner?</i></p>	<p><input type="checkbox"/> Does not meet: no multi-disciplinary team was established.</p> <p><input type="checkbox"/> Meets some aspects: A multi-disciplinary team was established but it was done late and/or important specialists or public not included or the team did not meet on a regular basis throughout the project.</p> <p><input type="checkbox"/> Fully meets: A multi-disciplinary team was established, all specialist and the public were included, and the team met regularly to determine questions of process and project.</p> <p><input type="checkbox"/> Exceeds: A multi-disciplinary team was established, all specials and the public were included, extra team building steps were taken to insure that the team functioned well, allowing, for example, team members other than the project leader to take important roles in representing the project to review agencies, elected and agency officials and the public.</p> <p><input type="checkbox"/> Extraordinary steps were taken: _____</p>
<p>2. Seek to understand the landscape, the community, and valued resources before beginning engineering design.</p> <p><i>Did the project team initiate the planning and/or design process with a comprehensive site evaluation informed by the opinions of all stakeholder groups?</i></p>	<p><input type="checkbox"/> Does not meet: No effort was made to perform a comprehensive site evaluation.</p> <p><input type="checkbox"/> Meets some aspects: Some effort was made to perform a comprehensive site evaluation and opinions of some stakeholders were sought and reflected.</p> <p><input type="checkbox"/> Fully meets: The team performed a comprehensive site evaluation and sought and reflected opinions of all know stakeholders.</p> <p><input type="checkbox"/> Exceeds: The team performed a comprehensive site evaluation, sought out resource data beyond that readily available and sought out and reflected a broad range of stakeholders' opinions.</p> <p><input type="checkbox"/> Extraordinary steps were taken: _____</p>

<p>3. Involve a full range of stakeholders with transportation officials in the scoping phase. Clearly define the purposes of the project and forge consensus on the scope before proceeding.</p> <p><i>Were all stakeholders identified and involved early on in developing the scope of the project? Was a written design program developed that identified specific needs, goals, and objectives for the project? Did all parties (project team members and other stakeholders) reach consensus on the design program? Consensus is an opinion which is held by all or by most; not all have to agree, but all have to be able to live with it.</i></p>	<p><input type="checkbox"/> Does not meet: No design program was developed or it was developed without stakeholder input.</p> <p><input type="checkbox"/> Meets some aspects: The design program developed lacks detailed goals and objectives or was developed without full stakeholder involvement.</p> <p><input type="checkbox"/> Fully meets: A design program with a clear needs statement and detailed goals and objectives was developed with full stakeholder involvement and consensus was achieved on this program before proceeding.</p> <p><input type="checkbox"/> Exceeds: A detailed written design program was developed with consensus achieved and the program was used by all stakeholders throughout the planning and/or design process</p> <p><input type="checkbox"/> Extraordinary steps were taken: <hr/> <hr/></p>
<p>4. Tailor the highway development process to the circumstances. Employ a process that examines multiple alternatives and that will result in consensus on approaches.</p> <p><i>Was the highway development process evaluated and adapted to the particular circumstances of this project? Were multiple alternatives identified and evaluated with the involvement of all stakeholders and did the team and stakeholders reach consensus on the chosen alternative?</i></p>	<p><input type="checkbox"/> Does not meet: The highway development process may have been adapted but multiple alternatives were not developed and consensus was not reached.</p> <p><input type="checkbox"/> Meets some aspects: The highway development process was adapted and multiple alternatives were developed but consensus was not reached with other stakeholders.</p> <p><input type="checkbox"/> Fully meets: The highway development process was adapted and multiple alternatives were developed. Consensus on an alternative was reached within the project team and with other stakeholders.</p> <p><input type="checkbox"/> Exceeds: The highway development process was adapted and multiple alternatives were developed and consensus within the team and other stakeholders was reached; the project design of the chosen alternative met and even exceeded the goals and objectives of the design program.</p> <p><input type="checkbox"/> Extraordinary steps were taken: <hr/> <hr/></p>

<p>5. Secure commitment to the process from top agency officials and local leaders.</p> <p><i>Were top agency officials and local leaders consulted at appropriate milestones throughout the project for their review, input and written approval? When positions changed, was the new individuals commitment secured in a timely manner?</i></p>	<p><input type="checkbox"/> Does not meet: No attempt was made to secure commitment from top agency officials and local leaders.</p> <p><input type="checkbox"/> Meets some aspects: Some attempt was made to secure commitments but these may not have been written or may have included agency officials but no local leaders or vice versa.</p> <p><input type="checkbox"/> Fully meets: Written commitment was secured from both top agency officials and local leaders and when positions changed, new official's and leader's commitments were secured in a timely manner.</p> <p><input type="checkbox"/> Exceeds: Written commitments were secured from agency officials and local leaders; newly appointed or elected individuals were brought into the process quickly and their commitments secured in a timely manner. Extra steps were taken to insure continued commitment as the project evolved.</p> <p><input type="checkbox"/> Extraordinary steps were taken:</p> <p>_____</p> <p>_____</p>
<p>6. Communication with all stakeholders is open and honest, early and continuous.</p> <p><i>Did all stakeholders including project team members and the public receive regular communications articulating project issues an decision points? Did the multi-disciplinary team recognize that communication needs to be two-way, e.g. listening as well as telling?</i></p>	<p><input type="checkbox"/> Does not meet: Communication within the project team was not open and honest, early and continuous. Communication with the public was also spotty.</p> <p><input type="checkbox"/> Meets some aspects: Not all information was communicated and communication was intermittent or may have been within the project team but not with all stakeholders.</p> <p><input type="checkbox"/> Fully meets: Communication within the project team and with all other stakeholders was open and honest, early, and continuous. The project team met regularly throughout the project.</p> <p><input type="checkbox"/> Exceeds: Communication was open, honest, early, and continuous within the team and with other stakeholders and extra steps were taken to get feedback from stakeholders on how well the communication process was working.</p> <p><input type="checkbox"/> Extraordinary steps were taken:</p> <p>_____</p> <p>_____</p>

<p>7. Tailor the public involvement process to the project. Include informal meetings.</p> <p><i>Was the public involvement process customized to get the best input possible from the public? Was the process too extensive, insufficient, or just about right?</i></p>	<p><input type="checkbox"/> Does not meet: There was little or no attempt at public involvement.</p> <p><input type="checkbox"/> Meets some aspects: The public involvement process was adapted to the project but included only formal meetings.</p> <p><input type="checkbox"/> Fully meets: A public involvement process tailored to the project was conducted, including formal and informal meetings.</p> <p><input type="checkbox"/> Exceeds: A public involvement process tailored to the project was conducted including formal and informal meetings and extra steps were taken to involve people not initially aware of the project and to get feedback from the public on how well the process was working.</p> <p><input type="checkbox"/> Extraordinary steps were taken:</p> <hr/> <hr/>
<p>8. A full range of 2D and 3D illustrations of the alternatives along with explanatory information such as graphics, video, etc. were easily available Use a full range of tools for communication about project alternatives were applicable (e.g. visualization).</p> <p><i>Did the tools and techniques used effectively, communicate/ illustrate project alternatives? Was a creative range of techniques used such as 3D visualization, role playing, web sites, etc?</i></p>	<p><input type="checkbox"/> Does not meet: Communications of concepts was primarily verbal and with engineering drawings.</p> <p><input type="checkbox"/> Meets some aspects: Some color graphics and explanatory boards were used.</p> <p><input type="checkbox"/> Fully meets: A full range of 2D and 3D illustrations of the alternatives along with explanatory information such as graphics, video, etc. were easily available to interested stakeholders by request or at frequent intervals.</p> <p><input type="checkbox"/> Exceeds: A full range of 2D and 3D illustrations of the alternatives along with explanatory information such as graphics, video, etc. were easily available to interested stakeholders at their convenience through a web site or store front office.</p> <p><input type="checkbox"/> Extraordinary steps were taken:</p> <hr/> <hr/>

Qualities:

<p>1. The project satisfies the purpose and needs as agreed to by a full range of stakeholders. This agreement is forged in the earliest phase of the project and amended as warranted as the project develops.</p> <p><i>This quality relates to characteristics #3 and #4. Was the project designed/ built to meet the statement of needs, goals and objectives as articulated in the design program? Were the goals and objectives modified as necessary as the project progressed and was continued support gained from stakeholders?</i></p>	<p><input type="checkbox"/> Does not meet: The project addresses the identified needs but meets few of the goals and objectives agreed upon or meets some goals and objectives of the project team but few goals and objectives of other stakeholders.</p> <p><input type="checkbox"/> Meets some aspects: The project meets some of the initially identified goals and objectives, but goals and objectives were not modified as the project developed.</p> <p><input type="checkbox"/> Fully meets: In the opinion of a full range of stakeholders, the project meets the goals and objectives as initially identified and then amended through the project development.</p> <p><input type="checkbox"/> Exceeds: The project not only meets the goals and objectives as initially identified and amended, but also meets community or project goals not formally included in the scope of the project.</p> <p><input type="checkbox"/> Extraordinary steps were taken:</p> <p>_____</p> <p>_____</p>
<p>2. The project is a safer facility both for the user and the community.</p> <p><i>Is the facility viewed as safe by a full range of stakeholders?</i></p>	<p><input type="checkbox"/> Does not meet: The project has worsened safety.</p> <p><input type="checkbox"/> Meets some aspects: Safety is increased in some areas but other safety problems remain.</p> <p><input type="checkbox"/> Fully meets: The project team and the community view the project as safe.</p> <p><input type="checkbox"/> Exceeds: Project safety has been accomplished in a manner that also enhances other project values such as scenic, historic, aesthetic and environmental concerns.</p> <p><input type="checkbox"/> Extraordinary steps were taken:</p> <p>_____</p> <p>_____</p>

<p>3. The project is in harmony with the community and preserves environmental, scenic, aesthetic, historic and natural resource values of the areas. i.e. exhibits context sensitive solutions.</p> <p><i>Does the project derive some of its qualities from the community's sense of its own identity and the physical attributes of the community, e.g. historic resources or landscape qualities of the community?</i></p>	<p><input type="checkbox"/> Does not meet: The project ignores the environmental, scenic, aesthetic, historic and natural resources of the area surrounding the project.</p> <p><input type="checkbox"/> Meets some aspects: The project preserves some resources in the surrounding area.</p> <p><input type="checkbox"/> Fully meets: The project preserves the community's environmental scenic, aesthetic, historic and natural resources and reflects their qualities in some project design elements.</p> <p><input type="checkbox"/> Exceeds: The project both preserves and enhances the community's environmental, scenic, aesthetic, historic and natural resources and uses them as an inspiration for many project design elements.</p> <p><input type="checkbox"/> Extraordinary steps were taken:</p> <hr/> <hr/>
<p>4. The project involves efficient and effective use of resources (time, budget, community) of all involved parties.</p> <p><i>Did the project meet or exceed its budget? Was the project completed within the agreed upon timeframe? Was redesign of part, or all of the project, required? Was involvement of the public designed in a manner to fit individuals' abilities to offer time?</i></p>	<p><input type="checkbox"/> Does not meet: The project encountered substantial delays, due either to the late identification of significant resources or the exclusion of certain stakeholder groups from the initial setting of project goals and objectives or for some other reason.</p> <p><input type="checkbox"/> Meets some aspects: The project encountered substantial delays, due either to the late identification of significant resources or miscommunication with stakeholder groups or for some other reason.</p> <p><input type="checkbox"/> Fully meets: There was efficient execution of work, on time and on budget, with effective participation from stakeholders. The project team worked from the inception toward the generally acceptable solution.</p> <p><input type="checkbox"/> Exceeds: There was quick and efficient execution of work, on time and on budget and with coordinated involvement of all stakeholders from inception through construction.</p> <p><input type="checkbox"/> Extraordinary steps were taken:</p> <hr/> <hr/>

<p>5. The project is designed and built with minimal disruption to the community.</p> <p><i>Were the needs of business, residents and the traveling public considered throughout design and construction of the project?</i></p>	<p><input type="checkbox"/> Does not meet: There was major community disruption during construction.</p> <p><input type="checkbox"/> Meets some aspects: There was some community disruption during construction.</p> <p><input type="checkbox"/> Fully meets: There was person by person coordination with adjoining property owners and coordination with all affected parties to minimize disruption to the community.</p> <p><input type="checkbox"/> Exceeds: In the views of members of the community, construction disruption was avoided to the extent possible and everything reasonable was done to mitigate its effects.</p> <p><input type="checkbox"/> Extraordinary steps were taken: _____</p>
<p>6. The project is seen as having added lasting value to the community.</p>	<p><input type="checkbox"/> Does not meet: The community is not satisfied with the project.</p> <p><input type="checkbox"/> Meets some aspects: The community is satisfied with some parts of the project but not with others.</p> <p><input type="checkbox"/> Fully meets: The community is satisfied with all aspects of the project.</p> <p><input type="checkbox"/> Exceeds: The community is pleased with all aspects of the project and describes it to other communities as a model project of its type.</p> <p><input type="checkbox"/> Extraordinary steps were taken: _____</p>
<p>7. The project exceeds the expectations of both designers and stakeholders, and achieves a level of excellence in people's minds.</p> <p><i>This quality incorporates all of the other qualities for an overall evaluation of the project. Its measure may be the sense of pride that project team members have in their accomplishments, or the pleasure taken by citizens in the beautification yet functionalism of the project area, or the recognition of the project through awards or citations of its success.</i></p>	<p><input type="checkbox"/> Does not meet: The project does not meet expectations of either designers other stakeholders.</p> <p><input type="checkbox"/> Meets some aspects: The project meets expectations of designers and other stakeholders in many areas.</p> <p><input type="checkbox"/> Fully meets: The project exceeds expectations of both designers and other stakeholders and is cited by both as an example of excellence in NMDOT's work.</p> <p><input type="checkbox"/> Exceeds: The project exceeds expectations of both designers and other stakeholders and is cited by citizens as an example of the best of NMDOT's work.</p> <p><input type="checkbox"/> Extraordinary steps were taken: _____</p>

Source: Connecticut Department of Transportation (trb.org/publications/nchrp/nchrp_w69.pdf).

Context Sensitive Solutions Award Selection Criteria

	A. Relative Weight	B. Rating (0-4)	C. Score (AxB)
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Category 1: Technical Content (50%)

A	The constructed project addresses both transportation needs and community issues	25		
B	Specific design elements were used or modified to meet both transportation needs and community issues	15		
C	Creative solutions were used in the planning, design and construction of the project.	10		
Subtotal Category One				

Category 2: Public Involvement (35%)

A	Extent of early, continuous and proactive public involvement throughout planning, design and construction	20		
B	Extent of partnerships with stakeholders (such as municipalities, state/local agencies, other organizations)	7.5		
C	Project received positive community and/or media feedback either post-design or postconstruction	7.5		
Subtotal Category Two				

Category 3: Environmental Improvement (15%)

A	Project features benefit the natural environment, above and beyond permit or minimum design requirements	7.5		
B	Project features benefit the constructed environment, above and beyond permit or minimum design requirements	7.5		
Subtotal Category Three				

Was this project recognized or celebrated within the region ?

Total	
-------	--

- 0 = Poor or not applicable
 1 = Fair
 2 = Good
 3 = Above average
 4 = Excellent

Source: *Performance Measures for Context Sensitive Solutions: A Guidebook for State DOTs*.
 NCHRP Document 69 (trb.org/publications/nchrp_w69.pdf).



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NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

Northwest Regional Transportation Planning Organization (NWRTPO)

Agenda Item #V: NWRTPO Regional Transportation Plan – 2022 Updates

Subject: Cover some of the minor updates for our RTP in 2022

Prepared for: February 8 RTPO Virtual Meeting

Date: 1/24/23

BACKGROUND

- **Why?** Keep our members informed on updates to our (long range) Regional Transportation Plan
- **Purpose.** Present any 2022 updates for the NWRTPO RTP
- **Discussion/Finalization.** Member approval for minor updates to the RTP in FFY2022

CURRENT WORK

- Provide documentation and present on minor RTP updates in FFY2022

ANTICIPATED WORK

- The NWRTPO conducts RTP updates on an annual basis and major updates every 5 years.

ATTACHMENTS

- Documentation highlighting FFY2022 RTP updates

BUDGET IMPACT

- None

ACTION ITEM

- N/A

NWRTPO Regional Transportation Plan Updates 2020 – 2022

In 2020 thru 2021 the NWRTPO undertook major RTP updates in sync with the NMDOT major statewide Long Range Transportation Plan update. Updates occurred in all sections of the NWRTPO RTP but those of significance that took place in this recent round included the following:

- A section on major Federal Investments including US491 intersection improvements north of Gallup, Pueblo of Laguna Bike & Ped. trails, and a San Juan County Freight Rail Service Planning Grant.
- The Allison Bridge & Corridor Project for Gallup.
- The Prewitt / Milan Transportation Master Plan to improve railroad and roadway services to these two industrial parks, after the closure of the Escalante Electric Generating Plant in the Prewitt Park.
- A developing Energy Logistics Park in the former Gamerco Mine area, and an ongoing analysis of the possibilities for an Inland Port freight exchange between rail and trucking in this area (northwest Gallup).
- A study commencing for a major freight center in / around Gallup where truckers can be accommodated for food and mandated rest going to and from the California shipping ports.
- More attention to the Trail of the Ancients Scenic Byway and the Four-Corners Geotourism project going forward, as national funding has been restored for Scenic Byways.
- Ongoing development of 200+ miles of recreational trails in the Zuni Mountains, also but not in our recent RTP update - bike / pedestrian trails for the Pueblo of Laguna, and the Navajo Nation commencing recreational trails in the Chuska Mountains.
- Updated traffic crash / accident maps and statistics for our three county region
- Many updates to maps and data charts / representations for all sections of the RTP
- Some updates to our 5 goals in the RTP including
 - 1) Operational Capacity
 - 2) Safety
 - 3) Asset Management
 - 4) Mobility and Accessibility
 - 5) Program Delivery
- Updating Appendices:
 - 1) Public Involvement Process
 - 2) Regional Transportation Priorities
 - 3) Alternative Projects Flowcharts
 - 4) Resiliency
 - 5) a new appendix: Opportunity Zones

FFY2022 Updates:

- Completion of the Prewitt / Milan Transportation Master Plan to improve railroad and freight trucking access to the Prewitt and Milan Industrial parks, making them more inviting for new industry after the closure of the Escalante Electric Generating Plant at the Prewitt park.
- Ongoing development of recreational trails in the Zuni Mountains as well as within the NWRTPO region of McKinley, San Juan and Cibola Counties with more focus on multi-modal and recreational opportunities.
- Expanding freight opportunities along the I-40, US491 and NM371 corridors as well as the BNSF Rail line.
- Growing tourism opportunities along our nationally designated Trail of the Ancients Scenic Byway, our four corners states Geo-tourism collaboration, recreational trails development, and transportation support for industrial development and job opportunities within regional industrial parks and the 4-CITE (*Four Corners Intermodal Transloading Equinox*) – former Gamerco Mine area opportunities for industry.

NWRTPO Regional Transportation Plan Implementation - 2022

Goal #1 – Operational Capacity:

1.1:

- Staff have collected and catalogued data sources to support funding requests.
- Member surveys are conducted annually in October thru November.

1.2: Cross-jurisdictional collaboration and mutual support has improved and strengthened in recent years supporting both funding and project development.

1.3: NWNMCOG annual audit has improved in recent years with no serious findings.

1.4: Generally a two year lag for NMDOT provision of data. Staff have developed a data source file commencing 2021.

1.5: Climate Change – new section:

- Support reduction in climate consequences – virtual meetings, electric vehicles, other strategies
- Support virtual meetings, recycling, alternative vehicle power to fossil fuels (ie. electric vehicles), and water / utility management.

Goal #2 – Safety:

- Our regional Tribes have updated Strategic Highway Safety Plans – most recently Pueblo of Zuni
- One HSIP and a Roadway Safety project was submitted in our current call for projects; along with ongoing RSA development from previous RTIPR's.
- Recent RSA's include NM118, NM602, NM53, and most recently US491 for Twin Lakes, Mexican Springs and Tohatchi Chapters.
- RTPO staff commenced a data file for data sources, which include safety.
- RTPO has data use agreements with entities, but need to dive deeper.

Goal #3 – Asset Management:

3.1: RTPO continues gathering statewide assessment on pavement, bridges and airport conditions (usually with about a two year lag).

3.2: Need to better engage “life cycle cost analysis” supporting local govt. data acquisition and evaluation.

3.3:

- Our Call for Projects uses functional classification to qualify projects in certain RTIPR sections
- Staff regularly explore alternative financing opportunities and sections of the RTIPR are prioritized via both need / regional value and project readiness.

3.4: Need work on lighting agreements between NMDOT and T/LPA's.

Goal #4 – Mobility and Accessibility:

4.1: Investigate “Transportation System Management and Operations”, “Intelligent Transportation Systems” and “Travel Demand Management.” Engage DOT presentations on these subjects at RTPO monthly meetings.

4.2:

- US-491 Bridge in Gallup over the BNSF Rail Line, Rio Puerco watershed and I-40 corridor gets congested at noon and 5pm on week days, and sometimes on weekends. Fortunately Gallup has other options for north – south access.
- Alternative Funding Sources – see 3.3 (over the years, staff have identified a fair amount of alternative funding opportunities.)
- NWRTPO has strong historic investment in bike, pedestrian and (support for) equestrian transportation development (incl. recreational trails in the Zuni Mountains, Mt. Taylor, Gallup area, and Pueblos of Laguna and Acoma).
- Autonomous vehicle research for safe corridors has commenced.

4.3:

- Major opportunities in our region for freight movement, accommodation, rail and trucking exchange to support freight movement for a multi-state region.
- Road and Rail industrial park development is also very active in our region.

Goal #5 – Program Delivery:

5.1: Engage Context Sensitive Solution planning

5.2: Local and regional planning are part of the NWRTPO including 4CITE, PMTMP, and recreation trail planning and development along with the BNSF Rail and regional trucking interface.

5.3: Current consideration toward electric vehicles and charging stations.

5.4: Healthier Communities (new section):

- TOA Scenic Byway, Rt. 66 Scenic Byway, recreational trails, main-street projects, adventure tourism, regional lakes and campgrounds along with major annual events.
- Ongoing recreational trail development
- Parks, campgrounds, lakes and rivers
- Consideration toward installing trail counters



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NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

Northwest Regional Transportation Planning Organization (NWRTPO)

Agenda Item #VI: RTIPR Update – PFF’s due April 14

Subject: Guidance for our 2023-2024 Call for Projects

Prepared for: March 8 Meeting

Date:

BACKGROUND

- **Why?** RTPO members will be updating our next biennial RTIPR with PFF’s for both a) ongoing projects still unfunded in our current RTIPR, and b) as well as new proposed projects.
- **Purpose.** To help our members get started on PFF’s for any and all (both previous and new) projects to be included in our FFY2023-2024 RTIPR
- **Discussion/Finalization.** Staff will present and discuss the process with members

CURRENT WORK

- RTPO members requested to commence PFF’s for ongoing and new projects for the RTIPR

ANTICIPATED WORK

- PFF’s approved to move forward, will next commence the PPF process for regular and Transportation Project Fund projects, with TPF full applications due May 31, 2023. All other PPF’s will be due August 31.

ATTACHMENTS

- Call for Projects Timeline (Feb. 2023 – March 2024), and full FFY2023-2024 Call for Projects Guidance

BUDGET IMPACT

- None

ACTION ITEM

- N/A

NWRTPO Timeline Call for Transportation Projects

February 2023 - March 2024:

Task	Timeframe/Due Date	Responsible Party
NWNM RTPO approves and releases Call for Projects Guide	February 8, 2023	NWRTPO
Announcement of NMDOT FFY2024 Transportation Project Fund Call for Projects	February, 2023	NWRTPO
Technical Assistance, Contact the NWRTPO to set up a time and place with District staff.	Feb. 8 – April 14 2023	NWRTPO and DOT Staff
Project Feasibility Forms (PFF) Due on or before: (Must be submitted by appropriate RTPO Member)	April 14, 2023	NWRTPO Members
PFF Review and set up Consultations:	April 17 - 28	
General Announcement of NMDOT TAP, RTP, CRP and CMAQ Programs	May 2023	NWRTPO and DOT Staff
Mandatory Project Consultation Meetings between RTPO Member, Local Entity Representative/Official, RTPO staff, DOT Liaison, and District Staff. Meeting Report due 5 working days after.	May 1 – May 5	All agencies
Based on decision and recommendation by District staff, RTPO Member will be directed to: <ul style="list-style-type: none"> Prepare and submit a Project Prospectus Form (PPF) for inclusion and prioritization in the Regional Transportation Improvement Program Recommendations (RTIPR), or Detail other options for projects and/or funding 	May 5 forward	District and RTPO Staff
Technical Assistance and TPF Application Review – contact RTPO for TPF assistance (505-722-4327)	May 8 - 31	RTPO staff and members
Transportation Project Fund application deadline RTPO staff to submit TPF applications to NMDOT FTP website (earlier the better!)	May 31	NWRTPO & District Staff
Announcement of NMDOT TAP/RTP/CMAQ/CRP programs	May, 2023	NM-DOT
Technical Assistance and PPF review: Contact the NWRTPO for application assistance	June - August	RTPO staff and members
Project Prospectus Forms (PPF) due to RTPO	August 31, 2023	RTPO Members
Technical Assistance and TAP/RTP/CMAQ/CRP application review – contact RTPO for application assistance	Sept. – Oct.	RTPO staff and members
TAP/RTP/CMAQ/CRP Applications Submission	October, 2023	NWRTPO Staff
Draft RTIPR	Nov. - Dec., 2023	NWRTPO Staff
Final RTIPR is approved by NWRTPO Committee	January, 2024	NWRTPO Members
District 6 RTIPR (“zipper”) Meeting to finalize recommendations and priorities for inclusion into the NMDOT STIP - NMDOT Dist. 6 – 1919 Pinon Drive, Milan (including Catron and Sandoval Counties)	March 10 @ 10AM	District Staff, NWRTPO Members

NORTHWEST REGIONAL TRANSPORTATION PLANNING ORGANIZATION (NWRTPO)



Northwest New Mexico Call for Transportation Projects Guide

NWRTPO PROJECT SUBMISSION SCHEDULE & PROCESS

February 2023



"Our Region, Your COG"
Celebrating 45 years of Advancing Northwest NM
505.722.4327
www.nwnmcog.com



Northwest New Mexico Call for Transportation Projects Guide

Items Included:

- **Description and Overview of the Call for Transportation Projects**
- **RTIPR Background and Process**
- **Program Matrix of Example and Possible Sources**
- **Timeline of the Process**
- **Eligibility and NWRTPO Members by Jurisdiction**
- **Sample of Project Feasibility Form**

Description and Overview.

Additional information on the NWRTPO can also be found on this webpage.

Many of the available funding sources will place value on projects that are supported by Comprehensive Plans, Transportation Plans and Studies (Regional, State, and Tribal), Infrastructure Capital Improvement Plans, and those that went through the Project Feasibility Form process. For specific, Transportation Project Fund (TPF), Alternative Program (TAP) and Recreational Trails Program (RTP) Carbon Reduction Program (CRP) and Congestion Mitigation / Air Quality (CMAQ) projects, we would encourage you to look at the supplemental guidance found on the [NMDOT website](#).

[illegible]

Background:

One of the main purposes of this “Call for Transportation Projects” guidance is to populate and prioritize our region’s RTIPR. The Regional Transportation Improvement Program Recommendations (RTIPR) process varies around New Mexico and the document serves different purposes in each Regional Transportation Planning Organization (RTPO) area. As part of the implementation of the New Mexico 2045 Plan (2045 Plan), and its associated performance measures and targets, the New Mexico Department of Transportation (NMDOT) is undertaking an effort to standardize the RTIPR process around the state. A standardized process will ensure the RTIPR is helpful to both the RTPO and the NMDOT in determining which projects receive funding.

In coming years, NMDOT will program a significant portion of its federal funding by selecting projects based upon project evaluation criteria and prioritization processes. Projects will score highly when they positively contribute to NMDOT meeting its federally-mandated performance targets. (Please see the NMDOT Planning summary of MAP-21, FAST Act and Final Planning Rule for more information on the performance management and target requirements.) Additionally, the State of New Mexico’s Transportation Project Fund (non-federal funding) encourages applicants to utilize the NMDOT’s approved project feasibility form process.

Role of the RTP:

As part of the 2045 Plan planning process, each RTPO developed a Regional Transportation Plan (RTP) that is consistent with the statewide 2045 Plan and defines the specific goals of the RTPO region. Every transportation project in a region should be consistent with the related RTP; therefore, the RTIPR should be developed accordingly. If a project is not consistent with the applicable RTP, it should not be recommended for funding in the RTIPR. Further, the projects in the RTIPR should be ranked according to the regional project prioritization process that prioritizes projects based on the extent to which they meet the regional goals in the applicable RTP and the state goals in the 2045 Plan.

Role of the PFF:

All Tribal/Local Public Agency (T/LPA)-lead projects submitted for funding via the RTIPR must first complete the Project Feasibility Form (PFF) and be approved as “feasible” by the NMDOT District representative. This includes T/LPAs seeking funding from the New Mexico Transportation Project Fund. If approved, the project can be prioritized through the RTPO project prioritization process to appear on the RTIPR with its appropriate ranking. Projects that are not deemed feasible through the PFF process should not be rated and ranked and should not appear on the RTPO’s RTIPR.

There are several simple criteria’s that the PFF are evaluated against:

- (1) Project aligns with RTP goals and National Performance measures, and specifically will move the needle on measures and targets identified in the RTP and New Mexico Transportation Plan;
- (2) Project is functionally classified or qualifies for an FHWA program or NMDOT Transportation Project Funding;
- (3) Project is technically feasible, based on engineer review; and
- (4) Requesting entity has the capacity to take on or manage Federal or State funding.

NOTE: Submitting a PFF does not guarantee funding from any of these sources, and additional information will be required and in some cases a separate grant application may be needed.

Role of the Prioritization Process:

Based upon the regional goals articulated in the NMDOT RTP, and the statewide goals in the 2045 Plan, each RTPO will create a project prioritization process. This is the process that will be used to rate and rank the projects in each RTPO's RTIPR.

The standardized project prioritization process to score and rank projects included in the applicable RTIPR must be consistent with the NMDOT 2045 Long Range Multimodal Transportation Plan and each RTPO's RTP.

NOTE: The State of New Mexico has created its own "Transportation Project Fund" in order to support rural areas and smaller towns with the implementation of local and regional transportation priorities. The TPF was established due to the limitations of federal funding and functional classification requirements. These requirements reduce accessibility of funds for implementation of transportation priorities on local corridors. Projects targeting the New Mexico TPF are encouraged by the State to incorporate these into regular Regional Transportation Planning Organizations' call for projects processes as part of the bi-annual update of the Regional Transportation Improvement Program Recommendations list. The Northwest RTPO has developed a call for projects process that incorporates the TPF process to ensure seamless integration into the regional priority list. Transportation Project Fund applications due annually in May.

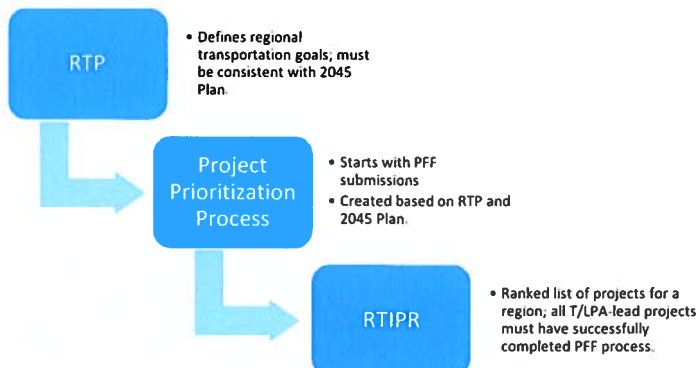
Role of the RTIPR:

The RTIPR should include both NMDOT-lead and T/LPA-lead projects.

The RTPOs will issue a call for projects according to their individual application cycles. Following submittal of all T/LPA projects (with an approved PFF) to the RTPO planner, the RTPO planner will coordinate a rating and ranking process with the RTPO board. The RTPO board will utilize the adopted criteria to rate and rank projects based on project characteristics and the extent to which they meet the articulated goals of the RTP and 2045 Plan. The resulting ranked list of projects is considered the RTIPR. The RTIPR is then submitted to the District and used for consideration by the state in developing the State Transportation Improvement Program (STIP). For the NWRTPO not all sections of the RTIPR are prioritized; in most cases for the biennial development of the RTIPR the only sections that are prioritized for each member government's top priority projects are the following sections: Roadway, Transportation Alternative Program (TAP), Recreational Trails Program (RTP), Highway Safety Improvement Program (HSIP), and N.M. Transportation Project Fund (TPF).

All projects on the RTIPR should be confirmed with the sponsoring agency on a bi-annual basis in coordination with NMDOT's call for Transportation Project Fund, RTP, TAP and other projects, to ensure that the sponsoring agency still wants to pursue funding for that project.

Simple Process Flowchart:



Northwest RTPO Prioritization Process:

The Prioritization Process is intended to assist local and tribal (T/LPA) entities, as well as the RTPO Policy & Technical Committee in aligning proposed projects with the established vision, mission and goals that are highlighted in the State and Regional Transportation Plans.

Projects which are proposed to be included in the RTPO's Regional Transportation Improvement Program Recommendations (RTIPR) will be evaluated and ranked based on data, studies and qualitative factors consistent with regional priorities and federal areas of emphasis.

The Prioritization Process is a tool developed that will be incorporated as part of the Northwest RTP Update at the recommendation of NMDOT following its review of the RTPO's decision-making processes. Project prioritization methodologies, and similar tools, are widely used in regional transportation and many other settings. These tools may differ in their complexity and their use of quantitative and qualitative evaluation, including cost-benefit analyses and numeric thresholds for measured standards. Our Prioritization Process is intended to be refined and recalibrated over time through its use and re-evaluation. In particular, as the data collection capacity of the RTPO grows, more numeric comparisons can be employed. Our Prioritization Process is intended to help formalize the review of projects, further align project selection with established goals, allow for flexibility in comparisons, and enhance the transparency of the decision-making process.

STEP 1: Project Feasibility Form

Projects will be submitted in response to this "Call for Transportation Projects" guidance and begin as Project Feasibility Forms (PFFs). PFFs will be submitted as per the timeline established in this Call for Transportation Projects guidance, and thence distributed to NMDOT, District staff, Regional Design staff, and RTPO staff for review. A mandatory PFF consultation meeting will be held with the RTPO local entities and NMDOT Districts 5 and 6 to discuss proposed projects and come to a go- or no-go decision by the District Engineer or his/her designee for retention in the RTIPR. RTPO staff will provide a PFF Consultation Report back to the entities outlining information including suggestions on alternative funding sources and technical assistance providers.

NOTE: There are 2 types of Project Feasibility Forms (PFFs) that will be utilized during the NWRTPO Call for Transportation Projects process. The first is the Federal Projects PFF, and the second is the Transportation Project Fund PFF. Both versions of the PFF can be found on the [NWRTPO webpage](#) on the Northwest New Mexico Council of Governments website.

STEP 2: Project Prospectus Form

Projects that are approved to move forward and are eligible for federal funding will need to submit a Project Prospectus Form (PPF) and other application documents depending on the funding program. These documents are again distributed to NMDOT, District staff, Regional Design staff, and RTPO staff for review, as well as RTPO members.

NOTE: TPF applications are not required to have Project Prospectus Forms as part of the application packet. Only projects eligible for federal funding are required to complete the PPF form.

STEP 3: Project Presentations

Entities will decide which projects they want to present for scoring. Project presentations are developed by each entity and are presented at the *November* monthly meeting. Entities can request assistance from

the RTPO staff to develop presentations. At this meeting, the RTPO Policy & Technical Committee members will evaluate each project and presentation, using a board approved scoring criteria.

STEP 4: RTIPR Approval Process

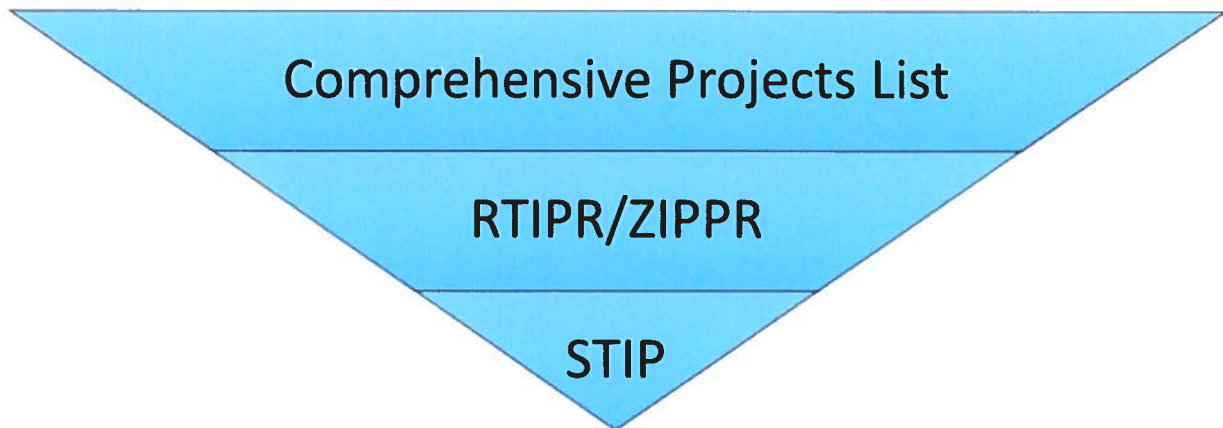
RTPO will collect evaluation forms and compile a ranking based on scores. This will be used to develop the RTIPR which will be presented to the RTPO Policy & Technical Committee in *January 2024*. RTPO members can discuss prioritization of projects, especially those that receive similar scores, and based on consensus members may make modifications to the ranking. Their discussion will be brought back in the form of a recommendation to the RTPO Policy & Technical Committee in *February 2024*. The RTIPR will then be presented for approval during this meeting.

STEP 5: ZIPPR:

Since our RTPO region overlaps with several different NMDOT Districts and RTPO regions, our staff works collaboratively with other RTPOs to create a unified RTIPR that then goes to the appropriate District office as a recommended list. This unified RTIPR will be developed then adopted in the spring of 2024.

STEP 6: Statewide Transportation Improvement Program (STIP) List

Upon approval of the RTIPR & ZIPPR, the lists are sent to NMDOT District offices for review and possible project inclusion into the Statewide Transportation Improvement Program (STIP). The STIP is a fiscally constrained list and projects will be proposed for inclusion as available funding permits.



PROGRAM	DESCRIPTION	EXAMPLES OF ELIGIBLE OPPORTUNITIES
RECURRING FEDERAL TRANSPORTATION PROGRAMS		
Bicycle, Pedestrian, Equestrian Program (BPE)	Provides development of bicycle, walking, and horse trails – often alongside traffic corridors	Bicycle lanes, multi-use trails, “share the road” roadway designations, bicycle facilities, etc. 
Federal Lands Access Program (FLAP)	Formerly known as Public Lands Highway, this program provides funding for projects that focus on access, mobility, safety, connectivity, economic development, and natural resource protection in Federal lands http://flh.fhwa.dot.gov/programs/flap/	Projects that mitigate a known safety issue; parking or rest areas; provision for pedestrians and bicycles; provides facilities for alternative modes; connects to additional routes serving Federal lands; operation and maintenance of transit facilities; or improves roadway surface and/or bridge condition(s).  
Federal Lands Transportation Program (FLTP)	The FLTP complements the Federal Lands Access Program. Where the Access Program provides funds for State and local roads that access the Federal estate, the FLTP focuses on the transportation infrastructure owned and maintained by Federal lands management agencies. http://flh.fhwa.dot.gov/programs/fltp/	
Highway Safety Improvement Program (HSIP)	Assists agencies with studying hazardous traffic conditions and funding stand-alone engineering type safety improvements to transportation facilities or non-construction traffic safety enforcement, education, or emergency medical services related programs to reduce risks of future severe crashes http://safety.fhwa.dot.gov/hsip/	Proposed road safety audits, site-specific safety projects, multi-location system wide safety projects, and/or transportation safety programs on state highways and bridges 
Long-Range, Federal Lands, and/or Tribal Transportation Planning & Studies	Provides funding for planning-related projects that emphasize long-range time frames	Long-range transportation planning, bicycle-pedestrian plans, corridor plans, or “complete streets” studies 
Transportation Alternative Program (TAP)	Formerly known as Transportation Enhancements, this program combines several funding programs and seeks projects that expand travel choices and improve the transportation experience for all users by integrating modes and improving the cultural, historic and environmental aspects of our transportation infrastructure http://www.fhwa.dot.gov/map21/guidance/guidetap.cfm	Planning, design, and construction of on-road and off-road trail facilities, construction of turnouts, overlooks, and viewing areas, historic preservation of transportation facilities, removal of outdoor advertising, recreation trail program projects, scenic byway program projects, and safe routes to school program projects, etc. 
Congestion Mitigation & Air Quality (CMAQ) Program	This program provides \$2.5 billion or more per year thru 2026 to reduce vehicle carbon emissions thru reduced traffic congestion, alternate vehicle propulsion, or transit	This program primarily relates to metropolitan areas.

PROGRAM	DESCRIPTION	EXAMPLES OF ELIGIBLE OPPORTUNITIES
Safe Routes to School Program (SRTS)	SRTS funding supports infrastructure development to create or improve safety features for school related traffic or pedestrians. <u>Now funded from TAP pool of funding.</u>	<p>Sidewalk improvements, traffic calming and speed reduction improvements, pedestrian and bicycle crossing improvements, on-street and off-street bicycle facilities, traffic diversion improvements, public awareness campaigns, traffic education and enforcement, student sessions on bicycle and pedestrian safety, and funding for training, volunteers, and managers of SRTS programs</p> 
Recreational Trails Program	Provides funding for motorized and non-motorized trails and supporting infrastructure. Currently, there is a separate program other than the TAP pool.	<p>Motorized vehicle parks and facilities, hiking trails, urban trails, joint use trails and facilities.</p> 
Federal Transit Administration Section 5310	Provides Federal funding for seniors and individuals to serve the transportation needs of elderly persons and persons with disabilities who reside in "small urban areas"	<p>Para-transit services, or flexible route bus services in small urban areas</p> 
Federal Transit Administration Section 5311	The rural program that is formula based and provides funding to states for the purpose of supporting public transportation in rural areas, with population of less than 50,000. Funding for capital, operating, and administrative expenses for public transportation projects that meet the needs of rural communities.	<p>Examples of eligible activities include capital projects; operating costs of equipment and facilities for use in public transportation; and the acquisition of public transportation services, including service agreements with private providers of public transportation services.</p> 
Special Studies	Additional studies not mentioned in other programs, such as special traffic studies	<p>Traffic studies, corridor studies, bicycle/pedestrian count studies, etc.</p> 
Roadways & Bridges	Projects that are determined to be functional classified can be prioritized through the STIP and receive funding	<p>Roadway improvements, lane expansion, widening, interchange development and bridge replacement.</p> 
Federal Aviation Admin. Airport Improvement Program	Provides grants to public agencies — and, in some cases, to private owners and entities -- for the planning and development of public-use airports that are included in the National Plan of Integrated Airport Systems (NPIAS). http://www.faa.gov/airports/aip/	
RECURRING STATE TRANSPORTATION PROGRAMS		
Transportation Project Fund	This fund from the State of New Mexico supports the state's rural areas / small towns for transportation projects which don't qualify for federal funding but represent priorities for economic / community growth.	This fund from the state supports local / regional transportation priorities for rural / small town areas.

PROGRAM	DESCRIPTION	EXAMPLES OF ELIGIBLE OPPORTUNITIES
BIPARTISAN INFRASTRUCTURE LAW (BIL) PROGRAMS		
RAISE Grant (Rebuilding American Infrastructure with Sustainability and Equity)	This federal funding source provides larger multi-million \$ amounts for big projects that have local and regional impact – a total of \$1.5 billion is available for 2023	Half of this funding goes to urban areas and half goes to rural areas; including \$15 million to areas of persistent poverty or historically disadvantage communities
Reconnecting Communities Program	This federal program is designed to mitigate transportation infrastructure that creates barriers to access, mobility or economic development due to grade separations, design factors or high speeds – etc.	This program provides technical assistance to address community transportation barriers with \$198 million available for planning or construction in 2023.
Railroad Crossing Elimination Program	This program provides \$500 million per year to eliminate at grade rail crossings through the use of a bridge or underpass – or providing other roadway options.	This program seeks to improve safety and mobility for the transport of people or products around railroad crossings. Eligible entities include states, tribes, communities, and MPO's.
Carbon Reduction Program	This program supports projects that reduce carbon emissions from transportation infrastructure or traffic alternatives, with \$1.258 billion available in 2023	The objective of this program is to reduce transportation emissions.
Bridge Formula Program	This program provides funding to replace, rehabilitate, preserve, protect, and construct highway bridges	This program provides \$5.5 billion per year thru 2026
Bridge Investment Program	This program provides \$12.5 billion to improve bridge and culvert condition, safety, efficiency, and reliability	Bridge replacement along locally owned corridors to increase accessibility for emergency services, school buses, and passenger vehicles.
Buses and Bus Facilities Program	This program provides over \$600 million a year to replace, rehabilitate or purchase new buses of public transit facilities.	
National Electric Vehicle Program	Appears this program provides up to \$1 billion a year thru 2026 to establish electric vehicle charging stations and provision of electric vehicle network infrastructure	
Safe Streets and Roads for All (SS4A)	\$1 billion a year thru 2026 for roadway safety improvement projects or developing a comprehensive safety action plan – to reduce death and serious injury.	
Surface Transportation Block Grant	Provides \$14+ billion a year thru 2026 for multimodal transportation development primarily in urban areas	
Tribal Transportation Program	Provides up to almost \$3 billion for tribal transportation projects	

NWRTPO Timeline

Call for Transportation Projects

February 2023 - March 2024

Task	Timeframe/Due Date	Responsible Party
<u>Calendar Year - 2023</u>		
Announcement of NMDOT Transportation Project Fund	January	NMDOT
RTPO approves and releases Call for Projects Guide	February 8 th	RTPO Staff & Members
Technical Assistance Contact the RTPO to set an appointment to get PFF assistance	Feb. 8 th – April 14 th	RTPO Staff
Project Feasibility Forms (PFF) Due on or before Must be submitted by appropriate RTPO Member	April 14 th	RTPO Members
PFF Review and set up Consultations	April 17 th – 28 th	RTPO Staff
Announcement of NMDOT TAP, RTP, CRP and CMAQ Programs	May	NMDOT
Mandatory Project Consultation Meetings between RTPO Member, Local Entity Representative/Official, RTPO staff, DOT Liaison, and District Staff. Meeting Report due 5 working days after.	May 1 st – May 5 th	All Agencies
◊ Based on decision and recommendation by District staff, RTPO Member will be directed to: <ul style="list-style-type: none"> • Prepare and submit a Project Prospectus Form (PPF) for inclusion and prioritization in the Regional Transportation Improvement Program Recommendations (RTIPR), or • Detail other options for projects and/or funding 	May 5 th forward	NMDOT & RTPO Staff
Technical Assistance and TPF Application Review Contact RTPO for TPF application assistance	May 8 th – 31 st	RTPO Staff & Members
Transportation Project Fund application deadline RTPO staff to submit TPF applications to NMDOT FTP website	May 31 st	RTPO Staff & NMDOT
Technical Assistance and PPF review Contact the RTPO for PPF assistance	June – August	RTPO Staff & Members
Project Prospectus Forms (PPF) due to RTPO	August 31 st	RTPO Members
Technical Assistance and TAP/RTP/CMAQ/CRP application review Contact the RTPO for application assistance	September – October	RTPO Staff & Members
TAP/RTP/CMAQ/CRP Applications Submission	October	RTPO Staff
Project Presentations and scoring by RTPO members	November 8 th	RTPO Staff & Members
Draft RTIPR	November – December	RTPO Staff
<u>Calendar Year - 2024</u>		
Final RTIPR is approved by NWRTPO Committee	January – February	RTPO Staff & Members
District 6 RTIPR (“zipper”) Meeting to finalize recommendations and priorities for inclusion into the NMDOT STIP - NMDOT Dist. 6 – 1919 Pinon Drive, Milan (including Catron and Sandoval Counties)	March 10 th	NMDOT & RTPO Staff

Eligible Entities for Transportation Funds

- Local & Tribal Governments
- Regional Transportation Authorities
- State & Federal Natural Resource or Public Land Agencies
- Transit Agencies
- School Districts, Local Education Agencies or Schools

Ineligible Entities

- Nonprofits as direct grant recipients. Nonprofits are eligible to partner with any eligible entity, if state or local requirements permit.
- Businesses & Individuals; though these may partner with an eligible entity project sponsor to carry out a project.

For municipal, County, and tribal government entities interested in applying for a project, please inform, coordinate, and involve the following Northwest Regional Transportation Planning Organization (NWRTPO) representatives for your respective jurisdiction. Other entities or individuals are encouraged to do the same. Below are the jurisdictions that the NWRTPO will be considering applications from for this “Call for Projects”. For more information, feel free to contact Robert Kuipers, RTPO Program Manager at (505) 722-4327 or rkuipers@nwnmcog.org

NWRTPO Members			
Entity	Member	Phone	Email
Cibola County	Edward Salazar	505-285-2570	Edward.Salazar@co.cibola.nm.us
	Judy Horacek	505-285-2557	jphoracek@co.cibola.nm.us
McKinley County	Rodney Skersick	505-722-2303	Rodney.Skersick@co.mckinley.nm.us
San Juan County	Nick Porell	505-334-4530	nporell@sjcounty.net
Gallup	Clyde Strain	505-863-1290	cstrain@gallupnm.gov
	Alicia Santiago		asantiago@gallupnm.gov
Grants	Don Jaramillo	505-287-7927	manager@grantsnm.gov
	Shannon Devine	505-290-3722	specialprojects@grantsnm.gov
Milan	Linda Cooke	505-285-6694	manager@villageofmilan.com
	Denise Baca		milanclerk@villageofmilan.com
Navajo Nation: Northern Agency	Edwin Begay	505-371-8312	ebegay@navajodot.org
	Margie Begay		mbegay@navajodot.org
Navajo Nation: Eastern Agency	Edwin Begay	505-371-8312	ebegay@navajodot.org
	Margie Begay	505-371-8312	mbegay@navajodot.org
Ramah Navajo	Dorothy Claw, Chair		DorothyClaw@ramahnavajo.org
Pueblo of Acoma	Dennis Felipe Jr., Vice-Chair	505-552-5139	
Pueblo of Laguna	Leonard Ludi	505-552-1201	lludi@pol-nsn.gov
Pueblo of Zuni	Royce Gchachu	505-782-7116	royce.gchachu@ashiwi.org
	Roxann Hughte		Roxann.Hughte@ashiwi.org

If you are located in the Farmington MSA (of the Cities Farmington, Bloomfield, and Aztec), please contact the Farmington MPO. Contact Information: (505) 599-1392)



T/LPA PROJECT FEASIBILITY FORM (PFF)

For assistance, contact Robert Kuipers, RTPO/MPO Planner, at (505) 722-4327 or rkuipers@nwnmcog.org

GENERAL INFORMATION

Preparation Date: _____

Project Title: _____

Requesting T/LPA: _____

Governing Body Approval:
YES __ NO __ PENDING __

Person in Responsible Charge: _____

Phone: _____

PROJECT DESCRIPTION

Project Type (Circle/boldface/underline all that apply):

ROADWAY **TRANSPORTATION ALTERNATIVE**

BRIDGE

SAFETY

OTHER

If you chose "OTHER" please clarify here:

Route Number and/or Street Name: _____

Project Termini: _____ Beginning Mile point ____ Ending Mile point ____

Total length of proposed project: _____

Project Phases to be included in request (Circle/boldface/underline all that apply):

PRELIMINARY ENGINEERING

CONSTRUCTION

CONSTRUCTION MANAGEMENT & TESTING

PLANNING FACTORS

National Planning Factors

Goals to be addressed (circle/boldface/underline all that apply):

*Support Economic Vitality | Increase Safety for Motorized and Non-Motorized Users |
Increase Security for Motorized and Non-Motorized Users | Increase Accessibility and Mobility for People and
Freight | Protect and Enhance Environment, Energy Conservation, Quality of Life |
Enhance Integration and Connectivity | Promote System Management and Operation |
Emphasize System Preservation | Enhance Travel and Tourism |
Improve System Resiliency, Reliability and Reduce or Mitigate Stormwater Impacts*

Justification of how this project meets or addresses the goals circled above (use additional pages if necessary):

Begin typing here. Box will expand as needed.

New Mexico Climate Change Goals

Goals to be addressed (circle/boldface/underline all that apply):

Please describe how this project addresses the goals selected above (use additional pages if necessary):

Begin typing here. Box will expand as needed.

PROJECT COSTS

Column A			Column B	
If project is <u>not</u> phased, complete column A only.			Total Phases No. (1, 2, 3, I, II, III, etc.):	
If project is phased, list the amount of funding being currently requested in Column A and complete Column B.			The amount below represents the cost of the entire project and will be greater than Column A.	
Project Cost: \$			Total Project Cost: \$	
Percentage Estimates:			Phased projects are usually large and divided into parts or phases. If you wish to supply any additional information, list comments here:	
Total Local Match	%	\$		
Total Federal Share	%	\$		
	100%			

DISTRICT REVIEW:

By:	Date:	Recommended:	Yes	No
T/LPA REVIEW:				
By:	Date:	Recommended:	Yes	No

Type district comments here. Box will expand as needed.

Topics to discuss during PFF meetings:

- Is the Tribal/Local Public Agency (T/LPA) familiar with the NMDOT T/LPA Handbook? Has the person in responsible charge attended one of the T/LPA Handbook trainings?
- The Americans with Disabilities Act of 1990 requires public agencies with more than 50 employees to create a transition plan to achieve program accessibility requirements. (Except tribal entities)
 - Does the LPA have an approved plan on file with the NMDOT?
 - If the LPA has fewer than 50 employees, has NMDOT received an official letter listing employee names and positions (to include part time employees but not elected officials)?
 - If the LPA has fewer than 50 employees, has NMDOT received an official letter listing employee names and positions (to include part time employees but not elected officials)?

- LPAs with fewer than 50 employees still need an ADA policy. Does the LPA have an ADA policy?
- Does the LPA have an approved Title VI plan on file with the NMDOT? (Tribal entities are not required to have a Title VI plan).
- Is this project included in any other planning documents? (Comprehensive Plan, ICIP, etc.)
- Is the project within NMDOT ROW? If so, does the district support the project?
 - Are agreements necessary for maintenance and operations? (Lighting agreements, landscaping, etc.)
- Is there a need for proprietary items or brand-specific items on this project? If so, Public Interest Finding/certification is required and should be discussed.
- Does the T/LPA have the minimum match required for the project? Is the T/LPA using in kind match: entity furnished items/labor/materials/equipment? This needs to be approved up front and written into the agreement.
- The T/LPA needs to understand the reimbursement process and be prepared to pay all costs up front. The T/LPA must follow district instructions for submitting invoices for reimbursement.
 - Does the T/LPA have the capability to pay all costs up front?
 - Does the T/LPA have the capability to adhere to 90 day project closeout process?
- Certified testing is required during construction and is eligible for reimbursement.
 - Has the T/LPA included funding for testing in the consultant management estimate above or does the T/LPA have certified employees that can provide materials testing?
- Does the T/LPA know the Buy America requirements for steel and iron?
 - **NOT the same as Buy American, this is not reimbursable or allowed on federal projects**
- The T/LPA must follow the NMDOT specifications as outlined in the “Specs for Highway and Bridge Construction” unless the appropriate NMDOT Design Center grants permission prior to design for the T/LPA to use other specs.
- Does the T/LPA have maintenance and operations costs accounted for?
- Does the T/LPA have a good track record for responsible use/tracking of federal funds? Have they met closeout deadlines? Have they successfully completed other federally funded projects in a timely manner?
- Has the T/LPA had any issues with design/construction in the past?
- Does the T/LPA have major audit findings that would prevent them from being a responsible fiscal agent?

GENERAL INFORMATION

Preparation Date: _____

Project Title: _____

Requesting T/LPA: _____
(Applicant)

Is there an approved Governing Body resolution for this application

☐ YES ☐ NO ☐ PENDING If pending, date expected _____

Responsible Charge

Name: _____

Phone: _____

Title: _____

Email: _____

PROJECT DESCRIPTION

Project Type (Check all that apply):

☐ ROADWAY ☐ BRIDGE ☐ SAFETY ☐ PLANNING/DESIGN ☐ OTHER

If you chose "OTHER" please clarify here: _____

Project Scope: _____

Is the request to address a bridge on the NMDOT's Local Bridge Priority List for Replacement/Rehabilitation?

☐ NO ☐ YES If yes, please indicate bridge #: _____

Is the request to continue or advance a phase of a previous project?

☐ NO ☐ YES If yes, please indicate funding sources and scope of previous phase below.

Funding Source: _____

Previous Phase Project Scope: _____

Completion Date of Previous Phase: _____

Current Phase being requested: _____

Project Location

Route Number and/or Street Name: _____

Project Termini:

Beginning Mile point and/or intersection: _____

Ending Mile point and/or intersection: _____

Total length of proposed project: _____

NOTE: A local government project that is located in full or in part within a department right-of-way or NHS route must be administered in accordance with the "Tribal/Local Public Agency Handbook".

A local government project that ties into, connects or crosses a department right-of-way or an NHS route, or when the project may have an effect on existing improvements within department rights-of-way, requires the approval of the department.

Is the project located in full or in part within a department right-of-way or NHS route?

☐ NO ☐ YES If yes, the project must be administered in accordance with the Tribal/Local Public Agency Handbook and follow all requirements and procedures.

Does the project tie into, connect or cross a department right-of-way or an NHS route, or will the project have an effect on existing improvements within a NMDOT right-of-way? "Letter of Approval" from the NMDOT District Engineer?

☐ NO ☐ YES If yes, a "Letter of Approval" is required from the NMDOT District Engineer.

Will the project impact known environmental and/or cultural resources?

☐ NO ☐ YES If yes, please clarify _____

Is this project tied to any past or future federal funding?

☐ NO ☐ YES If yes, please identify _____

☐ NO ☐ YES Does the Local Entity intend to apply for Match Waiver Funding?

Project Phases to be included in request (Check all that apply):

☐ *PLANNING*

☐ *PRELIMINARY ENGINEERING/DESIGN*

☐ *CONSTRUCTION*

☐ *CONSTRUCTION MANAGEMENT & TESTING*

☐ *RIGHT OF WAY ACQUISITION**

* Projects that are for ROW acquisition will need to follow NMDOT ROW acquisition requirements if the entity intends to utilize federal funding in any subsequent project phase.

PROJECT COSTS:

Column A (Not Phased)			Column B (Phased)
If project is not phased, complete column A only.			Total Phases No. (1, 2, 3, I, II, III, etc.):
If project is phased, list the amount of funding being currently requested in Column A and complete Column B.			The amount below represents the cost of the entire project and will be greater than Column A.
			Total Project Cost: \$
Percentage Estimates:			Phased projects are usually large and divided into parts or phases. Please clarify how the requested project funding relates to the total overall project. Identify future phases and estimated costs.
Total Local Match	5%	\$	
Total State Share	95%	\$	
Total cost	100%	\$	

T/LPA REVIEW:

By:	Date:	Recommended:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
NMDOT DISTRICT REVIEW:				
By:	Date:	Recommended:	<input type="checkbox"/> Yes	<input type="checkbox"/> No

NMDOT District comments.NMDOT Environmental Bureau comments.

Topics to discuss during all PFF meetings:

- Is this project included in any other planning documents? (Comprehensive Plan, ICIP, etc.)
- Does the T/LPA have the minimum match required for the project? If not, does the T/LPA intend to apply for a match waiver?
- Does the T/LPA have a good track record for responsible use/tracking of state funds? Have they met closeout deadlines? Have they successfully completed other state funded projects in a timely manner?
- Has the T/LPA had any issues with design/construction in the past?
- Does the T/LPA have major audit findings that would prevent them from being a responsible fiscal agent?

Additional topics to discuss during PFF meetings ONLY if project is on or intersects with an NMDOT or NHS route:

- Is the Tribal/Local Public Agency (T/LPA) familiar with the NMDOT T/LPA Handbook? Has the person in responsible charge attended one of the T/LPA Handbook trainings?
- Is the project within NMDOT ROW? If so, does the district support the project?
 - Are agreements necessary for maintenance and operations? (Lighting agreements, landscaping, etc.)
- The T/LPA must follow the NMDOT specifications as outlined in the "Specs for Highway and Bridge Construction" unless the appropriate NMDOT Design Center grants permission prior to design for the T/LPA to use other specs.

Mandatory Project Consultation Meetings

Guidance:

- RTPO Members: As usual we will be setting up mandatory PFF consultation meetings between May 1 – 5. For McKinley and Cibola County member governments this will involve DOT District 6; for San Juan County member governments this will involve DOT District 5.
- For this reason, we have set the deadline for PFF submissions at March 10; **member governments must submit new PFF's for both: a) unfunded projects that are already in our current RTIPR that our members wish to retain in the new RTIPR; and b) new projects that our members wish to propose.**
- These consultation meetings will include RTPO Members representing the interests of their respective governments, RTPO staff, our DOT Liaison, and our DOT District staff.
- Discussion will center on reviewing PFF project proposals; determining which projects qualify to move forward with PFF's for the new RTIPR, and for projects that are rejected to move forward, discussion on a) other funding options, or b) necessary edits to help them qualify.
- RTPO staff will provide a meeting report due five working days after these meetings.
- Reminding our RTPO members that 2024 Transportation Project Fund full application proposals deadline for submission to the NMDOT FTP website is on (or preferably before) May 31, 2023. Full application packages should include:
 - Cover letter including a) brief overview of project; b) whether a hardship match waiver will be requested (5%); c) the timeframe for spending down the grant funds (project readiness); d) verification that the funding requested is enough to complete the phase or full project; e) whether the project is i) located within local ROW and does not include federal funds; or ii) located within NMDOT ROW; is a NHS route; and/or may include federal funds.
 - Project falls in the following categories: a) environmental or other studies; b) planning; c) design; d) construction; e) acquisition or Right of Way is needed
 - Project Feasibility Form (PFF) signed by local leader or DOT District representative
 - Resolution of Sponsorship from local governing body indicating availability of 5% local match; or a letter from the local govt. chief executive indicating availability of 5% match.
 - Map of project location including mileposts
 - If local govt. does not own ROW – a letter of support from ROW owners. Letter of support from DOT District if the project is fully or partially within NMDOT ROW.
- I'm not sure if this is still the proper link to the NMDOT FTP website:
https://grader.dot.nm.gov/public/folder/N5NIRHkt_QqwNqY6lk0fdg/FY23%20TPF%20Application

COG RTPO staff will follow up with NMDOT regarding this link and timeline



NWRTPO

T/LPA PROJECT FEASIBILITY FORM (PFF)

For assistance, contact Robert Kuipers, RTPO/MPO Planner, at (505) 722-4327 or rkuipers@nwnmcog.org

GENERAL INFORMATION

Preparation Date: _____

Project Title: _____

Requesting T/LPA: _____

Governing Body Approval:
YES ___ NO ___ PENDING ___

Person in Responsible Charge: _____

Phone: _____

PROJECT DESCRIPTION

Project Type (Circle/boldface/underline all that apply):

ROADWAY TRANSPORTATION ALTERNATIVE BRIDGE SAFETY OTHER

If you chose "OTHER" please clarify here:

Route Number and/or Street Name: _____

Project Termini: _____ Beginning Mile point ____ Ending Mile point ____

Total length of proposed project: _____

Project Phases to be included in request (Circle/boldface/underline all that apply):

PRELIMINARY ENGINEERING CONSTRUCTION CONSTRUCTION MANAGEMENT & TESTING

PLANNING FACTORS

National Planning Factors

Goals to be addressed (circle/boldface/underline all that apply):

*Support Economic Vitality | Increase Safety for Motorized and Non-Motorized Users |
Increase Security for Motorized and Non-Motorized Users | Increase Accessibility and Mobility for People and
Freight | Protect and Enhance Environment, Energy Conservation, Quality of Life |
Enhance Integration and Connectivity | Promote System Management and Operation |
Emphasize System Preservation | Enhance Travel and Tourism |
Improve System Resiliency, Reliability and Reduce or Mitigate Stormwater Impacts*

Justification of how this project meets or addresses the goals circled above (use additional pages if necessary):

Begin typing here. Box will expand as needed.

New Mexico Climate Change Goals

Goals to be addressed (circle/boldface/underline all that apply):

*Reduction in Greenhouse Gas (GHG) emissions | Reduction in Vehicle Miles Traveled (VMT) |
Increased Adoption of Cleaner Vehicles*

Please describe how this project addresses the goals selected above (use additional pages if necessary):

Begin typing here. Box will expand as needed.

PROJECT COSTS

Column A			Column B
If project is <u>not</u> phased, complete column A only. If project is phased, list the amount of funding being currently requested in Column A and complete Column B.			Total Phases No. (1, 2, 3, I, II, III, etc.):
			The amount below represents the cost of the entire project and will be greater than Column A.
Project Cost: \$			Total Project Cost: \$
Percentage Estimates:			Phased projects are usually large and divided into parts or phases. If you wish to supply any additional information, list comments here:
Total Local Match	%	\$	
Total Federal Share	%	\$	
	100%		

DISTRICT REVIEW:				
By:	Date:	Recommended:	Yes	No
T/LPA REVIEW:				
By:	Date:	Recommended:	Yes	No

Type district comments here. Box will expand as needed.

Topics to discuss during PFF meetings:

- Is the Tribal/Local Public Agency (T/LPA) familiar with the NMDOT T/LPA Handbook? Has the person in responsible charge attended one of the T/LPA Handbook trainings?
- The Americans with Disabilities Act of 1990 requires public agencies with more than 50 employees to create a transition plan to achieve program accessibility requirements. (Except tribal entities)
 - Does the LPA have an approved plan on file with the NMDOT?

- If the LPA has fewer than 50 employees, has NMDOT received an official letter listing employee names and positions (to include part time employees but not elected officials)?
 - LPAs with fewer than 50 employees still need an ADA policy. Does the LPA have an ADA policy?
- Does the LPA have an approved Title VI plan on file with the NMDOT? (Tribal entities are not required to have a Title VI plan).
- Is this project included in any other planning documents? (Comprehensive Plan, ICIP, etc.)
- Is the project within NMDOT ROW? If so, does the district support the project?
 - Are agreements necessary for maintenance and operations? (Lighting agreements, landscaping, etc.)
- Is there a need for proprietary items or brand-specific items on this project? If so, Public Interest Finding/certification is required and should be discussed.
- Does the T/LPA have the minimum match required for the project? Is the T/LPA using in kind match: entity furnished items/labor/materials/equipment? This needs to be approved up front and written into the agreement.
- The T/LPA needs to understand the reimbursement process and be prepared to pay all costs up front. The T/LPA must follow district instructions for submitting invoices for reimbursement.
 - Does the T/LPA have the capability to pay all costs up front?
 - Does the T/LPA have the capability to adhere to 90 day project closeout process?
- Certified testing is required during construction and is eligible for reimbursement.
 - Has the T/LPA included funding for testing in the consultant management estimate above or does the T/LPA have certified employees that can provide materials testing?
- Does the T/LPA know the Buy America requirements for steel and iron?
 - **NOT the same as Buy American, this is not reimbursable or allowed on federal projects**
- The T/LPA must follow the NMDOT specifications as outlined in the “Specs for Highway and Bridge Construction” unless the appropriate NMDOT Design Center grants permission prior to design for the T/LPA to use other specs.
- Does the T/LPA have maintenance and operations costs accounted for?

- Does the T/LPA have a good track record for responsible use/tracking of federal funds? Have they met closeout deadlines? Have they successfully completed other federally funded projects in a timely manner?
- Has the T/LPA had any issues with design/construction in the past?
- Does the T/LPA have major audit findings that would prevent them from being a responsible fiscal agent?

**TRANSPORTATION PROJECT FUND
PROJECT FEASIBILITY FORM (PFF)
MPO/RTPO: _____**

GENERAL INFORMATION

Preparation Date: _____ **Project Title:** _____

Requesting T/LPA: _____ **Is there an approved Governing Body resolution for this application**
(Applicant) YES ___ NO ___ PENDING ___

Responsible Charge
Name: _____ **Phone:** _____

Title: _____ **Email:** _____

PROJECT DESCRIPTION

Project Type (Circle/boldface/underline all that apply):
ROADWAY BRIDGE SAFETY PLANNING/DESIGN OTHER

If you chose "OTHER" please clarify here: _____

Project Scope: _____

Is the request to address a bridge on the NMDOT's Local Bridge Priority List for Replacement/Rehabilitation?
NO ___ YES ___ If yes, please indicate bridge #: _____

Is the request to continue or advance a phase of a previous project?
NO ___ YES ___ If yes, please indicate funding sources and scope of previous phase below.

Funding Source: _____

Previous Phase Project Scope: _____

Completion Date of Previous Phase: _____

Current Phase being requested: _____

Project Location

Route Number and/or Street Name: _____

Project Termini:

Beginning Mile point and/or intersection: _____

Ending Mile point and/or intersection: _____

Total length of proposed project: _____

NOTE: A local government project that is located in full or in part within a department right-of-way or NHS route must be administered in accordance with the "Tribal/Local Public Agency Handbook".

A local government project that ties into, connects or crosses a department right-of-way or an NHS route, or when the project may have an effect on existing improvements within department rights-of-way, requires the approval of the department.

Is the project located in full or in part within a department right-of-way or NHS route?

NO ___ YES ___ If yes, the project must be administered in accordance with the Tribal/Local Public Agency Handbook and follow all requirements and procedures.

Does the project tie into, connect or cross a department right-of-way or an NHS route, or will the project have an effect on existing improvements within a NMDOT right-of-way? "Letter of Approval" from the NMDOT District Engineer?

NO ___ YES ___ If yes, a "Letter of Approval" is required from the NMDOT District Engineer.

Will the project impact known environmental and/or cultural resources?

YES ___ NO ___ If yes, please clarify _____

Is this project tied to any past or future federal funding?

YES ___ NO ___ If yes, please identify _____

Project Phases to be included in request (Circle/boldface/underline all that apply):

PLANNING

PRELIMINARY ENGINEERING/DESIGN

CONSTRUCTION

CONSTRUCTION MANAGEMENT & TESTING

*RIGHT OF WAY ACQUISITION**

* Projects that are for ROW acquisition will need to follow NMDOT ROW acquisition requirements if the entity intends to utilize federal funding in any subsequent project phase.

PROJECT COSTS:

Column A			Column B
If project is <u>not</u> phased, complete column A only.			Total Phases No. (1, 2, 3, I, II, III, etc.):
If project is phased, list the amount of funding being currently requested in Column A and complete Column B.			The amount below represents the cost of the entire project and will be greater than Column A.
Requested Cost \$			Total Project Cost: \$
Percentage Estimates:			Phased projects are usually large and divided into parts or phases. Please clarify how the requested project funding relates to the total overall project. Identify future phases and estimated costs.
Total Local Match	%	\$	
Total State Share	%	\$	
	100%		

T/LPA REVIEW:				
By:	Date:	Recommended:	Yes	No
NMDOT DISTRICT REVIEW:				
By:	Date:	Recommended:	Yes	No

NMDOT District comments.

NMDOT Environmental Bureau comments.

Topics to discuss during all PFF meetings:

- Is this project included in any other planning documents? (Comprehensive Plan, ICIP, etc.)
- Does the T/LPA have the minimum match required for the project? If not, does the T/LPA intend to apply for a match waiver?
- Does the T/LPA have a good track record for responsible use/tracking of state funds? Have they met closeout deadlines? Have they successfully completed other state funded projects in a timely manner?
- Has the T/LPA had any issues with design/construction in the past?

- Does the T/LPA have major audit findings that would prevent them from being a responsible fiscal agent?

Additional topics to discuss during PFF meetings ONLY if project is on or intersects with an NMDOT or NHS route:

- Is the Tribal/Local Public Agency (T/LPA) familiar with the NMDOT T/LPA Handbook? Has the person in responsible charge attended one of the T/LPA Handbook trainings?
- Is the project within NMDOT ROW? If so, does the district support the project?
 - Are agreements necessary for maintenance and operations? (Lighting agreements, landscaping, etc.)
- The T/LPA must follow the NMDOT specifications as outlined in the “Specs for Highway and Bridge Construction” unless the appropriate NMDOT Design Center grants permission prior to design for the T/LPA to use other specs.



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Northwest Regional Transportation Planning Organization (NWRTPO)

Agenda Item #VII: Reports, Updates & Announcements

Subject: Discussion / Presentation Items

Prepared by: Robert Kuipers, NWRTPO

Date: 2/27/23

BACKGROUND

- **Why?** Update RTPO members on news, training, funding, and other items of special interest
- **Purpose.** Keep RTPO members up to date on critical information from NWRTPO and NMDOT sources

Informational Items

Regional News & Updates

- RTPO Monthly Report and Staff hours for February, 2023
- Member Reports

Member Special Reports:

- None this meeting

NMDOT Reports:

- G to G Liaison: Neala Krueger
- Tribal Liaison: Ron Shutiva
- District 6: Bill Santiago & staff; District 5: James Mexia or Amanda Nino

News, Training & Funding Opportunities:

- FHWA Planning, Environment & Realty Reports: 1/26/23 (Winter 2023 Research Review), 2/9/23 (Human Environ. Digest),
- NMDOT Govt. to Govt. Update: 1/17/23, 1/23/23, 1/27/23
- AASHTO Publications: none
- NMDOT / UNM-LTAP: Provides a very robust collection of training opportunities – staff forward news to members as it comes out from this source – reference at ltap.unm.edu – **Online courses notice** forwarded to members as LTAP emails come in.
- Title VI Training is available to MPO's and RTPO's from Lisa Neie – Civil Rights Manager for FHWA New Mexico. These trainings can be customized to address member concerns and issues for their regions, if provided to her in advance.
- Email Change Notice from NMDOT: All NMDOT staff emails have changed from @state.nm.us to @dot.nm.gov
- USDOT Webinar: Upcoming DOT Discretionary Grant Opportunities – 2/8/23
- Pedestrian Safety Training: 1/18/23, 2/22/23, 3/15/23 – three sessions – 12/15/22
- RAISE Grant Guidance – Rural & Tribal Communities: 1/20/23
- USDA Seeks Applications to Improve Rural Transportation Systems: 1/20/23
- FHWA Value Capture Webinar: Feb. 9 – emailed to members 1/26/23
- USDOT Discretionary Grant Opportunities: 2/2/23
- NMDOT Public Entity Sale: 2/6/23
- LGRF presentation from Bill Santiago: (presented at 2/8/23 RTPO meeting) 2/9/23
- Rt.66 Improvements mp 11-27: 2/14/23
- USDOT Discretionary Grant Opportunities: 2/17/22
- E.V. Charging Minimum Standards Webinar: 2/17/23
- New Mexico & Alaska State Walking College: 2/24/23
- More Funding Opportunities – "CDS": 2/27/23
- National Transportation Statistics Update: Bureau of Transportation Statistics – 2/28/23

Members please note: none of these documents will be included in the full meeting package due to the physical size and the electronic megabyte size going forward – all of the cited documents have already been emailed in advance of the RTPO monthly meeting to our NWRTPO members. Some of the citations are ongoing from month to month regarding ongoing training or funding opportunities.



NWRTPO | Northwest Regional Transportation Planning Organization

Monthly Report – February 2023

- A. 2023-2024 NWRTPO RTIPR Update:** This past year (FFY2021 – 2022) the NWRTPO executed a full Call for Projects which extended from April, 2021 thru March 2022. RTPO members submitted 53 project PFF's and PPF's for our 2021 – 2022 RTIPR update, 49 of which were presented and reviewed by DOT District 6 staff on June 29-30; 4 projects for Northern Navajo were reviewed by DOT District 5. The 2022 RTIPR has a total of \$175,686,550.00 for Roadway, Bridge, Planning, TAP, RTP, FLAP, HSIP, TPF and Transit projects. **The 2023 NWRTPO RTIPR Call for Projects Update is commencing this month – February, 2023 to give our members a head-start; we are encouraging our members to consider and commence developing their priorities for the 2024 round of Transportation Project Fund (TPF) opportunity – full applications due May 31; the 2023-2024 Call for Projects will be completed in March of 2024, with the DOT Dist. 5 & 6 RTIP's.**
- B. NMDOT Transportation Project Fund:** A new 2023 TPF call for projects was issued with a deadline of May 31, 2022 for project submissions, staff have cited eight (8) projects proposed from seven (7) of our member governments in our 2022 RTIPR. On August 18, 2022 the NM Transportation Commission awarded seven (7) proposed projects from the NWRTPO, and three (3) projects from the Farmington MPO at a total of \$19,747,334 for our three county region.
- C. MAP funding:** City of Grants is executing their turn to pursue 2024 Municipal Arterial Funding – due March 15.
- D. GIS Data Gathering, Trails Development, Mapping and Compiling Work:** COG staff Carrie House continues to provide technical assistance and GIS mapping for development of 200 new miles of recreational trails in the Zuni Mountains in McKinley and Cibola Counties during FFY18 – FFY22; and continues contributing GIS mapping for regional transportation infrastructure. The NWCOG was the only New Mexico recipient of a NADO Impact Award for the ongoing development of 200 miles of recreational trails in the Zuni Mountains of McKinley and Cibola Counties. The Navajo Nation will soon be developing 80 miles of recreational trails in the Chuska Mountain range, complimenting the rec. trails being developed in the Zuni Mtns. The Pueblo of Laguna is developing bike and pedestrian trails connecting all six of their Pueblo Villages.
- E. Trail of the Ancients Scenic Byway is Nationally Designated:** President Trump signed the “Reviving America’s Scenic Byways Act of 2019” into law re-establishing the Scenic Byway Program. This provided the NWRTPO the opportunity to undertake a demanding process to pursue national designation for parts of our New Mexico TOA byway portion. RTPO and COG staff submitted the 2020 application for national designation for portions of our New Mexico Trail of the Ancients Scenic Byway. The entire TOA byway corridor is shared by Counties in the 4-Corners region of Utah, Arizona, New Mexico and Colorado; the Utah and Colorado corridors are already nationally designated. **We received news that major portions of our New Mexico corridor are now designated as a National Byway corridor!** With the return of the federal Scenic Byway Program after a multi-year period when the program went away, **we are reconstructing the TOA Byway Council for New Mexico, and undertaking the challenging responsibility shared by participating counties to monitor and improve the national corridor, along with stronger participation in funding the byway, in collaboration with NMDOT staff. Staff submitted an application to update our Corridor Management Plan as the first rendition was done in November, 2008. This was recently awarded for funding in 2024.**
- F. Major Funding from Federal Sources:** The Federal Govt. and USDOT is providing funding for transportation development in billions of dollars – far beyond anything we’ve ever seen before, in some cases with short application timeframes. Members are encouraged to become familiar with these opportunities and take advantage of them.
- G. News, Training and Funding Opportunities:** The following training and funding opportunities have recently emerged:
- FHWA Planning, Environment & Realty Reports: 1/25/23
 - NMDOT Govt. to Govt. Update: 1/17/23, 1/23/23
 - AASHTO Publications: none
 - NMDOT / UNM-LTAP: Provides a very robust collection of training opportunities – staff forward news to members as it comes out from this source – reference at ltap.unm.edu – Online courses notice forwarded to members as LTAP emails come in.
 - Title VI Training is available to MPO's and RTPO's from Lisa Neie – Civil Rights Manager for FHWA New Mexico. These trainings can be customized to address member concerns and issues for their regions, if provided to her in advance.
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 - More Funding Opportunities – “CDS”: 2/27/23
 - National Transportation Statistics Update: Bureau of Transportation Statistics – 2/28/23

RTPO APER Budgeted Staff Hours Summary FFY2023

February Monthly Report											
Function	Budgeted Hours	Q1	Jan. 22	Feb. 22	Mar-22	Q2	Q3	Q4	Total Actual hours	Balance	Percentage budgeted differs from actuals*
1	325	67.00	7.00	15.00	0.00	22.00	0.00	0.00	89.00	236.00	-72.62%
2	75	1.50	2.00	10.00	0.00	12.00	0.00	0.00	13.50	61.50	-82.00%
3	600	78.00	61.00	35.50	0.00	96.50	0.00	0.00	174.50	425.50	-70.92%
4	300	24.00	8.00	37.50	0.00	45.50	0.00	0.00	69.50	230.50	-76.83%
5	425	88.50	42.00	51.50	0.00	93.50	0.00	0.00	182.00	243.00	-57.18%
6	375	102.00	39.50	13.00	0.00	52.50	0.00	0.00	154.50	220.50	-58.80%
TOTAL	2100	361.00	159.50	162.50	0.00	322.00	0.00	0.00	683.00	1417.00	-67.48%
*if budgeted hours differ from actual hours by more than 20% in any function, provide a narrative explanation below											

Public Notice

May 2022 – April 2023

The Northwest Regional Transportation Planning Organization (NWRTPO) Committee is scheduled to meet as follows. All meetings are open and accessible to the public, as well as virtually offered using Microsoft Teams application. All information is available and updated at: <http://www.nwnmcog.com/rtpo-meetings.html>

Please Note: At the time of publication all tribal locations indicated by * below remain closed to the public due to pandemic.

Wednesday, May 11, 2022 @ Grants Public Library, 1101 N. First Street, Grants, NM

Wednesday, June 8, 2022 @ Gallup Eastside Fire Station, 3700 Churchrock Street, Gallup, NM

Wednesday, July 13, 2022 @ San Juan County Fire Operations Center, 209 South Oliver Drive, Aztec, NM

Wednesday, August 10, 2022 @ NWNM Council of Governments, 106 West Aztec, Gallup, NM

Wednesday, September 14, 2022 @ Cibola County Management Office, 700 E. Roosevelt Ave., Grants, NM

* Wednesday, October 12, 2022 – @ Laguna Public Works Department, I-40 Exit 114 to NM124 Roundabout, then east on Old US66, then left on L55 Rodeo Road, north to first parking lot, Pueblo of Laguna, NM

Wednesday, November 9, 2022 @ McKinley County Office of Emergency Management, 2221 Boyd Ave., Gallup, NM

* Wednesday, December 14, 2022 @ Ramah Navajo Chapter, 434 BIA Rt. 125, Pine Hill, NM
(MP 4.2 south on BIA Rt. 125 from NM53 intersection in Mountain View)

* Wednesday, January 11, 2023 @ Pueblo of Acoma Tribal Auditorium, 33 Pinsbaari Drive, Acoma, NM

* Wednesday, February 8, 2023 @ Ashiwi College & Career Center, 67 Rt. 301 North – off Hwy. 53, Zuni, NM

Wednesday, March 8, 2023 @ NM Department of Transportation District 6 Office, 1919 Pinon Drive, Milan, NM

Wednesday, April 12, 2023 @ Milan Parks & Recreation Office, 409 Airport Road, Milan, NM

Hybrid Meetings can be joined directly or virtually on Microsoft Teams application – contact us for link.

Meetings are scheduled to begin at 10:00am and end when all business is concluded.

The purpose of these meetings is to review, discuss, and take any needed action on transportation issues of importance to the region, which includes Cibola, McKinley, and San Juan Counties. Attendance is welcome from all city, county and tribal governments and stakeholders within the northwest region. Interested citizens are welcome to attend.

For additional information, please contact: RTPO Program Manager Robert Kuipers at Northwest New Mexico Council of Governments, 106 West Aztec, Gallup, NM 87301. Phone: (505) 722-4327

Pursuant to the Americans With Disabilities Act of 1990 and Title VI of the Civil Rights Act of 1964, unless compelling reasons dictate otherwise, public meetings and hearings conducted by the RTPO in conjunction with the NMDOT will be held in accessible buildings and are open to the public. Given reasonable notice, interpreters and readers will be available to the hearing and visually impaired, and to those with limited English proficiency. Contact ADA Coordinator, Charles E. Trujillo or current staffer, at NMDOT (505) 470-6739.