

# Memo



**Metro**

600 NE Grand Ave.  
Portland, OR 97232-2736

Date: May 2, 2025  
To: JPACT and Interested Parties  
From: Ken Lobeck, Funding Programs Lead  
Subject: May 2025 MTIP Formal Amendment & Resolution 25-5493 Approval Request – MY25-10-MAY

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## **FORMAL MTIP AMENDMENT STAFF REPORT**

### **Amendment Purpose Statement**

#### **FOR THE PURPOSE OF ADDING OR CANCELING TWO PROJECTS TO THE 2024-27 MTIP TO MEET FEDERAL PROJECT DELIVERY REQUIREMENTS**

### **BACKGROUND**

#### **What This Is - Amendment Summary:**

The May 2025 Formal Metropolitan Transportation Improvement Program (MTIP) Formal/Full Amendment contains two projects. One is a new Metro project development/scoping project that will support the 2028-30 Regional Flexible Funds Allocation (RFFA) awarded projects complete required project development/scoping actions to ensure the ODOT Technical Scoping Sheet is Properly completed. As a new project an ODOT key number has not been assigned to the project presently. The second project involves a SMART FTA 5310 funded project (Key 22196) which requires cancelation from the MTIP and STIP. SMART and TriMet completed a fund exchange during development of the 2024-27 MTIP. The fund exchange invalidated Key 22196's funding. The project now needs to be removed from the MTIP and STIP as a result.

#### **What is the requested action?**

**TPAC has provided their approval recommendation and now requests JPACT approve Resolution 25-5493 allowing all required MTIP programming actions to be completed for the two projects.**

The following page provides a more detailed summary of the required changes for the new project.

#### **TPAC May 2, 2025 Meeting Summary:**

TPAC met on May 2, 2025, and received their official notification and overview of the May 2025 MTIP formal amendment under Resolution 25-5493. There was little discussion or questions, and TPAC unanimously provided their approval recommendation to JPACT to approve Resolution 25-5493.

Project Number: 1	<b>Key Number: New TBD</b>	<b>Status: Add New Project</b>
Project Name:	<b>2028-30 RFFA Step 2 Awarded Project Development Scoping</b>	
Lead Agency:	Metro	
Description:	Provide technical assistance to Metro 2028-30 RFFA Step 2 awarded agency projects to complete various project scoping actions such further project scope activity definitions, clearly defined project limits, development of accurate cost estimates, and appropriate delivery schedule timing ensuring the proper completion of the TSS occurs enabling IGAs/SPAs to be developed without delays and to help ensure PE can start on time	
Funding Summary:	\$3 million of prior approved Metro allocated federal Surface Transportation Block Grant (STBG) has been committed to the project. The funding originates from the \$13. 6 million of FFY 2025 Redistribution Funds allocated to Metro. \$3 million of STBG was reserved for the RFFA post award scoping activity. With required 10.27% match, the project programming totals \$3,343,363.	
Amendment Action:	The formal amendment adds the new RFFA Step 2 post award technical support project to the MTIP and STIP.	
Added Notes:	<p>Per approved Resolution 24-5414, the purpose of the funding will provide:</p> <p><b>“Early project development assistance:</b> \$3 Million for project development assistance needed to adequately complete the Technical Scoping Sheet (TSS) and Environmental Prospectus (EP) for all 2028-30 RFFA projects recommended for funding. The TSS and EP are documents that must be completed for all federal aid projects before instigating the Preliminary Engineering phase of a project. Not having enough support and project information to complete these activities has been a major source of project delay.”</p> <p>One attachment is included with the staff report related to this project:</p> <ul style="list-style-type: none"> <li>• Attachment 1: Metro Approved Resolution 24-5414</li> </ul>	

Project Number: 2	<b>Key Number: 22196</b>	<b>Status: Existing Project</b>
Project Name:	<b>SMART Senior and Disabled Program (2024)</b>	
Lead Agency:	SMART	
Description:	FTA formula Section program funds supporting ADA & paratransit services to improve Enhanced Mobility of Seniors and Individuals with Disabilities with a focus on travel training for seniors and people with disabilities in Wilsonville	
Funding Summary:	The project contains \$26,000 of FTA 5310 federal funds plus match. The current programming totals \$32,500.	
Amendment Action:	The formal amendment cancels K22196 from the MTIP and STIP	

Added Notes:	SMART and TriMet complete a FTA 5307 and 5310 fund swap during the development of the 2024-27 MTIP and STIP. As a result of the fund exchange, Key 22196 was an invalid project and should have been canceled as part of the Transition amendment. However, it missed. Metro and ODOT are correcting this error.
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## **METRO REQUIRED PROJECT AMENDMENT REVIEWS**

In accordance with 23 CFR 450.316-328, Metro is responsible for reviewing and ensuring MTIP amendments comply with all federal programming requirements. Each project and their requested changes are evaluated against multiple MTIP programming review factors that originate from 23 CFR 450.316-328. They primarily are designed to ensure the MTIP is fiscally constrained, consistent with the approved RTP, and provides transparency in their updates, changes, and/or implementation. The programming factors include ensuring that the project amendments:

## **APPROVAL STEPS AND TIMING**

Metro's approval process for formal amendment includes multiple steps. The required approvals for the May 2025 Formal MTIP amendment (MY25-10-MAY) will include the following actions:

- Are eligible and required to be programmed in the MTIP.
- Properly demonstrate fiscal constraint.
- Pass the RTP consistency review which requires a confirmation that the project(s) are identified in the current approved constrained RTP either as a stand- alone project or in an approved project grouping bucket.
- Are consistent with RTP project costs when compared with programming amounts in the MTIP.
- If a capacity enhancing project, the project is identified in the approved Metro modeling network and included in transportation demand modeling for performance analysis.
- Supports RTP goals and strategies.
- Contains applicable project scope elements that can be applied to Metro's performance requirements.
- Verified to be part of the Metro's annual Unified Planning Work Program (UPWP) for planning projects that may not be specifically identified in the RTP.
- Verified that the project location is part of the Metro regional transportation network, and is considered regionally significant, or required to be programmed in the MTIP per USDOT direction.
- Verified that the project and lead agency are eligible to receive, obligate, and expend federal funds.
- Does not violate supplemental directive guidance from FHWA/FTA's approved Amendment Matrix.
- Reviewed and evaluated to determine if Performance Measurements will or will not apply.

- Successfully completes the required 30-day Public Notification/Opportunity to Comment period.
- Meets other MPO responsibility actions including project monitoring, fund obligations, and expenditure of allocated funds in a timely fashion.

#### Proposed Processing and Approval Actions:

<u>Action</u>	<u>Target Date</u>
• TPAC agenda mail-out.....	April 25, 2025
• Initiate the required public notification/comment process.....	April 29, 2025
• TPAC approval recommendation to JPACT.....	May 2, 2025
• <b>JPACT approval and recommendation to Council.....</b>	<b>May 15, 2025</b>
• Completion of public notification/comment process.....	May 28, 2025
• Metro Council approval.....	June 5, 2025

#### Notes:

- \* The above dates are estimates. JPACT and Council meeting dates could change.
- \*\* If any notable comments are received during the public comment period requiring follow-on discussions, they will be addressed by JPACT.

USDOT Approval Steps. The below timeline is an estimation only and assume no changes to the proposed JPACT or Council meeting dates occur:

<u>Action</u>	<u>Target Date</u>
• Final amendment package submission to ODOT & USDOT.....	June 11, 2025
• USDOT clarification and final amendment approval.....	Early to mid-July 2025

Note: This amendment includes transit scope elements with eventual oversight from FTA. As a result, FTA is required to provide an amendment approval with the final amendment approval from FHWA.

#### ANALYSIS/INFORMATION

1. **Known Opposition:** None known at this time.
2. **Legal Antecedents:**
  - a. Amends the 2024-27 Metropolitan Transportation Improvement Program adopted by Metro Council Resolution 23-5335 on July 20, 2023 (FOR THE PURPOSE OF ADOPTING THE 2024-2027 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM FOR THE PORTLAND METROPOLITAN AREA)
  - b. Oregon Governor approval of the 2024-27 MTIP on September 13, 2023.
  - c. 2024-2027 Statewide Transportation Improvement Program (STIP) Approval and 2024 Federal Planning Finding on September 25, 2023.
3. **Anticipated Effects:** Enables the new and amended projects to be added or canceled to the MTIP and STIP. Follow-on fund obligation and expenditure actions can then occur to meet required federal delivery requirements.
4. **Metro Budget Impacts:**
  - a. The Metro budget will now reflect the prior approved programming commitment of \$3 million dollars of federal STBG-U to support the RFFA Step 2 project awards project development and scoping actions.

- b. Metro prior approval for the \$3 million STBG federal funds has occurred as part of approved Resolution 24-5414. This was part of the total \$13.6 million Redistribution funding bonus allocation from ODOT to Metro.
- c. There is no budget impact to Metro from the cancelation of Key 22196. The federal funds are FTA formula-based funds appropriated to TriMet and SMART.

**RECOMMENDED ACTION:**

**TPAC has provided their approval recommendation and now requests JPACT approve Resolution 25-5493 allowing all required MTIP programming actions to be completed for the two projects.**

One Attachment is Included: Resolution 24-5414 Redistribution Funding