



a program of

NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

Northwest Regional Transportation Planning Organization (NWRTPO)

AGENDA PACKET

RTPO Technical/Policy Committee Meeting

Wednesday, September 8, 2021

10:00AM – 2:00PM

Virtual Meeting via MS Teams





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NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

Northwest Regional Transportation Planning Organization (NWRTPO)

RTPO Joint Technical & Policy Committee Meeting

Wednesday, September 8, 2021

10:00 am

Virtual Meeting – Microsoft Teams

AGENDA

ROUTINE ITEMS:

Item #	Item	Presenter
I.	Call to Order and Introductions	Dave Deutsawe, Chairman
II.	Action: Approve Agenda	Dave Deutsawe
III.	Action: Approve Minutes – August 11, 2021 meeting	Dave Deutsawe

ACTION ITEMS: None this meeting

DISCUSSION ITEMS:

Item #	Item	Presenter
IV.	Review and Discuss: Staff to distribute Annual Member Survey	Robert Kuipers
V.	Regional Transportation Plan Review	Robert Kuipers
VI.	Transportation Project Fund – status of 2019 projects reports	Robert Kuipers-reports from members
VII.	Update: Project Prospectus Forms (PPF's) due September 10 (extension possible) – TAP/RTP packages due to R. Kuipers October 1; due for submission to NMDOT Oct. 29	Robert Kuipers

REPORTS: (10-minute limit)

Please submit Written Reports for inclusion in minutes

RTPO Program Report (<i>significant news only</i>) (update member appointments)	Robert Kuipers, Program Manager
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, Stephanie Medina) District 6 (JoAnn Garcia; Bill Santiago)

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

ANNOUNCEMENTS & NEXT MEETING: Wednesday, October 13, 2021 – NWNM Council of Governments - Gallup
(unless otherwise determined or virtual via MSTEams)


ADJOURNMENT

Project Prospectus Forms - due Sept. 10

Robert Kuipers <rkuipers@nwnmcog.org>

Fri 8/13/2021 11:41 AM

To: edward.salazar@co.cibola.nm.us <edward.salazar@co.cibola.nm.us>; Rodney Skersick <rskersick@co.mckinley.nm.us>; Strain, Clyde <cstrain@gallupnm.gov>; Donald Jaramillo <projects@grantsnm.gov>; Felix Gonzales <mayorgonzales@villageofmilan.com>; Larry Joe <ljoe@navajodot.org>; Marco Sells <msells@navajodot.org>; David Deutsawe <ddeutsawe@poemail.org>; Gaylord Siow <gsiow@pol-nsn.gov>; Dorothy Claw <DorothyClaw@ramahnavajo.org>
Cc: jphoracek <jphoracek@co.cibola.nm.us>; Flora Scott <Flora.Scott@co.mckinley.nm.us>; Alicia Santiago <asantiago@gallupnm.gov>; milanclerk@villageofmilan.com <milanclerk@villageofmilan.com>; Leanne Roy <lroy@navajodot.org>; Elroy Keetso <ekeetso@pol-nsn.gov>; TomMartine@ramahnavajo.org <TomMartine@ramahnavajo.org>

 2 attachments (137 KB)

NMDOT_PPF 2021.docx; NMDOT_PPF 2021_Enabled.docx;

Greetings RTPO members:

While NMDOT District 5 & 6 may have some questions or concerns regarding a few of our PPF's - assuming these might be able to be resolved going forward, I'm encouraging all of you to get started on PPF's as the Sept. 10 due date is coming down the tracks.

Attached is the PPF form - if any of you have questions or need guidance on projects or PPF's submitted so far, by all means contact me by phone or email. The PPF is a little tricky as it needs to be enabled (seems like every year everything gets more complicated - too many geeks and wonks!) but just do your best to try and complete these. It helps when you bring it up, to click on "Edit" above. Again - you should always retain a copy of anything you send me during our Call for Projects process.

Thanks,

Robert Kuipers, RTPO Program Manager
Northwest NM Council of Governments

"Over 45 years of moving the region forward"

(505) 722-4237

rkuipers@nwnmcog.org

NWRTPO | Northwest Regional Transportation Planning Organization

Joint Policy & Technical Committee

NWRTPO Meeting Minutes

Wednesday August 11, 2021

10:00 a.m. – 12:00 p.m.

Virtual meeting executed via Microsoft Teams

Due to COVID-19 Pandemic

ATTENDANCE:

Local & Tribal Governments	
Entity	Representative(s)
Pueblo of Acoma	Dave Deutsawe (Chair)
Pueblo of Laguna	Gaylord Siow , Elroy Keetso
Pueblo of Zuni	Royce Gchachu , Roxanne Hughte
Navajo Nation	Larry Joe , Marco Sells , Leanne Roy
Ramah Navajo	Dorothy Claw , Tom Martine
City of Grants	Don Jaramillo, Mark Teshima
City of Gallup	Clyde Strain, Alicia Santiago
Village of Milan	Denise Baca, Felix Gonzales
Cibola County	Edward Salazar , Judy Horacek
McKinley County	Rodney Skersick , Donna Fambrough
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	Stephanie Medina , James Mexia
District 6	JoAnn Garcia , Bill Santiago , Arif Kazmi , Michael Neely
Tribal Liaison	Ron Shutiva
DOT Central Regional Design Office	James Sanchez
Other NMDOT Staff / Guests	Jason Coffey , NMDOT,

Regional Transportation Planning Organization	
Entity	Representative(s)
Northwest NM Council of Governments	Robert Kuipers

Tally Sheet – Attendance & Quorum

Total Full Attendance:	Member Entities:	NMDOT	RTPO	Guests	Full Attendance Norm:	
	12	Normally 4-5: DOT Liaison, Tribal Liaison, District 5 & 6 Representatives	1	varies	17 - 20	
Attendance – this meeting:	Member Attendance:	NMDOT Attendance:	Staff:	Guests:	Attendance % this meeting:	TOTAL:
	9	9	1		100%	19

ROUTINE ITEMS:

Item #	Item
I.	Call to Order and Introductions. The meeting was called to order at 10:15 am, Bob Kuipers welcomed those in attendance, and Dave Deutsawe proceeded with introductions and approval of agenda and minutes. The virtual meeting was conducted via Microsoft Teams, due to the COVID-19 pandemic.
II.	<p>Agenda. RTPO Program Manager provided an overview of the day's agenda topics and RTPO Chair called for a motion:</p> <p>ACTION: Larry Joe, Northern Navajo - motioned; Edward Salazar, Cibola County - seconded adoption of the agenda. All in favor – motion carried.</p>
III.	<p>Minutes (June 9, 2021). Chairman provided time for review of minutes and there were no revisions requested, except that for September meeting Laguna Reps. will be Gaylord Siow and Elroy Keetso. Ms. Sharon Hausam has moved on.</p> <p>ACTION: Gaylord Siow – Pueblo of Laguna motioned; Alicia Santiago – Gallup seconded adoption of the minutes. All in favor – motion carried.</p>

Discussion: No discussion

ACTION ITEMS:

Item #	Item	Presenter
IV.	Formal Amendments to RTPO Budget and Staff Hours	Robert Kuipers – NWRTPO
BACKGROUND		
<ul style="list-style-type: none"> Why? Between the Transportation Project Fund and our regular call for projects RTPO staff have exceeded hours in function 3 – Project Dev. & Monitoring – needing to add hours to this function; and staff have exceeded budget in the Personnel category, needing to borrow hours from Supplies and Travel & Training to carry staff hours and budget thru to the end of September for FFY2021. Purpose. Assure that staff hours and budget are adequate to complete this fiscal year Discussion/Finalization. Members will vote to approve these amendments 		
CURRENT WORK		
<ul style="list-style-type: none"> Members will vote to approve these amendments to carry our RTPO Work Program thru the end of FFY2021 which comes at the end of September 		
ANTICIPATED WORK		
<ul style="list-style-type: none"> Staff will carefully monitor time and budget expenditures through the end of FFY2021 		
ATTACHMENTS		
<ul style="list-style-type: none"> Amendment Request Forms, and documents showing staff hours and expenditures. 		
BUDGET IMPACT		
<ul style="list-style-type: none"> This action will stabilize the RTPO budget and staff hours to carry our work program thru the end of September. 		
ACTION ITEM		
<ul style="list-style-type: none"> Members will vote to approve these amendments to carry the NWRTPO Regional Work Program thru the end of September for FFY2021. 		

Discussion:

- With virtually no discussion, as Robert Kuipers provided a strong explanation for extra hours from staff in the Project Development category due to both our regular call for projects and the transportation project fund call for projects. Mr. Kuipers also provided a strong explanation for the budget amendment around the same extra investment of staff hours in project development – borrowing funding from Travel & Training and Supplies, to cover Personnel thru the end of September.
- Members unanimously supported by vote for these formal amendments to the Regional Work Program staff hours and budget.

DISCUSSION ITEMS:

Item #	Item	Presenter
V.	NMDOT Highway Safety Improvement Program (HSIP)	Jason Coffey – NMDOT HSIP Coordinator
BACKGROUND		
<ul style="list-style-type: none"> • Why? Jason – the new HSIP Planner for NMDOT will provide information on the NMDOT HSIP Program. • Purpose. Keep our members informed on the HSIP Program and things we can do to prevent accidents and promote safety such as signage, attention to traffic - pedestrian and bicycle interface, consideration around safer intersections, rail crossings, and transportation infrastructure in general. • Discussion/Finalization. Virtual presentation for our August 11 meeting 		
CURRENT WORK		
<ul style="list-style-type: none"> • Mr. Coffey will work up a presentation on HSIP advice for promoting a safer multi-modal interface around traffic corridors. 		
ANTICIPATED WORK		
<ul style="list-style-type: none"> • Members to consider promoting safer multi-modal interface options within their regions based on this presentation. 		
ATTACHMENTS		
<ul style="list-style-type: none"> • Copy of presentation (if available?) 		
BUDGET IMPACT		
<ul style="list-style-type: none"> • None 		
ACTION ITEM		
<ul style="list-style-type: none"> • N/A 		

Discussion:

- Jason provided a power-point presentation and covered the following highlights:
 - HSIP is a Core Federal Aid Program to reduce injuries and fatalities on public roads.
 - HSIP requires a data-driven, strategic approach performance driven road and highway safety.
 - There are five (5) performance measures that establish safety targets including: 1) number of fatalities, 2) rate of fatalities, 3) number of serious injuries, 4) rate of serious injuries, and 5) number of non-motorized fatalities and serious injuries.
 - There is currently no call for local projects as funding is fully programmed thru FFY2022 with projects identified by RSA's and Transportation Safety Plans.
 - There is a Highway Safety Manual which documents a) roadway network screening, b) diagnosis, c) select countermeasures, d) economic appraisal, e) project prioritization, and f) safety effectiveness evaluation.
 - Network screening for NMDOT maintained roads is complete; network screening for our national interstate corridors will be complete in the fall of this year (2021).
 - A transportation network tool assessing safety is available and training will be provided to help identify locations for further analysis and systemic counter measures.
 - A data update to the NM Strategic Highway Safety Plan is underway.
 - Jason is working on an annual report to FHWA at this time, and a HSIP Implementation Plan was submitted to FHWA last month for not meeting safety targets.
- The HSIP Program is funded thru FFY2022 and executing RSA's from previous year's submissions. Therefore new funding opportunities will not be available until FFY2023.
- Network Screening is a physical analysis of NMDOT maintained roads and highways which helps identify problem areas for accidents.
- Jason is updating data in the HSIP plan, and working on an annual report to FHWA.

- After the presentation there was much discussion and questions around rural N.M. areas related to road safety analysis – and that in many cases rural / small town / tribal areas are significantly under-reported.
- Jason agreed that we need better coordination between state, tribes, and rural community areas for reporting on accidents.
- Many of our members mentioned concerns about some of the roads within their regions.

Item #	Item	Presenter
VI.	Update: Report on updates to the NWRTPO Regional Transportation Plan for FFY2020	Robert Kuipers – NWRTPO Staff
BACKGROUND		
<ul style="list-style-type: none"> • Why? The NWRTPO updates our Regional (long range) Transportation Plan (RTP) on an annual basis but every 4-5 years, in sync. with the NMDOT we make a more major update to many sections of our RTP, which we undertook during the course of FFY2020. • Purpose. Point out and make our RTPO members aware of the major updates to our RTP that occurred during FFY2020. • Discussion/Finalization. Based on discussion and information provided, our members will be more aware of our long range vision within our Regional Transportation Plan. 		
CURRENT WORK		
<ul style="list-style-type: none"> • Review a power point that presents most of the major updates to the RTP for our region, along with any questions or discussion around the RTP vision for future development. 		
ANTICIPATED WORK		
<ul style="list-style-type: none"> • The NWRTPO will continue annual updates to our RTP, especially as new information becomes available from state or federal sources. 		
ATTACHMENTS		
<ul style="list-style-type: none"> • RTP FFY2020 update powerpoint, and an additional summary document on RTP updates. 		
BUDGET IMPACT		
<ul style="list-style-type: none"> • None 		
ACTION ITEM		
<ul style="list-style-type: none"> • N/A 		

Discussion:

- Bob Kuipers reported on some of the more major updates that took place during FFY2020 for our Regional Transportation Plan which include:
- The ongoing Coal Avenue Commons project building a more inviting and resilient downtown environment in Gallup.
- The Prewitt / Milan Transportation Master Plan, funded at \$120,000 and engaging Wilson & Co. Engineering Firm to consider and recommend roadway and rail infrastructure improvements needed to leverage these industrial parks to attract new tenants and create job opportunities for our region, after the closure of the Escalante Electric Generating plant at the Prewitt site where around 100 employees lost their jobs.
- The Trail of the Ancients achieved designation as a national scenic byway which runs thru all three of our NWRTPO Counties, which may create a significant tourism economic benefit to our region.
- Ongoing development of almost 200 miles of recreational trails in the Zuni Mountains of McKinley and Cibola Counties, consideration toward 60 miles of rec. trails in the Chuska Mountains, as well as rec. trail development on Mt. Taylor, along with bike and pedestrian trails for the six Pueblo of Laguna villages.
- Added a section on climate change and related impacts on transportation infrastructure, along with planning to generate longer term resilience.

- The Local Govt. Transportation Project Fund (now simply called the Transportation Project Fund) from the State of New Mexico, which in 2019 funded 14 projects in our region at \$12.2 million, with no functional classification limitations; followed by our current FFY2021 cycle where nine (9) of our member governments put in 11 projects for a total of just under \$20 million, with \$120 million available statewide.
- Emerging regional freight opportunities including trucking and rail around the Prewitt and Milan Industrial Parks along with the former Gamerco mine area northwest of Gallup where an energy logistics park is in development along with consideration toward an inland port, where rail and trucking freight exchange can serve a multi-state region surrounding our area.
- Ongoing support for a website designed by National Geographic which markets our 4-Corners region internationally with strong potential to strengthen our tourism economies in our 4-Corner Utah, Colorado, Arizona and New Mexico region.

Item #	Item	Presenter
VII.	Update: Members report on Local Leader Orientations	Robert Kuipers - NWRTPO
BACKGROUND		
<ul style="list-style-type: none"> • Why? Every two to three years, related to elections of local municipal, county and tribal leaders the NWRTPO provides an orientation to its function and service to our respective local governments for development and maintenance of transportation infrastructure. • Purpose. To keep our regional leaders informed on the RTPO process and service for maintaining and generating new transportation infrastructure and services. • Discussion/Finalization. Analyze and <u>track local leader orientations</u> to the NWRTPO function and service to our respective municipal, tribal and county governments for development and maintenance of transportation infrastructure and services. 		
CURRENT WORK		
<ul style="list-style-type: none"> • Evaluate and track the provision of RTPO orientation presentations to regional local leaders. • The NWRTPO has provided a virtual RTPO Orientation presentation available on the COG – RTPO website, which is an option our members can offer to their respective leaders 		
ANTICIPATED WORK		
<ul style="list-style-type: none"> • Remind RTPO members who have not yet provided the virtual orientation presentation for the NWRTPO, to complete this in the near future, or request of COG staff an in-person presentation for their respective government leaders, and report back to the NWRTPO manager on completion of this task. 		
ATTACHMENTS		
<ul style="list-style-type: none"> • NWRTPO current Virtual Member Government Orientation to the NWRTPO, and the Virtual Orientation Guide; along with the local leader RTPO Orientation Tracking Instrument. 		
BUDGET IMPACT		
<ul style="list-style-type: none"> • None. 		
ACTION ITEM		
<ul style="list-style-type: none"> • Request that RTPO members provide this virtual orientation to their local leaders at their earliest convenience – most of our presentations for this orientation are past due! 		

Discussion:

- Right now our RTPO members are “behind the ball” on executing Orientations to the NWRTPO regarding its function and service to our region for their local elected leaders. RTPO staff are working with our members to execute these orientations whether virtual or by direct presentations at City Council, County Commission, and Tribal Leader meetings during the months of August and September of this year. We have both a virtual orientation available on the COG RTPO website, or staff can provide an in-person orientation at our local governments’ bi-weekly or monthly meetings.

Item #	Topic	Presenter
VIII.	RTPO Staff, Member and DOT Reports	Robert Kuipers - NWRTPO
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"> • Regional Work Program Status Report • RTPO Monthly Report • Member Reports 		
Member Special Reports: <ul style="list-style-type: none"> • Jason Coffey, NMDOT HSIP Planner – report provided under Item V) NMDOT HSIP Presentation 		
NMDOT Reports: <ul style="list-style-type: none"> • G to G Liaison: Neala Krueger • Tribal Liaison: Ron Shutiva • District 6: JoAnn Garcia & staff; District 5: James Mexia, Stephanie Medina 		
News, Training & Funding Opportunities: <ul style="list-style-type: none"> • <u>FHWA Planning, Environment & Realty Reports</u>: none • <u>NMDOT Govt. to Govt. Update</u>: 7/12/21, • <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. Based on training length, we could provide it at one of our meetings. • <u>FHWA Summer 2021 E-Newsletter</u>: 7/15/21 • <u>Every Day Counts News</u>: 7/15/21, 7/23/21 • <u>Grant Opportunities</u>: 7/15/21 • <u>Functional Classification Guidance – Jeanette Bachand</u>: guidance and links to functional classification from Ms. Bachand's presentation at our July 14 virtual meeting. 7/15/21 • <u>Outdoor Recreational Trails – etc. Grant funding</u>: 7/21/21 • <u>Celebrating 31 Years of ADA (Americans with Disabilities Act)</u>: 7/27/21 		

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.

RTPO Staff Reports:

RTPO staff provided the staff hours for July – the July budget report was not yet available from the COG's contractual financial management organization, and provided the July monthly RTPO report. Of significance in the July monthly report (primarily on June news and activities) are the following:

- The NWRTPO is now executing a full call for projects which extends from April / May of 2021 thru March of 2022.
- The Trail of the Ancients Scenic Byway – portions thru all three counties have now been designated as a National Scenic Byway – anticipated to have significant impacts on tourism to our region!!
- The Navajo Nation is commencing development of 60 miles of recreational trails in the Chuska Mountains, which will complement the 200 miles of rec. trails being developed in the Zuni Mountain Range, along with Pueblo of Laguna's development

of bike / ped trails between all 6 Pueblo Villages. COG staff continue developing recreational trails this Spring thru Fall in the Zuni Mountains, adding Cibola County trails to those already developed in McKinley County – total of 200+ miles of rec. trails!

- The NMDOT Transportation Project Fund has \$120 million available this year, so members worked hard and fast to meet the June 15 deadline for submitting complete application packages for a total of \$19,485,577 for 11 projects on behalf of 9 of our local governments.

Additional Requests to RTPO Members:

- **Members are asked to either a) complete the virtual RTPO Orientation with their respective local leaders – available on the COG RTPO website, or b) invite Mr. Kuipers to present the orientation at their respective local government meetings. We would like to complete these in August thru September if possible as we are now considerably past due!**

Local Member Reports (<i>significant news only</i>)	By Entity
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New news in bold – UP TO HERE completed Zuni & Laguna updates – continue with the rest

Pueblo of Acoma

- CMGC2 – 1: Construction of new office for Transportation and other Departments is underway – anticipated completion has been delayed by COVID-19. **At this time building construction is complete.**
- CMGC2-2 SP130 Veterans Blvd. – Project is complete.
- **CMGC2- 3 . Baseball Fields improvement is now complete.**
- **CMGC2 – 4 Projects are now complete:** (*request for proposals for this new bundle of projects was published 2/10/19*)
- The Pueblo is now doing construction to increase its water irrigation system.
- FEMA 4352 Large Projects All FEMA Large projects have been completed (104 projects!) - \$13 million a year ahead of time; the Pueblo is now addressing finishing the small projects and only has one to go.
- **The Pueblo has completed their update to their Long-Range Transportation Plan;** WH Pacific will do traffic analysis counts to contribute to the Pueblo's LRTP. To mitigate COVID 19 delays, the Pueblo has developed a survey for public input which is also available on Survey Monkey.
- **The Pueblo is also updating their Transportation Safety Plan at this time.** Public involvement meetings are postponed due to COVID-19, which will delay completion dates for these plans; **however, thru distributing a survey at the local Food Pantry, the Pueblo has achieved a 41% response rate from the public for both transportation plans!**
- **FEMA 4352: Small Projects:** Recovery work has begun; the POA Public Works / Utility Authority was awarded the small projects (65) at \$2.2 million capital investment. 45 projects have been completed; 22 projects remain. **All projects have been completed at this time.**
- **Arrowhead Drive new construction project is now complete.**
- Capital Outlay: The Pueblo has proposed a restart date of May 18 to resume work.
- 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.

Pueblo of Zuni

- 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 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.**

McKinley County

- The County has completed their funded projects for 2019 and has only one project to complete funded for 2020.
- Pending projects for the County include CR-19 and Deer Springs Road, along with Woodview Road (chip seal) in Prewitt to spend down FFY 2020 funds. **Woodview Road 1.5 miles of Chipseal in Prewitt is now complete.** Deer Springs and CR19 improvements are ongoing. **Deer Springs road is almost complete – CR19 comes next.**
- The County is finishing their Local Government Road Fund projects including the Thoreau Town Site project at \$776K for cold mix overlay, for which the County has rented a milling machine. Certifications are complete for all LGRF projects and the County is requesting an extension till Spring – 2020 to complete maintenance construction which will include paving for CR-1 in Mentmore. Brasier Asphalt Co. has completed contract work on Thoreau Townsite roads. The County is waiting to complete this project by fog sealing the roads with the last of this funding.
- Brasier Asphalt Co. has completed contract work on CR1 – Mentmore.
- The County has almost completed chip-sealing CR-1 – Defiance Draw – will complete with fog-sealing remaining.
- Purchase orders for chips (sealing) for Pillowcrest Road have been obtained. Working on getting a list of culverts needed for Bowman Road. Work to progress as weather permits.
- TIF: \$1.2 million awarded for 10 miles of Deer Springs Road improvement – project on hold until Spring of 2020 for Mexican Springs Chapter. NDOT is contributing Fuel Excise Tax funding. Funding will allow drainage improvements, five miles of gravel base improvement and three miles of chip-seal.
- TIF: \$1.3 million awarded for 18 miles of CR19 gravel and chip-seal road improvement – multiple Eastern Navajo Chapters; collaborating with NDOT for road repairs and renovation. NDOT is contributing Fuel Excise Tax funding. Project has commenced, but completion anticipated until this coming summer around weather issues.
- The County will contract out their LGTPF project for Manuelito Canyon bridge replacement and road improvements; **the bridge is now complete and in close-out.**
- 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).
- The County has finished chip sealing Pine Haven road; will use remaining funds to finish improvements on Allison road.
- **Coal Basin Road was completed by the end of June.**
- **County Road 6 – Cousins Road to commence repairs in August.**

- 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. Final street lighting is scheduled for completion in mid September. The City is now seeking funding for phase 2 and has submitted an application for the NM Transportation Project Fund.**
- **East Nizhoni and West Aztec improvements are currently in design phase – East Nizhoni design at 75%; West Aztec is at 60% design - received news from NMDOT Dist. 6 that the City was awarded MAP funding for East Nizhoni Ave - \$900,000. W. 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. 2nd phase for East Nizoni will be the College Drive and Nizhoni intersection.**
- **Local Govt. Road Fund funded projects have commenced mill and overlay for planned roads; received word from NMDOT Dist. 6 that the City was awarded funds for our next project.**
- The City has submitted a Letter of Intent for Coop funding.
- **Federal Aviation Admin. application for \$5 million has been submitted for our airport taxi-way and connectors.**

Milan

No report yet for this meeting – as the new village manager just quit.

Ramah

- 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 NWRTPO.
- **BIA 175 is the next new project for Ramah Navajo – seeking funding at this time.**
- **Working on signage for BIA 125 and 122.**
- **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.**
- 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.
- 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.**
- 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 will determine the award at their January 14 meeting.
- Coop projects will begin soon.
- Ongoing County wide maintenance for County and Forest Roads.

Grants

- **No new news.**
- The City recently had a ribbon cutting ceremony for the pedestrian bridge on 2nd Street.
- 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**. Final PS&E is scheduled for this August and project letting is scheduled for September. Total project stands at \$6.2 million.
- 2nd street bridge out to bid for construction to commence in July – delay due to COVID-19 pandemic.
- 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.
- Lobo Canyon and Roosevelt intersection improvements are underway

Pueblo of Laguna

- **The Pueblo remains closed to the public, and administration is closed until the COVID-19 Pandemic resides.**
- Gaylord informed COG RTPO staff that the Pueblo has six official villages – not seven – staff will execute this correction going forward.
- Gaylord Siow has returned to help manage Transportation Development for the Pueblo; Gaylord will now be the primary RTPO representative and Elroy Keetso will be the alternate. Sharon Hausam will be leaving the Pueblo soon.
- 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
- 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 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.**
- 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.**
- L24 Rainfall Road: design changed to two phases, **Ph-1 Road & Trail at final 100% design, and Ph-2 Conc Box Underpass at 30% design and moving to 60% design**. 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 pending funding.
- M154 Paguate 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

- **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.
- **2021 LGRF projects include a) Two Grey Hills N-192 repairs – project is finalizing scope of work; b) preliminary engineering for Crown Point Chapter cemetery road.**
- **Larry has put in a PFF for improving with chip seal the Shiprock Farm Road, along with a Transportation Project Fund application to the state for the same project.**
- **Navajo DOT continues development for their Long Range Transportation Plan for 2021.**
- **Two Grey Hills road is getting drainage improvements.**
- Navajo DOT has appointed Marco Sells to fill an administrative position for Eastern Navajo finally bringing Larry Joe some relief! Marco will have his hands full, as he is also the Chinle, AZ Transportation Planner.
- Karen Bedonie has been re-assigned and a new Planning Director by the name of Leanne Roy is on board for NDOT.
- NDOT is working with Sandoval County on inventory to transfer County Roads to the Navajo Nation going forward.
- Shiprock High School Safety corridor project is earmarked for **2023 NMDOT STIP** for three land road widening construction. Will remain on RTIP.

- **TseDaaKaan Chapter (Hogback) N5031/Hwy 64 Safety intersection improvement is earmarked for 2021 NMDOT STIP for construction.**
- **N36/Hwy 371 intersection improvement(Upperfruitland Chapter)-** This project was funded through NM State Capital Outlay. The project is led by San Juan County, NM. The Design layout of the intersection was completed by Wilson & Company. *NMDOT and Navajo Nation finalizing the MOU, which will allow for the State beginning working on construction of the project. Project needs additional funding to be completed.*
- **Newcomb Chapter-** working on **N5007 Low Water Crossing** using the State, and Tribal match fund to complete this low water crossing project. Project Manager, Donald Jackson, worked on the design and it is determined it would need realignment of the road. Therefore, the realignment of the road was submitted to BIA for review and approval. Pending for final review and approval.
- **Beclabito Chapter-** was awarded of NM Capital Outlay for **Helipad for aircraft landing facility**. Land withdrawal is in the works with Project Manager assigned. Will need to complete the preliminary studies and design before the construction of the project.
- **US 64 Study Improvement Plan-** NMDOT officials recently met with local chapters (Beclabito, Gadiahii, Tsedaakaan, Shiprock) on the review and conditions of the highway and improvement plan process is for this 20 plus miles Hogback to AZ Stateline. **Project still Planning stage but improvements anticipated in the near future – executed by NMDOT District 5.** It will need to remain on the RTIP List for future road improvement, which includes road reconstruction, and bridges replacements.
- **Hwy 64 Shiprock Bridge Replacement-** public hearing took place November 14, 2019 at Shiprock Chapter. Design plans has started on this project with NMDOT, it will remain the RTIP.
- **San Juan-Hogback Bridge** has completed the feasibility studies for a new bridge. Road alignment is still pending, and it would full preliminary studies and design of the project. San Juan Chapter is seeking additional funding for this project. Project will remain on the RTIP.
- **Shiprock Chapter- is seeking Road Safety Audit on Hwy 491, milepost 89-90.** Navajo DOT staff is working on this project using the Navajo Sihasin Fund for RSA. Updates- NMDOT contracted to complete the survey and assessment of the US Highway 491 North of Shiprock. Project will remain on the RTIP for future improvement planning, designing, and construction.
- **Burnham Chapter-** is seeking funding for RSA and N5/Hwy intersection improvement. Chapter is submitting a Letter of Intent through Local Government Road Fund on March 15, 2020. Project did not any funding but it will remain the RTIP for road studies, design and construction.
- **Beclabito Chapter/Hwy 64 Improvement Plan-** is continuing seeking funding for street lighting along Hwy 64 store, NHA Housing, Chapter house within the corridor.This project is added to NMDOT planning and design with when construction fund becomes available.. Project will remain on the RTIP for future funding.
- **Newcomb Chapter-** is seeking funding for **Street Lighting along Hwy 491 & N5001**, RSA was completed 2017 when the chapter contracted with a company that completed the studies. Project will remain on the RTIP.
- **Sanostee Chapter –** is seeking funding to construct new drainage structure at the intersection of Hwy 491 & N34. Recommending for Transportation Project Fund 2021 list. A studies was completed 2018 by Dibble Engineering. Project will remain on the RTIP List.
- **Sanostee Chapter-** is seeking funding for School Zone safety RSA and maintenance on route N34 on pavement road. Chapter is working on submitting to District 5 for studies and safety improvement at the school zone. Project will remain on the RTIP List.
- **A Road Safety Audit was conducted by Lee Engineering on US491 for Newcomb, Naschitti and Sheep Springs intersections in 2019 – NDOT will be considering recommendations for these intersections based on this RSA.**

Navajo Nation – Eastern Navajo

- **Marco Sells the new manager for Eastern Navajo indicated that a Virtual Navajo Nation Transportation Summit is in development to be announced sometime in the near future.**
- **Lary Joe indicated that Sandoval County will be transitioning many of rural their roads to Navajo DOT oversight and ownership**
- **Larry is supporting Priscilla Lee of NDOT for the Tsayatoh Road project for the NM TPF fund.**
- **Rock Springs Chapter-** CR-9 road improvement. Will be added to RTIP for future road improvement
- **Nahodishgish Chapter-** N53 & 98 road improvement. Will be added to RTIP for road improvement.
- **Manuelito Chapter-** Sunset Valley road Chip Sealing. Will be added to RTIP
- **Manuelito Chapter-** Tse De Tah Spring road improvement Chip Sealing. Will be addit to RTIP

- Rock Springs Chapter- Chee Dodge Elementary School Access Improvement – Improving turning lanes and street lighting. Will be added to RTIP.
- Church Rock Chapter- NM Highway 118 Improve – Street lighting for safety corridor. Project will be completed with NM Capital Out funds.
- Crownpoint Chapter- street lighting project in progress to complete soon.
- Baahaali Chapter- transfer access road improvement- Project completed.
- Mexican Chapter- Road Safety Audit, project in progress on contracting out to complete the RSA studies. Will be added to RTIP for construction project.
- Twin Lakes Chapter- Road Safety Audit, project in progress on contracting out to complete the RSA studies. Will be added to RTIP for construction project.
- Tohatchi Chapter- Road Safety Audit, project progress on contracting out to complete the RSA studies. Will be added to RTIP for construction project.
- Iyanbito Chapter- Received Local Government Road Fund, it would need more funding to complete the road improvements. Will be added to RTIP for road improvement Chip Sealing.
- Iyanbito Chapter- I-40 -Project is seeking funding for drainage improvement and overpass studies, design and construction to provide safe entering and existing I-40. Will be added to RTIP.
- Mariano Lake Chapter- Red Willow road in progress to complete the road improvement.

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 RTIP 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 Intersection of jpHighway 491 and N9, Milepost 15-15.5
- Whiterock Chapters- 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

**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)

Multimodal Planning & Programs Bureau – Neala Krueger

- An RSA for the area around the I-40 / US491 intersection and west of this intersection in Gallup RSA is now complete. Numerous pedestrian injuries and fatalities have occurred in recent years. A virtual stakeholder meeting was held on January 28, 2021.
- The Recreational Trails Program (RTP), Transportation Alternatives Program (TAP) and Congestion Mitigation / Air Quality (CMAQ) Call for projects was issued on May 3, 2021.
- **The NMDOT 2045 Long Range Transportation Plan is now finalized and available on the NMDOT website.**
- **A new Pedestrian Safety Action Plan was adopted to commence implementation soon – find it on the NMDOT website.**
- **In September there will be another annual MPO / RTPO meeting which will include discussion on the Transportation Project Fund.**

- **The next RTPO Roundtable will take place on August 26, hosted by the South-central RTPO and COG.**
- The New Mexico LTAP center provides technical assistance and trainings to support workforce development with the aim of helping local governments and municipalities across New Mexico meet their transportation needs.
<https://ltap.unm.edu/>
- A new Functional Classification Guide update has been completed – now available on the DOT website.

NMDOT Tribal Liaison – Ron Shutiva

- Ron is working on updating Tribal contact lists based on recent election related changes at this time – anything that RTPO members can do to help facilitate this will expediate completing these updates. Ron indicated that the tribal list is now complete.
- The Navajo Nation is having issues with development of and industrial park along the NM118 corridor between Rehoboth and Churchrock. The Navajo Economic Development Dept. is now working with NMDOT Dist. 6 toward an industrial park on NM118 between Rehoboth and Churchrock.
- **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.
- **Due to Chapter turnover it might be good to consider an orientation to the NWRTPPO for Navajo Chapters – including transportation funding opportunities – easiest would be at the Eastern, Northern and Ft. Defiance Agency meetings.**
- **There will be another annual State Tribal Leaders Summit to be held virtually on August 18.**
- 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.
- NMDOT needs an update from Pueblo of Laguna for progress on Rainfall Road from the Local Govt. Road Fund.
- 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 indicated that the Laguna I-40 improvement project is moving forward from Exit 112 to 117.
- Ron is concerned about improvements needed for the US64 Shiprock School Zone corridor – NDOT is non-responsive, and support and input is needed from NDOT before the state moves forward with safety improvements.
- I-40 Safety projects are coming to the Laguna Acoma area, including the exit 114 bridge.
- 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 is working with area Chapters for improvements on the US491 corridor from Shiprock to Colorado border.

NMDOT District 5 – James Mexia, Stephanie Medina

- **Stephanie reminded of the five certifications required before projects are considered construction ready.**
- 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.
- The District is looking at the need to replace the aging Shiprock San Juan River bridge.
- 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.

NMDOT District 6 - JoAnn Garcia, Bill Santiago, Arif Kazmi

- **Local Govt. Road Fund – as Stephanie from District 5 mentioned, the 5 certifications are also required before LGRF projects are considered construction ready.**
- **Bill Santiago: for LGRF agreements don't forget to provide cost estimates and a supporting local government resolution.**
- **Mike Neely is on board with NMDOT District 6 to assist the RTPO's participating in the District 6 region.**

- JoAnn Garcia reminded members to check up on their Capital Outlay projects and update them in the CPMS (Capital Project Monitoring System), to make sure their projects are submitted and up to date, with the required minimal 5% match.
- 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!

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

- none

ANNOUNCEMENTS & NEXT MEETING: No announcements – next meeting September 8, 2021 – virtual meeting via Microsoft Teams

ADJOURNMENT (12:00 pm) Larry Joe, Navajo Nation moved; and Gaylord Siow, Pueblo of Laguna seconded for adjournment Motion carried by acclamation.

MEETING ACTIONS:

Staff

- **Orientations:** Schedule and conduct RTPO Orientations at Policy Board meetings, in order to stay in compliance with PPM – **in progress for August thru September, 2021**
- **Website:** update all important documents page and update Meeting schedule on Meetings page - **complete**
- **Program Guides:** post to website and circulate - **complete**
- **Review Amendments** (especially Gallup for MAP/Coal Avenue Commons - June 30)
- **Transportation Project Fund Internal Deadlines:** Implementation – **complete – waiting on DOT approvals to move forward.**
 - Project Feasibility Form (PFF) (5/14)
 - Internal Review PFF's (5/17-21)
 - Present to NMDOT District 6 / Charles Lundstrom (5/25)
 - Prepare Application Requirements
 - Application (6/9)
 - Internal Review (6/9-11) & corrections
 - Post to FTP website (6/14)

▪ Cover Letter	▪ Map
▪ PFF	▪ Right of way documentation
▪ Resolution of Sponsorship or Supporting Letter with match verification	▪ Match Waiver (if applicable)

MEMBERS:

- **Orientations:** Assist in scheduling these either in-person or virtual at Policy Board meetings
- **Review Amendments** (especially Gallup for MAP/Coal Avenue Commons - June 30)
- **Statewide Transportation Plan 2045 update** – members encouraged to review

NMDOT:

- District Reviews of PFF/Applications
- Status Reports on Current Transportation Project Fund (TPF) projects from 2018-2019



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Northwest Regional Transportation Planning Organization (NWRTPO)

Agenda Item #IV: Annual Member Survey

Subject: Annual RTPO member survey of program services and priorities

Prepared for: September 8, 2021 RTPO meeting

Date: August 31, 2021

BACKGROUND

- **Why?** On an annual basis the NWRTPO conducts a survey to gauge the quality of program services and consider new priorities going forward
- **Purpose.** Staff seek to refine and improve RTPO management for local government transportation services and infrastructure development along with supporting cross-jurisdictional collaboration in the NWRTPO three county / four tribe region
- **Discussion/Finalization.** Members will be provided the survey via hard copy

CURRENT WORK

- Provide survey options so members can complete and submit

ANTICIPATED WORK

- Staff will summarize survey results and report back to members and DOT staff in October or November

ATTACHMENTS

- FFY2021 Member Survey Form

BUDGET IMPACT

- None.

ACTION ITEM

- N/A. Based on member feedback, staff will consider and develop recommendations for FFY2022

Annual NWRTPO Member Survey
FFY – 2021: October, 2020 – September, 2021

1) Please enter the number of training events you attended during FFY 2021:

List (name) the trainings in the appropriate boxes so we can identify the types of trainings you've attended during this time period.

UNM-LTAP / TTAP: (Local Tech. Asst. Prgm. / Tribal Tech. Asst. Prgm.)	•
NHI National Hwy. Institute:	•
FHWA Fed. Hwy. Admin.:	•
Other:	•

2) Which RTPO members have completed the NWRTPO orientation virtual presentation for your policy officials due in FFY2021?

Local Government:	Orientation Completed:	Local Government:	Orientation Completed:
San Juan County		Northern Navajo	Aug. – Sept. 2021
McKinley County	8/17/21	Eastern Navajo	Aug – Sept., 2021
Cibola County	9/23/21	Pueblo of Acoma	9/16/21
Gallup	9/28/21	Pueblo of Laguna	8/27/21
Grants	9/7/21	Pueblo of Zuni	9/7/21
Milan	8/19/21	Ramah Navajo	9/2/21

Response: (Orientations can be provided at any time a local govt. feels they need another one based on elections and leadership turnover.)

3) How would you rate the RTPO services over the FFY2020 term (Oct. 2019 – Sept. 2020):

Rating	Comments:
✓ Excellent	
✓ Good	
✓ Fair	
✓ Needs Improvement	

4) Please provide information on any presentations you are interested in having at an RTPO meeting:

- A)
- B)
- C)
- D)

5) Please provide any feedback on issues or ideas that would be helpful to improve the RTPO service to our local governments:

- A)
- B)
- C)
- D)

6) The RTPPO seeks opportunities to strengthen rural positioning for transportation resources, using data and performance measures. Do you have any new ideas or creative suggestions?

- A)
- B)
- C)
- D)

7) The Goals in our Regional Transportation Plan include:

- 1) Operate with Transparency and Accountability
- 2) Improve safety and health for all system users
- 3) Maintain transportation assets for the long term
- 4) Provide multi-modal connectivity and access
- 5) Respect for NM cultures, environment, history and Quality of Life

Are there specific actions or strategies within these goals that you would like more focus toward on the part of NWRTPPO staff and members in the year ahead?

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✓ Needs Improvement	

4) Please provide information on any presentations you are interested in having at an RTPO meeting:

- A)
- B)
- C)
- D)

5) Please provide any feedback on issues or ideas that would be helpful to improve the RTPO service to our local governments:

- A)
- B)
- C)
- D)



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**Northwest Regional Transportation Planning Organization
(NWRTPO)**

Agenda Item #V: Regional Transportation Plan

Subject: Summary of major updates conducted for our NWRTPO Regional Transportation Plan in FFY2020

Prepared for: RTPO members awareness of new directions and priorities for our NWRTPO three county, four tribe, & multiple community region.

Date: 8/31/21

BACKGROUND

- **Why?** The NWRTPO updates our Regional (long range) Transportation Plan (RTP) on an annual basis but every 4-5 years, in sync. with the NMDOT we make a more major update to many sections of our RTP, which we undertook during the course of FFY2020.
- **Purpose.** Point out and make our RTPO members aware of the major updates to our RTP that occurred during FFY2020.
- **Discussion/Finalization.** Based on discussion and information provided, our members will be more aware of our long range vision within our Regional Transportation Plan.

CURRENT WORK

- We reviewed these updates to the RTP for our region at last month's meeting, just presenting the core / major updates again to assure our members are aware of these updates to our transportation plan for our region.

ANTICIPATED WORK

- The NWRTPO will continue annual updates to our RTP, especially as new information becomes available from state or federal sources.

ATTACHMENTS

- RTP FFY2020 update power-point excerpt, and an additional summary document on RTP updates.

BUDGET IMPACT

- None

ACTION ITEM

- N/A

MAJOR UPDATES FOR THE 2020 NORTHWEST REGIONAL TRANSPORTATION PLAN

- IT TOOK STAFF SOME TIME TO UPDATE OUR THREE COUNTY STAKEHOLDER LIST FOR THIS RTP UPDATE DUE TO LEADERSHIP TURN-AROUND FOR 70 POSITIONS FROM 18 ORGANIZATIONAL STAKEHOLDER CATEGORIES.
- THE COAL AVENUE COMMONS PROJECT IS BUILDING A MORE INVITING AND RESILIENT DOWNTOWN ENVIRONMENT IN GALLUP, NEW MEXICO.
- THE NWRTPPO WAS FUNDED \$120,000 TO HELP DEVELOP A PREWITT / MILAN AREA TRANSPORTATION MASTER PLAN FOR DEVELOPMENT WITHIN THE PREWITT AND MILAN INDUSTRIAL PARKS ALONG WITH THE THOREAU TO MILAN REGION; DUE IN PART TO THE 2020 CLOSURE OF THE ESCALANTE ELECTRIC GENERATION PLANT.
- THE NEW MEXICO PORTION OF THE FOUR CORNERS STATES' TRAIL OF THE ANCIENTS SCENIC BYWAY HAS APPLIED FOR NATIONAL SCENIC BYWAY DESIGNATION, WHICH COULD HAVE A SIGNIFICANT BENEFIT FOR TOURISM TO OUR REGION IF SO DESIGNATED.
- ONGOING DEVELOPMENT OF OVER 60 MILES OF RECREATIONAL TRAILS IN THE ZUNI MOUNTAINS OF MCKINLEY AND CIBOLA COUNTIES ALONG WITH THE GRANTS / MT. TAYLOR RANGE. THE PUEBLO OF LAGUNA IS ALSO DEVELOPING BIKE & PEDESTRIAN TRAILS CONNECTING ALL SEVEN VILLAGES.
- UPDATED REGIONAL ACCIDENT / CRASH STATISTICS TO 2018 DATA.
- ADDED OPPORTUNITY ZONES (POTENTIAL PROJECT FUNDING) FROM THE E.I.D.A., FOR OUR THREE COUNTY REGION AS THESE INVOLVE TRANSPORTATION INFRASTRUCTURE AS WELL.
- ADDED A SECTION ON CLIMATE CHANGE IMPACTS UPON DEVELOPMENT AND MAINTENANCE FOR TRANSPORTATION INFRASTRUCTURE TO ADDRESS PLANNING FOR LONGER TERM RESILIENCE.
- LOCAL GOVT. TRANSPORTATION PROJECT FUND FROM THE STATE OF NEW MEXICO (2019 – 2020) PROVIDED \$12.2 MILLION FOR 14 PROJECTS ON BEHALF OF ELEVEN GOVERNMENTS IN OUR REGION.
- THERE ARE EMERGING FREIGHT OPPORTUNITIES IN OUR REGION INCLUDING TRUCKING AND RAIL AROUND INDUSTRIAL PARKS AND POTENTIAL TRANSLOADING FACILITIES, TAKING ADVANTAGE OF THE EAST – WEST I-40 AND BNSF RAIL CORRIDORS, ALONG WITH THE NORTH NM371 CORRIDOR FROM THOREAU TO FARMINGTON THRU THE NAPI AGRICULTURAL FIELDS, AND THE NORTH – NOW FOUR-LANED US491 CORRIDOR FROM GALLUP TO SHIPROCK AND FARMINGTON.

Additional 2020 Regional Transportation Plan updates:

- NM Tourism Dept. has launched the "Endeavor Program" to expand our state's outdoor recreation economy. Our northwest region is leading this effort with development of over 200 miles of recreational trails in the Zuni Mountains. Bike and Pedestrian trails connecting all seven Pueblo of Laguna Villages, and Navajo Nation considering commencing development of 60 miles of recreational trails in the Chuska Mountains. In the Gallup area there is now a trail to the top of the Pyramid peak in Church Rock, along with other recreational trails within and/or in close proximity to the community.
- In recent years a website designed by National Geographic advertises our 4 Corners Region internationally with an average of 3-4 thousand visits a month.
- We have a number of Transit providers in our region including Farmington Red Apple Transit, Gallup Express, Milan Rockin-66 Transit, Navajo Transit, Laguna Shaa'skr'a Transit, and Zuni Ashiwi Transit.
- Cross jurisdictional collaboration for transportation infrastructure and services has improved significantly in recent years thru the NWRTPPO.
- Opportunity Zones in our region include the former Gamerco Mine area with an Energy Logistics Park in development and a potential inland port for rail and freight trucking exchange. Also the Prewitt and Milan Industrial Parks are currently funded to improve rail and roadway access, supported by Wilson & Co. Engineering and NWNMCOG / NWRTPPO staff, to improve the viability of these parks for new tenants.
- Major portions of our Trail of the Ancients Scenic Byway in NWNM thru Cibola, McKinley and San Juan Counties are now in fact designated as a national scenic byway, which can have a beneficial impact on tourism. The Colorado and Utah portions of this byway are also nationally designated. Now we just need to work on getting the Arizona portion of this four corners states byway nationally designated, so our 4-Corners region can benefit from a related increase in tourism.



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NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

**Northwest Regional Transportation Planning Organization
(NWRTPO)**

Agenda Item #VI: Transportation Project Fund 2021

Subject: All 2021 TPF Submitted Projects awarded for the NWRTPO

Prepared for: September 8 meeting

Date: 8/31/21

BACKGROUND

- **Why?** Our region was awarded \$21.3 million for the 2021 Transportation Project Fund from the State of New Mexico. In the first 2019 round we received the highest percentage of this funding in the state at \$12.2 million.
- **Purpose.** It is important that our member governments awarded this funding in 2019 work to complete their awarded projects to maintain a strong reputation with the State. Staff will check progress with RTPO members on these previous projects to get these done as soon as possible.
- **Discussion/Finalization.** Members who have not made sufficient progress with their previous LGTPF awards must recognize the risk they pose for all of us for this funding in the future!

CURRENT WORK

- Members are encouraged to complete their 2019 LGTPF awards as efficiently as possible.

ANTICIPATED WORK

- Members who have not completed their 2019 awarded projects by today's meeting, will need to work with their respective governments to complete these as efficiently as possible.

ATTACHMENTS

- 2021 awarded TPF projects press release.
- 2019 LGTPF projects awarded for NWNM

BUDGET IMPACT

- No impact on NWRTPO Budget – however since all our requests were approved - this brings in \$21.3 million to our region for TPF projects on behalf of the Farmington MPO and the NWRTPO. Let's work to complete our 2019 project awards, and maintain our reputation as one of the most effective RTPO's in our state!

ACTION ITEM

- N/A



NWNMCOG | NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

106 West Aztec Avenue
Gallup, NM 87301
Phone: [505] 722-4327
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US Economic Development District #1
NM State Planning District #1
www.nwnmcog.com
Executive Director | Evan Williams

FOR IMMEDIATE RELEASE:

August 26, 2021

Monumental Transportation Money Awarded

NM Transportation Commission Awards \$160M in Critical Local & Tribal Projects

Virtual, via Zoom -- On August 26th, the New Mexico Transportation Commission approved close to \$160 million worth of local and tribal transportation projects throughout the State of New Mexico. A special call for projects was announced in April, and the Metropolitan Planning Organizations (MPOs), Regional Transportation Planning Organizations (RTPOs), and New Mexico Department of Transportation (NMDOT) reviewed applications from various entities throughout the State. Ultimately, NMDOT Cabinet Secretary Michael Sandoval provide a final list of recommendations to the Commission for approval. The NMDOT received over \$273M in applications statewide and selected 110 projects for award totaling \$159.5 million. Remaining funds will be used for hardship waivers. Special thanks to our District 5 Commissioner Tom Taylor and District 6 Commissioner Charles Lundstrom for their support and advocacy for these funds.

Projects funded in Northwest New Mexico and the counties of Cibola, McKinley, and San Juan included:

District	Entity	Project Title	State	Entity	Total
5	City of Aztec	McWilliams Road Paving	\$663,100	\$34,900	\$698,000
5	City of Bloomfield	East Blanco Bridge Phase II	\$363,850	\$19,150	\$383,000
5	City of Farmington	Foothills Drive Enhancement Phase III	\$1,672,950	\$88,050	\$1,761,000
5	Navajo Nation - Shiprock Chapter	Shiprock Farm Road Improvement	\$1,140,000	\$60,000	\$1,200,000
5	San Juan County	County Road 6100 Bridge Resurfacing	\$603,250	\$31,750	\$635,000
5	Town of Kirtland	Road 6405 Reconstruction	\$114,950	\$6,050	\$121,000
5	Town of Kirtland	Road 6411 Reconstruction	\$114,950	\$6,050	\$121,000
6	Cibola County	County Road 1 Bridge and Road Repair	\$1,187,500	\$62,500	\$1,250,000
6	City of Gallup	Coal Avenue Commons Phase II	\$3,325,000	\$175,000	\$3,500,000
6	City of Grants	Washington Avenue & Drainage Recon	\$2,070,346	\$108,965	\$2,179,312
6	City of Grants	Sakelares Blvd Design	\$546,250	\$28,750	\$575,000
6	McKinley County	Superman Canyon Bridges	\$1,900,000	\$100,000	\$2,000,000
6	Village of Milan	Airport Road Reconstruction	\$3,145,591	\$165,557	\$3,311,149
6	Navajo Nation - Ramah Chapter	BIA Route 145 Reconstruction Design	\$546,250	\$28,750	\$575,000
6	Navajo Nation - Ramah Chapter	BIA 195 Reconstruction	\$850,360	\$44,755	\$895,116
6	Navajo Nation - Tohajiilee Chapter	Tohajiilee Road Paving	\$3,695,403	\$194,494	\$3,889,898
6	Navajo Nation - Tsayatoh Chapter	West Tsayatoh Road Phase I	\$2,327,500	\$122,500	\$2,450,000
6	Pueblo of Acoma	State Road 124 Frontage Road	\$1,472,500	\$77,500	\$1,550,000
TOTAL			\$21,294,404	\$1,120,756	\$22,415,163

###

About Transportation Project Fund

Current funding was appropriated by the New Mexico Legislature and signed into law by Governor Michelle Lujan Grisham. This program was created based on a 2019 bill carried by Representatives Patricio Ruiloba (D-12, Bernalillo) and Patricia Lundstrom (D-9, McKinley & San Juan), which created the Local Government Transportation Project Fund that allows the State to invest in a wide range of local transportation project types, at all stages of readiness, and only requires a minimum local match. The program was revised to allow tribal participation, and in the 2021 Legislative Session a bill carried by Senator Bobby Gonzales was passed and signed to use motor vehicle excise tax to fund the program annually at about \$40M. Eligible projects are allowed in the following categories: (1) environmental and other studies; (2) planning; (3) design; and (5) acquisition of rights of way necessary for development of transportation infrastructure, which includes, highways, streets, roadways, bridges, crossing structures and parking facilities, including all areas for vehicular, transit, bicycle or pedestrian use for travel, ingress, egress, and parking. The program requires a 5% local match without a hardship waiver.

In 2019, the Northwest region received \$12,912,847 in funding and many of those projects have been completed to benefit their communities including Washington Avenue bridge in Grants and Manuelito Canyon Road bridges in McKinley County.

About Northwest New Mexico Council of Governments

Northwest New Mexico Council of Governments (NWNMCOG) is a 50-year-old regional development organization (RDO) recognized and empowered by the State of New Mexico and the US Economic Development Administration. We serve the entire three-county region of Cibola, McKinley, and San Juan counties and the communities therewithin to improve community and economy for the region and its people. The NWNMCOG is association of nine local governments governed by a Board of Directors unified by the belief that we are stronger together and only united can we advance on regional opportunities and tackle regional challenges from sustainable water supply to behavioral health, to strategic infrastructure, and to economic development. The NWNMCOG facilitates the Northwest Regional Transportation Planning Organization (RTPO) under contract with New Mexico Department of Transportation.

For more information about NWNMCOG, visit www.nwnmcog.com.



Evan J. Williams
Executive Director

Robert Kuipers
RTPO Program Manager

August 19, 2019

FOR IMMEDIATE RELEASE

(505) 722-4327

NM Transportation Commission Awards \$50M in Critical Local & Tribal Projects

RUIDOSO – On August 15th, the New Mexico Transportation Commission approved \$50 million worth of local and tribal transportation projects throughout the State of New Mexico. The funding was appropriated by the New Mexico Legislature and signed into law by Governor Michelle Lujan Grisham. During the 2019 Legislative Session, Representatives Patricio Ruiloba (D-12, Bernalillo) and Patricia Lundstrom (D-9, McKinley & San Juan) introduced and passed House Bill 694, which created the Local Government Transportation Project Fund that allows the State to invest in a wide range of local transportation project types, at all stages of readiness, and only requires a minimum local match.

A special call for projects was announced in April, and the Metropolitan Planning Organizations (MPOs), Regional Transportation Planning Organizations (RTPOs), and New Mexico Department of Transportation (NMDOT) reviewed applications for various entities throughout the State. Ultimately, NMDOT Cabinet Secretary Michael Sandoval provide a final list of recommendations to the Commission for approval. The NMDOT received 166 applications statewide and selected 57 for award totaling \$42.4 million. Remaining funds were invested into US Highway 82 and hardship waivers. Tribal entities were awarded just shy of \$7M. Special thanks to our District 6 Commissioner Charles Lundstrom from Grants, New Mexico.

Projects funded in Northwest New Mexico and the counties of Cibola, McKinley, and San Juan included:

District	Entity	Project Title	State	Entity	Total
5	City of Bloomfield	East Blanco Bridge Project Phase II	\$90,250	\$4,750	\$95,000
5	City of Farmington	San Juan Boulevard Resurfacing Project	\$546,250	\$28,750	\$575,000
5	San Juan County	County Road 5500 Bridge Replacement Project	\$2,375,000	\$125,000	\$2,500,000
6	Cibola County	County Road 18B	\$902,500	\$47,500	\$950,000
6	City of Gallup	East Nizhoni Blvd Reconstruction Project	\$332,500	\$17,500	\$350,000
6	City of Grants	Washington Bridge Replacement	\$1,425,000	\$75,000	\$1,500,000
6	McKinley County	Manuelito Canyon Bridge and Road Improvements	\$2,850,000	\$150,000	\$3,000,000
6	Village of Milan	Haystack Phase II	\$120,248	\$6,329	\$126,577
6	Navajo Nation – Baahaali Chapter	Baahaali Transfer Station Access Road Improvements	\$281,437	\$14,813	\$296,250
6	Navajo Nation – Bahast'ah Chapter	Highway 491 Roadway Safety Audit	\$142,500	\$7,500	\$150,000
6	Navajo Nation – Mexican Springs Chapter	Navajo Route 30 and US Highway 491 Safety Audit	\$19,000	\$1,000	\$20,000
6	Navajo Nation – Tohatchi Chapter	Highway 491 Roadway Safety Audit	\$71,250	\$3,750	\$75,000
6	Pueblo of Acoma	SP 130 Veterans Blvd Roadway Project	\$1,136,912	\$59,837	\$1,196,749
6	Pueblo of Laguna	Interstate 40 Concrete Box Underpass	\$1,900,000	\$100,000	\$2,000,000
TOTAL			\$12,192,847	\$641,729	\$12,834,576

###



NEW MEXICO COUNCIL OF GOVERNMENTS

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NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

**Northwest Regional Transportation Planning Organization
(NWRTPO)**

Agenda Item #VII: Project Prospectus Forms–due Sept. 10

Subject: Members to report on progress with PPF's along with
TAP/RTP/CMAQ application packages

Prepared for: Sept. 8 RTPO meeting

Date: 8/31/21

BACKGROUND

- **Why?** PPF's due as second phase of project development for our FFY2021-2022 RTIPR
- **Purpose.** Part of our new call for projects for FFY2021-2022 to complete a new RTIPR
- **Discussion/Finalization.** Members to report on progress with PPF's as well as TAP/RTP applications (incl. CMAQ – if any for our rural region?)

CURRENT WORK

- Members should have most of their PPF's ready for submission
- Members have a limited period of time to complete TAP/RTP applications by Sept. 24

ANTICIPATED WORK

- Complete and submit PPF's for RTPO project inclusion in FFY2021-2022 RTIPR **by Sept. 10**
- Complete and submit TAP and RTP full application packages **by Sept. 24**

ATTACHMENTS

- FFY2021 PPF
- NWRTPO 2021 Call for Projects
- RTP and TAP Program Guide FFY2023
- TAP_RTP Guide FY23_Condensed
- NMDOT TAP_RTP Application_2021

BUDGET IMPACT

- None.

ACTION ITEM

- N/A.



T/LPA PROJECT PROSPECTUS FORM (PPF)

INSTRUCTIONS: Please complete all sections thoroughly.
See the end of this document for required distribution.

1. **Date of Submittal:** Click here to type date
 2. **Is this project phased?** Yes / No **If phased:** Enter phase number and total # of phases
 3. **T/LPA Responsible Charge:** Enter entity name
 4. **Project Name:** Enter project name
 5. **Is the project on the ICIP?** Yes / No **If yes, year and priority #:** Year, priority # (if available)
 6. **Is the project in or consistent with any T/LPA planning documents?** Yes / No
If yes, list documents (ICIP/Community/Bike/Ped Plan/etc.): Enter document name and year
 7. **Is a related project in the STIP?** Yes / No **If yes, year(s):** Enter year(s) **Control #:** Enter CN
 8. **Is a related project on the MPO TIP/RTPO RTIPR?** Yes / No **If yes, which year(s):** Enter year(s)
Notes: Please contact your MPO/RTPO planner if this project is not in any local planning documents; if it is, please include the plan's cover page and the page on which the project is listed for any relevant documents.
-
9. **T/LPA Person in Responsible Charge:** Click here to enter
 10. **Address:** Enter street address, city, state, and zip code
 11. **County:** Select a county
 12. **Phone:** Enter phone #
 13. **E-mail:** Enter email address
 14. **MPO or RTPO:** Select a MPO/RTPO
 15. **NMDOT District #:** Select a district
-

PROJECT DESCRIPTION

16. In the space below, please provide a narrative describing the Project **Purpose and Need**: i.e., the rationale behind the project. *If this project has or will go through the NEPA process, the description below should match the NEPA description as closely as possible.*

Enter a project description – this field will expand as needed, but please limit text to 200 words.

17. **Select the main project type:** Select the main project type.

List additional project types here: enter additional project types here.

Project Details (fill out where applicable)

18. **Project Scope** (not the same as Purpose and Need): This will be entered into the STIP and used for agreements, please be specific

19. **Route # (or Street) Name:** Enter route number or name 20. **Length (mi.):** Enter length in miles

21. **Begin mile post/intersection:** Enter begin point 22. **End mile post/intersect.:** Enter end point

23. **Attach a map of project area:** Enter shortened URL [goo.gl/maps/xxxx].

24. **Roadway FHWA Functional Classification(s):** Select a road type, or enter road types.

FUNDING INFORMATION

25. **Has a related project received Federal funding previously?** Yes / No If yes, which years? Enter year(s) Which funding program(s)? Enter program(s)

In the table below, please itemize the total project cost by type and funding source. (This information will be entered into the STIP and used for agreements, please be specific)

Activity	Federal	Local***	Tribal	Other	
26. Preliminary Engineering*					
27. Utilities					
28. Right-of-Way					
29. Construction Management**					
30. Construction					Project Total
Totals					

* 26. Preliminary Engineering total includes planning, environmental, and design.

** 29. Construction management total includes bidding, observation and material testing.

*** Local funds can be used for match and to increase project total.

See Program specific guidance on match ratios. Generally, match ratios for projects are 85.44% Federal, 14.56% Local/State/Tribal.

Project Readiness

List any certifications, clearances and other processes that have been obtained for this project. Required certifications for federally-funded and state-funded projects include: Right of Way, Environmental*, Utilities, Intelligent Transportation Systems (ITS) and Railroad. Please include the date that the certification or clearance was received **OR** if a certification/clearance is underway. In most cases, a project will not have these certs or clearances yet.

31. Clearances and/or Certifications: List any/all, including the date completed, or when they were started

* NEPA assessment may evaluate: Threatened & Endangered Species, Surface Water Quality (Clean Water Act), Ground Water Quality, Wetlands, NPDES Permit, Noxious weeds, Air Quality Analysis, Noise Analysis, Hazardous Materials Analysis, and other areas; 4-F properties. NHPA Section 106 Cultural Resources Investigation may include: coordination with land management agencies and State Historic Preservation Officer, Cultural Properties Inventory (buildings recorded), Traditional Cultural Property Inventory (consult with appropriate Native American tribes), Tribal Historic Preservation Officer and State Historic Preservation Officer. **For a full list of environmental and cultural areas that may be evaluated, see the Tribal/Local Public Agency Handbook.** This also includes public outreach.

Planning Factors

National Planning Factors

Below are the federally mandated planning factors for all transportation projects. Please check all that apply and provide a brief explanation of how the project addresses the factor. Comment area will expand as needed.

NOTE: if you are applying for TAP, RTP, or CMAQ funds, leave this section blank and complete the supplemental application (contact MPO/RTPO with questions).

- 33. ☐ **Support Economic Vitality:** Type explanation.
 - 34. ☐ **Increase Safety for Motorized and Non-motorized Users:** Type explanation.
 - 35. ☐ **Increase Security for Motorized and Non-motorized Users:** Type explanation.
 - 36. ☐ **Increase Accessibility and Mobility of People and Freight:** Type explanation.
 - 37. ☐ **Protect and Enhance Environment, Energy Conservation, Quality of Life:** Type explanation.
 - 38. ☐ **Enhance Integration and Connectivity:** Type explanation.
 - 39. ☐ **Promote System Management and Operation:** Type explanation.
 - 40. ☐ **Emphasize System Preservation:** Type explanation.
 - 41. ☐ **Improve System Resiliency and Reliability and Reduce or Mitigate Stormwater Impacts**
: Type explanation.
 - 42. ☐ **Enhance Travel and Tourism:** Type explanation.
-

New Mexico Climate Change Goals

Below are the state of New Mexico's climate change goals for transportation projects. Please check all that apply and provide a brief explanation of how the project addresses the goal. Comment area will expand as needed.

NOTE: this section is required for all applications.

- 43. ☐ **Reduction in Greenhouse Gas (GHG) emissions:** Type explanation.
- 44. ☐ **Reduction in Vehicle Miles Traveled (VMT):** Type explanation.

45. ☐ Increase Adoption of Cleaner Vehicles: Type explanation.

REQUIRED DISTRIBUTION

The Applicant shall send a completed electronic version to the MPO/RTPO, District Staff and NMDOT Planning Liaison. If the applicant is applying for TAP, RTP or CMAQ, this form should be submitted with the other application materials to your MPO/RTPO Planner only.

GLOSSARY

FAST Act: *Fixing America's Surface Transportation Act*, the current funding and authorization bill to govern United States federal surface transportation spending.

NMDOT Planning Liaison: NMDOT Planning Liaison, a NMDOT employee assigned to provide planning technical assistance to a MPO/RTPO or T/LPA. See NMDOT website for a list of Liaisons and contact information.

ICIP: *Infrastructure capital improvement plan*, a plan that establishes planning priorities for anticipated capital projects.

MPO: *Metropolitan Planning Organizations* conduct comprehensive transportation planning for metropolitan areas with populations of 50,000 or more. The MPOs in New Mexico are Farmington, Santa Fe, Mid Region (Albuquerque Area), Mesilla Valley (Las Cruces area), and a portion of El Paso (Sunland Park, and Anthony area).

MTP: *Metropolitan Transportation Plan*, the long range, comprehensive, multimodal document that guides each MPO for the next 25 years, which is updated every 4-5 years.

NEPA: *National Environmental Policy Act*, enacted on January 1, 1970, requires federal agencies to assess the environmental effects of their proposed actions prior to making decisions on a range of items, including project construction.

RESPONSIBLE CHARGE: A full-time, public employee qualified to ensure that the work delivered is complete, accurate, and consistent with the terms, conditions, and specifications of the cooperative agreement. This person should be able to answer all questions about the project and oversee all aspects from planning through construction.

RTIPR: *Regional Transportation Improvement Program Recommendations*, the list of programs promoted by local agencies outside of MPO areas. These lists may inform NMDOT Districts when they program funds in their regions.

RTP: *Recreational Trails Program*, which provides funds to the States to develop and maintain recreational trails and trail-related facilities for both non-motorized and motorized recreational trail uses. - **OR** -

RTP: *Regional Transportation Plan*, similar to MTPs for the RTPO regions.

RTPO: *Regional Transportation Planning Organizations*, state-designated entities that orchestrate rural transportation planning. The RTPOs in New Mexico are Northwest, Northern Pueblos, Northeast, Southeast, South Central, Southwest and Mid Region RTPOs.

STIP: *State Transportation Improvement Program*, the fiscally constrained list of projects, programmed for four years (plus two more years for planning).

TIP: *Transportation Improvement Program*, the federally required, fiscally constrained program that includes transportation projects proposed for funding within an MPO's boundaries in the next four years, which is developed by the MPOs every two years. Project information is entered into the STIP.

TLPA: *Tribal/Local Public Agency*, the umbrella term for tribal entities, communities, and counties.



ACTIVE TRANSPORTATION AND RECREATIONAL PROGRAMS

APPLICATION

INSTRUCTIONS: Applicants are required to read through the New Mexico Active Transportation and Recreational Programs Guide (the Guide) prior to completing this application. Please complete the Project Prospectus Form (PPF) first, and then complete this application form.

Introduction

As outlined in the guide, this application will be completed by entities applying for either Transportation Alternatives Program (TAP) or Recreational Trails Program (RTP) funds, and used by the statewide selection committees to score and rank projects submitted for TAP/RTP funding. The process is competitive and the highest scoring projects will be the first priority for funding. This application may also be used by MRMPPO and EPMPO in their TAP application processes.

Please refer to the Guide when filling out this application. It provides information on the application questions, the overall TAP/RTP processes, eligible entities, and eligible projects. *Before submitting an application, if in an RTPO, applicants are required to complete the Project Feasibility Form (PFF) process and must have District recommendation. If within an MPO, please first consult with your MPO planner to ensure project feasibility and eligibility.*

Basic Project Information

A. Select which funding source applying for:

If applying for RTP funding, select the project category from Appendix IV of the guide:

B. Date of submittal:

C. Responsible Charge (Non-profits must partner with a governmental entity):

D. Project name:

E. If located within an RTPO, was the project recommended by the District Representative via the PFF process? No

F. Total amount of TAP/RTP funding requested. Please separately indicate amounts for each year of the proposed project:

	TAP/RTP Funds	Matching Funds	Other Funds	Total
Project Year 1				\$ 0.00
Project Year 2				\$ 0.00
Project Year 3				\$ 0.00
Project Year 4				\$ 0.00

Please explain project phasing as necessary:

G. Provide a one to three sentence description of the project scope, including major components, any project deliverables, and pertinent project details.

Scoring Factors

Applications will be rated and ranked according to the following factors. *See section 5D of the Guide for detailed explanations of each scoring factor.*

1. Planning

Applications are awarded two (2) points for each plan in which the project is listed or with which it is consistent, up to a maximum of six (6) points for this scoring factor. Please include the cover sheet and the page(s) where the project is referenced. Do not send entire plans. For a list of eligible planning documents, refer to section 5D of the Guide.

The remaining factors will be scored according to the following scale:

- 3 points: The application demonstrates a thorough understanding of how this factor applies, and provides clear and compelling documentation on how the project meets and exceeds the factor.
- 2 points: The application demonstrates a basic understanding of this factor, and provides minimal documentation on how the project meets the factor.
- 1 point: The application demonstrates very little understanding of this factor, and does not provide any documentation on how the project meets the factor.
- 0 points: Does not meet factor.

In your application packet, provide any supporting documentation that is referenced in your responses to 1-6 below.

*Your responses are **limited to 1,000 characters** for each question below.*

2. Economic Vitality

Provide detailed information on how your eligible TAP/RTP project will benefit local, regional and/or state economic development efforts. Please cite and provide any supporting documents or studies.

3. Safety and Security

Please explain any safety issues you are trying to address and provide any available data. Describe how your eligible project will increase the safety and security of different user groups by making it safe for them to walk, bicycle, access public transit in their community or access recreational trails. Please cite and provide any supporting documents or studies.

4. Accessibility and Mobility through Integration and Connectivity

Please describe how your eligible project will increase accessibility and mobility through integration and connectivity of transportation and recreation networks. Please cite and provide supporting documents or studies as necessary.

5. Protection and Enhancement of the Environment

A. Please provide information as to how your eligible project will promote environmental conservation. Please cite and provide any supporting documents or studies.

B. Please describe how your eligible project will improve the quality of life for community residents. Please cite and provide any supporting documents or studies.

C. Please explain how your eligible project will help achieve the community's desired land use goals, as described in local planning documents. Please cite and provide any supporting documents or studies.

6. Efficient System Management and Operation

Please describe how your eligible project will promote efficient system management and operation, particularly with regard to the maintenance of the TAP or RTP-funded improvement. Please cite and provide any supporting documents or studies.

7. System Preservation

Please explain how your eligible project will enhance, preserve or offer an adaptive reuse of existing infrastructure. Please cite and provide any supporting documents or studies.

Application Submission

Applicants must submit the following documents (as a single PDF) as part of the TAP and RTP application process:

- Project Feasibility Form (PFF) signed by District representative – see Appendix I of the Guide
- Project Prospectus Form (PPF) – see Appendix I of the Guide
- TAP/RTP Application Form
- Resolution of Sponsorship indicating proof of match, budget to pay all project costs up front (funding is by reimbursement), and maintenance – see Appendix XI; alternatively, an official letter signed by the entity's chief executive or official with budget authority, indicating all of the same, may be submitted in lieu of a resolution.
- Letter(s) of support regarding right(s)-of-way from all entities whose right-of-way/jurisdiction comes into contact with the project; this requirement only applies when a project is not entirely located within the jurisdiction of the sponsoring agency.
- Basic map of project location

Any additional documentation in support of scoring factors, per the TAP/RTP per section 5D of the Guide.

NORTHWEST REGIONAL TRANSPORTATION PLANNING ORGANIZATION (NWRTPO)



Northwest New Mexico Call for Transportation Projects Guide

NWRTPO PROJECT SUBMISSION SCHEDULE & PROCESS

April 2021



"Our Region, Your COG"
Celebrating 40 years of Advancing Northwest NM
505.722.4327
www.nwnmcog.com



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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**

Call for Transportation Projects

Description and Overview.

The Northwest Regional Transportation Planning Organization (NWRTPO) is assisting in NM Department of Transportation (NMDOT) in a comprehensive call for transportation projects. Transportation projects can include all modes and methods of travel including roads, bridges, trails, scenic byways, rail, air, transit, etc. The process for collecting new projects will start with the submission of a Project Feasibility Form (PFF). The general public, stakeholders, or non-NWRTPO entities will need to gain permission from their appropriate jurisdiction and the PFF must be submitted by the NWRTPO member representing that jurisdiction on the Committee. A list of these members is provided in this package.



All projects, even projects currently listed in our Regional Transportation Improvement Program Recommendation (RTIPR), **will need** to submit a PFF. The RTPO is trying to clear this list to remove outdated project information and provide consultations on the feasibility of the projects. If you've already submitted in previous years – an as of yet unfunded project – consult with the RTPO manager – Robert Kuipers, who can send you the previously submitted PFF and let him know if any changes or updates are needed (as opposed to re-doing the whole PFF) to save time and trouble.

To find out if your project is on the RTIPR, please feel free to contact our office or review through our website at: http://www.nwnmcog.com/uploads/1/2/8/7/12873976/rtipr_updated_condensed.pdf

Further, the NWRTPO and NMDOT are looking for projects that will advance on region's long-range transportation plan, which can be found at:

http://www.nwnmcog.com/uploads/1/2/8/7/12873976/rtp_2020_final.pdf

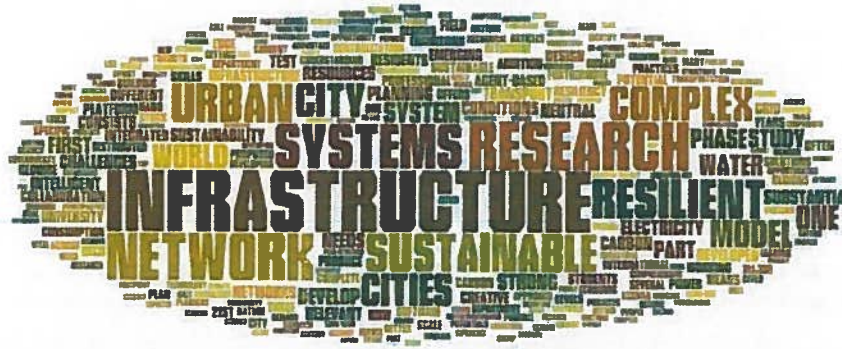
Additional information on the NWRTPO can also be found on this webpage.

In this guidance is a list of examples and possible project sourcing and programs to help showcase what types of projects are possible and are suitable to be submitted with a Project Feasibility Form.

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 Alternative Program (TAP) and Recreational Trails Program (RTP) projects, we would encourage you to look at the supplemental guidance found in NMDOT's "Active Transportation and Recreational Programs Guide".

http://www.nwnmcog.com/uploads/1/2/8/7/12873976/rtp_and_tap_program_guide_ffy2023.pdf

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.



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 2040 Plan (2040 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.)

Role of the RTP:

As part of the 2040 Plan planning process, each RTPO developed a Regional Transportation Plan (RTP) that is consistent with the statewide 2040 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 2040 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. 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;
- (3) Project is technically feasible, based on engineer review; and
- (4) Requesting entity has the capacity to take on or manage Federal funding.

Role of the Prioritization Process:

Based upon the regional goals articulated in the RTP, and the statewide goals in the 2040 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.

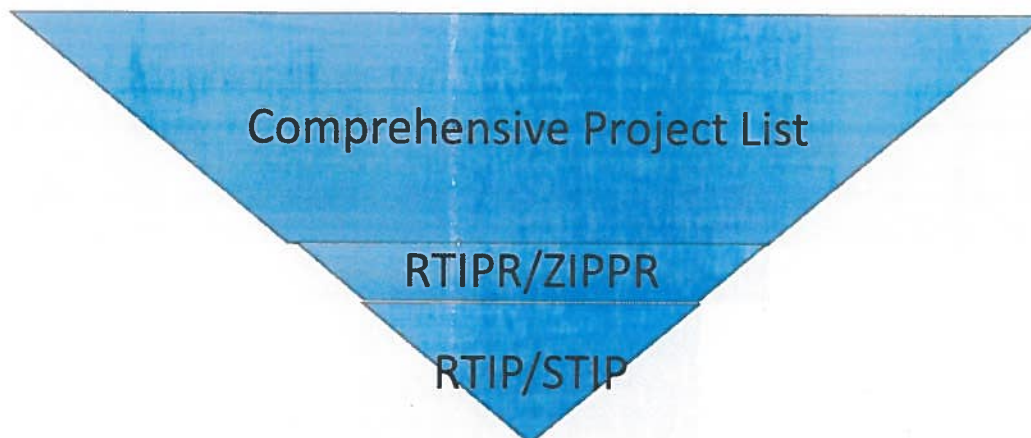
The standardized project prioritization process to score and rank projects included in the applicable RTIPR must be consistent with the NMDOT 2040 Long Range Multimodal Transportation Plan and each RTPO's RTP. Examples for creating a prioritization process can be found in the Active Transportation and Recreational Programs Guide (see sections on "application scoring factors" and "application scoring matrix") and the Project Prioritization Process for Small Urban Areas developed and used by the Mid Region Metropolitan Planning Organization.

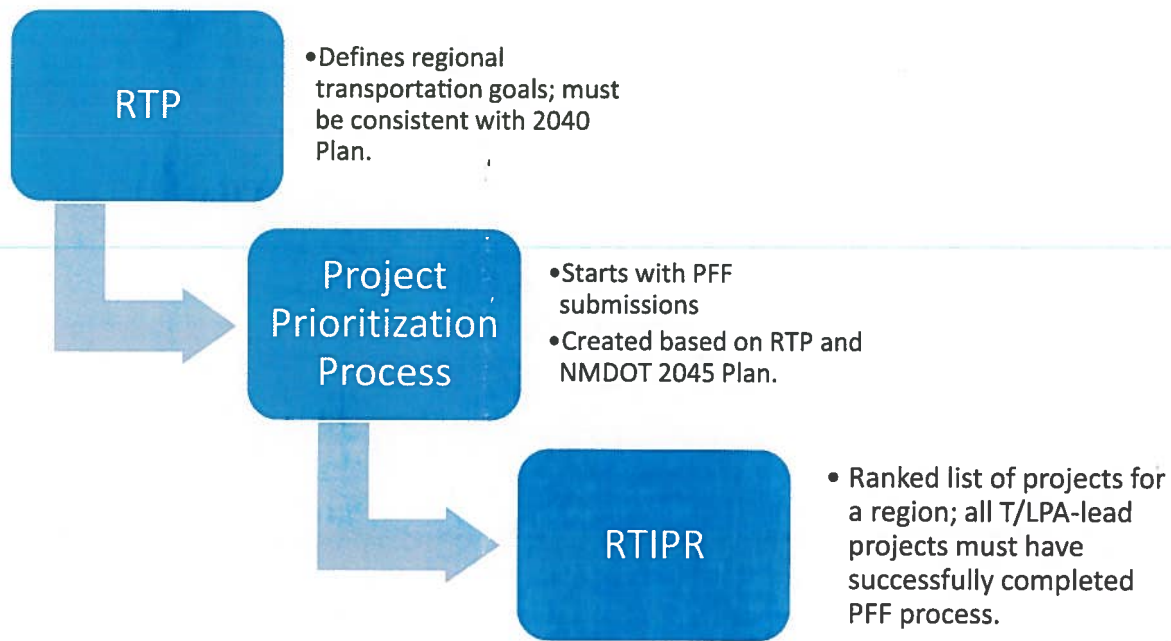
Role of the RTIPR:

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 2040 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).

All projects on the RTIPR should be confirmed with the sponsoring agency on a bi-annual basis in coordination with NMDOT's call for 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 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 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 new 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. Our Prioritization Process will be used to develop the RTPO's RTIPR. So, projects will be submitted in response to this "Call for Transportation Projects" guidance and begin as Project Feasibility Forms (PFFs). PFF 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 entity to discuss the project, and result in a go- or no-go decision by the District Engineer or his/her designee. RTPO staff will provide a PFF Consultation Report back to the entity outlining information including suggestions on alternative funding sources and technical assistance providers.







STEP 2: Project Prospectus Form. Projects that are approved to move forward will then need to submit a Project Prospectus Form (PPF) (which now replaces the Project Identification Form – PIF) and other application documents depending on Federal funding program. These documents are again distributed to NMDOT, District staff, Regional Design staff, and RTPO staff for review, as well as RTPO members.

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 *December* monthly meeting. The presentation template assists the entity to pull information from the PPF and present it in the exact order as the scoring criteria. **A copy of the presentation templates for Roadway/Bridges and Active Transportation & Recreational Programs can be provided.** Entities can request assistance from the RTPO staff, especially in terms of, data and maps. At this meeting, the RTPO Policy & Technical Committee members will evaluate each project and presentation, using the scoring criteria. **A copy of the scoring criteria for Roadway/Bridges and Active Transportation & Recreational Programs can also be provided.**

STEP 4: RTIPR Approval Process. RTPO will collect and compile each member scoring criteria form, and this will be the basis for the draft RTIPR presented to the RTPO Policy & Technical Committee in *January*. RTPO members can discuss prioritization of project, especially those that receive similar scores, and based on consensus members may make modifications to the scoring, findings and project ranking. Their discussion will be brought back in the form of a recommendation to the RTPO Policy & Technical Committee in *February*, which will further review the project ranking and vote to establish the RTIPR.

STEP 5: ZIPPR. Since our RTPO region overlaps with several different NMDOT Districts and RTPO regions, our staff works collaboratively with other RTPO to create a unified RTIPR that then goes to the appropriate District office as a recommended list.

STEP 6: Regional Transportation Improvement Program (RTIP). Ultimately, the final Regional Transportation Improvement Program lists are finalized and submitted by the District office; these are fiscally constrained projects that are funded and get incorporated into the Statewide Transportation Improvement Program (STIP).

PROGRAM	DESCRIPTION	EXAMPLES OF ELIGIBLE OPPORTUNITIES
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 Project (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	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. 

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>	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 
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.	Motorized vehicle parks and facilities, hiking trails, urban trails, joint use trails and facilities. 
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"	Para-transit services, or flexible route bus services in small urban areas 
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.	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. 
Special Studies	Additional studies not mentioned in other programs, such as special traffic studies	Traffic studies, corridor studies, bicycle/pedestrian count studies, etc. 
Roadways & Bridges	Projects that are determined to be functional classified can be prioritized through the STIP and receive funding	Roadway improvements, lane expansion, widening, interchange development and bridge replacement 
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/	
RAISE Discretionary Grants	Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant providing \$8.9 billion for transportation infrastructure. (formerly BUILD / TIGER) https://www.transportation.gov/RAISEgrants/raise-nofo .	Each project is multi-modal, multi-jurisdictional or otherwise challenging to fund through existing programs, including port, rail, planning, transit, road, trail and BPE projects. 
NM Transportation Project Fund	Annual funding at approximately \$40 - \$50M and does not require functional classification. Requires 5% local match without waiver.	Flexible program for many types of transportation projects including: roads, bridges, multi-modal, parking lots, etc. 

NWRTPO
Call for Transportation Projects Schedule
April 2021 – March 2022

Task	Timeframe/Due Date	Responsible Party
NWNM RTPO Approves and Releases Call for Projects Guide	April 14 2021	RTPO Staff
General Announcement of NMDOT Active Transportation and Recreational Programs Guide and CMAQ Program	May 2021	NMDOT
Technical Assistance Contact the NWRTPO to set up a time and place with District staff	May - June 2021	RTPO & District Staff
Project Feasibility Forms (PFF) Due on or Before Must be submitted by an Approved RTPO Member	June 11, 2021	RTPO Members
PFF Review and set up Consultations	June 14 - 25, 2021	All
Mandatory Project Consultation Meetings between RTPO Member, Local Entity Representative/Official, RTPO staff, DOT Liaison, and District Staff. Project Consultation Report due 5 working days after.	June 28 - 30	All
◊ Based on decision and recommendation by District staff, project and 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 	July 2021	All
Project Prospectus Forms (PPF) and (or) TAP/RTP/CMAQ Applications due (Must be submitted by appropriate RTPO Member)	September 10, 2021	RTPO Members
PPFs and Applications are vetted by RTPO Staff.	September 13 - October 1, 2021	RTPO Staff
PPFs and Applications sent to RTPO members for review	October 1, 2021	RTPO Staff
Project presentations and scoring by RTPO Members. Gallup East side Fire-station, 3700 Churchrock Street, Gallup, NM	November 10, 2021	RTPO Members
Draft RTIPR is presented to the NWRTPO Committee meeting Cibola County Management Office, 700 E. Roosevelt, Grants, NM	January 12, 2022	RTPO Staff
Final RTIPR is approved by NWRTPO Committee. McKinley County Emergency Mgmt. Office, 2221 Boyd Ave., Gallup	February 9, 2022	RTPO Staff
District 6 RTIPR ("zipper") Finalize project inclusion into the DOT District 6 STIP, including Catron and Sandoval County projects. NMDOT District 6 Office, 1919 Pinon Drive, Milan, NM	March 9, 2022	All

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

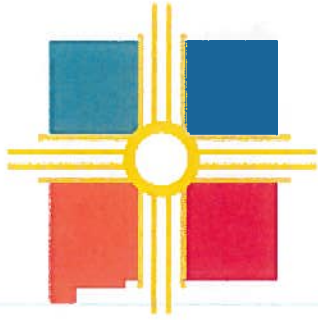
Ineligible Entities

- 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 (505) 722-4327; rkuipers@nwnmcog.org

NWRTPO Members	
Cibola County	Judy Horacek, Projects Coordinator 505-285-2557; jphoracek@co.cibola.nm.us
McKinley County	Rodney Skersick, Road Superintendent 505-722-2303; Rodney.Skersick@co.mckinley.nm.us
San Juan County (Non-MPO)	Nick Porell, Deputy Department Administrator, Public Works 505-334-4530; nporell@sjcounty.net
Gallup	Clyde Strain, Public Works Director 505-863-1290; cstrain@GallupNM.gov
Grants	Don Jaramillo, Special Projects Coordinator 505-285-3981; projects@grantsnm.gov
Milan	Sarah Austin, Village Manager 505-285-6694; manager@villageofmilan.com
Navajo Nation – Northern Agency	Larry Ute Joe, Senior Planner 928-640-1657; ljoe@navajodot.org
Navajo Nation – Eastern Agency	Marco Sells, Senior Planner 928-674-2136; msells@navajodot.org
Pueblo of Acoma	Dave Deutsawe, Director – Public Works 505-552-5190; ddeutsawe@puebloofacoma.org
Pueblo of Laguna	Elroy Keetso, Tribal Planner 505-552-1201; ekeetso@pol-nsn.gov
Pueblo of Zuni	Royce Gchachu, Program Manager 505-782-7116; royce.gchachu@ashiwi.org
Ramah Navajo	Dorothy Claw, Ramah DOT 505-775-3264; DorothyClaw@ramahnavajo.org

If you are located in the Farmington MSA (of the Cities Farmington, Bloomfield, and Aztec), please contact the Farmington MPO, to discuss projects and process with them directly. Contact Information: (505) 599-1392)



New Mexico DEPARTMENT OF
TRANSPORTATION
MOBILITY FOR EVERYONE

Transportation Alternatives and Recreational Trails Program Guide and Application

For Projects starting in Federal Fiscal Years 2023, 2024, plus

Programs Coordinator

Shannon Glendenning
New Mexico Department of Transportation
P.O. Box 1149
Santa Fe, NM 87504-1149
(505) 231-4300
Shannon.Glendenning@State.nm.us

Table of Contents

Table of Contents.....	2
1. Introduction and Goals.....	4
2. Quick-Reference Funding Guide.....	5
Which program should my agency apply for?	5
Other Funding Opportunities	5
3. Program Information	6
A. What is the Transportation Alternatives Program?.....	6
B. What is the Recreational Trails Program?	7
4. Program Requirements	8
A. Who can apply for funding?	8
B. What are other Federal requirements?	8
Americans with Disabilities Act.....	8
Title VI Plan	9
Financial controls	9
C. What is the local match?	9
E. Other Considerations	10
5. Application Process and Project Selection	10
A. What are the timelines and deadlines for applications and selected projects?.....	10
B. TAP/RTP Funding Cycle Timeline	11
C. What needs to be included with my application?.....	12
D. Application Scoring Factors	12
E. Application Scoring Matrix	16
F. Best Practices and Feedback for Applicants	17
G. How are applications selected?	17
6. The Award	18
A. Agreement Development and Project Management	18
B. How will my agency receive funds?	19
C. How long are the funds available?	19
7. Appendices	19
I. Forms	19
II. NMDOT Resources	20
III. Sample Programmatic Boilerplate Agreement.....	20
IV. Sample Design/Construction Boilerplate Agreement	20

V. Eligible and Ineligible Projects and Activities	20
VI. RTP Project Categories	23
VII. State and Federal Requirements and Guidelines	24
VIII. New Mexico MainStreet Program	26
IX. Sample Resolution of Sponsorship	26
X. MPO and RTPO Contact Information and State Map.....	27
XI. NMDOT District Offices and Regional Design Centers	31

1. Introduction and Goals

The Transportation Alternatives and Recreational Trails Program Guide and Application (the Guide) is a user-focused handbook for New Mexico's Transportation Alternatives Program (TAP) and Recreational Trails Program (RTP). It is intended to assist potential applicants; Metropolitan Planning Organizations (MPOs); Regional Transportation Planning Organizations (RTPOs); and other transportation planning partners in identifying and applying for the appropriate funding source based on the specific project type and guidance on project development and implementation.

The Guide is most effective when used in concert with The Tribal and Local Government Handbook, which provides a more detailed description of the federal aid process as administered by NMDOT.

In its administration of TAP and RTP, it is New Mexico Department of Transportation's (NMDOT) intention to leverage these funds to further the multimodal and quality-of-life goals set forth in the Department's long-range plan, *The New Mexico 2040 Plan* ("2040 Plan"). The 2040 Plan provides the strategic framework to guide NMDOT's decision-making in the years to come, and represents an unprecedented level of outreach and engagement with the general public and diverse stakeholders across the entire state of New Mexico. The 2040 Plan is currently undergoing an update, which will be released in the Fall of 2021.

The broad vision of the 2040 Plan is "a safe and sustainable multimodal transportation system that supports a robust economy, fosters healthy communities, and protects New Mexico's environment and unique cultures." To this end, the 2040 Plan identified five overarching goals. These goals are to:

- operate with transparency and accountability;
- improve safety for all system users;
- preserve and maintain our transportation assets for the long term;
- provide multimodal access and connectivity for community prosperity; and,
- respect New Mexico's cultures, environment, history, and quality of life.

Finally, NMDOT strives to coordinate closely with other agencies that have developed transportation plans, bicycle and pedestrian plans, comprehensive land use plans, or other types of plans that include a transportation component. As such, it is NMDOT's goal to respect and coordinate with the plans of tribal and local governments, metropolitan areas and regions, and various State and Federal agencies—provided plans and projects are consistent with the goals and strategies of the 2040 Plan. The application scoring criteria for TAP and RTP applications outlined in this guide reflect this emphasis on planning as a means of furthering the vision and goals laid out in the 2040 Plan.

This Guide is for eligible projects applying for funds in Federal Fiscal Year (FFY) 2023 through FFY 2025. Applicants should identify the desired year(s) for their proposed projects. As NMDOT reviews, scores and programs projects, it may seek to adjust funding years in order to accommodate anticipated project timeline delays and/or support the highest ranking applications. Proposed changes to funding years will be discussed with applicants prior to awarding funds.

2. Quick-Reference Funding Guide

Which program should my agency apply for?

The following matrix is a “quick-reference” guide for easily identifying the appropriate funding program based on the type of project. Project types may be eligible for one or more funding sources. See **Appendix V** for a detailed and complete list of eligible and ineligible projects and activities for each program.

Example Projects	Program (x indicates eligibility)	
	TAP	RTP
• Sidewalks (street-adjacent)	X	
• Streetscape improvements (as part of bike/pedestrian project)	X	
• Non-motorized, paved, shared-use paths	X	X
• Equestrian trails	X*	X
• Motorized trails (e.g. for ATVs, snowmobiles, etc.)		X
• ADA improvements	X	X**
• Bike lanes, sharrows, and signage related to on-street bicycle facilities	X	
• Lighting for bicycle and pedestrian facilities	X	X**
• Traffic-calming measures (e.g. road diets)	X	
• Stormwater projects related to bicycle or pedestrian improvements	X	X**
• Trail maintenance		X
• Trailside or trailhead facilities		X
• Bicycle parking	X	X**
• Bus bike racks	X	
• Bicycle/pedestrian plans	X	X***
• Path/trail and road intersection improvements	X	X
• Path/trail connections	X	X
• Bridges or tunnels for motorized trails and equestrian trails		X
• Bridges or tunnels for bicycles and pedestrians (off-road)	X	X**
• General educational programs/trainings		X
• Bicyclist/pedestrian education for children in grades K-8	X	
• Safe routes to school coordinator positions	X	
• Bike share (capital costs only; no operations costs)	X	
• Lease of trail construction and maintenance equipment		X

*Equestrian trails are only eligible for TAP funding if built as part of a shared-use path. Stand-alone equestrian trails are not eligible for TAP funding.

**Must be directly related to a trail, trailside, or trailhead facility.

***RTP funds may be used to develop statewide recreational trail plans.

If a project is located in a designated New Mexico MainStreet Community, a State-Authorized Arts and Cultural District, or an official Frontier Community, they must coordinate with the New Mexico Economic Development Department’s MainStreet Program to identify potential overlap between plans and proposed projects. See Appendix VIII for additional information.

Other Funding Opportunities

Depending on your project’s scope and budget, you may want to consider other Federal, State or local funding opportunities including Congestion Mitigation and Air Quality (CMAQ), [Federal Lands Access Program \(FLAP\)](#), [Land and Water Conservation Fund](#), Transportation Project Fund, capital outlay or municipal bonds.

3. Program Information

A. What is the Transportation Alternatives Program?

Background

The Transportation Alternatives Program (TAP) is a Federal reimbursement program originally authorized under section 1122 of the Federal transportation act, Moving Ahead for Progress in the 21st Century (MAP-21). TAP was reauthorized as a set-aside of the Surface Transportation Block Grant (STBG) program in section 1109 of the Fixing America's Surface Transportation Act (FAST Act)—signed into law in December of 2015. The FAST Act was extended for one year, through FFY2021. Although TAP is not explicitly mentioned in the FAST Act, all of TAP's eligibilities have been preserved and are now codified under Title 23 of the United States Code, sections 133(h)(3) and 101(a)(29). For simplicity and consistency, NMDOT will continue to refer to the program as TAP.

In New Mexico, TAP is administered by NMDOT's Active Transportation Programs Team, which oversees the call for projects, award process and manages all non-infrastructure projects such as Bicycle and Pedestrian Plans and Safe Routes to School Programs. Examples of recently funded TAP projects include:

- Cedar Street Pedestrian Improvements, City of Deming
- Kirtland Schools Bicycle and Pedestrian Path, San Juan County
- Safe Routes to School Program Coordinator, Las Cruces Public Schools
- Hondo River Trail Improvements, City of Roswell
- Edgewood 7 Multi-use Trail, Town of Edgewood

Specific questions on project eligibility should be addressed to the Programs Coordinator and/or your MPO/RTPO Planner.

Funding

New Mexico's **estimated*** annual federal share of TAP funding amounts is \$5,715,525. Per the FAST Act, 50% of New Mexico's annual TAP apportionment (estimated at \$2,857,525 annually) is sub-allocated to areas based on their relative share of the total state population. The remaining 50% is available for use in any area of the state.

Sub-allocated funds are divided into three categories: areas with populations of 200,001 or more; areas with populations of 5,001 to 200,000; and areas with populations of 5,000 or less. These are special census designations related to population density and do not correspond with city or town boundaries. In order to accurately figure out in which category a project belongs, entities should work with the appropriate MPO/RTPO planner. The resulting distribution **estimates** based on historical funding levels for New Mexico's FFY23 and FFY24 TAP funds are as follows.

Total Estimated Annual TAP Federal Funds: \$5,715,525

Population 200,001 or more:	\$1,071,346
Population 5,001 to 200,000:	\$1,091,424
Population 5,000 or less:	\$694,754
Available for any area:	\$2,857,525

*Funding is apportioned by Congress and is subject to change.

Funds for population areas over 200,000 are directly allocated to the appropriate MPOs (Mid-Region MPO and El Paso MPO), which may use their own process or adopt NMDOT's process for awarding those funds. All other funding categories (for areas with populations of 5,001-200,000; 5,000 or less; and flexible) are awarded by NMDOT via a statewide competitive process. Section 5 of this Guide provides the details of the competitive project selection process.

B. What is the Recreational Trails Program?

Background

The Recreational Trails Program (RTP) is a Federal reimbursement program funded through section 1109 of the FAST Act, as codified under Title 23 of the United States Code, sections 133(b)(6), 133(h)(5)(C), and 206. In New Mexico, RTP is administered by NMDOT's Active Transportation Programs Team. The program provides funding to eligible entities to develop and maintain recreational trails and trail-related facilities for both non-motorized and motorized trail uses.

In addition to their recreational purpose, RTP-funded projects often provide additional multimodal transportation options. Examples of trail uses include hiking, bicycling, in-line skating, equestrian use, cross-country skiing, snowmobiling, off-road motorcycling, all-terrain vehicle riding, and four-wheel driving. Specific questions on project eligibility should be addressed to the Programs Coordinator and/or your MPO/RTPO Planner. Recently funded RTP projects include:

- Glade Run Recreation Area Trails, San Juan County
- Moon Mountain Trails, Village of Ruidoso
- Sandia Trails Improvements, Cibola National Forest and Grasslands
- ECHO Park Trailhead, Town of Edgewood
- McKenzie Ridge Trail Connector, McKinley County

Funding

RTP funds come from the Federal Highway Trust Fund and represent a portion of the motor fuel excise tax collected from non-highway recreational fuel use—fuel used for off-highway recreation by snowmobiles, etc. New Mexico's **estimated** annual RTP funding allocation is \$1,415,533.

Per Federal requirements, the RTP apportionment must be awarded according to the following distribution (see Appendix VI for the definitions of RTP project funding categories): 30% of the funds must be used for non-motorized trails (Categories 1 and 2); 30% for motorized trails (Categories 4 and 5); and 40% for diverse-use trails (Category 2, 3, and 5). The resulting annual distribution **estimates**, based on historical funding levels, for New Mexico's RTP funds are as follows.

Total Estimated Annual RTP Federal Funds:	\$1,415,533
30% Non-motorized:	\$424,659
30% Motorized:	\$424,659
40% Diverse:	\$566,213

A total of 5% of the annual apportionment may be spent on eligible educational programs.

4. Program Requirements

A. Who can apply for funding?

T/LPA recipients of Federal Aid Highway Program (FAHP) funding are referred to as “sub-recipients.” The following entities are considered eligible sub-recipients for TAP and RTP funding:

- local governments;
- tribal governments;
- regional transportation authorities;
- transit agencies;
- State and Federal natural resources or public land management agencies;
- school districts, local education agencies, and schools; and
- any other local or regional governmental entity with responsibility for oversight of transportation or recreational trails (not including MPOs and RTPOs).

The following entities are **not** considered eligible sub-recipients for TAP and RTP funding:

- Non-profits as direct sub-recipients of the funds (Non-profits are eligible to partner with any eligible entity on an eligible TAP or RTP project, if State or local requirements permit.);
- NMDOT*, MPOs and RTPOs (However, these entities may partner with an eligible entity to carry out a project, if the eligible entity is the project sponsor.); and
- High-risk entities, determined at NMDOT’s discretion, even if they are otherwise eligible (High-risk entities can be defined by financial risk or historical lack of capacity to manage Federally-funded projects.).
- Entities that do not meet American’s with Disabilities Act, Title VI or financial controls requirements.

*As the program’s administering agency, NMDOT is an eligible recipient for the Recreational Trails Program and may program RTP funds at its discretion.

B. What are other Federal requirements?

Americans with Disabilities Act

Non-tribal entities applying for TAP/RTP funds must comply with the Americans with Disabilities Act (ADA) of 1990, which requires that public agencies with more than 50 employees have an ADA Transition Plan, 28 CFR §35.150(d). Tribal governments are exempt from this requirement,

though NMDOT supports ADA plans and policies in Tribal communities. If not already submitted, the applicant must submit a compliant ADA Transition Plan to the [NMDOT ADA Program Coordinator](#), Charles Trujillo, ADA.TitleVICoordinator@state.nm.us, by July 12, 2021. Local Public Agencies (LPA) with fewer than 50 employees must submit an ADA Policy. For additional information please see the [NMDOT T/LPA Handbook](#).

ADA Plan/Policy Deadline: July 12, 2021

For this call for projects (FFY2023-FFY2025), compliant ADA Plans or Policies must be submitted to the [NMDOT ADA Program Coordinator](#), Charles Trujillo, ADA.TitleVICoordinator@state.nm.us, by July 12, 2021.

Title VI Plan

Non-Tribal entities wishing to apply for Federal funds through TAP/RTP must have a Title VI Plan. The plan addresses Title VI of the Civil Rights Act of 1964 and is the LPA's written document outlining how they will ensure no persons will be discriminated against based on race, color, national origin, sex, age, disability, limited English proficiency, or income status with the implementation of programs, services, or projects that utilize Federal funds. While Tribal governments are exempt from these requirements, NMDOT supports plans and policies as a best practice. The Title VI Plan should be formally updated every three (3) years and submitted to the NMDOT Title VI Program Coordinator. If your agency has a Title VI plan already on file with NMDOT, an annual report, due October 1, should be sent to the [NMDOT Title VI Program Coordinator](#) Charles Trujillo, ADA.TitleVICoordinator@state.nm.us, outlining any complaints received and/or changes in procedural or organizational structure. For additional information please see the [NMDOT T/LPA Handbook](#).

Title VI Plan Deadline: July 12, 2021

New Title VI Plans must be submitted to NMDOT Title VI Program Coordinator, Charles Trujillo, ADA.TitleVICoordinator@state.nm.us by July 12, 2021.

Financial controls

2 CFR 200.331 requires NMDOT to evaluate a sub recipient's risk of non-compliance with Federal statutes, regulations, and the terms and conditions of the award. NMDOT's financial specialists vet each T/LPA for financial fitness. Consideration and reviews include an entity's prior experience with the same or similar awards, whether the entity has new personnel or new or substantially changed financial systems, and results of recent audits to evaluate risk. NMDOT evaluates these factors when determining applicant eligibility and creating a sub recipient monitoring program, if awarded. **NMDOT will not consider a fiscal agent arrangement with an eligible T/LPA.**

C. What is the local match?

TAP and RTP are reimbursement programs. All eligible costs must be paid by the sub-recipient upfront, and are reimbursed at 85.44% of the total cost. The balance, 14.56% of the *total project cost* is the local match. See the following example:

Total Project Cost:	\$100,000
Federal (85.44% reimbursable):	\$85,440
Local Match (14.56%):	\$14,560

Tribal entities may use Tribal Transportation Program (TTP) funds for their local match. A Federal agency project sponsors may provide matching funds by using other Federal funds apportioned to that agency. However, for RTP projects sponsored by Federal land management and natural resource agencies, combined Federal funds may not exceed 95% of the total project cost. The remaining 5% match share must come from non-Federal funding sources.

In-kind match may be utilized for all or a portion of the 14.56% local match, but must be clearly stated in the project application. If the project is awarded, the in-kind match must be specifically noted on the Agreement Request Form (ARF) in accordance with the requirements in the [NMDOT T/LPA Handbook](#), or in developing a non-infrastructure agreement with the Program Coordinator. This ensures that the in-kind match is correctly referenced in all agreements. Any approved in-kind match must occur within the project term specified in the agreement; work completed prior to an entity's receipt of a Notice to Proceed will not be accepted as in-kind match.

E. Other Considerations

TAP and RTP are Federal-Aid Highway Program (FAHP) funds and must be expended in accordance with all applicable Federal and State regulations. Applicants are advised that compliance with Federal and State regulations requires a significant commitment of time and resources on the part of the sub-recipient and can add significant costs to the project.

What if my project comes in over budget?

Any costs above the awarded amount, are the responsibility of the sub-recipient.

Applicants are encouraged to consider the following questions prior to submitting an application for TAP or RTP funding:

- Does your agency have the necessary staff to administer the project and meet all requirements?
- Does your agency comply with Federal ADA Transition Plan and Title VI Plan requirements?
- Does your agency have the funding to pay all costs upfront, before seeking reimbursement?
- Does your agency have the funding to pay the local match requirement (14.56%) and support any costs that cannot be reimbursed?
- Projects often come in over budget, does your agency have the ability to pay for additional costs?
- Does your project budget and estimate consider the costs for required certifications (NEPA, right-of-way, utilities, ITS, railroad)?
- Has your project management staff attended trainings relating to FAHP project oversight and administration? Applicants are strongly encouraged to review [NMDOT's T/LPA Handbook](#) training videos, described in Appendix II. National Highway Institute (NHI) courses such as Federal-Aid Highways 101, Highway Program Funding, etc. are also highly recommended.

Projects must comply with all applicable Federal and State requirements from project design through implementation/construction, administration, and close-out. NMDOT will inform MPO/RTPO staff of additional trainings opportunities as they become available. Finally, NMDOT may require local government assistance and/or coordination in performing analyses related to performance measurement (e.g., before-and-after bicycle counts for a new bicycle facility).

5. Application Process and Project Selection

A. What are the timelines and deadlines for applications and selected projects?

All applicants must coordinate with and submit their applications to the appropriate [MPO or RTPO](#) based on the location of the applying agency. Appendix X provides a map and [contact information](#) for all the MPOs and RTPOs in New Mexico.

In coordination with NMDOT, MPOs and RTPOs will distribute this Guide and provide a schedule of specific dates and deadlines for the call for projects. An agency interested in applying for funds will first request a Project Feasibility Form (PFF) from their MPO/RTPO. The PFF must be filled out and returned to the MPO/RTPO planner before the PFF deadline set by the MPO/RTPO. The MPO/RTPO planner will then schedule a PFF meeting to be attended by the project's Person in Responsible Charge, the MPO/RTPO planner, appropriate NMDOT staff (District staff, Planning Liaison, Environmental staff, Regional Design Center's T/LPA Coordinator, Program Coordinator etc.), and others involved in the project. If a project is deemed feasible at the PFF meeting, the District representative will sign off on the PFF.

Once an entity has an approved PFF, they can begin preparing their application packet, as itemized in Section C below. For projects located in RTPO areas, once a PFF is approved by the appropriate District

representative, it must be included on the RTPO's Regional Transportation Improvement Program Recommendations (RTIPR) according to the RTPO's adopted procedures, if the entity decides to submit an application. If the RTIPR update timeline does not allow for approval prior to application, applicant should include a draft RTIPR showing the project's inclusion and noting the RTPO's RTIPR schedule for adoption. Complete application packets must be submitted to the appropriate MPO/RTPO before the specific application deadline set by the MPO/RTPO.

MPOs may conduct a different feasibility process than described above; RTPOs must follow the process outlined above. Smaller MPOs are highly encouraged to utilize this feasibility process. Mid-Region MPO and El Paso MPO may elect to use their own application process to award the TAP Large Urbanized direct allocation; however, if any entity located within the Large Urbanized Area wants to be considered for the TAP-Flex funding, which is awarded via the statewide competitive process, they must submit their application in accordance with the process outlined in this guide.

Below is a summary of funding cycle deadlines and activities from the opening of the call for projects through the obligation of funds for awarded projects. Agreements for "non-infrastructure" projects will be administered by the appropriate NMDOT Program Coordinator; if awarded funds, these entities will not need to submit Agreement Request Forms (ARF) as described below.

B. TAP/RTP Funding Cycle Timeline

<u>Month</u>	<u>Year</u>	<u>Activity</u>
May-Sept	2021	Call for projects open
May- July	2021	PFFs due to RTPO planner (or to MPO planner if MPO is using PFF process); RTPO planner (and MPO planner if MPO is using PFF process) sets own deadline for receiving PFFs RTPO (or MPO) planner schedules PFF meetings with RTPO (or MPO)/NMDOT liaison/District/Environmental/T/LPA MPO planner screens all potential applicants for feasibility, phasing, etc. (if not using PFF process) RTPO/MPO planners set own deadline for completing PFF meetings (or MPO-specific feasibility screening process) Projects in RTPO areas whose PFF is signed off on by the appropriate District representative at the PFF meeting must be included in the RTPO's RTIPR
June-July	2021	T/LPA completes application and submits to MPO/RTPO planner according to deadline set by MPO/RTPO
July 12	2021	Non-Tribal applicants must submit their agencies Title VI and ADA Plans/Policy to NMDOT Title VI and ADA Coordinator for review and approval.
Aug-Sep	2021	MPO/RTPO planner evaluates applications for eligibility and completeness
October 29	2021	MPO/RTPO planners submit complete applications to NMDOT TAP/RTP Program Coordinator <u>Late or incomplete applications will not be accepted.</u>
Nov-Dec	2021	TAP/RTP Program Coordinator reviews applications for eligibility and completeness and prepares packages for rating and ranking by Selection Committee (TAP) and Recreational Trails Advisory Board (RTAB) (RTP)
Jan-Feb	2022	TAP Selection Committee rates, ranks, and selects projects; RTAB rates and ranks RTP projects and makes recommendations to NMDOT

<u>Month</u>	<u>Year</u>	<u>Activity</u>
March	2022	NMDOT sends out award forms and letters of regret
March	2022	Projects added to MPO TIPs and STIP Preview
April-May	2022	All entities receiving TAP/RTP funds will be required to attend an orientation workshop or webinar outlining critical deadlines and processes of the Federal process
March-Aug	2022	TIPs/STIP public review and approval
October 1	2022	2023-2027 STIP becomes active

Refer to the [NMDOT T/LPA Handbook](#) for project development timelines after the STIP has become active.

C. What needs to be included with my application?

Applicants must submit the following documents (as a single PDF) in the order listed below as part of the TAP and RTP application process:

- Cover Page
- Table of contents
- Project Feasibility Form (PFF) signed by District representative – see Appendix I (MPOs that conduct a different process for determining feasibility do not need to include a signed PFF)
- Project Prospectus Form (PPF) – see Appendix I
- TAP/RTP Application – see Appendix I
- Resolution of Sponsorship indicating 1) proof of match, 2) budget to pay all project costs up front (funding is by reimbursement), and 3) acknowledgement of maintenance responsibility – see Appendix IX; alternatively, an official letter signed by the entity's chief executive or official with budget authority, indicating all of the same, may be submitted in lieu of a resolution.
- Letter(s) of support regarding right(s)-of-way from all entities whose right-of-way/jurisdiction comes into contact with the project; this requirement only applies when a project is not located entirely within the jurisdiction of the T/LPA. The letter(s) must also address which entity will take on the maintenance responsibility of the proposed project.
- Basic map of project location (not required for non-infrastructure projects)
- Any additional documentation in support of scoring factors – see section 5D.

MPO/RTPO planners are responsible for submitting complete application packages to NMDOT no later than close of business (COB) on October 1, 2021. Application packets must be submitted as single PDF documents and must be uploaded to NMDOT's FTP site. Emailed, faxed, or mailed submissions will not be accepted. Late or incomplete applications will also not be accepted.

D. Application Scoring Factors

Applications for RTP and TAP will be rated and ranked according to the following factors.

1. Planning

The Planning factor is intended to ensure that TAP and RTP projects are consistent with adopted plans, policies, and studies. If a project is identified in an adopted local, regional, or state plan, study or other document (e.g. ICIP), this indicates a level of public involvement and support for the project. This factor

will be demonstrated with supporting documentation. Rather than attaching the entire plan or document, applicants must provide a copy of the title page of the document and the page(s) identifying the proposed project. A list of potential planning documents is below. If a project is in an MPO area, it is required to be *consistent* with the MTP—thus, no points are awarded for a project that is solely consistent with the MTP. However, if a project is specifically listed in the MTP, it may be used for planning points. Applications are awarded two (2) points for each plan in which the project is listed or with which it is consistent (demonstrated through supporting documentation), up to a maximum of six (6) points for this factor.

Eligible Planning Documents:

- Infrastructure and Capital Improvement Plan (ICIP)
- Metropolitan Transportation Plans (MTP)
- Regional Transportation Plans (RTP)
- Bicycle and Pedestrian Plans
- Economic Development Plans
- Comprehensive Plans
- Land-Use Plans/Studies
- Corridor Studies
- Master Plans
- Safe Routes to School (SRTS) Plans
- Sector Plans
- Road Safety Assessments (RSA)
- Safety Plans
- ADA Transition Plans
- NM MainStreet Plans
- And other documents deemed eligible by the TAP selection committee or RTAB

The remaining factors will be scored according to the following scale:

3 points: The application demonstrates a thorough understanding of how the factor applies, and provides clear and compelling documentation on how the project meets and exceeds the factor.

2 points: The application demonstrates a basic understanding of the factor, and provides minimal documentation on how the project meets the factor.

1 point: The application demonstrates very little understanding of the factor, and does not provide any documentation on how the project meets the factor.

0 points: The application does not meet the factor.

2. Economic Vitality

In addition to achieving transportation and/or recreational goals, TAP and RTP projects may provide positive economic impacts to a community. The economic vitality of an eligible project is measured through economic impact to local, regional, or statewide economic development efforts. Consider how the project interacts with activity centers, employment generators, or other economic development activities. For example, a potential project, such as a regional trail, could provide economic benefits to nearby local businesses by attracting tourists.

Application Question:

Provide detailed information on how your eligible project will benefit local, regional, and/or state economic development efforts. Please cite and provide supporting documents or studies as necessary.

3. Safety and Security

The livability of a community is related to safety and security. A community where it is safe to walk, bicycle, use transit, and access and enjoy recreational trails will have more people on the streets interacting with neighbors, visiting businesses, walking to school, and enjoying local amenities like parks and natural areas. For example, installing solar lighting along a sidewalk or path to a park or school could increase the safety and security of children walking to the facility.

Application Question:

Please explain any safety issues you are trying to address and provide any available data. Describe how your eligible project will increase the safety and security of different user groups by making it safer for them to walk, bicycle, access public transit, and/or access and enjoy recreational trails. Please cite and provide supporting documents or studies as necessary.

4. Accessibility and Mobility through Integration and Connectivity

Access to destinations and people's mobility are defined by the integration and connectivity of a community's transportation system (including recreational trail facilities). Gaps exist in our transportation systems, creating congestion and making it difficult for people to access necessary services, such as a grocery store, hospital, or job centers. Integrating alternative transportation networks into a community or fixing gaps in existing systems can increase people's mobility and access to necessary services and recreational opportunities. This factor also considers intermodal connectivity between pedestrian, bicycle, public transit, and park-and-ride infrastructure. For example, completion of a sidewalk between a transit stop and a nearby employment center would address an existing gap in the system, making the employment center more accessible and increasing mobility of transit-users. In addition, this would address intermodal connectivity.

Note: all Federally-funded transportation projects must comply with the Americans with Disabilities Act (ADA) and Public Rights of Way Accessibility Guidelines (PROWAG).

Application Question:

Please describe how your eligible project will increase accessibility and mobility through integration and connectivity of transportation and recreation networks. Please cite and provide supporting documents or studies as necessary.

5. Protection and Enhancement of the Environment

This factor emphasizes how eligible projects can protect and enhance the environment, whether through the promotion of energy or water conservation, greenhouse gas emissions reductions, quality-of-life improvements, or the funding of improvements that are consistent with land management plans or local land-use plans. Projects may promote environmental conservation in diverse ways, from reducing motorized vehicle usage, to erosion control along transportation rights-of-way or wilderness trails. Projects can also provide a broad array of quality-of-life improvements, such as access to culturally or historically significant sites, or improved community health due to increased opportunities for bicycling and walking.

Through local planning processes, governments and community members articulate land-use visions and goals to improve or enhance community quality of life. These are incorporated into local planning

documents. TAP and RTP projects may help communities achieve desired land-use patterns and goals as described in local planning documents. Examples of such projects could include a paved, multi-use path that increases multimodal access to a school, thus reducing motor vehicle congestion, reducing greenhouse gas emissions, and providing opportunities for daily physical activity—all of which helps improve quality of life and overall community health.

Application Question:

Please provide information as to how your eligible project will:

- a) *promote environmental and energy conservation, and reduce greenhouse gas emissions;*
- b) *improve the quality-of-life for community residents; and*
- c) *help achieve the community's desired land-use goals, as described in local planning documents.*

Please cite and provide supporting documents or studies as necessary.

6. Efficient System Management and Operations

TAP and RTP funds are FAHP funds. Project sponsors are required by Federal law to maintain projects constructed using FAHP funds. The project sponsor must acknowledge in the Resolution of Sponsorship, or official letter (see Appendix IX), both the short-term and long-term maintenance of the TAP or RTP project. The community may also have processes and maintenance plans in place that would benefit the maintenance and overall efficient system management and operation of the project. For example, your community may have a maintenance plan for inspecting and re-painting crosswalks on an annual basis and a new crosswalk built with TAP funds would be integrated into this maintenance plan.

Application Question:

Please describe how your eligible project will promote efficient system management and operation, particularly with regard to the maintenance of the TAP- or RTP-funded improvement. Please cite and provide supporting documents or studies as necessary.

7. System Preservation

The costs of maintaining existing infrastructure can be burdensome to communities. As such, building new infrastructure in certain communities is not always the most appropriate course of action. Certain projects may preserve or enhance existing infrastructure, thus eliminating additional costs to local communities. Potential projects may include safety improvements to existing infrastructure or adaptive reuse of existing infrastructure. For example, your community has a closed bridge that is no longer safe for motor vehicles, but the community wants to convert the use of the bridge to a pedestrian and bicycle facility.

Application Question:

Please explain how your eligible project will enhance, preserve, or offer an adaptive reuse of existing infrastructure. Please cite and provide supporting documents or studies as necessary.

8. Equity

NMDOT strives to support community prosperity and vitality through a multimodal transportation system that provides options to residents and visitors, regardless of income, race or ability. Low income and minority communities have historically been burdened by underinvestment in infrastructure and unequal access to mobility, connectivity and accessible design. Points are awarded in this category as part of an effort to become more responsive to historical and socioeconomic context and cre-

ate a more equitable distribution of transportation resources as part of an active effort to make investments that reduce existing social and economic disparities. Applicants are encouraged to consider how their project might benefit or impact disadvantaged or vulnerable users and communities and incorporate those considerations into the design and development of projects.

NMDOT will be using a Composite Equity Map that assigns a score to each Census block group in the state based on six variables linked to historical underinvestment, and socioeconomic status. NMDOT developed a Composite Equity Map in conjunction with the New Mexico Prioritized Statewide Bicycle Network Plan. The map can be found on NMDOT's Public Map Gallery: [NMDOT Composite Equity Map](#).

Application Question:

Enter the social vulnerability index value for the most vulnerable Census block group impacted by the project and describe how this project benefits vulnerable users and populations (score 1-low concentration to 4-high concentration). For projects that are in multiple block groups, enter the score for the most vulnerable block group.

Point Deductions- Inactive Projects

For each inactive Federal Aid project for which an entity is the lead agency, five (5) points shall be deducted from the proposed project. An inactive project is a Federal Aid project for which no expenditures have been charged against federal funds during the past nine months. Evaluation of project inactivity will occur during the project application review process, approximately November 2021—January 2022.

E. Application Scoring Matrix

Scoring Factors	Possible Points
Planning: Must provide documentation (cover of plan and page[s] identifying or supporting the project); 2 points per plan, maximum of 6 points	6
Economic vitality	3
Safety and Security	3
Accessibility and Mobility through Integration and Connectivity	3
Protection and Enhancement of the Environment:	
a) Promote environmental and energy conservation and reduce greenhouse gas emissions	3
b) Improve quality-of-life for residents	3
c) Achieve community's land-use goals	3
Efficient System Management	3
System Preservation	3
Equity	3
Total	33

F. Best Practices and Feedback for Applicants

The following is a list of general attributes of higher-scoring and lower-scoring applications from previous TAP and RTP funding cycles. It is intended to aid entities in ensuring that their application is as strong as it can be.

Attributes of Higher-Scoring Applications

- Project appeared in numerous planning documents, and the supporting documentation was provided.
- Application included supporting documentation for all or most of the narrative questions contained on the application, allowing it to score maximum points for each question.
- Application demonstrated a thorough understanding of the application questions and was able to effectively explain how the project would contribute to the goals of each scoring factor.

Attributes of Lower-Scoring Applications

- Project did not appear in planning documents; or, supporting documentation was insufficient or not provided.
- Application did not include supporting documentation for many of the narrative questions on the application, receiving minimal or no points for each question.
- Application demonstrated a minimal understanding of questions or did not effectively explain how the project contributed to the goals of each scoring factor.
- Application did not include responses to all questions on TAP/RTP application.
- Application was not edited, and included spelling and grammatical errors.

The competitive process is not intended to evaluate the *inherent* merit of a particular project, but rather to be a forum for entities to *demonstrate* the merit of their project. All prospective projects have merit. The competitive evaluation process provides a mechanism for selecting projects given limited funding.

Finally, when projects are included in planning documents or studies, it demonstrates a depth of community support, and illustrates how a project helps meet the goals of a community or region. Adopted plans go through robust public involvement processes, and are formally adopted by councils, commissions, or agencies. To provide the greatest benefit to communities, as well as to help ensure successful projects, NMDOT's goal is to fund projects that meet local needs and desires and that have broad community support.

G. How are applications selected?

After MPO/RTPO planners submit application packages to the NMDOT Program Coordinator, they undergo additional review by NMDOT for eligibility and completeness. Once confirmed, all eligible and complete applications are rated and ranked by either the TAP selection committee, or by the New Mexico Recreational Trails Advisory Board (RTAB) in the case of RTP. The TAP Selection committee is newly assembled for each call for projects, and includes a general representation of NMDOT staff and MPO/RTPO planners from around the state. RTAB members are appointed by the Governor. The current 7-member board represents a diversity of trail user groups, including, equestrian, motorized, and non-motorized trail uses.

Scoring factors and point criteria are detailed above, in Section 5D. Higher ranked projects are more likely to receive funding. However, funding is limited by the total TAP and RTP allocations as well as the sub-allocations based on population areas (TAP) and project categories (RTP). See sections 3A and 3B of this guide for program-specific sub-allocation and category information. At its discretion, the TAP

selection committee may adjust the projects selected in an effort to program funds in a geographically equitable manner or to accommodate various project timelines. The RTAB scores and ranks RTP applications and makes funding recommendations to NMDOT; however, as the administering agency, NMDOT may program RTP funds at its discretion.

After projects are selected, the NMDOT program coordinator sends out award forms to the sub-recipient person in responsible charge. Applicants whose projects were not selected will also be notified. The NMDOT program coordinator will work with MPO staff and NMDOT STIP Bureau to ensure that selected projects are programmed into the metropolitan TIPs (for MPO projects) and the STIP (for RTPO projects).

Sub-recipients of TAP/RTP funds are required to attend an orientation workshop/webinar, which outlines the critical deadlines and processes for their projects. Note that Federal Aid Highway Program-funded projects are administratively complex. Recipients are therefore also encouraged to review the recordings of the NMDOT T/LPA Handbook training even if they already did so prior to applying.

6. The Award

A. Agreement Development and Project Management

Once your project has been awarded, you will work with either the TAP/RTP Coordinator or the NMDOT Project Oversight Division (POD) and Regional Design Center project manager to develop an agreement.

Non-infrastructure or programmatic projects such as Safe Routes to School programs, soft-surface recreational trails, educational programs, bicycle or pedestrian plans, or other “non-infrastructure” activities are generally managed through the TAP/RTP Coordinator. Each award will indicate your project’s manager and contact information.

Infrastructure projects that involve design and/or construction are overseen by NMDOT’s Project Oversight Division (POD) and follow the NMDOT Tribal/Local Public Agency (T/LPA) agreement process in coordination with the appropriate NMDOT Regional Design Center, as described in the [NMDOT T/LPA Handbook](#). For the purposes of RTP, the word “construction,” as used here, does not include construction of soft-surface trails; oversight and agreements for these projects will typically be handled directly by NMDOT’s RTP Coordinator. Infrastructure projects will require separate agreements for the design and construction phases, each of which must be in a separate Federal fiscal year. For example:

- **Year 1—Planning, design, and certifications.** Required of all T/LPA infrastructure projects unless the applicable NMDOT Regional Design Center grants an exception. T/LPAs with pre-approval from the applicable NMDOT Regional Design Center are not required to complete this phase using Federal funds and may apply for construction funds.
- **Year 2—Construction**

Sub-recipients should be careful to schedule appropriate time to complete the design phase of infrastructure projects. Right-of-Way and Environmental certifications, for example, can be particularly time consuming. Design requirements and estimated time to complete all certifications should be discussed together with NMDOT staff during the PFF meeting to identify appropriate phasing of projects. If an applicant anticipates these certifications cannot be acquired within a single year timeframe, they should propose two years to complete the process. Similarly, NMDOT may propose two years for design if it anticipates complications in the certification process or to successfully fund a high rated proposal. Any proposed changes to project timelines will be discussed with applicants prior to the awarding of funds.

Detailed project schedules are required for all awarded projects before a project agreement is developed, as described in the [NMDOT T/LPA Handbook](#). The [NMDOT T/LPA Handbook](#) has more information on planning, design, certification, and construction requirements (see Appendix II).

Alternatively, some projects may be further along in the project development process and may be eligible for construction funding without also applying for a planning/design/certifications phase, and beginning as early as FFY2023; however, this is an exceptional circumstance, and any project applying for construction funds only **must receive prior approval from the appropriate Regional Design Center**. Often, these projects previously received Federal funds for the design phase of the project and therefore were designed to the standards required for Federal funds.

B. How will my agency receive funds?

Once a sub-recipient agency has received an award, entered into an agreement with NMDOT, and met other program requirements, NMDOT submits the project to FHWA for obligation. Once obligated by FHWA, the sub-recipient receives a Notice to Proceed from NMDOT, addressed to the designated Person in Responsible Charge. From this point onward, all project specific responsibilities of the sub-recipient are to be led by the Person in Responsible Charge. The Person in Responsible Charge must be a staff member of the sub-recipient agency, who is able to answer questions and make decisions about the project in a timely manner. As the project progresses or due to staffing needs, the sub-recipient can designate a new Person in Responsible Charge via a notice to the NMDOT Project Manager.

Upon receipt of the Notice to Proceed, work on the project may officially begin. Any work completed before the Notice to Proceed is not eligible for reimbursement. For example, the T/LPA cannot be reimbursed for costs associated with completing an application or for engineering/design work completed before the sub-recipient receives a Notice to Proceed.

As TAP and RTP are Federal aid *reimbursement* programs, the sub-recipient is responsible for paying all costs up front and requesting reimbursement from NMDOT via (at least) quarterly reimbursement requests, including proof of payment. The sub-recipient submits reimbursement requests to NMDOT documenting 100% of the costs incurred during that reimbursement request period, including any agreed upon in-kind match, and is reimbursed for 85.44% of the total cost of the reimbursement request. All costs submitted for reimbursement are subject to Federal and State eligibility requirements. **Any costs in excess of the federal award amount are the responsibility of the sub-recipient agency.**

C. How long are the funds available?

The official project term (that is, the period of time during which eligible project costs and activities are reimbursable) will be spelled out in the project's Cooperative Project Agreement, or Grant Agreement. Such agreements generally anticipate two years for each phase of a project; if a project exceeds this timeframe, NMDOT will require an amendment to the existing agreement. Further, the obligation of construction funds is contingent upon completion of the design phase of a project, including all required certifications; therefore, entities must complete the design phase within the appropriate timeframe for NMDOT to obligate construction funds in the Federal fiscal year in which they are programmed. Close coordination with your NMDOT project manager will ensure your project is delivered efficiently.

7. Appendices

I. Forms

To apply for TAP/RTP funds, eligible entities must complete the NMDOT Project Prospectus Form (PPF) and then the TAP/RTP Application Form. Projects located in an RTPO area (or an MPO area that used the PFF process) must also include a Project Feasibility Form (PFF) signed by the appropriate NMDOT District representative.

Editable, electronic versions of these forms are available from the [NMDOT Project Oversight Division](#) website. Once applications are complete, please submit materials to your MPO/RTPO planner as a single PDF document.

Project Feasibility Form (PFF)

[POD-TLPA \(state.nm.us\)](#)

Project Prospectus Form (PPF)

[POD-TLPA \(state.nm.us\)](#)

TAP/RTP Application Form

https://dot.state.nm.us/content/dam/nmdot/planning/ActiveProg/NMDOT_TAP-RTP_Application.pdf

II. NMDOT Resources

New Mexico Department of Transportation (NMDOT) Tribal/Local Public Agency (T/LPA) Handbook and recorded trainings

[TLPA_Handbook.pdf \(state.nm.us\)](#)

Right-of-Way (ROW) Handbook

[ROW_Handbook.pdf \(state.nm.us\)](#)

III. Sample Programmatic Boilerplate Agreement

Agreements for non-infrastructure, programmatic projects such as SRTS coordinators, plans, trainings, etc. will be handled directly by the program-specific coordinator at NMDOT. A sample boilerplate programmatic Grant Agreement is linked below. Please be aware the Grant Agreements change from time to time, and the agreement your entity receives may vary from this boilerplate.

Sample Grant Agreement

http://dot.state.nm.us/content/dam/nmdot/planning/TAP-RTP_Sample_Programmatic_Agreement.pdf

IV. Sample Design/Construction Boilerplate Agreement

Agreements for infrastructure projects such as paved, multi-use paths, sidewalks, etc., which have separate phases for design and construction, will be handled by NMDOT's Project Oversight Division (POD). These projects may use the boilerplate agreements linked below. These boilerplate agreements are meant for sample purposes only and are subject to change.

Sample Cooperative Project Agreement

[Cooperative Project Agreement SAMPLE \(state.nm.us\)](#)

V. Eligible and Ineligible Projects and Activities

Eligible projects and activities under TAP include:

- Planning, design, and construction of on-road and off-road trail facilities for pedestrian, bicyclists and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related

infrastructure, and transportation projects to achieve compliance with the Public Rights-of-Way Accessibility Guidelines (PROWAG).

- Reconstruction and rehabilitation activities that are not considered routine maintenance (see Ineligible Projects on page 9) and either increase capacity of an existing non-motorized facility and/or improve the functional condition of a non-motorized system. Examples include resurfacing AND widening an existing trail or reconstructing sidewalks to meet PROWAG requirements.
- Planning, design, and construction of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
- Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.
- Construction of turnouts, overlooks, and viewing areas.
- Community improvement activities, which include but are not limited to:
 - Inventory, control, or removal of outdoor advertising;
 - Historic preservation and rehabilitation of historic transportation facilities;
 - Vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control; and
 - Archaeological activities relating to impacts from implementation of a transportation project eligible under this title.
- Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to:
 - Address stormwater management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities described in Sections 133(b)(11), 328(a), and 329 of title 23; or,
 - Reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.

In addition to the above, the following projects and activities that meet the Safe Routes to Schools (SRTS) program requirements of Section 1404 of the SAFETEA-LU are considered eligible for TAP funding (additional details are at: http://www.fhwa.dot.gov/environment/safe_routes_to_school/guidance):

- Planning, design, and construction of infrastructure projects on any public road or any bicycle or pedestrian pathway or trail within two miles of a kindergarten through 8th (K-8) grade school that will substantially improve the ability of students to walk and bicycle to school, including sidewalk improvements, traffic calming and speed reduction improvements, pedestrian and bicycle crossing improvements, on-street bicycle facilities, off-street bicycle and pedestrian facilities, secure bicycle parking facilities, and traffic diversion improvements in the vicinity of schools.
- Non-infrastructure activities to encourage walking and bicycling to school, including public awareness campaigns and outreach to press and community leaders, traffic education and enforcement in the vicinity of schools, student sessions on bicycle and pedestrian safety, health, and environment, and funding for training, volunteers, and managers of safe routes to school programs.
- Safe Routes to School coordinators or champions.

Ineligible projects and activities under TAP include:

- Acquisition of right-of-way.
- Safety and educational activities for pedestrians and bicyclists (except activities targeting children in grades K-8, under SRTS).
- Acquisition of scenic easements and scenic or historic sites and scenic or historic highway programs.
- Historic preservation as an independent activity unrelated to historic transportation facilities.

- Operation of historic transportation facilities.
- Archaeological planning and research unrelated to impacts from the implementation of a transportation project eligible under Title 23.
- Transportation museums.
- TAP funds cannot be used for landscaping and scenic enhancement as independent projects; however, landscaping and scenic enhancements are eligible as part of the construction of any FAHP project under 23 U.S.C. 319, including TAP-funded projects.
- Routine maintenance is not an eligible TAP activity. Routine maintenance consists of work that is planned and performed on a routine basis to maintain and preserve the condition of the transportation system or to respond to specific conditions/events that restore the system to an adequate level of service. Routine maintenance activities can include repainting markings, filling potholes, and repairing cracks.

Eligible projects and activities under RTP include:

- Maintenance and restoration of existing trails to include any kind of trail maintenance, restoration, rehabilitation, or relocation, provided the work is completed within the time period outlined in the Cooperative Project Agreement.
- Development and rehabilitation of trailside, trailhead facilities, and trail linkages (including but not limited to drainage, crossings, stabilization, parking, benches, signage, traffic controls, water and access facilities). Rehabilitation can include extensive repair needed to bring a facility up to standards suitable for public use (not routine maintenance). Trailside and trailhead facilities should have a direct relationship with a recreational trail; ***a highway rest area or visitor center is not an eligible project.***
- Lease of trail construction and maintenance equipment to construct and maintain recreational trails during the time period outlined in the Cooperative Project Agreement.
- Construction of new trails where allowed on Federal, State, county, municipal, and private lands provided trails are publicly accessible.
- Construction of rail trails on abandoned railroad corridors, and construction of “rails with trails.”
- Improvements to roads and/or bridges specifically designated for recreational use by the managing agency. Eligible high clearance primitive roads/bridges may include old rights-of-way no longer maintained for general passenger vehicle traffic, provided the project does not open the road to general passenger vehicle traffic.
- Planning, design, and certifications specific to an RTP-eligible construction project. NMDOT reserves the right to deny requests for planning, design, and certifications from State or Federal natural resource or public land agencies.
- Operation of educational programs to promote safety and environmental protection related to the use of recreational trails (NMDOT may use up to 5% of the total annual apportionment for educational programs, per Federal guidelines).
- Statewide trail planning.

Ineligible projects and activities under RTP include:

- Acquisition of right-of-way
- Purchase of trail construction and maintenance equipment.
- Improvements to roads/bridges intended to be generally accessible by low clearance vehicles, i.e. regular passenger cars.
- Condemnation of land
- Feasibility studies
- Law enforcement
- Planning that is not of a statewide nature. Trail planning as a relatively small portion of a specific trail project is allowed.

- Sidewalks, unless part of a trailhead facility or specifically providing a critical trail link. FHWA defines a sidewalk as a path parallel to a public road or street.
- Conversion from Non-Motorized to Motorized Use - Applicants shall not use RTP funds to expand, convert, or otherwise facilitate motorized use or access to trails predominately used by non-motorized trail users, and on which, as of May 1, 1991, motorized use was either prohibited or had not occurred.
- Circuit race tracks (circular or elliptical race tracks)
- Major structures (eg. Restrooms or other projects requiring permits)
- Construction of any recreational trail for motorized users on Bureau of Land Management or National Forest Service lands, unless such lands:
 - Have been allocated for uses other than wilderness by an approved agency resource management plan or have been released to uses other than wilderness by an act of Congress, and
 - Such construction is otherwise consistent with the management direction of such approved land and resource management plan.

VI. RTP Project Categories

There are five categories of RTP projects. Categories 1 and 2 count toward the 30% funding target for non-motorized single-use and diverse-use projects; Categories 2, 3, and 5 count toward the 40% funding target for diverse-use projects; and Categories 4 and 5 count toward the 30% funding target for motorized single-use and diverse-use projects.

Category 1: Non-motorized, single use

This category includes projects primarily intended to benefit only one mode of non-motorized recreational trail use, such as pedestrian only or bicycling only. Projects serving various pedestrian uses (such as walking, hiking, wheelchair use, running, bird-watching, nature-interpretation, backpacking, etc.) constitute a single use for the purposes of this category. *(Note: wheelchair use by mobility-impaired people, whether operated manually or powered, constitutes non-motorized, pedestrian use.)* Projects serving various non-motorized, human-powered snow uses (such as skiing, snowshoeing, etc.) constitute a single use for this category.

Category 2: Non-motorized, diverse use

This category includes projects primarily intended to benefit more than one mode of non-motorized recreational trail use, such as walking, bicycling, and skating; pedestrian and equestrian use; or pedestrian use in summer and cross-country skiing in winter. *(Note: electrically powered bicycles, scooters, and personal mobility devices—such as the Segway—are considered motorized uses for the purposes of the RTP under 23 U.S.C. 206(g)(4). The exception is a motorized wheelchair.)*

Category 3: Diverse use including both motorized and non-motorized

This category includes projects intended to benefit both non-motorized and motorized recreational trail use. This category includes projects where motorized use is permitted, but is not the predominant beneficiary. This category also includes projects where motorized and non-motorized uses are separated by season, such as equestrian use in summer and snowmobile use in winter.

Category 4: Motorized, single use

This category includes projects primarily intended to benefit only one mode of motorized recreational trail use. A project may be classified in this category if the project also benefits some non-motorized uses

(it is not necessary to exclude non-motorized uses), but the primary intent must be for the benefit of a single motorized use.

Category 5: Motorized, diverse use

This category includes projects primarily intended to benefit more than one mode of motorized recreational trail use, such as motorcycle and ATV use, or ATV use in summer and snowmobile use in winter. A project may be classified in this category if the project also benefits some non-motorized uses (it is not necessary to exclude non-motorized uses), but the primary intent must be for the benefit of motorized uses.

VII. State and Federal Requirements and Guidelines

The Person in Responsible Charge should review and regularly reference [NMDOT's T/LPA Handbook](#) to understand the State processes for Federal funds. The NMDOT T/LPA Handbook provides guidance to entities working to develop and construct highway, street, road, and other multimodal transportation related projects, funded by the NMDOT with Federal and/or State funds.

Americans with Disabilities Act (ADA) Requirements

As detailed above in Section B, applicants must have compliant ADA Transition Plans on file with NMDOT's Construction and Civil Rights Bureau. See Eligibilities section of this Guide and [NMDOT's T/LPA Handbook](#) for additional information.

Projects located on US Forest Service (USFS) lands must comply with the following:

- Forest Service Trails Accessibility Guidelines (FSTAG)
http://www.fs.fed.us/recreation/programs/accessibility/FSTAG_2013%20Update.docx
- Accessibility Guidebook for Outdoor Recreation and Trails
<http://www.fs.fed.us/recreation/programs/accessibility/pubs/htmlpubs/htm12232806/index.htm>

RTP Projects located on State or Federal natural resource or public land agency (other than USFS) lands and T/LPA projects that are NOT connected to a Federal-Aid highway right-of-way must comply with the Access Board's Final Guidelines for Outdoor Developed Areas, published on September 26, 2013, under the Architectural Barriers Act (ABA) of 1968.

- Final Guidelines for Outdoor Developed Areas
<http://www.access-board.gov/guidelines-and-standards/recreation-facilities/outdoor-developed-areas/final-guidelines-for-outdoor-developed-areas>

Infrastructure projects (paved, multi-use trails; sidewalks; transit facilities, etc.) located on public right(s)-of-way are required to meet standard ADA requirements as outlined in NMDOT design guidelines and standards provided by the NMDOT Design Centers.

ADA/Accessibility Guidelines and Resources

- US Access Board Guidelines for Outdoor Developed Areas:
<http://www.access-board.gov/attachments/article/1500/outdoor-rule.pdf>
- US Access Board information on Public Rights-of-Way Access Guide (PROWAG) and Shared-Use Path accessibility guidance
<http://www.access-board.gov/guidelines-and-standards/streets-sidewalks>

- US Forest Service Accessibility resources:
<http://www.fs.fed.us/recreation/programs/accessibility>
- US Forest Service Outdoor Recreation Accessibility Guidelines (FSORAG):
http://www.fs.fed.us/recreation/programs/accessibility/FSORAG_2013%20Update.1.pdf

Buy America

NMDOT utilizes the “step” certification process (as described in the Buy America link below) for all projects using steel or iron. NMDOT does not pursue Buy America waivers. These requirements are for any steel or iron permanently part of a construction project.

- FHWA Buy America resources:
<https://www.fhwa.dot.gov/construction/cqit/buyam.cfm>

Design Guidelines and Resources

- Federal Highway Administration bicycle and pedestrian guidance resource website:
https://www.fhwa.dot.gov/environment/bicycle_pedestrian/guidance/
- Federal Highway Administration Memorandum, *Bicycle and Pedestrian Facility Design Flexibility*:
http://www.fhwa.dot.gov/environment/bicycle_pedestrian/guidance/design_flexibility.cfm
- Federal Highway Administration Trails Construction and Maintenance Notebook:
http://www.fhwa.dot.gov/environment/recreational_trails/publications/fs_publications/07232806
- Forest Service Equestrian Design Guidebook:
http://www.fs.fed.us/t-d/php/library_card.php?p_num=0723%202816
- Resources for specific trail features:
http://www.fhwa.dot.gov/environment/recreational_trails/publications/fs_publications
- US Forest Service Standard Trail Plans and Specifications:
<http://www.fs.fed.us/recreation/programs/trail-management/trailplans/index.shtml>

Design Guidance Websites and Publications

- *Small Town and Rural Design Guide*
<https://ruraldesignguide.com/introduction>
- *Designing Walkable Urban Thoroughfares: A Context Sensitive Approach*, 2010. Institute of Transportation Engineers, 1627 Eye Street, N.W, Suite 600, Washington, DC 20006, Phone: (202) 785-0060
- *Guide for the Development of Bicycle Facilities, Fourth Edition*, 2012. American Association of State Highway and Transportation Officials (AASHTO), 444 N. Capitol St NW, Suite 249, Washington, DC, 20001, Phone: (202) 624-5800
- *Guide to the Development of Pedestrian Facilities*, 2004. American Association of State Highway and Transportation Officials (AASHTO), P.O. Box 96716, Washington, DC, 20090-6716, Phone:

(888) 227-4860

- *Urban Bikeway Design Guide*, 2014. National Association of City Transportation Officials (NACTO), 55 Water St, 9th Floor, New York, NY 10041
- *Urban Street Design Guide*, 2013. National Association of City Transportation Officials (NACTO), 55 Water St, 9th Floor, New York, NY 10041

Project Reporting

For TAP and RTP projects, NMDOT requests before and after photos and may request before and after counts for pedestrian and bicycle projects, depending on available equipment.

NMDOT administers a free bicycle counter lending program to T/LPAs to conduct before and after bicycle counts. For additional information please contact Maggie Moore for program information.

- Bicycle Count Lending Program Guide:
[NMDOT Bicycle Count Program Guide \(state.nm.us\)](https://state.nm.us/nmdot/bicycle-count-program-guide)

VIII. New Mexico MainStreet Program

If your TAP/RTP project is located in a community with any of the three following designations, you are required to coordinate with the NM MainStreet Program on project development.

- NM MainStreet Communities
- State-Authorized Arts and Cultural Districts
- Frontier Communities

Please review the map linked below to see whether your project is within one of these communities. If so, please contact Daniel J. Gutierrez, Director of NM MainStreet at: Daniel.Gutierrez2@state.nm.us or 505-827-0151. The following link has up-to-date information: <http://gonm.biz/community-development/mainstreet-program/>

NM MainStreet Program: <http://nmmainstreet.org>

IX. Sample Resolution of Sponsorship

Applicants may reference the sample Resolution of Sponsorship linked below. If an entity opts to submit an official letter (from and signed by the appropriate official) in lieu of the Resolution of Sponsorship, the letter must include the same information as the Resolution of Sponsorship.

Sample Resolution of Sponsorship

[NMDOT TAP/RTP Resolution \(sample\) \(state.nm.us\)](https://state.nm.us/nmdot/tap-rtp-resolution-sample)

X. MPO and RTPO Contact Information and State Map

Farmington Metropolitan Planning Organization (FMPO)

City of Farmington

800 Municipal Dr.

Farmington, NM 87401

Phone: (505) 599-1466

Peter Koeppel, MPO Officer

E-mail: pkoeppel@fmtn.org

Santa Fe Metropolitan Planning Organization (SFMPO)

City of Santa Fe

500 Market St, Suite 200

P.O. Box 909

Santa Fe, NM 87504-909

Phone: (505) 955-6664

Erick Aune, MPO Officer

E-mail: ejaune@santafenm.gov

Mid-Region Metropolitan Planning Organization (MRMPO)

Mid-Region Council of Governments

809 Copper Ave. NW

Albuquerque, NM 87102

Phone: (505) 247-1750

Fax: (505) 247-1753

Dewey Cave, Executive Director/Acting MPO Administrator

Phone: (505) 724-3624

E-mail: dcave@mrcog-nm.gov

Mesilla Valley MPO (MVMPO)

City of Las Cruces

P.O. Box 20000

Las Cruces, NM 88004

Phone: (575) 528-3043

Andrew Wray, MPO Officer

Phone: (575) 528-3070

E-mail: awray@las-cruces.org

El Paso Metropolitan Planning Organization (EPMPO)

211 N. Florence Street, Room 202

El Paso, TX 79901

Phone: (915) 212-0258

Eduardo Calvo, Executive Director

E-mail: ecalvo@elpasompo.org

Northwest Regional Transportation Planning Organization (NWRTPO)

Northwest New Mexico Council of Governments

(San Juan, McKinley and Cibola Counties)

106 West Aztec Avenue Gallup, NM 87301

Phone: (505) 722-4327

Robert Kuipers, RTPO Program Manager

E-mail: rkuipers@nwnmcog.org

Northern Pueblos Regional Planning Organization (NPRTPO)

North Central New Mexico Economic Development District (NCNMEDD)

(Rio Arriba, Taos, Los Alamos, and Santa Fe Counties)

3900 Paseo Del Sol Santa Fe, NM 87507

Phone: (505) 356-9694

Paul Sittig, Transportation Planner

E-mail: PaulS@ncnmedd.com

Northeast Regional Planning Organization (NERTPO)

North Central New Mexico Economic Development District (NCNMEDD)

(Colfax, Mora and San Miguel Counties; the rest are covered by EPCOG)

3900 Paseo Del Sol Santa Fe, NM 87507 Phone: (505) 356-9694

Paul Sittig, Transportation Planner, NCNMEDD, Phone: (505) 356-9694

E-mail: PaulS@ncnmedd.com

Eastern Plains Council of Governments (EPCOG)

NERTPO: Union, Harding, Guadalupe, and Quay Counties

SERTPO: De Baca, Curry and Roosevelt Counties

418 Main St.

Clovis, NM 88101

Phone: (575) 762-4505

Raul Rodriguez, Regional Planner

Phone: (575) 914-4153

E-mail: rrodriguez@epcog.org

Mid-Region Rural Transportation Planning Organization (MRRTPO)

Mid-Region Council of Governments

(Sandoval, Bernalillo, Valencia, southern Santa Fe and Torrance Counties)

809 Copper Ave. NW

Albuquerque, NM 87102

Phone: (505) 247-1750

Channing Hofman, RTPO Planner

Phone: (505) 724-3632

E-mail: chofman@mrcog-nm.gov

Southeast Regional Planning Organization (SERTPO)

Southeastern New Mexico Economic Development District / Council of Governments
(Lincoln, Chaves, Otero, Eddy, and Lea Counties)
1600 SE Main Suite D Roswell, NM 88203
Phone: (575) 624-6131

Mary Ann Burr, SERTPO Planning Program Manager

E-mail: mbsnmedd@plateautel.net

Web : www.snmedd.com

South Central Regional Planning Organization (SCRTPO)

South Central Council of Governments
(Socorro, Sierra and Dona Ana Counties)
600 Highway 195 Suite D
P.O. Box 1072

Elephant Butte, NM 87935

Phone: (575) 744-0039

Angela Rael, RTPPO Planning Program Manager

Phone: (575) 740-2895

E-mail: arael@sccog-nm.com

Southwest Regional Planning Organization (SWRTPO)

Southwest New Mexico Council of Governments
(Catron, Grant, Hidalgo and Luna Counties)
P.O. Box 2157

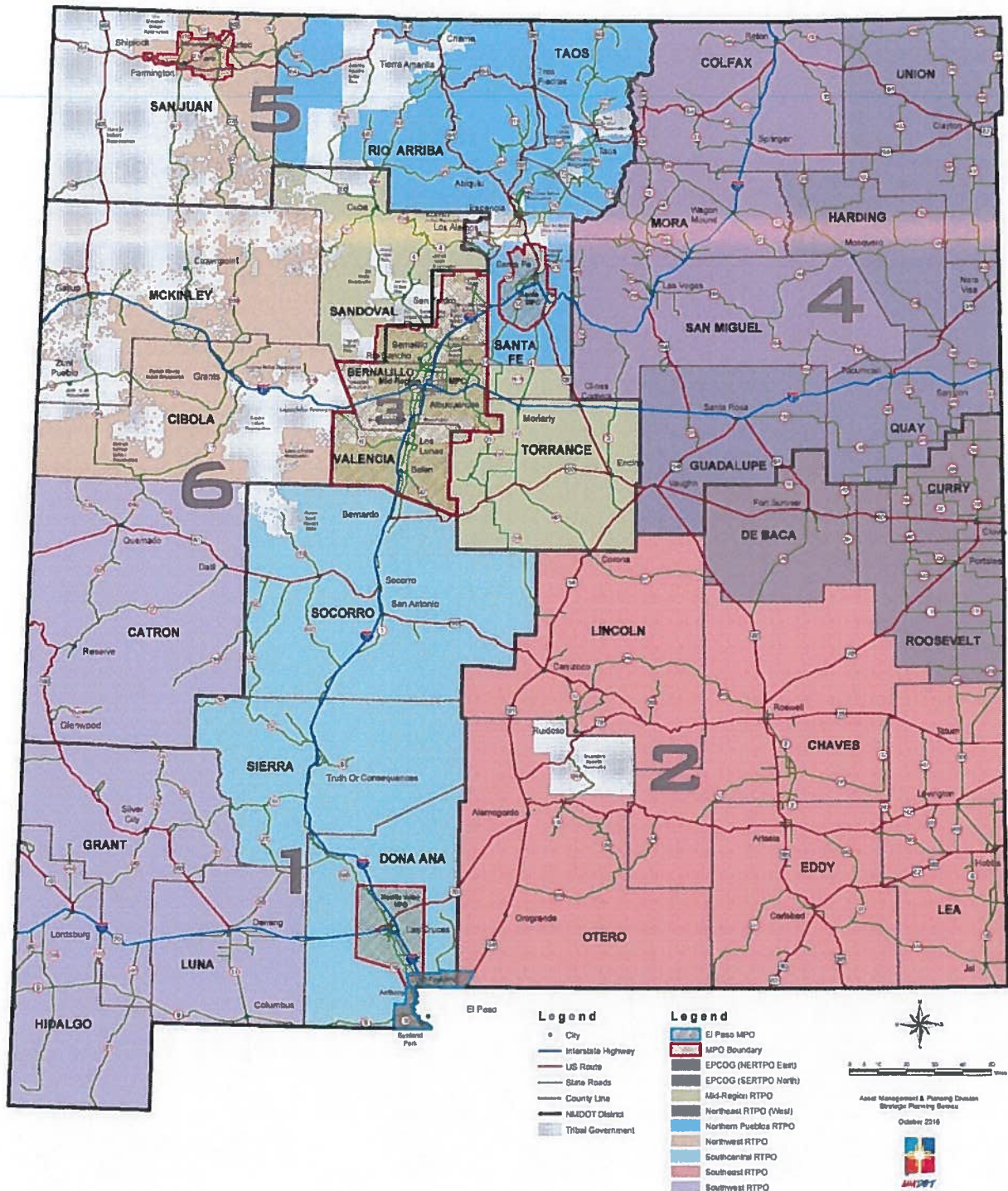
Silver City, NM 88062

Phone: (575) 388-1509

Cerisse Grijalva, RTPPO Planning Program Manager

E-mail: grijalvac1@swnmcog.org

New Mexico Department of Transportation Districts Metropolitan and Regional Transportation Planning Organizations



XI. NMDOT District Offices and Regional Design Centers

District 1:

2912 E. Pine St.
Deming, NM 88030
Main: (575) 544-6530

District 2:

4505 W. Second St.
Roswell, NM 88201
Mailing Address:
P.O. Box 1457
Roswell, NM 88202-1457
Main: (575) 637-7200

District 3:

7500 Pan American Blvd.
Albuquerque, NM 87199
Mailing Address:
P.O. Box 91750
Albuquerque, NM 87199-91750
Main: (505) 798-6600

District 4:

South Highway 85
Las Vegas, NM 87701
Mailing Address:
P.O. Box 10
Las Vegas, NM 87701-10
Main: (505) 454-3600

District 5:

7315 Cerrillos Rd.
Santa Fe, NM 87502
Mailing Address:
P.O. Box 4127
Santa Fe, NM 87502-4127
Main: (505) 476-4100

District 6:

1919 Pinon Dr.
Milan, NM 87021
Mailing Address:
P.O. Box 2160
Milan, NM 87021-2160
Main: (505) 285-3200

North Regional Design Center (D4 & D5):

1120 Cerrillos Rd.
Room 225
Santa Fe, NM 87504
T/LPA Coordinator:
Sharon Cruz
(505) 221-8220
SharonR.Cruz@state.nm.us

Central Regional Design Center (D3 & D6):

7500 Pan American Freeway NE
Albuquerque, NM 87109
T/LPA Coordinator:
Juan Archuleta
(505) 252-1707
Juan.Archuleta@state.nm.us

South Regional Design Center (D1 & D2):

750 N. Solano Dr.
Las Cruces, NM 88001
T/LPA Coordinator:
Judith Gallardo
(575) 323-4242
Judith.Gallardo@state.nm.us

Please refer to NMDOT's website for information on District boundaries:

<http://dot.state.nm.us/content/nmdot/en/Districts.html>

TAP & RTP Application & Program Guide – Condensed Summary

(This summarizes the 31 page document in 3 pages)

- 1) Introduction & Goals:** p. 4 – TAP and RTP primarily address NMDOT Goal #4 – multimodal access and community prosperity; but should also honor goal #5 – respecting our multi-cultural values, environment, history and quality of life.
- 2) Funding Options:** p. 5 - This page provides a list of 24 project options that qualify for either TAP or RTP funding, along with guidance for projects in a “NM Main Street Community,” “Arts & Cultural District” or “Frontier Community.” At the bottom other potential funding sources are provided.
- 3) TAP and RTP Program Summaries:** pp. 6-7 – These pages provide a summary of the TAP and RTP programs. Total estimated annual TAP funds for our state is just over \$5.7 million; and total estimated annual RTP funds for our state is just under \$1.5 million
- 4) Program Requirements:** pp. 8-10
 - a) Who can apply for the funding.
 - b) Federal requirements including:
 - ADA Plan
 - Title VI Plan
 - Financial Controls
 - c) Local Match requirements: \$14.56% and options for match requirements
 - d) Other Considerations including:
 - Adequate staffing
 - Compliance with ADA and Title VI requirements
 - Adequate local funding for upfront costs and match
 - Ability to meet and pay for required certifications (NEPA, ROW, utilities, ITS, railroad) – reference NMDOT’s T/LPA Handbook for guidance.
- 5) Application Process:** pp. 10 - 18
 - a) Required Documents and Application Timelines pp. 10 – 12: May 2021 – March 2022 / required documents / process include a) PPF’s and project qualification meetings (DOT District review); b) PPF’s and application, c) ADA & Title VI submission to NMDOT ADA / Title VI Coordinator, d) DOT TAP / RTP project rating and ranking by TAP Selection Committee and Recreational Trails Advisory Board.
 - b) Application contents: p. 12 - must include:
 - Cover page
 - Table of contents
 - PPF / PPF / TAP or RTP Application
 - Supporting Resolution of Sponsorship from respective Local Govt. – with proof of match, budget to pay up-front costs, and acknowledgement of maintenance responsibility – or an official letter signed by local govt. chief executive or official with budget authority
 - Letters of support regarding Right of Way from all affected jurisdictions

- Project map (for infrastructure projects)
- Additional documentation supporting scoring factors

c) Application Scoring Factors: (pp. 12 -16)

Scoring Factors	Possible Points
Planning: Must provide documentation (cover of plan and page[s] identifying or supporting the project); 2 points per plan, maximum of 6 points	6
Economic vitality	3
Safety and Security	3
Accessibility and Mobility through Integration and Connectivity	3
Protection and Enhancement of the Environment:	
a) Promote environmental and energy conservation and reduce greenhouse gas emissions	3
b) Improve quality-of-life for residents	3
c) Achieve community's land-use goals	3
Efficient System Management	3
System Preservation	3
Equity	3
Total	33

d) Best Practices and How Applications are Selected: pp. 17 – 18

- Provides attributes of high scoring and low scoring applications
- High Score: project in numerous planning documents / includes supporting documentation / demonstrates a thorough understanding of application questions and strong explanation of project contribution to goals of each scoring factor.
- Low Score: project not in other local govt. planning doc.s / insufficient supporting documentation / poor understanding of questions and ineffective explanation of contribution to goals of each scoring factor / does not respond to all questions in application / spelling and grammatical errors
- Application Selection: application packages are submitted to NMDOT Coordinator by RTPO planner, which are then reviewed for eligibility and completeness. All eligible applications are rated and ranked by TAP Selection Committee or RTP Recreational Trails Advisory Board.
- Sub-recipients of TAP / RTP funds are required to attend an orientation workshop / webinar which outlines critical deadlines and processes for their projects.

6) The Award: pp. 18 – 19

- Once project is awarded the local govt. recipient will work with the TAP/RTP Coordinator or NMDOT POD (*Project Oversight Division*) and Regional Design Center project manager to develop an agreement.
- Non infrastructure projects are managed by the TAP/RTP Coordinator.
- Infrastructure projects involving design and/or construction are overseen by the NMDOT Project Oversight Division (POD) and follow the agreement process with the appropriate NMDOT Regional Design Center as outlined in the T/LPA Handbook.
- Construction does not refer to development of RTP soft-surface trails. Oversight and agreements for these projects are managed by the NMDOT RTP Coordinator.

- Infrastructure projects will require separate agreements for design and construction phases; each of which must be in a separate Federal fiscal year.
- Recipients should carefully calculate design phase timing – as ROW and environmental certifications can be time-consuming. Project timing should be discussed with NMDOT staff during PFF Review sessions for appropriate phasing.
- Detailed project schedules are required for all awarded projects before a project agreement is developed (reference the T/LPA Handbook).
- Any project applying for construction funds must receive prior approval from the appropriate Regional Design Center.
- Once the local govt. agency is awarded, the NMDOT submits the project to FHWA for obligation. Once obligated, the project recipient receives a Notice to Proceed from NMDOT. The local Govt. must then identify a “Person in Responsible Charge” for the project and notify the NMDOT Project Manager. This person should be able to answer questions and make project decisions in a timely manner.
- Upon receipt of the Notice to Proceed, work on the project may officially begin. Any work completed prior to the Notice to Proceed cannot be reimbursed.
- TAP and RTP are Federal Aid Reimbursement Programs – the recipient is responsible for all up-front expenses. The recipient can then request reimbursement (including proof of payment) on (at least) a quarterly basis. The recipient is reimbursed for 85.44% of costs incurred – related to the 14.56% local match. All costs in excess of the federal award are the responsibility of the local government recipient.

7) Appendices: pp. 19 – 31 Appendices include:

- Forms: pp. 19 – 20
- NMDOT Resources: p. 20
- Sample Programmatic Boilerplate Agreement: p. 20
- Sample Design / Construction Boilerplate: p. 20
- Eligible & Ineligible Projects & Activities: pp. 20 – 23
- RTP Project Categories: pp. 23 – 24
- State and Federal Requirements Guidelines: pp. 24 – 26
- New Mexico Mainstreet Program: p. 26
- Sample Resolution of Sponsorship: p. 26
- MPO and RTPO Contact Information and State Map: pp. 27 – 30
- NMDOT District Offices and Regional Design Centers: p. 31



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NORTHWEST NEW MEXICO COUNCIL OF GOVERNMENTS

Northwest Regional Transportation Planning Organization (NWRTPO)

Agenda Item #VIII: Reports, Updates & Announcements

Subject: Discussion / Presentation Items

Prepared by: Robert Kuipers, NWRTPO

Date: 9/01/21

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

- Regional Work Program Status Report
- RTPO Monthly Report
- Member Reports

Member Special Reports:

- None this meeting

NMDOT Reports:

- G to G Liaison: Neala Krueger
- Tribal Liaison: Ron Shutiva
- District 6: JoAnn Garcia & staff; District 5: James Mexia, Stephanie Medina

News, Training & Funding Opportunities:

- FHWA Planning, Environment & Realty Reports: none
- NMDOT Govt. to Govt. Update: 8/9/21, 9/1/21
- 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. Based on training length, we could provide it at one of our meetings.
- Every Day Counts News: 8/6/21, 8/30/21
- Outdoor Recreational Trails Fund: 8/10/21
- FHWA Innovation Exchange Webinar: Composite Bridge Technology – 8/18/21
- All NWRTPO Transportation Project Fund (TPF) project funded! – 8/26/21
- NMDOT Map Tool: sent to members 8/27/21
- Tourism Rural Pathway Program: funding opportunity – 9/1/21
- Buy America Regulation: 9/1/21
- National Transportation in Indian Country Conference: Sept. 27 – Oct. 1 (virtual)

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.

Fw: Project Prospectus Forms - due Sept. 10

Robert Kuipers <rkuipers@nwnmcog.org>

Wed 9/1/2021 12:07 PM

To: edward.salazar@co.cibola.nm.us <edward.salazar@co.cibola.nm.us>; Rodney Skersick <rskersick@co.mckinley.nm.us>; Strain, Clyde <cstrain@gallupnm.gov>; Donald Jaramillo <projects@grantsnm.gov>; Felix Gonzales <mayorgonzales@villageofmilan.com>; Larry Joe <ljo@navajodot.org>; Marco Sells <msells@navajodot.org>; David Deutsawe <ddeutsawe@poemail.org>; Gaylord Siow <gsiow@pol-nsn.gov>; Dorothy Claw <DorothyClaw@ramahnavajo.org>
Cc: jphoracek <jphoracek@co.cibola.nm.us>; Alicia Santiago <asantiago@gallupnm.gov>; milanclerk@villageofmilan.com <milanclerk@villageofmilan.com>; Leanne Roy <lroy@navajodot.org>; Elroy Keetso <ekeetso@pol-nsn.gov>; TomMartine@ramahnavajo.org <TomMartine@ramahnavajo.org>

 2 attachments (137 KB)

NMDOT_PPF 2021.docx; NMDOT_PPF 2021_Enabled.docx;

RTPO Members,

Sent the first reminder on August 13; this is the second reminder on Sept. 1:

Project Prospectus Forms are due on September 10 (!!) We'll discuss this at our Sept. 8 meeting next Wednesday.

So far I have only received one PPF for Eastern Navajo from Larry Joe.

I would advise the rest of you to "get on your horses and ride hard and fast"!!

Use the "Enabled" PPF above, as that one will allow you to fill in the blanks.

Please try to be accurate on your cost estimates for what you're asking for.

If you saved and filed your PPF's, your job will be a little easier!

Thanks - this is your second reminder of the impending Sept. 10 deadline.

Robert Kuipers, RTPO Program Manager

Northwest NM Council of Governments

"Over 45 years of moving the region forward"

(505) 722-4237

rkuipers@nwnmcog.org

From: Robert Kuipers**Sent:** Friday, August 13, 2021 11:41 AM

To: edward.salazar@co.cibola.nm.us <edward.salazar@co.cibola.nm.us>; Rodney Skersick <rskersick@co.mckinley.nm.us>; Strain, Clyde <cstrain@gallupnm.gov>; Donald Jaramillo <projects@grantsnm.gov>; Felix Gonzales <mayorgonzales@villageofmilan.com>; Larry Joe <ljo@navajodot.org>; Marco Sells <msells@navajodot.org>; David Deutsawe <ddeutsawe@poemail.org>; Gaylord Siow <gsiow@pol-nsn.gov>; Dorothy Claw <DorothyClaw@ramahnavajo.org>
Cc: jphoracek <jphoracek@co.cibola.nm.us>; Flora Scott <Flora.Scott@co.mckinley.nm.us>; Alicia Santiago <asantiago@gallupnm.gov>; milanclerk@villageofmilan.com <milanclerk@villageofmilan.com>; Leanne Roy <lroy@navajodot.org>; Elroy Keetso <ekeetso@pol-nsn.gov>; TomMartine@ramahnavajo.org



A PROGRAM OF Northwest New Mexico Council of Governments

NWRTPO | Northwest Regional Transportation Planning Organization

Monthly Report – August, 2021

- A. 2021 NWRTPO RTIPR Update:** The NWRTPO conducted an “RTIPR Revision” last year rather than a full call for projects. This is due to the fact that not much funding is anticipated until at least 2021 or 2022. This year (FFY2021 – 2022) the NWRTPO is executing a full Call for Projects which will extend from April, 2021 thru March 2022, so members are invited to submit new project applications according to our Call For Projects schedule and guidance. At this point, RTPO members have submitted 53 project PFF’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 are under review from DOT District 5 at this time. Projects approved to move forward will now be developed into Project Prospectus Forms (PPF’s) by our respective submitting members and updated in our new FFY2021-22 RTIPR.
- B. FFY2021 NMDOT Transportation Project Fund:** The State of New Mexico recently initiated a new LGTPF fund to support transportation needs across New Mexico, complimenting the ongoing Local Govt. Road Fund. This fund provided \$50 million statewide in FFY2019 and is not restrained by federal functional classification requirements. In 2019 a total of 22 projects were submitted from the NWRTPO, (along with 2 from the SWRTPO and 4 from the MRRTPPO) – totaling 28 projects for the DOT Dist. 6 region. The NWRTPO region was awarded just over \$12 million. Eleven member governments of the NWRTPO and Farmington MPO were funded for 14 projects which are now underway. In FFY2021 NMDOT has \$120 million available and has been officially renamed to the Transportation Project Fund (TPF) and now officially includes Tribal communities. With this in mind the NWRTPO commenced our call for the TPF fund early and pushed our members to complete all required application documents in advance of NMDOT deadlines – for which the final submission deadline was June 15, 2021. NMDOT District 6 reviewed and approved 10 projects from 8 of our member governments to move forward, and DOT District 5 approved one project from Northern Navajo for a total of just under \$20 million for our participating NWRTPO governments. This month we received news that every single one of our proposed TPF projects were approved by the NMDOT Transportation Commission for funding at \$19,485,577.
- C. 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 – FFY21; 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 seven of their Pueblo Villages.
- D. NMDOT LRTP and NWRTPO Regional Transportation Plan:** RTPO staff have conducted major updates to our R.T.P. at this time, which was approved and authorized at our January 2021 meeting. The NMDOT (State plan) has come into the 4/5-year major update cycle so they too conducted a more major update in 2020 which continues in 2021. Our RTPO updates our plan on an annual basis; nonetheless, staff undertook a more comprehensive update with RTPO members June – December 2020, in sync. with the NMDOT LRTP update. More updates are anticipated in FFY2021.
- 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 but presently without funding. Nonetheless 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 recently received news that major portions of our New Mexico corridor are now designated as a National Byway corridor! We can now support and work on the Arizona portion of the four state byway, which is primarily on Navajo Nation lands. Historically across the nation - regions who achieved national scenic byway status have enjoyed a major and positive impact on tourism and resulting economic growth. 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.
- F. News, Training and Funding Opportunities:** The following training and funding opportunities have recently emerged:
- FHWA Planning, Environment & Realty Reports: none
 - NMDOT Govt. to Govt. Update: 8/9/21, 9/1/21
 - 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. Based on training length, we could provide it at one of our meetings.
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 - FHWA Innovation Exchange Webinar: Composite Bridge Technology – 8/18/21
 - All NWRTPO Transportation Project Fund (TPF) project funded! – 8/26/21
 - NMDOT Map Tool: sent to members 8/27/21
 - Tourism Rural Pathway Program: funding opportunity – 9/1/21
 - Buy America Regulation: 9/1/21
 - National Transportation in Indian Country Conference: Sept. 27 – Oct. 1 (virtual)

RTPO APER Budgeted Staff Hours Summary **FFY2021**

August / Q-4 Monthly Report											
Function	Budgeted Hours Amt. 1	Budgeted Hours Amt. 2	Q1	Q2	Q3	Jul-21	Aug-21	Q4	Total Actual hours	Balance	Percentage budgeted differs from actuals*
1	240	240	163.75	64.00	13.50	0.00	8.75	8.75	250.00	-10.00	4.17%
2	200	100	0.00	22.00	9.00	28.00	7.00	35.00	66.00	41.00	
3	450	650	75.00	245.50	209.00	57.00	18.50	75.50	605.00	45.00	34.44%
4	310	210	17.00	82.00	22.50	18.00	52.00	70.00	191.50	18.50	-38.23%
5	450	450	85.75	165.50	146.00	13.00	50.75	63.75	461.00	-11.00	2.44%
6	450	450	59.50	181.50	124.50	50.50	20.50	71.00	436.50	13.50	-3.00%
TOTAL	2100	2100	401.00	760.50	524.50	166.50	157.50	324.00	2010.00	90.00	-4.29%

*if budgeted hours differ from actual hours by more than 20% in any function, provide a narrative explanation below

*if budgeted hours differ from actual hours by more than 20% in any function, provide a narrative explanation below

July Q-4 Expenditure Summary
FFY2021

	Q1 Request	Q2 Request	Q3 Request	Jul-21	Aug-21	Sep-21	Q4 Request	Total Budgeted Amount	Requests YTD (incl. current request)	Balance
a. Personnel	\$ 15,254.25	\$ 13,920.02	\$ 17,068.25	\$ 5,781.21	\$ -	\$ -	\$ 5,781.21	\$54,070.00	\$ 52,023.73	\$ 2,046.27
b. Fringe Benefits	\$ 3,578.21	\$ 3,461.36	\$ 4,090.63	\$ 1,273.70	\$ -	\$ -	\$ 1,273.70	\$13,588.00	\$ 12,403.90	\$ 1,184.10
c. Travel & Training	\$ -	\$ -	\$ 679.57	\$ -	\$ -	\$ -	\$ -	\$ 5,023.00	\$ 679.57	\$ 4,343.43
d. Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
e. Supplies	\$ 114.97	\$ 85.61	\$ 256.50	\$ -	\$ -	\$ -	\$ -	\$ 4,591.00	\$ 457.08	\$ 4,133.92
f. Contractual	\$ 4,619.07	\$ 2,521.98	\$ 3,587.64	\$ 728.16	\$ -	\$ -	\$ 728.16	\$ 14,878.00	\$ 11,456.85	\$ 3,421.15
g. Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
h. Other	\$ 3,446.70	\$ 3,883.98	\$ 4,673.41	\$ 1,041.30	\$ -	\$ -	\$ 1,041.30	\$ 15,288.00	\$ 13,045.39	\$ 2,242.61
TOTAL	\$ 27,013.20	\$ 23,872.95	\$ 30,356.00	\$ 8,824.37	\$ -	\$ -	\$ 8,824.37	\$ 107,438.00	\$ 90,066.52	\$ 17,371.48
Local Match (20%)	\$ 5,402.64	\$ 4,774.59	\$ 6,071.20	\$ 1,764.87	\$ -	\$ -	\$ 1,764.87	\$ 21,487.60	\$ 18,013.30	\$ 3,474.30
Federal Share (80%)	\$ 21,610.56	\$ 19,098.36	\$ 24,284.80	\$ 7,059.50	\$ -	\$ -	\$ 7,059.50	\$ 85,950.40	\$ 72,053.22	\$ 13,897.18
Control Number: PE21010	Invoice # 476	TOTAL	Local Match (20%)				Federal Share (80%)			
Work Authorization (09/30/2020)		\$ 106,250.00	\$ 21,250.00				\$ 85,000.00			
Quarter										
Q1 ending 12/31	27,741.36	\$ 27,013.20	\$ 5,402.64				\$ 21,610.56			
Q2 ending 3/31	23,872.95	\$ 23,872.95	\$ 4,774.59				\$ 19,098.36			
Q3 ending 6/30		\$ 30,356.00	\$ (6,071.20)				\$ 24,284.80			
Q4 ending 9/30		\$ 8,824.37	\$ 1,764.87				\$ 7,059.50			
BALANCE		\$ 16,183.48	\$ 15,379.10				\$ 12,946.78			

*line items in excess of \$500 require a detailed explanation. Single purchases over \$500 require invoices and proof of payment