POLICY BOARD MEETING
Wednesday, May 20, 2020, 12:00 – 2:00 P.M.

To join the Zoom Meeting via computer, go to: www.fastplanning.us/keepup/zoom
Zoom Meeting Phone Number: 1 (253) 215-8782, enter Meeting ID 848-6264-5354

1. Call to Order
2. Introduction of Members and Attendees
3. Approval of the May 20, 2020 Agenda
4. Approval of the April 15, 2020 Meeting Minutes  Pg 2-11
5. Committee/Working Group Reports (including the Chair’s Report)  Pg 12-22
6. Public Comment Period (Non-Action Items)
7. Old Business
8. New Business
      • Consideration of approval of a project increase in the amount of $222,781
   c. Transportation Improvement Program (TIP) Administrative Modifications & Amendments Policy (Action Item)  Pg 40-52
      • Consideration of adopting a new FAST Planning policy to establish thresholds for TIP Administrative Modifications & Amendments
   d. Draft FFY2021-22 Unified Planning Work Program (UPWP) (Action Item)  Pg 53-78
      • Recommendation for distribution of FFY2021-22 Metropolitan Planning funds to FAST Planning, FNSB, and Alaska DOT&PF, and consideration of releasing Draft UPWP for 30-day Public Comment Period
   e. Project Enhancement Committee (Action Item)  Pg 79-86
      • Consideration of establishing a new FAST Planning Committee
9. Other Issues
10. Informational Items
    a. Obligations and Offsets  Pg 87-90
11. Policy Board Member Comments
12. Adjournment

Next Scheduled Policy Board Meeting – Wednesday, June 17, 2020
POLICY BOARD
Meeting Minutes
April 15, 2020 • 12:00 – 2:00 P.M.
FAST Planning Office, 100 Cushman Street, Suite 205, Fairbanks, AK
Web Conference at: https://fastplanning.us/keepup/zoom/

1. Call to Order
Mr. Anderson, Chair, called the meeting to order at 12:05 p.m.

2. Introduction of Members and Attendees

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<thead>
<tr>
<th>Attendee</th>
<th>Representative Organization</th>
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<tr>
<td>*Ryan Anderson, Chair</td>
<td>Director, DOT&amp;PF Northern Region</td>
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<td>*Jim Matherly, Vice Chair</td>
<td>Mayor, City of Fairbanks</td>
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<td>*Bryce Ward</td>
<td>Mayor, Fairbanks North Star Borough</td>
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<td>*Michael Welch</td>
<td>Mayor, City of North Pole</td>
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<td>*Jerry Cleworth</td>
<td>City of Fairbanks City Council</td>
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<td>*Alice Edwards</td>
<td>Director, DEC Division of Air Quality</td>
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<td>*Frank Tomaszewski</td>
<td>FNSB Assembly</td>
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<td>**Jackson Fox</td>
<td>FAST Planning</td>
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<td>**Olivia Lunsford</td>
<td>FAST Planning</td>
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<td>**Deborah Todd</td>
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<td>**Randi Bailey</td>
<td>DOT&amp;PF Planning</td>
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<td>**Don Galligan</td>
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<td>+ Kellen Spillman</td>
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<td>+ Judy Chapman</td>
<td>DOT&amp;PF Planning</td>
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<td>+ Steven Hoke</td>
<td>DEC Air Quality</td>
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<td>Laurie Gieck</td>
<td>Kohler, Schmitt &amp; Hutchison, CPA</td>
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<td>John Clendenin</td>
<td>DOT&amp;PF</td>
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<td>Martha Markey</td>
<td>Holmes Road Resident</td>
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<td>Susan Bashore</td>
<td>Holmes Road Resident</td>
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<td>Bob Bashore</td>
<td>Holmes Road Resident</td>
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<tr>
<td>Aaron Gibson</td>
<td>City of Fairbanks City Council</td>
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<td>Marc Luiken</td>
<td>Baker International</td>
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*FAST Planning Policy Board Members, **FAST Planning Staff Members, + FAST Planning Technical Committee Members

3. Approval of the April 15, 2020 Agenda

**Motion:** To approve the April 15, 2020 Agenda. (Matherly/Ward).
**Discussion:** No further discussion.
**Vote on Motion:** None opposed. Approved by consent.
4. **Approval of the March 18, 2020 Meeting Minutes**

   **Motion:** To approve the March 18, 2020 meeting minutes as presented. (Matherly/Edwards).

   **Discussion:** No further discussion.

   **Vote on Motion:** None opposed. Approved by consent.

5. **Committee/Working Group Reports (including the Chair’s Report)**
   a. **Staff Report and Technical Committee Action Items**

      Mr. Fox provided the following updates:

      - Submitted and received a response for the FAST Planning comment letter to DOT&PF regarding the 2020-23 STIP.
      - Completed annual CPA audit with Kohler, Schmitt & Hutchison.
      - Submitted renewal applications for FAST Planning General Liability, Director’s & Officers, Commercial Property & Auto, and Health Insurance Policies.
      - Scheduled an Internal Review Audit with DOT&PF for June to set new Indirect Cost Rate for FAST Planning.
      - Public outreach to conduct meetings via Zoom and controls were put in place to prevent “zoom bombing.”
      - Actively working on Bikeways Map update to provide online and in print format.
      - Completed the Scope and Fee negotiations with PDC Engineering for the Road Service Area Expansion Plan.
      - Completed graphics for the 5th Avenue Reconstruction Project which were developed after four Stakeholder Group meetings to discuss and provide concepts for design alternatives to the City of Fairbanks for their Virtual Open House.
      - Coordinated a month-long engagement exercise with the Bicycle/Pedestrian Advisory Committee for the Non-Motorized Plan Update with prompts for digital collaboration over live, interactive documents to outline Goals & Objectives and Policy Issues for the Plan. Held two meetings thus far and will hold an online Open House with a Survey Questionnaire for public comment in May.
      - Prepared TIP Administrative Modification #2.
      - Developed a funding plan for CMAQ Project Nominations for PM$_{2.5}$ Non-Attainment Area in coordination with DOT.

6. **Public Comment Period (Non-Action Items)**

   **Susan Bashore:** Thanked everyone for all their efforts and work put into keeping the meetings going and open to the public and looked forward to what was going on with Holmes Road.

7. **Old Business**
   a. **PM$_{2.5}$ Non-Attainment Area CMAQ Funding Plan Letter (Action Item)**

      Mr. Fox explained that the meeting packet contained a letter addressed to DOT&PF in Juneau regarding the CMAQ Funding Plan for the PM$_{2.5}$ Non-Attainment Area. Mr. Fox explained that late last year an amendment was passed to our MOA for selection and funding of CMAQ Projects that authorized the FAST Planning Technical Committee and Policy Board to serve as the Project Evaluation Board for the committed measures in the Fairbanks State Implementation Plan for the Non-Attainment Area. As a result of that
MOA Amendment, scoring criteria was developed and nominations were accepted and scored by the Technical Committee, and earlier this year the Policy Board approved the priority list. Mr. Fox explained that a total of 19 project applications were received and using that funding, it would take approximately ten years to fund all those projects. Mr. Fox explained that he had created a funding plan to fund the projects for the next ten years to submit to DOT&PF Headquarters for consideration of approval by the Policy Board.

Public Comment: No public comment.

Motion: To authorize the Executive Director to sign and send the PM\textsuperscript{2.5} Non-Attainment Area CMAQ Funding Plan Letter to DOT&PF. (Welch/Edwards).

Discussion: Mayor Welch asked Mr. Fox to clarify the differences between the Blue and Green charts and if there were any real differences that they should be made aware of.

Mr. Fox explained that there were a couple small differences. Mr. Fox stated that the Green Table, Option B, asked the DOT to use a separate pot of CMAQ funding to purchase the Highway Dynamic Messaging Signs and the Adaptive Signal Control so that the $1.9M that they had available would not be used for those two projects. Mr. Fox continued that they were asking DOT to use their Statewide pot of CMAQ funding for those two projects. Mr. Fox explained that it freed up approximately $1M in the early years of this funding plan so that they could deliver the motor vehicle plug-ins and Pearl Creek Elementary Access Improvements ahead of schedule from the Blue Table. Mr. Fox stated that the Green Table also added one more bus to the Compressed Natural Gas Buses purchases in 2025 for three buses versus the two buses in the Blue Table. Mr. Fox explained that the Green table freed up a little more funding to deliver projects faster and get the Borough their buses quicker than in the Blue Table.

Mr. Cleworth asked Mr. Anderson about the expense of operation and maintenance for the Highway Dynamic Messaging signs which would be ongoing after they were installed and asked it if that became a constant expense for DOT.

Mr. Anderson explained that typically when they installed them, the requirement was that DOT took on the maintenance expenses. Mr. Anderson stated that sometimes with CMAQ funds they were able to prorate some of those expenses.

Mr. Fox stated that the operational cost which paid for the electricity and operation of those signs for the next five years had been included in the funding plan and after that five years DOT was responsible for that expense.

Ms. Edwards stated that it was her understanding that DOT had the Intelligent Transportation System and those assets would become a part of that system.

Vote on Motion: None opposed. Approved.
8. New Business
   a. **Annual Audit – Independent Auditor’s Report to Policy Board**
      Mr. Fox introduced Laurie Gieck of Kohler, Schmitt & Hutchison, the CPA firm that performed the audit, to present the findings to the Policy Board.

   b. **Fairbanks Area 2020 Construction Projects during the COVID-19 Crisis**
      Mr. Anderson provided information about the DOT&PF Plan created to have a healthy and successful 2020 construction season.

   c. **Holmes Road Reconstruction Project Nomination (Action Item)**
      Mr. Fox explained that the Technical Committee scores for the Holmes Road Reconstruction Project were included in the meeting packet. Mr. Fox explained that the project had scored high compared to the projects previously nominated in January and February of 2019. Mr. Fox stated that consideration of the Holmes Road Reconstruction Project came from the Susan and Bob Bashore and Ms. Markey that lived on Holmes Road. Mr. Fox stated that they had first attended a Bicycle/Pedestrian Advisory Committee Meeting and subsequently spoke at both Technical Committee and Policy Board Meetings. Mr. Fox stated that as a result of that testimony, he put together a TIP Project Nomination for Technical Committee members to score and worked closely with DOT to get a good scope and cost estimate for that project. Mr. Fox explained that while he was working on that nomination, the Bashores had talked to their neighbors and other area residents so they received ten letters of support by mail as well as a petition in support of the project with 126 signatures. Mr. Fox stated that there was overwhelming public support for the project. Mr. Fox stated that in scoping the project looking at comments made about Hurst Road on the 2025 and 2045 Plans, the majority of the comments received about the project requested that the road be rebuilt and widened. Mr. Fox stated that in his discussions with DOT, Holmes Road was fairly long, and DOT was not interested in maintaining a separated facility. Mr. Fox stated that the project nomination that he wrote assumed that scope and for that reason, it was put in the Road category. Mr. Fox stated that there was not a good base for the road nor good drainage, and if a separated path were chosen there might be a lot of right-of-way acquisition required. Mr. Fox stated that the motion passed by the Technical Committee recommended adding the Holmes Road Reconstruction Project to the FY2019-23 TIP as an Illustrative Project and change the scope of the project to include consideration of widened shoulders, a separated path, sidewalks, or bike lanes should funding become available.

**Public Comment**: No public comment.

**Motion**: To accept the Technical Committee’s recommendation* and accelerate the Holmes Road Reconstruction Project from medium- to short-range in the MTP and TIP. (Welch/Cleworth).

*Technical Committee Recommendation*

To recommend to the Policy Board to add the “Holmes Road Reconstruction” project to the FFY19-23 TIP as an Illustrative project and change the scope of the project to include consideration of widened shoulders, separated path, sidewalks, or bike lanes.

**Discussion**: Mr. Cleworth stated that he was not in love with the wide range aspect of the scope and thought it should be narrowed down. Mr. Cleworth
stated that his understanding was that if they built a separated bike path, DOT would not be interested in maintaining it, and asked Mr. Anderson if that was correct.

Mr. Anderson stated Mr. Cleworth was correct and at this time, the additional maintenance costs would not be something that would be budgeted for.

Mr. Cleworth stated that was a very important aspect because on any of these projects they had to have maintenance agreements. Mr. Cleworth stated that he had never been a fan of separated bike paths because they delayed projects and usually required more right-of-way, and if you talked to the bicyclists they’re rather dangerous because the residents don’t look for bicyclists on those paths whereas they do on the road itself and it’s much easier to maintain the road. Mr. Cleworth stated that he wondered why they were looking at such a broad scope when they did not have a maintenance agreement for one of these aspects of it. Mr. Cleworth stated that he would like comments from others and then would like to make an amendment to the motion.

Mayor Ward commented that early on in this process they talked about the need for pedestrian facilities on this road because it was a really narrow road. Mayor Ward stated that the concern he had moving forward had already played itself out before on two separate projects in the North Pole area. Mayor Ward stated that Hurst Road had a separated facility and Plack Road was done through some State funding in the MPO several years ago, and the neighborhood did not want to have a separated path so they ended up going with a widened shoulder, but they went through a process on that. Mayor Ward continued that the problem you had now was that the road was so much wider that people’s speeds had picked up significantly so what was normally a 40-45 mph road, people were going 55-60 mph on, so it was not necessarily that much safer for the pedestrians that ended up using that facility because the speeds increased so much. Mayor Ward stated that he would rather they go through the process to identify what was really needed and desired by the folks who lived in that neck of the woods instead of us dictating it at this point. Mayor Ward stated that he had major concerns about a widened shoulder on that road because it was going to pick up the speed and he did not know if it was going to give that much benefit to the pedestrian need that had been identified.

**Amendment to Motion:** To eliminate “separated path” from the scope. (Cleworth/Matherly).

Mayor Welch stated that he understood about the bike paths but asked if they still had pedestrian paths or not.

Mr. Cleworth stated that whether they had sidewalks and how wide the shoulders are, was under the scope and was still there. Mr. Cleworth stated that he understood what Mayor Ward was saying, but he also understood that when you argued safety, it could go both ways. Mr. Cleworth stated that those bike paths were not extremely safe and if there was no maintenance agreement on them, then he had problems with that. Mr. Cleworth stated that he had driven around Badger Road a lot and had seen where the separated bike paths were and there were a lot of ATVs on them even though he thought they were not supposed to be on them. Mr. Cleworth stated that he
predominantly saw those more than he saw the bicyclists themselves. Mr. Cleworth stated that without a maintenance agreement he just thought they were spinning their wheels. Mr. Cleworth stated that he thought that the City would frown on taking a project that had an added maintenance cost they were not prepared to accept and if DOT had not given the green light to it, he did not know why they would waste the money on studying it. Mr. Cleworth stated that he firmly believed that they would get better use out of the widened shoulders. Mr. Cleworth stated that yes, the speeds might go up but when he saw bicyclists on the side of the road, he didn’t usually speed up. Mr. Cleworth stated that in studies he had seen, when you saw the cross-patched pattern on the highway that separated the two-lane from the bike path itself, it caused you to slow down if anything. Mr. Cleworth stated that he thought it could be argued either way, but if there was no maintenance agreement, he just didn’t see the point of wasting time, energy, or money on studying that.

Mayor Welch stated that he concurred with both Mr. Cleworth and Mayor Ward regarding the bike path and also realizing that this was a major artery in getting from west to east from Badger to Badger. Mayor Welch stated that he knew people were doing 60 mph on that road as narrow as it was, but he concurred with both points of view on that.

Mr. Anderson stated that he definitely understood Mayor Ward’s thoughts about going through the process and their experience had been that once you went through the process, and people had the chance to go review the right-of-way requirements and the land, they usually went back to widened shoulders. Mr. Anderson stated that he would say that unless their budget situation drastically changed at DOT, they would definitely be looking for a partner to maintain the bike path or they would not be able to take on the maintenance commitment at this time because it was just something they could not afford.

Mr. Cleworth asked Mr. Anderson if it was the separated bike path that delayed the Yankovich Road project for years until it was finally eliminated.

Mr. Anderson stated that Mr. Cleworth was correct and that was one example and they had actually gone back to a widened shoulder concept again on Yankovich, which was another solution there to help them with the right-of-way. Mr. Anderson stated that another project that wasn’t too long ago on Gold Hill Road they went through that process with the people along the road about a pedestrian facility through there with widened shoulders or a bike path and everyone came out and said widened shoulders was the solution there, so that was what they did. Mr. Anderson stated that seemed to be the general trend for where things were going with those projects and those were the toughest projects when they had to go in and take those strips of land from people and taking down the trees and whatnot and that was a tough thing to do.

Mayor Ward stated that he thought that what was important was that those projects had gone through a process where folks could identify what they desired. Mayor Ward stated that the nominations that he had seen for this had been a separated path and his concern was if they were doing this under the guise of trying to create additional pedestrian facilities, then it needed to be done with that intent, but if the intent was to mill and pave the road and make the shoulders a little bit wider, that was a different project and he didn’t think
that was the project that was identified and brought forward by the members of the community that had really addressed this concern. Mayor Ward stated that he thought leaving the scope at it was, in the broad sense, to go through the environmental process to identify what the actual project was, was going to be important. Mayor Ward stated that if it was a pedestrian facility, then it needed to meet the needs of the pedestrians and if it was just to mill and pave the road, then that was a different project and he thought it was different than what was identified by the community.

Mr. Fox clarified that there was definitely public comment in support of widening the road or providing a separated facility for bicyclists and pedestrians. Mr. Fox explained that the majority of comments that he read for Holmes Road were that it was narrow and if a vehicle was disabled, it blocked the travel lane. Mr. Fox explained that generally there was one foot or less of shoulder on that road, and in the wintertime it got even more narrow and had berms which caused issues. Mr. Fox stated that the Bashores had shown him a picture of a fuel or water truck that had gone off the road there and even getting a tow truck out there to pull it out of the ditch had blocked one travel lane to perform that operation. Mr. Fox stated that there were a lot of public comments requesting widening of the road to provide more space for vehicles and make it safer for travel out there during the summer and winter months. Mr. Fox stated that there were a lot of comments made that were not necessarily strictly about bicycle and pedestrian use. Mr. Fox stated that he wanted to balance out some of the comments that he had heard with other issues that were brought up by a large number of people during the public comment and MTP process so he would not say that the need for this project was just limited to bicycles and pedestrians.

Mr. Tomaszewski stated that he understood separated bike paths could be very difficult for maintenance, especially in the wintertime, they basically were not maintained. Mr. Tomaszewski stated for example, on Birch Hill they just put in a sidewalk a year or two ago, and that sidewalk still had three feet of hard-packed snow on it. Mr. Tomaszewski stated that he understood that if it were to become a separated bike path they were looking at maintenance issues, but he would not want to narrow the scope and he would want the people involved and who lived in that area to have their chance to say what they would like. Maybe they wanted that sidewalk separated so that they could ski on it in the wintertime and there could be multiple uses like biking and walking in the summer. There could be multiple uses, but the problem with that was that you had snowmachines on that bike path going 60 to 100 mph. Mr. Tomaszewski stated he would like to give the folks in that area the opportunity to make that decision for themselves so he was not wanting to narrow the scope for the people there. Mr. Tomaszewski asked if the road service districts in that area could take on the responsibility for maintaining the path if that was what they wanted.

Mr. Anderson stated that he would defer to Mayor Ward on that, but DOT would be open to any ideas these days.

Mayor Ward stated that he thought service districts had taken on maintenance agreements in the past, but he was not aware of one. He added that since
Holmes Road was a State-maintained road he would be willing to look into that.

Mr. Cleworth stated that the separated paths would cause delays because of the right-of-way issues and would cause real problems for DOT. Mr. Cleworth stated that he thought it presented real problems for DOT and there was no desire for them to provide maintenance. Mr. Cleworth stated that if it was considered in the scope and DOT said they would not maintain it. Mr. Cleworth stated that the real problem with the bike paths like the one near Alaskaland, was also that the cottonwoods tore up the pavement surface and then they became extremely problematic and required a lot more investment just to keep them going. Mr. Cleworth stated that he would hate to see delay to the project because they had to do a lot of right-of-way acquisition. Mr. Cleworth stated that he understood them want to include that in the scope, but he would hate to see the project get delayed because of right-of-way issues and maintenance problems they knew were coming and he tried to learn from problems they had in the past and did not want to recreate those problems.

Mayor Welch stated that in North Pole they had a path that was parallel to the Old Richardson that they maintained. Mayor Welch continued that it ran from a street past the Grange and down to Laurance Road and they maintained the snow removal, but it was very much separated, a stand-alone more than anything, so it was displaced from the road quite a bit. Mayor Welch stated that he did not know who would maintain Holmes Road because he did not know who that belonged to. Mayor Welch stated that what Mr. Cleworth said about bicycles not being on them and sometimes with ATVs ranting and raving up and down, especially during the summertime to the point he had seen them almost run over people pushing baby carriages, he was a mixed bag on that.

Mr. Anderson asked Mr. Fox where the project would fall in the current funding plan in terms of construction if the project were to move forward.

Mr. Fox stated that the construction year would end up falling into the next TIP. Mr. Fox stated that he was going to be working up an Amendment to the TIP to take a hard look at years 2021-23 and his guess was as far as a design start on this project, they might still be looking at 2022-23 and due to the amount of design, specifically for drainage on Holmes Road, even with the widening of the road, it could take three to four years after that to get it to construction. Mr. Fox stated that the construction phase would be in the next TIP document after 2023, but they could potentially initiate a design start in the next two years or so.

Mr. Cleworth clarified that the Amendment was to eliminate a separated bike path and not to eliminate a bike path.

Ms. Edwards asked Mr. Anderson if the project moved forward without the separated option into design if there was a place in that process where if the separated path became a preferred option, the scope could be updated.

Mr. Fox stated that the answer to the question was yes and they could put it in the TIP as an illustrative Project with the scope as modified, but at any time, the Technical Committee and Policy Board had the right to modify that scope. Mr. Fox stated that the scope could also be modified any time after the design start was initiated because the first thing that happened following a design
start was the NEPA process and DOT had to have at least one public open
house event and poll the neighbors to get feedback on their desires and it was
not until all that public comment was received that a preferred alternative was
selected so the project could move into final design. Mr. Fox stated that it did
not preclude us or DOT from changing the scope in the future and just set the
intent of the project and with the scope approved today would serve as the
basis for the estimate that DOT prepared for design and construction of the
project for purposes of programming that funding in our TIP document. Mr. Fox
stated that if this amendment passed it would not take it off the table
indefinitely.

Mayor Ward stated that he would also make the other argument that they had
not gone through the NEPA process so why would they take it out at this point.
Mayor Ward stated that he thought that if there was a desire to do the
separated path by the community, then they needed to have numbers and an
understanding of what that looked like. Mayor Ward explained that it felt like it
was a little premature in this process and they should leave it open for a
separated path as an option. Mayor Ward stated that he thought everyone was
clear that he preferred a separated path as an option and was not in favor of
taking it out at this time.

**Vote on Amendment to the Motion:** Two in favor. Five opposed. (Matherly,

**Discussion:** No further discussion.

**Vote on Original Motion:** None opposed. Approved.

d. **2020 BUILD Grant Opportunity (Action Item)**
Mr. Fox explained that the 2020 BUILD Grant opportunity was open to
applications until May 18, 2020. Mr. Fox explained that he had gone over the
notes with the FHWA BUILD Program Manager who explained that the
application was strong and encouraged resubmission of the Cowles Street
project application with the suggested improvements.

**Public Comment:** No public comment.

**Motion:** To resubmit the BUILD Grant application for the Cowles Street
Reconstruction Project. (Welch/Tomaszewski).

**Discussion:** No further discussion.

**Vote on Motion:** None opposed. (Matherly absent). Approved.

e. **TIP Administrative Modification #2 (Action Item)**
Mr. Fox explained that the meeting packet contained a summary of all the
changes that were included in TIP Administrative Modification #2.

**Public Comment:** No public comment.

**Motion:** To approve 2019-2023 TIP Administrative Modification #2.
(Welch/Ward).

**Discussion:** No further discussion.

**Vote on Motion:** None opposed. Approved.

9. **Other Issues**
No other issues.
10. Informational Items
a. Obligations and Offsets
   Mr. Fox explained the obligations and offsets included in the meeting packet.

11. Policy Board Member Comments
   • Mr. Tomaszewski expressed his gratitude for those who put together the meeting.
   • Ms. Edwards commented that she really appreciated the format and thought it went really well and appreciated everybody’s efforts to get it up electronically.
   • Mr. Cleworth echoed the sentiments of Mr. Tomaszewski and Ms. Edwards. Mr. Cleworth added that he didn’t mind being the minority sometimes and he saw that bike paths lived to see another day but that was okay. Mr. Cleworth encouraged them to speak to people who were serious bicyclists because most of them did not use them and preferred to use the roadway. Mr. Cleworth thought it was an idea that was nice for its time but it was also an idea that should go into the past and thought that it would happen with time but understood where people were coming from on that. Mr. Cleworth stated that the other comment he had was regarding the CMAQ Funding Plan that he voted for but wondered, if in the future we might do it in a better manner. Mr. Cleworth stated that to him, when they were looking at the use of monies, the most important thing they could do was infrastructure and did not think our plan did that overall. Mr. Cleworth stated that in the future, Aaron Gibson would be taking over and he hoped they weighed projects that had longevity more so than other projects.
   • Mayor Welch commented that he had a kudos from the owner of Pagoda Restaurant due to the quick response of DOT to resolve the “Lake Pagoda” problem at the restaurant and Mr. Lin was ecstatic that it was resolved. Mayor Welch thanked everyone who commented today and the people who put the meeting together.
   • Mr. Anderson stated that he appreciated the kudos and would pass it on. Mr. Anderson stated that DOT would be focused on spring breakup and construction program and COVID 19 so if there were any issues out there, please let them know.

12. Adjournment
   Motion to Adjourn. (Welch/Edwards). The meeting adjourned at 1:54 p.m. The next Policy Board Meeting is scheduled for Wednesday, May 20, 2020, 12-2 p.m.

Approved: ____________________________ Date: __________
Ryan Anderson, Chair
FAST Planning Policy Board
Regular Meetings
- Staffed the Technical Committee and Policy Board meetings and prepared meeting minutes and packets
- Posted advertisements in the newspaper, social media, and on the State and FNSB online public notice systems for the Technical Committee and Policy Board meetings
- Prepared Title VI reports for all monthly meetings
- Attended the following other regularly scheduled meetings:
  - Weekly Chamber Transportation Committee
  - FAST Planning Staff Meetings

Project/Planning Meetings
- Participated in Alaska Statewide Transportation Innovation Council (STIC) Meeting #11 to review and vote on funding awards for FFY2021 project nominations
- Attended National STIC Network Meeting with FHWA and other State STICs
- Attended Associated of MPOs (AMPO) General Membership meeting
- Held progress meetings with consultant teams on Non-motorized Plan Update and Road/Rail Crossing Reduction/Realignment Plan

Correspondence & Communication
- Requested guidance from FHWA on federal regulations for application of DOT&PF Indirect Cost Allocation Plan (ICAP) to Metropolitan Planning funds

Organization
- Renewed Federal System for Award Management (SAM) Registration
- Submitted monthly invoice to DOT&PF for April 2020

Public Outreach
- Continued the 2020 Bikeways Map update
- Presented overview of Road/Rail Crossing Reduction/Realignment Plan to Chamber of Commerce Transportation Committee
- Surveyed the public on Instagram and Facebook about the businesses they visit along Cowles Street and whether they access Cowles for a specific destination or use it to reach another
- Utilized Facebook, Twitter, LinkedIn and Instagram to solicit feedback from the public on the existing conditions of Cowles Street
- In coordination with Kittleson & Associates, Inc., constructed the Non-motorized Plan Update web page on fastplanning.us to launch the online comment opportunity (comment map, survey, and comment form)
Began outreach across Facebook, Twitter, LinkedIn, and Instagram about the Non-motorized Plan update and comment opportunity
Added NMP Comment Opportunity Timeline to FAST Planning online calendar
Requested DOT&PF to share NMP Update posts across their social media platforms
Continued coordination with Kinney Engineering on the online comment opportunity (comment map and survey) for the Road/Rail Crossing Reduction/Realignment Plan
Built a host page for the Road/Rail Crossing Reduction/Realignment Plan “Draft Existing Conditions Report” to be made available for public comment May 18 to June 12

Submittals/Reports
- Prepared and submitted 2nd Quarter UPWP Report to DOT&PF
- Completed and submitted “Cowles Street Reconstruction” BUILD Grant Application
- Drafted FFY2021-22 UPWP in coordination with FNSB and DOT&PF staff assigned to FAST Planning
- Drafted new FAST Planning Policy for TIP Administrative Modifications & Amendments

Funding
- Received approval letter from DOT&PF for TIP Administrative Modification #2
- Submitted funding plan options (approved by Policy Board) to DOT&PF for CMAQ Project Nominations for PM2.5 Non-attainment Area

Training
- Attended “Virtual Public Engagement in the Time of COVID-19” webinar by AMPO
- Attended “Reimagining Public Engagement for Planning During COVID-19: A Peer-to-Peer Exchange” webinar by Metro Quest
- Attended “Taking Action for Transportation Safety & Equity” webinar by Kittelson & Associates
- Attached National American Planning Association (APA) 2020 National Planning Conference @ Home (3-day event with multiple webinars each day)

Submitted by:

Jackson C. Fox
Date

Olivia Lunsford
Date

May 15, 2020
Your application has been received and validated by Grants.gov and is being prepared for Grantor agency retrieval.

UEI: 0813400300000

AOR name: Jackson C Fox
Application Name: Cowles Street Reconstruction - Fairbanks, Alaska
Opportunity Number: DTO559-20-RA-BUILD
Opportunity Name: FY 2020 National Infrastructure Investments
https://apply07.grants.gov/apply/login.faces?cleanSession=1

You will be notified via email when your application has been retrieved by Grantor agency.

Thank you.
Grants.gov
If you have questions please contact the Grants.gov Contact Center:
support@grants.gov
1-800-518-4726
24 hours a day, 7 days a week. Closed on federal holidays.

PLEASE NOTE: This email is for notification purposes only. Please do not reply to this email for any purpose.
April 13, 2020

Mr. Jackson Fox
FAST Planning
100 Cushman Street, Suite 205
Fairbanks, AK 99701

Re: Statewide Transportation Improvement Plan (STIP)

Dear Mr. Fox:

Thank you for providing comments to the Statewide Transportation Improvement Program (STIP).

We have responded to your questions and comments in the order received.

1. Public Notice
The Department of Transportation & Public Facilities (DOT&PF) has met the requirement of 17 AAC 05.160 “Public Participation in the STIP Process” and we continue to refine our public engagement strategies to find the most effective means of reaching the public as technology evolves. The following are some of the outreach activities conducted for the 2020-2023 STIP public comment:

- Announcement on the Statewide DOT&PF Facebook page
- Facebook Event for Open House
- Online Public Notice announcements of the comment period, and for each open house
- Statewide press release of the public comment opportunity
- Public open houses in Fairbanks and Juneau
- Newspaper ads for open house
- Local and Statewide news story with DOT&PF staff interview
- Area Planner emails to community contacts
- Fliers on community bulletin boards
- Online presentation on the STIP homepage
- Mail out cards to interested parties from the Department of Commerce, Community & Economic Development’s community list as well as the Alaska Municipal League list
- GovDelivery Announcement to subscribed users

2. General
We will replace “FMATS” (Fairbanks Metropolitan Area Transportation System) with FAST Planning wherever referenced throughout the STIP as requested.
3. **Financial Summary**
We would be happy to provide a more comprehensive narrative in the form of a discussion-based summary of how the apportionments were allocated. DOT&PF is required to demonstrate fiscal constraint based on the presumptive amount of funding that will be received and we do so with a fiscal constraint table, which is not part of the public STIP document, and it does not break out the individual apportionments. We are required to demonstrate that the STIP in its entirety fits within all of the state’s apportionment, but the STIP is not managed as a budgeting document.

4. **National Highway Freight Program (NHFP) Funding**
At the time the NHFP funding was allocated, FAST Planning did not have a designated Critical Urban Freight Corridor, therefore was not eligible to receive this funding. For the next round of NHFP allocation, a process will be established and the routes designated as Primary Freight Network, Critical Rural Freight Corridors, and Critical Urban Freight Corridors will be considered. For more details, please refer to the July 19, 2019 letter from Program Development Director, Ben White, to FAST Planning on this issue.

5. **Congestion Mitigation and Air Quality (CMAQ) Funding**
DOT&PF retains maximum flexibility with its limited transportation dollars by transferring half of its flexible CMAQ to the Surface Transportation Program (STP) for STP eligible projects. STP is the most flexible federal funding currently available, and with a wide array of transportation needs it might fund. It is also worth noting that from FFY17-FFY19 approximately half of statewide CMAQ funding was directed to projects in the Fairbanks area.

6. **Committed Measures for the Fairbanks Statewide Implementation Plan (SIP)**
See above for response.

7. **FAST Community Transportation Program (CTP) Allocation**
Because the 2020 U.S. Census is currently underway, the Matanuska-Susitna Borough has not yet been officially designated as a Metropolitan Planning Organization (MPO). If census data reveals it is eligible to become an MPO, we will open up the CTP allocation discussion. Please note that DOT&PF Transportation Improvement Program (TIP) approval does not constitute approval of the FAST CTP allocation amount. Approval of the TIP is based on the TIP meeting federal requirements. Because there is currently no new highway bill, we need to assume flat funding under a continuing resolution. We will continue to work with FAST Planning to continue to refine how the TIP is incorporated into the STIP.

8. **FAST CMAQ Allocation**
This was an omission and has been corrected, the funding is intended to continue into 2023 and beyond at the current level. We appreciate you pointing this out.

9. **Richardson Hwy Milepoint 358-364 Bicycle/Pedestrian Path**
The decision to delay funding was made by Northern Region.
   a. The proposed bicycle/pedestrian path is scheduled in Northern Region’s corridor plan for 2024 to minimize costs and impacts associated with other planned projects. Accordingly, we intend to pursue funding for it in FFY24. The path overlaps with Airport Way/Steese Expressway Intersection improvements (funded through the Highway Safety Improvement Program) and
Richardson Hwy MP 359 Grade Separated Crossing (Need ID 28069), scheduled according to Northern Region’s corridor plan for construction years 2022 and 2024, respectively.
b. The proposed path would introduce what Alaska Railroad Corporation considers a new crossing, which has additional liability and maintenance considerations associated. These issues can be mitigated if the path is not constructed at-grade and is elevated over the railroad crossing along with the roadway in the proposed MP 359 grade separation. Safety is a high priority consideration in all DOT&PF capital works projects, and avoiding construction of a new at-grade bicycle/pedestrian crossing when it can otherwise be avoided is ideal.
c. The MP 359 project is scheduled for funding in our extended STIP for FFY24, the same year we desire to fund the subject path. It is optimal to construct these two projects together for reasons stated above, and for economy of scale benefits in the cost of construction. DOT&PF intends to fund and construct this project by 2024.

10. **Aurora Drive Noyes Slough Bridge Replacement**
a. The project is expecting to receive authority to proceed through right of way acquisition this year. It is scheduled in Northern Region’s corridor plan for construction in 2024. Although this project was delayed, other projects, such as Airport Way West Improvements and Rosie Creek Road Improvements, were accelerated.
b. Northern Region monitors its design projects for construction readiness in order to capitalize on any unexpected new funding opportunities, so it is possible this project is a candidate for acceleration should our constrained funding picture change. However, 2021 and 2022 are expected to be very high volume construction seasons for the Fairbanks area, which is an important consideration not just for balancing funding statewide but also for localized construction impacts, particularly when a full bridge closure is required. Northern Region will continue to monitor this project for possible advancement in future STIP amendments, but no change is made at this time.

11. **Rosie Creek Road Improvements**
Thank you for the expression of support.

12. **Alaska Marine Highway System (AMHS) Tustumena Replacement Vessel**
This project continues to be carried forward in this STIP while the AMHS is overhauled, pending the recommendations of the AMHS Reshaping Plan. The STIP shows the project funded using the Advance Construction (AC) tool with an intended AC payback over several years currently beyond 2023. This is why the payback is not shown in the STIP. The payback is expected to be with National Highway Performance Program (NHPP) funds. Depending on the project development schedule, some of the payback may be accelerating into the STIP programmed years via future amendments.

13. **Sterling Highway MP 8-25**
Please contact the Area Planner Joselyn Biloon (907-269-0508), or Project Manager Sean Holland (907-269-0670) for more information or to request a presentation by phone. We agree that given limited resources, large projects present difficulties for the program. Even as we move toward construction, we continue to investigate different funding strategies including federal grant programs, to supplement project funding and reduce impacts to the overall program. Because this project is a “legacy project” and is approximately 40 years old, it needs to exit the system as a constructed project. Not constructing this project would put the state in the position of repaying FHWA for significant project development costs.
14. **Pavement & Bridge Preservation Program**  
DOT&PF uses programmatic projects to maintain maximum flexibility and understands FAST Planning does the same. Please contact the Fairbanks Field Office Program Development Planner, Jennifer Eason (907-451-2385), for a current list of projects to be constructed under this program.

15. **Highway Safety Improvement Program**  
The State uses programmatic projects to maintain maximum flexibility. There are multiple tools that can provide additional information on programmatic projects, including [http://dot.alaska.gov/projects-status/](http://dot.alaska.gov/projects-status/). If you query a program, the individual projects under that program will be identified. You raise a good point, so we will make sure this information is included in the STIP introduction so the public is aware of other projects not explicitly mentioned. You can also contact area planners with any specific program questions and they will be happy to provide detailed information. Contact information is provided in the STIP introduction.

16. **Urban Planning Program**  
Program distribution is based on the formula developed in 2014. The amount of funding available for FAST Planning use will very likely continue unless another formula is created. The formula includes some discretionary urban program funds, which have been distributed back to the Anchorage Metropolitan Area Transportation Solutions (AMATS) and FAST each year in recent history. This past year, the Matanuska-Susitna Valley Borough (Mat-Su) was provided with a portion of these funds to conduct pre-planning activities in advance of the potential MPO designation. If Mat-Su becomes a MPO, it is anticipated that overall available funding to all MPOs will decrease.

17. **Mat-Su MPO**  
The Matanuska-Susitna Borough has not been officially designated as an MPO. If it is eligible to become an MPO after the 2020 census data is analyzed, we will open up the CTP allocation discussion. Please also understand that DOT&PF’s approval of the TIP is not approval of the FAST CTP allocation amount. Approval of the TIP constitutes the approval that the TIP development process meets existing federal requirements. Also note there is currently no new highway bill, and provided we continue to operate under a continuing resolution we need to show flat funding after 2020.

18. **Statewide Long-range Transportation Plan & State Freight Plan**  
The Fairbanks Area Planner will continue to keep FAST Planning informed of any new developments when the update of these documents begin.

19. **Project Classification**  
DOT&PF has continued to move forward the programs as described in state regulations; however the federal regulations for Title 23 funds no longer correspond well to the state regulations. To receive Title 23 funds, it is understood that federal regulations supersede state laws or guidance. Additionally, project schedules influence annual STIP programming for those programs that are not captured in the STIP as one programmatic Need ID. The STIP is a plan and does not identify funding by apportionment.

20. **CMAQ**  
We will revise the project description as recommended.
21. Performance Measures
The final approved PDF STIP (which has a single project per page) will show that we have made significant progress to tie projects to performance categories. We will consider using a PDF project page version for public review drafts in the future.

Thank you again for taking the time to review the 2020-2023 STIP. We recognize that many of these topics are complex and multi-faceted, and we would be happy to meet in-person or via teleconference to discuss further. We value the work of Alaska’s MPOs in furthering transportation projects within urban areas, and look forward to a continued partnership in upcoming years.

Sincerely,

Maren Brantner
STIP Manager

Cc: FAST Planning Policy Board
    Ryan Anderson, P.E., Director, Northern Region, DOT&PF
    Jerry Cleworth, Council Member, City of Fairbanks
    Alice Edwards, Director, Division of Air Quality, ADEC
    Marie Heidemann, Statewide Planning Chief, DOT&PF
    Jim Matherly, Mayor, City of Fairbanks
    Frank Tomaszewski, Assembly Member, Fairbanks North Star Borough
    Bryce Ward, Mayor, Fairbanks North Star Borough
    Ben White, Director, Program Development & Statewide Planning, DOT&PF
April 28, 2020

John MacKinnon, Commissioner
Alaska Department of Transportation and Public Facilities
PO Box 112500
3132 Channel Drive
Juneau, AK  99811

Dear Mr. MacKinnon:

In accordance with 23 CFR 450.218, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have jointly reviewed the 2020-2023 Alaska State Transportation Improvement Program (STIP), transmitted with your letter of April 8, 2020. As part of the STIP approval, the FHWA and FTA conducted a Federal Planning Finding on Statewide and Metropolitan Transportation Planning to determine that the 2020-2023 Alaska STIP was developed consistent with the provisions of 23 USC 134 and 135 and 49 USC 5303 – 5305.

In addition to the materials you submitted on April 8, the STIP review included the Anchorage Metropolitan Area Transportation Solutions (AMATS) 2019-2022 Transportation Improvement Program (TIP) and the Fairbanks Area Surface Transportation (FAST) Planning 2019-2023 TIP. Both these documents are included in the Alaska 2020-2023 STIP by reference.

Based on our review, we find the 2020–2023 Alaska STIP meets the requirements of 23 USC 134 and 135, 49 USC 5303-5305, 23 CFR part 450 and 500, and 49 CFR part 613, with recommended process improvements identified as part of the Federal Planning Finding included in Attachment A.
If you have any questions, please contact Mr. John Lohrey, FHWA Transportation Planner at (907) 586-7428, or Mr. Ned Conroy, FTA Community Planner at (206) 220-4318.

Sincerely,

______________________________  __________________________
Sandra A. Garcia-Aline    Linda M. Gehrke
Division Administrator    Regional Administrator
Federal Highway Administration    Federal Transit Administration

Attachment A: Federal Planning Finding - Statewide and Metropolitan Transportation Planning

Electronically cc:
   Ben White, Director Program Development
   Maren Brantner, STIP Manager, Headquarters DOT&PF
   Ned Conroy, FTA
MEMORANDUM

TO: John MacKinnon
Commissioner

THRU: Benjamin White, Director
Program Development &
Statewide Planning

FROM: Maren Brantner
STIP Manager

DATE: April 24, 2020

TELEPHONE NO: (907) 465-4070

SUBJECT: Recommend Approval of
FMATS 2019-2023 TIP
Admin Mod #2

Enclosed for your review and approval is Administrative Modification 1 to the Fixing America's Surface Transportation Act (FAST) 2019-2023 Transportation Improvement Program (TIP). The FAST Policy Board approved Administrative Modification 1 to the FAST 2019-2023 TIP on April 15, 2020.

In accordance with the agreement between Fairbanks Metropolitan Area Transportation System (FMATS) and Alaska Department of Transportation & Public Facilities (DOT&PF), the Fairbanks metropolitan planning organization (MPO) coordinator and the FMATS Policy Board has determined Administrative Modification #1 to the FMATS 2019-2023 TIP has met all the requirements of US Code Title 23, Section 134 and is fiscally constrained by the allocations made in the 2018-2021 STIP. These changes are exempt from conformity and a conformity determination is not required per 40 CFR 93.104(c).

As part of the approval, we note that FAST Planning has programmed Advanced Construction funding (AC) into their TIP. The approval of this TIP does not constitute approval for the use of AC. The use of AC must be coordinated with the federal-aid section to determine available AC authority is in place.

Your approval of Administrative Modification #2 to the FMATS 2019-2023 TIP is recommended and required as the statutory designee for all state transportation planning matters.

Approved: ____________________________ Date: 4.29.20

John MacKinnon, Commissioner

Attachments: FAST FFY 2019-2023 TIP Admin Mod 2 Transmittal Memo and PC Memo
FAST FFY 2019-2023 TIP Tables

Cc: Judy Chapman, Planning Chief, Fairbanks Field Office, DOT&PF
Ned Conroy, Community Planner, FTA
Jackson Fox, Executive Director, FMATS
Marie Heidemann, Statewide Planning Chief, DOT&PF
John Lohrey, Transportation Planner, FHWA
James Marks, Division Operations Manager, DOT&PF
Randi Bailey, Transportation Planner, Fairbanks Field Office, DOT&PF

"Keep Alaska Moving through service and infrastructure."
FAST Planning Non-Motorized Plan Update

PB #1

5/20/2020
Agenda

- Non-Motorized Plan Overview
- Policy Board’s Role
- Plan Goals and Objectives
Non-Motorized Plan Overview

Existing Conditions → System Analysis → Public and Agency Input

Vision, Goals, Objectives

Non-Motorized Plan

Projects → Programs → Policies

Implementation Plan

TIP MTP → FAST Planning Agencies
Policy Board’s Role

- Supporters of Plan and Process
- Contribute to Needs Charette
- Participate in Field Assessments
- Review Draft Non-Motorized Plan
- Approve Final Non-Motorized Plan
Goals, Objectives, and Measures

- Shape Plan Vision
- Project Prioritization
- Alignment with 2045 MTP Goals
- Specific and Measurable
## Updated NMP Goals

<table>
<thead>
<tr>
<th>Goals</th>
<th>Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Plan for, provide, and promote a non-motorized transportation system that is continuous, accessible, reliable and safe</td>
<td>Maintain a current inventory of the entire non-motorized transportation system.</td>
</tr>
<tr>
<td></td>
<td>Improve the continuity of the non-motorized transportation system.</td>
</tr>
<tr>
<td></td>
<td>Improve the accessibility of the non-motorized transportation system for users of all abilities.</td>
</tr>
<tr>
<td></td>
<td>Improve the safety of the non-motorized transportation system.</td>
</tr>
</tbody>
</table>
## Updated NMP Goals

<table>
<thead>
<tr>
<th>Goals</th>
<th>Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>2) Plan for and provide a non-motorized transportation system that connects residents and visitors to essential services and destinations</td>
<td>Maintain a current inventory of essential destinations (e.g., employment and retail centers, tourist and recreational destinations)</td>
</tr>
<tr>
<td></td>
<td>Improve the connectivity of the non-motorized transportation system.</td>
</tr>
<tr>
<td>3) Develop and implement policies and programs to support year-round non-motorized travel</td>
<td>Ensure that agency staff has access to current best practices for non-motorized facility selection and design.</td>
</tr>
<tr>
<td></td>
<td>Promote a bicycle and pedestrian friendly culture.</td>
</tr>
</tbody>
</table>
### Updated NMP Goals

<table>
<thead>
<tr>
<th>Goals</th>
<th>Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>4) Develop and implement programs and strategies to increase awareness of existing non-motorized transportation facilities and their safe use.</td>
<td>Engage businesses, tourism associations, and Fairbanks area residents in the planning process.</td>
</tr>
<tr>
<td></td>
<td>Promote awareness of the existing non-motorized transportation system and how to use it.</td>
</tr>
<tr>
<td></td>
<td>Increase the proportion of Fairbanks area residents that bike or walk to work.</td>
</tr>
</tbody>
</table>
## Updated NMP Goals

<table>
<thead>
<tr>
<th>Goals</th>
<th>Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>5) Develop, fund, and promote a list of prioritized capital improvement projects that implement this Plan and adequately maintains a year round system</td>
<td>Encourage local governments to provide adequate funding to ensure the primary non-motorized network is maintained to provide year-round access</td>
</tr>
<tr>
<td></td>
<td>Maintain and fund a priority list of capital improvement projects that meets the targets of the objectives of this Plan</td>
</tr>
</tbody>
</table>
Gillam Way Reconstruction

Original Construction Phase Amount $4,450,000 FFY19-23 TIP (02.01.2019)

Construction Phase Increases/Decreases

| Increase based on new pre-bid estimate | $1,714,200 | Policy Board approved 02.27.2019 |
| Decrease to bid award amount | $(498,636) | Deobligated as FFY19 offset |
| Increase for contract changes and ICAP adjustment | $438,090 | Policy Board approved 08.21.2019 |

$1,653,654

Current Increase Request

| Construction phase increase | $166,881 | See details on following pages |
| Utilities phase increase | $55,900 | See details on following pages |

$222,781
FAST Planning FFY20 Funding Availability

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<tr>
<th></th>
<th>Federal</th>
<th>Match</th>
<th>Total</th>
</tr>
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<tbody>
<tr>
<td>TIP - STP Funds*</td>
<td>154.7</td>
<td>15.4</td>
<td>170.0</td>
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<tr>
<td>Offsets</td>
<td>114.1</td>
<td>11.3</td>
<td>125.5</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td><strong>295.5</strong></td>
</tr>
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</table>

*As shown in TIP Administrative Modification #2 (4/30/2020)
Good afternoon Jackson,

Please see attached for the Gillam Way PDA that I spoke to you about last week. If you have questions regarding the phase 4 increase please let me know, and if you have questions about the phase 7 please ask Mary Brunner.

Shelley and Dawn,

Please let me know if you see anything that I need to change prior to Jackson’s approval.

Thanks

~Sarah
To: Shelley Dykema, Chief  
Project Control

Date: 04/02/20

Thru: IRIS # / Federal #: 2637840000/0655012

From: Sarah Schlichting, P.E.  
Construction Manager

Telephone: 451-5408

Program Name: Gillam Way Reconstruction

Reason for Change:

X Change funding per the program budget stated below.

Change scope or termini (provide details in justification below).

Change ATP level to include ATP through __________________________

For FHWA Programs:

If any of the above items are checked, is an Environmental Re-Evaluation/Consultation required? If so, what is the date of the Re-Evaluation/Consultation: __________________________

For FHWA Programs - ATP End Date:

Request changing ATP End Date to __________________________

If requesting a change in the End Date, please provide details in justification below.

* ATP thru Env Doc End Date - anticipated Env Doc approval + 3 months for next ATP approval.
* ATP thru Final PS&E End Date - Final PS&E is complete + 6 months for Project Control closeout.
* ATP for ROW and Utilities End Date - all work is complete + 6 months for Project Control closeout.
* ATP for Construction End Date - Contract completion + 18 months for Construction and Project Control closeout.

For Local Match Programs:

Have you notified Planning about this funding request and do we have sufficient local match funds to fund the increase? _______ Yes  x _______ No

<table>
<thead>
<tr>
<th>PHASE</th>
<th>CURRENT FUNDING</th>
<th>REQUESTED CHANGE</th>
<th>NEW FUNDING TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participating</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Phase 2 - Design</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phase 3 - ROW</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phase 4 - Construction</td>
<td>$5,939,225</td>
<td>+166,881</td>
<td>$6,106,106</td>
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<tr>
<td>Phase 7 - Utilities</td>
<td>$395,467</td>
<td>+55,900</td>
<td>$451,367</td>
</tr>
<tr>
<td>Phase 8 - Planning</td>
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<td></td>
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<tr>
<td>TOTAL PARTICIPATING</td>
<td>$6,334,692</td>
<td>$222,781</td>
<td>$6,557,473</td>
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</table>

| PHASE               |                 |                  |                   |
|---------------------|                 |                  |                   |
| Non-Participating   |                 |                  |                   |
| Phase 2 - Design    |                 |                  |                   |
| Phase 3 - ROW       |                 |                  |                   |
| Phase 4 - Construction |             |                  |                   |
| Phase 7 - Utilities |                 |                  |                   |
| Phase 8 - Planning  |                 |                  |                   |
| TOTAL NON-PARTICIPATING | $0              | $0               | $0               |

Justification: Increase PH 7 based on Utility Company Billings and Utilities Staff Estimates. Increase PH 4 to fund Change Orders 3-8, make adjustments for new items and anticipated overruns from PDA 10, and fund increase to MOA with the City of Fairbanks for support during construction.
<table>
<thead>
<tr>
<th>C.O. #</th>
<th>Amount</th>
<th>Comments (if needed)</th>
</tr>
</thead>
<tbody>
<tr>
<td>RFP 3 Previously funded on PDA 10</td>
<td>($3,852)</td>
<td>Adjust the Beacons Poles/Junction Box, 04</td>
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<tr>
<td>RFP 4 Previously funded on PDA 10</td>
<td>($40,000)</td>
<td>Change ATB Oil from 52-28 to 52-40, 04</td>
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<tr>
<td>CO #3</td>
<td>$0</td>
<td>no cost</td>
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<tr>
<td>CO #4</td>
<td>$9,438</td>
<td>Added 514(111) 28; deleted 550(001) 04</td>
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<tr>
<td>CO #5</td>
<td>$45,271</td>
<td>Added 203(111) 04; 206(001) 04; Incrsd 304(001F) 04</td>
</tr>
<tr>
<td>CO #6</td>
<td>$42,036</td>
<td>Added 109(002) 04; Incrsd 604(005) &amp; 603(021)-12</td>
</tr>
<tr>
<td>CO #7</td>
<td>$20,000</td>
<td>Resolution of Conflicts, 04/28</td>
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<tr>
<td>CO #8</td>
<td>$1,530</td>
<td>Added 613(002) 04</td>
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<tr>
<td>match existing MMA additional work</td>
<td>$20,000</td>
<td>New item 670(900) 04- upcoming CO</td>
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<td>Concrete conflicts/additional work</td>
<td>$20,000</td>
<td>New item 608(900) 04, 28- upcoming CO</td>
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<tr>
<td></td>
<td>Subtotal</td>
<td>$114,423</td>
</tr>
<tr>
<td></td>
<td>Less any 644 items</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td>Less any M&amp;O stockpile</td>
<td></td>
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<tr>
<td><strong>Change Documents Subtotal</strong></td>
<td></td>
<td><strong>$114,423</strong></td>
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<tr>
<td>Item Name</td>
<td>Amount</td>
<td>ITEM # &amp; FA Code</td>
</tr>
<tr>
<td>Underrun Extension Contract PDA 10</td>
<td>($20,000)</td>
<td>643(002), 40% T04004 / 10% T04028 / 50% T04043</td>
</tr>
<tr>
<td>Resolution of Conflicts PDA 10 - funded in change orders</td>
<td>($37,000)</td>
<td>202(127), T04043</td>
</tr>
<tr>
<td>Underrun Traffic Control PDA 10 Projection</td>
<td>($30,000)</td>
<td>643(025), 50% T04004/50% T04043</td>
</tr>
<tr>
<td>Underrun Furnish Materials</td>
<td>($10,000)</td>
<td>626(108), T04043</td>
</tr>
<tr>
<td></td>
<td><strong>Quantity Over/Underruns Subtotal</strong></td>
<td><strong>($97,000)</strong></td>
</tr>
<tr>
<td><strong>Total Contract Changes</strong></td>
<td></td>
<td><strong>$17,423</strong></td>
</tr>
<tr>
<td>CENG @ 15%</td>
<td>$2,613.39</td>
<td></td>
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<tr>
<td>CENG needed beyond 15%</td>
<td>$135,000</td>
<td>T04017 MOA with COF</td>
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<tr>
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<td></td>
<td>$166,881</td>
<td></td>
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<tr>
<td><strong>GRAND TOTAL OF PDA REQUEST</strong></td>
<td></td>
<td><strong>$166,881</strong></td>
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</table>
Phase 7 Cost Estimate  
FHWA w/ Utilities

IRIS # / Federal #:  Z637840000/0655012  
Region:  NORTHERN  
Program Name:  Gillam Way Reconstruction  
Date:  4/2/2020

<table>
<thead>
<tr>
<th>UTILITIES</th>
<th>PRIOR FUNDING</th>
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<th>CHANGE AMOUNT</th>
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<tr>
<td>269 Utilities Training</td>
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Subtotal Utilities $374,354 $51,000 $425,354

ICRA@ 7.64% $21,114 $4,900 $26,014

$395,468

TOTAL COST ESTIMATE: $55,900

Remarks:
Increase PH 7 based on Utility Company Billings and Utilities Staff Estimates. Needed for paying final bills and project closeout.
### Activity 265 Utility Labor & Materials

<table>
<thead>
<tr>
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<th>Totals</th>
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<tr>
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### Activity 266 Utility C.E.

<table>
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<td><strong>totals</strong></td>
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### Activity 267 State Forces C.E.

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### Activity 263P Utility P.E.

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</thead>
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<td>$0</td>
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<tr>
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<td><strong>totals</strong></td>
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</tbody>
</table>

**GRAND TOTAL** $51,000
# FAST Planning Transportation Improvement Program (TIP) Administrative Modifications & Amendments

*Draft – April 20, 2020*

<table>
<thead>
<tr>
<th>TIP Revision not Required</th>
<th>Administrative Modification</th>
<th>Amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Project</strong></td>
<td>Adding/updating Project Numbers and Need IDs</td>
<td>Splitting projects into phases or combining multiple projects</td>
</tr>
<tr>
<td><strong>Project Phase</strong></td>
<td>N/A</td>
<td>Addition/deletion of Right-of-Way and Utility phases (that do not exceed total project cost increase threshold for a TIP Amendment)</td>
</tr>
<tr>
<td><strong>Title &amp; Scope</strong></td>
<td>Spelling and grammatical corrections, adding detail or clarification to project descriptions, and project title changes that do not affect the project scope</td>
<td>Minor Revision: Revisions that do not result in an air quality conformity re-evaluation, (b) alter the original project intent or purpose and need, and/or (c) increase/decrease the project length ≥ 30%</td>
</tr>
<tr>
<td><strong>Schedule</strong></td>
<td>N/A</td>
<td>Any shifts in funding for project phases between federal fiscal years in TIP, including use/removal of “Advance Construction” funding for accelerating project delivery</td>
</tr>
<tr>
<td><strong>Funding</strong></td>
<td>Total Project Cost ≤ $3,000,000: Cost increases ≤ 30% total project cost* Total Project Cost &gt; $3,000,000: Cost increases ≤ 10% total project cost or ≤ $1,000,000* All Projects: Time-sensitive cost increases required to award consultant and construction contracts regardless of amount*</td>
<td>Total Project Cost ≤ $3,000,000: Cost increases &gt; 30% to ≤ 50% of total project cost or ≤ $1,000,000 Total Project Cost &gt; $3,000,000: Cost increases &gt; 10% to ≤ 30% of total project cost or ≤ $1,500,000 All Projects: Any change in funding type for a project phase (i.e. changing CMAQ to STP)</td>
</tr>
</tbody>
</table>

*Documented by signed Action Items from Technical Committee or Policy Board meetings or by email from Executive Director in accordance with FAST Planning “Approval Authority for Project Funding Increases” Policy approved August 21, 2019.*
FAST PLANNING OPERATING AGREEMENT [Signed by Governor April 5, 2019]

Section 6.2.1 – Amendments to the MTP and TIP

The MPO, with its responsibility to maintain existing plans and programs, shall approve amendments, in accordance with its Public Participation Plan. An Amendment is triggered by the addition or deletion of a project or a major change in the project cost, project / project phase initiation dates, or a major change in design concept or design scope. An amendment is a revision that requires public review and comment periods consistent with the FMATS public involvement policy, re-demonstration of fiscal constraint, or a conformity determination (for MTPs and TIPs involving “non-exempt” projects in nonattainment and maintenance areas). Amendments require the concurrence of the MPO, ADOT&PF, FHWA, and FTA before becoming effective.

Section 6.2.2 – Administrative Modifications to the MTP and TIP

The MPO, with its responsibility to maintain existing plans and programs, shall approve Administrative Modifications in accordance with the Public Participation Plan. An Administrative Modification is triggered by a minor revision to a metropolitan transportation plan or TIP that includes minor changes to project/project phase costs, minor changes to funding sources of previously included projects, and minor changes to project/project phase initiation dates. It is a revision that does not require public review and comment, re-demonstration of fiscal constraint, or a conformity determination (in nonattainment and maintenance areas). Administrative Modifications require the concurrence of the MPO and the ADOT&PF before becoming effective. The FHWA and FTA will be notified as soon as possible of these changes.

FEDERAL REGULATIONS [23 CFR 450.104 Definitions]

Amendment means a revision to a long-range statewide or metropolitan transportation plan, TIP, or STIP that involves a major change to a project included in a metropolitan transportation plan, TIP, or STIP, including the addition or deletion of a project or a major change in project cost, project/project phase initiation dates, or a major change in design concept or design scope (e.g., changing project termini or the number of through traffic lanes or changing the number of stations in the case of fixed guideway transit projects). Changes to projects that are included only for illustrative purposes do not require an amendment. An amendment is a revision that requires public review and comment and a re-demonstration of fiscal constraint. If an amendment involves “non-exempt” projects in nonattainment and maintenance areas, a conformity determination is required.

Administrative modification means a minor revision to a long-range statewide or metropolitan transportation plan, TIP, or STIP that includes minor changes to project/project phase costs, minor changes to funding sources of previously included projects, and minor changes to project/project phase initiation dates. An administrative modification is a revision that does not require public review and comment, a re-demonstration of fiscal constraint, or a conformity determination (in nonattainment and maintenance areas).
STATE REGULATIONS [17 AAC 05.195 Amendment of the STIP]

(a) At any time, the department may amend the STIP because of

(1) a change in the amount of money available for a project;
(2) emergency requirements;
(3) unanticipated delays in completing a project or a phase of a project;
(4) a change in the scope, cost, or development of a project; or
(5) the state's best interests.

(b) The department will make a major amendment of the STIP only after giving public notice with an opportunity to comment as required by (d) of this section. If the STIP amendment delays a project, the department will note the new years of activity for that project. The department will consider one or more of the following to constitute a major amendment of the STIP:

(1) the addition of a new project requiring an environmental assessment or an environmental impact statement under 42 U.S.C. 4332 (National Environmental Policy Act);
(2) a change to an existing project that, under 23 U.S.C. 135(f)(2)(C)(iii), requires an air quality conformity determination;
(3) a change in a project that requires a change in a previously approved environmental assessment or environmental impact statement under 42 U.S.C. 4332 (National Environmental Policy Act);
(4) the deletion of a project.

(c) The department need not give public notice under (d) of this section for an amendment of the STIP other than a major amendment as described in (b)(1) - (4) of this section.

(d) The department will provide notice of a proposed major amendment to the STIP by publication of a notice in a newspaper of general circulation in the geographic area of the project, and by written notice informing interested persons and any MPO affected by the amendment of the STIP. In the notice, the department will describe the amendment and the impact of the amendment upon the STIP, will solicit comments regarding the amendment, and will provide for a comment period on the proposed amendment of the STIP of not less than 30 days after the publication of the notice.

(e) An amendment to the STIP is not in force until it is approved by the United States Department of Transportation under 23 U.S.C. 135(D) and 23 C.F.R. 450.220. If the amendment is subject to a review and comment period under (b) of this section, the department will prepare the final STIP amendment after the close of that period and after considering any comments received. The department will submit the final STIP amendment to the United States Department of Transportation for approval under 23 U.S.C. 135(f) and 23 C.F.R. 450.220. Within five days after that approval, the department will give notice of the final STIP amendment's adoption by publication in a newspaper of general circulation, by posting notice on the Alaska Online Public Notice System established under AS 44.62.175, and by written notice to interested persons.
DOT&PF, FAST, AMATS
STIP / TIP Guidelines

February 27, 2020
8:30-11:30 WEBEX

Agenda

1. History of MOU
2. Status of Draft MOU & FHWA/FTA feedback
3. Guidelines to process amendment / admin mod
4. Requirements of STIP and TIP amendment / admin mod
   a. Thresholds for amendment / admin mod
   b. Requirements for notice & public review
   c. Timeline for processing
   d. Streamlining the process

ACTION ITEMS:

1) HQ to review AMATS operating agreement and provide feedback on new language for TIP definitions of amendments, administrative modifications, and financial thresholds.
2) FAST to develop new language to add to their operating agreement to document detail for definitions of amendments, administrative modifications, and financial thresholds.
3) AMATS to discuss with FHWA/FTA proposed cost thresholds, including a 75% increase threshold for amendments.
4) HQ to remove references to TIP in most sections of the STIP except possibly sections 3.1-3.4 regarding processing amendments and administrative modifications.
5) HQ to draft modified version of MOU to remove discussed TIP references and add paragraph addressing the cost thresholds and processes in the MPOs’ operating agreements.
6) HQ to facilitate/set up meeting with FHWA/FTA and MPOs to review proposed agreements and the possibility of different financial thresholds for each MPO.
7) HQ to discuss with FHWA/FTA the expected outcome of processing incorporations as amendments – what will that look like and how it will impact our work.
Ms. Marie Heidemann  
Chief of Statewide Planning  
Alaska Department of Transportation and Public Facilities  
P.O. Box 112500  
Juneau, AK 99811

Dear Ms. Heidemann,

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have reviewed the draft Memorandum of Understanding (MOU) regarding procedures for revisions to the Statewide Transportation Improvement Program (STIP). On behalf of FHWA and FTA, please see our comments below.

- The document should not be a formal Memorandum of Understanding (MOU). These are procedures that are developed by the Department of Transportation and Public Facilities (DOT&PF) in coordination with MPOs and agreed to by FHWA and FTA. The procedures should be included as part of the STIP documentation.
- Section 3.4 should be rewritten to indicate that any Transportation Improvement Program (TIP) amendment or new TIP will require federal approval to be incorporated into the STIP as a STIP Amendment. Other MPO TIP changes not requiring federal approval can be included as an Administrative Modification.
- Adding or deleting federal funds would require federal approval as part of a STIP Amendment, if the change exceeds the establish threshold. Dollar changes below the threshold would be an Administrative Modification.
- DOT&PF must coordinate with the Metropolitan Planning Organizations to ensure consistency between STIP and TIP Amendment procedures.

FHWA and FTA staff are available to discuss these comments with you. Please contact me at (907) 586-7428 / john.lohrey@dot.gov or Ned Conroy at (206) 220-4318 / ned.conroy@dot.gov if you have any questions.
Sincerely,

John Lohrey
Planner

Electronically cc:
Maren Brantner, STIP Manager, DOT&PF
Courtney Wendell, STIP Planner, DOT&PF
Ned Conroy, FTA
MEMORANDUM OF UNDERSTANDING
BETWEEN
THE ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES,
THE FEDERAL HIGHWAY ADMINISTRATION, ALASKA DIVISION,
AND
THE FEDERAL TRANSIT ADMINISTRATION, REGION 10

REGARDING PROCEDURES FOR REVISIONS TO
THE STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM

1. PURPOSE OF AGREEMENT
The purpose of this Memorandum of Understanding (MOU) between the Alaska Department of Transportation and Public Facilities (ADOT&PF), the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA) is to set forth a set of definitions and procedures to be used for processing revisions to the Statewide Transportation Improvement Program (STIP).

Transportation Improvement Programs (TIPs) developed by Metropolitan Planning Organizations (MPOs) are incorporated into the STIP and therefore the following definitions of this MOU are also applicable for TIP administrative modifications and amendments. The MPO may elect to adopt an independent agreement or addendum to this agreement with the ADOT&PF, FHWA, and FTA to revise the financial thresholds that define when an administrative modification or amendment is necessary.

Concerning the TIP, the procedures section of this document covers the procedures only for incorporation of the TIP into the STIP. The MPOs have independent procedures established for the development of the TIP and TIP revisions, including public and committee reviews.

The following criteria have been developed for processing administrative modifications and amendments to the STIP/TIP in accordance with the provisions of 23 CFR 450.

2. DEFINITIONS

2.1 Administrative Modification
Per 23 CFR 450.104, Administrative modification means a minor revision to a long-range statewide or metropolitan transportation plan, Transportation Improvement Program (TIP), or Statewide Transportation Improvement Program (STIP) that includes minor changes to project/project phase costs, minor changes to funding sources of previously included projects, and minor changes to project/project phase initiation dates. An administrative modification is a revision that does not require public review and comment, a redemonstration of fiscal constraint, or a conformity determination (in nonattainment and maintenance areas).
Administrative modifications are minor revisions to the STIP/TIP. This type of change does not require public review, demonstration of fiscal constraint, or FHWA/FTA approval. Changes may include:

- Increases to funding amounts of a project or phase of a project where the increase is greater than 10% of the total project cost and within the financial thresholds identified below:
  - The total project cost* as indicated in the approved STIP/TIP is less than $3 million; an administrative modification shall be used for an increase in cost between 10% and 50% of the total project cost or $1 million, whichever is less.
  - The total project cost as indicated in the approved STIP/TIP is greater than $3 million but less than $10 million; an administrative modification shall be used for an increase in cost between 10% and 30% of the total project cost.
  - The total project cost as indicated in the approved STIP/TIP is greater than $10 million; an administrative modification shall be used for an increase in cost between 10% and 20% of the total project cost.

*Total programmed amount in the approved STIP to complete all phases of a project. It includes all sources of funds associated with the project (federal, state, local, match, etc.).

<table>
<thead>
<tr>
<th>Total project cost* of all phases within approved STIP</th>
<th>Administrative Modification</th>
<th>Amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total project cost &lt; $3,000,000</td>
<td>10% &lt; cost increase ≤ 50% or &lt; $1,000,000</td>
<td>Cost increase &gt; 50% or &gt;$1,000,000</td>
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<tr>
<td>$3,000,000 ≤ total project cost &lt; $10,000,000</td>
<td>10% &lt; cost increase ≤ 30%</td>
<td>Cost increase &gt; 30%</td>
</tr>
<tr>
<td>Total project cost ≥ $10,000,000</td>
<td>10% &lt; cost increase ≤ 20%</td>
<td>Cost increase &gt; 20%</td>
</tr>
</tbody>
</table>

- Revisions to a project scope that do not:
  - Result in an air quality conformity reevaluation,
  - Result in a revised total project cost estimate that exceeds the financial thresholds established in this section, or
  - Result in a change in scope on any federally funded project that is significant enough to constitute a new project.

- Shifts project funding between projects, subject to the financial thresholds established in Table 1 of this MOU.
• Splitting up a single project or combining multiple projects.
• Adds a right-of-way phase to a project for incidental right-of-way work that does not exceed the financial thresholds established in this section.
• Adds a utility phase to a project for incidental utility work that does not exceed the financial thresholds established in this section.

2.2 Amendment

Per 23 CFR 450.104, Amendment means a revision to a long-range statewide or metropolitan transportation plan, TIP, or STIP that involves a major change to a project included in a metropolitan transportation plan, TIP, or STIP, including the addition or deletion of a project or a major change in project cost, project/project phase initiation dates, or a major change in design concept or design scope (e.g., changing project termini or the number of through traffic lanes or changing the number of stations in the case of fixed guideway transit projects). Changes to projects that are included only for illustrative purposes do not require an amendment. An amendment is a revision that requires public review and comment and a redemonstration of fiscal constraint. If an amendment involves non-exempt projects in nonattainment and maintenance areas, a conformity determination is required.

Amendments are major changes to the STIP that require federal approval, public review, demonstration of fiscal constraint, or an air quality conformity. An amendment is a modification to the STIP that:

• Affects air quality conformity regardless of the cost of the project or the funding source.
• Requires an Air Quality Conformity Evaluation.
• Changes a project cost to a level greater than the financial thresholds established in section 2.1 and Table 1 of this MOU.
• Adds or deletes a project phase other than a right-of-way or utility phase as established in section 2.1 of this MOU.
• Adds federal funds to a project currently without any federal funds.
• Changes in scope of a project that alters the original project intent.
• Adds or deletes a project. Exceptions are made for emergency repair project established below in section 2.3 of this MOU.

2.3 Updates that Do Not Require a STIP Change

The ADOT&PF, FHWA, and FTA recognize that some revisions to the STIP require neither an amendment nor an administrative modification. These revisions do not require a formal STIP change and may be subsequently reflected in later updates to the STIP. This list identifies several revisions that do not require a formal STIP change, but it may not be an exhaustive list.
• Increases to funding amounts of a project or phase of a project where the increase is less than 10% of the total project cost.

• Any technical correction and other minor changes such as change in title, project description, implementing agency, or project sponsor.

• Moving existing programmed amounts between phases or years.

• Any changes to projects that are not required to be in the STIP/TIP such as emergency, safety, planning projects, or non-regionally significant projects that do not include federal funding.

• Advances a project schedule in the approved STIP/TIP in lieu of another project.

• Changes the source of federal funding programmed for a phase or a project, as this is a funds management action.

• Adds a project for emergency repairs to roadways or bridges, except those involving substantial, functional, location, or capacity changes.

• Funding adjustments to award contracts.

3. PROCEDURES

3.1 Approval of STIP Administrative Modifications

• Administrative modifications will be incorporated into the STIP and no federal action will be required. Approval will be through a memorandum signed by the ADOT&PF Statewide Program Development and Planning Director.

• Administrative modification memorandums will be posted to the website and forwarded to FHWA and FTA for their records.

• ADOT&PF will update the STIP to include these modifications periodically as full amendments or STIP updates are processed.

3.2 Approval of STIP Amendments

• Amendments to the STIP will be developed in accordance with provisions of 23 CFR 450.

• ADOT&PF will send draft amendments to FHWA and FTA for review at time of public review.

• FHWA and FTA will provide ADOT&PF with any comments during the public review period or within one week of the completion of the public review period.
• Amendment approval requests will be submitted by ADOT&PF to FHWA and FTA. The amendment approval request will include a description of the changes, a fiscal constraint analysis, and a certification letter per 23 CFR 450.218.

• FHWA and FTA will strive to approve STIP amendments within two weeks of receipt of the request for approval. Amendments which cannot be approved will be returned to ADOT&PF within two weeks, with a clear explanation of what actions can be taken so that the amendment can be approved.

• Upon approval, FHWA and FTA will issue a joint, written response (email acceptable) notifying ADOT&PF of their decision.

• Amendments that contain projects specific to only one agency (FHWA or FTA) may be approved on behalf of both agencies by the appropriate agency, with a copy of the approval provided to the other agency.

• Amendments that contain both transit and highway projects and amendments that trigger an Air Quality Conformity Determination require joint approval from both FHWA and FTA. In these cases, the procedures for STIP approval and Air Quality Conformity Determinations will be followed.

• Once approved by FHWA and FTA, the amendment will be incorporated into the STIP.

3.3 Incorporation of MPO TIP Administrative Modification into the STIP

• MPO TIP administrative modifications will be submitted to ADOT&PF Statewide Program Development and Planning.

• MPO TIP administrative modifications will be approved through a memorandum signed by the Commissioner of ADOT&PF, the statutory designee for all state transportation planning matters.

• Administrative modification memorandums will be posted to the website and forwarded to FHWA and FTA for their records. This action constitutes the incorporation by reference of the TIP revision into the STIP.

3.4 Incorporation of MPO TIPs and TIP Amendments into the STIP

• MPO TIPs and TIP amendments will be submitted to ADOT&PF Statewide Program Development and Planning.

• MPO TIPs and TIP amendments will be submitted by ADOT&PF to FHWA and FTA with a request for approval to incorporate the amendment into the STIP. The request will include a description of the changes, a fiscal constraint analysis, and a certification letter per 23 CFR 450.330.

• The requirements for public review will be satisfied by the MPO TIP public review period.
• Upon approval, FHWA and FTA will issue a joint, written response (email acceptable) notifying ADOT&PF of their decision.

• TIP amendments that contain projects specific to only one agency (FHWA or FTA) may be approved on behalf of both agencies by the appropriate agency, with a copy of the approval provided to the other agency.

• TIP amendments that contain both transit and highway projects and amendments that trigger an Air Quality Conformity Determination require joint approval from both FHWA and FTA. In these cases, the procedures for Air Quality Conformity Determinations will be followed.

• TIP amendment approval letters will be posted to the website. This action constitutes the incorporation by reference of the TIP revision into the STIP.

4. DISPUTE RESOLUTION

If a question arises on the interpretation of the definition of an administrative modification or amendment, ADOT&PF, FHWA and FTA will consult with each other to resolve the question. If after consultation, the parties disagree on the definition of what constitutes an administrative modification or amendment, the final decision rests with FHWA for federal-aid highway funded projects and FTA for community and public transit funded projects.

5. MODIFICATION AND TERMINATION

This MOU may be modified or terminated at the written (email acceptable) request of any signatory agency.

6. EFFECTIVE DATE

This MOU will be in effect on the date of the last signature and remain in effect until modified or terminated.
We, the undersigned hereby agree to the execution of this Memorandum of Understanding.

ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

By: __________________ __________________________ Date: ________________
XX, Director of Program Development

FEDERAL HIGHWAY ADMINISTRATION, ALASKA DIVISION

By: __________________ __________________________ Date: ________________
John Lohrey, Statewide Programs Team Leader

FEDERAL TRANSIT ADMINISTRATION, REGION 10

By: __________________ __________________________ Date: ________________
Ned Conroy, Community Planner
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INTRODUCTION

PURPOSE OF THE UPWP

The Unified Planning Work Program (UPWP) for the Fairbanks Metropolitan Planning Organization (MPO), known as Fairbanks Area Surface Transportation (FAST) Planning, documents the MPO’s transportation planning activities. The purpose of the UPWP is to ensure that a continuing, cooperative and comprehensive (3C) approach to planning for transportation needs is maintained and properly coordinated between the MPO, Alaska Department of Transportation & Public Facilities (DOT&PF), Fairbanks North Star Borough (FNSB), and other jurisdictions.

The UPWP is a planning document that identifies and describes the MPO’s budget, planning activities, studies, and technical support expected to be undertaken in a two-year period [23 CFR 450.104]. It also lists the funding sources, timelines, and deadlines for each task and specifies whether the tasks will be conducted by MPO staff, Alaska DOT&PF staff, FNSB staff, or consultants. The UPWP is required for the MPO to receive planning funds from the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and Alaska DOT&PF. It is a fiscally constrained document based on the amount of programmed planning grants and match contributions over the two-year period and may be revised as needed after adoption by Administrative Modification or Amendment.

In addition to the UPWP, the MPO must develop and implement the following plans as part of the transportation planning process [23 USC 134 & 23 CFR 450]:

- **Metropolitan Transportation Plan (MTP)** – a multimodal transportation plan that addresses a 20-year planning horizon that the MPO develops, adopts, and updates every four years.
- **Transportation Improvement Program (TIP)** – a prioritized listing/program of transportation projects covering a period of four years that is developed, adopted, and implemented by the MPO in coordination with the MTP.
- **Public Participation Plan (PPP)** – a guiding document that outlines the goals, strategies, and implementation plan for involvement of the public in the development of MPO plans, programs, and policies, including the MTP and TIP.

The planning activities for FFY2021 and FFY2022 supporting development and implementation of these plans by FAST Planning, FNSB, and Alaska DOT&PF staff are addressed within the tasks identified in this UPWP.

HISTORY OF THE MPO

All Urbanized Areas over 50,000 in population must have an MPO to carry out a 3C transportation planning process, as stipulated in the Federal Highway Act of 1962. On May 1, 2002, the U.S. Census Bureau published a notice in the Federal Register identifying an area surrounding Fairbanks and North Pole as a Qualifying Urbanized Area for Census 2000. The Metropolitan Planning Area (MPA) boundary was finalized in December 2002, and the Fairbanks MPO was subsequently established in April 2003.
The MPO was originally operated in-house by Alaska DOT&PF and FNSB staff from 2003 to 2008. In 2008, the MPO hired a Coordinator and opened an office in Fairbanks City Hall with planning support from Alaska DOT&PF and FNSB staff. The MPO was hosted by the City of Fairbanks from 2008 to 2018, at which time the MPO transitioned to an independent, non-profit organization. The MPO’s new organization, FAST Planning, opened a new office in downtown Fairbanks on May 1, 2019, and currently has three staff members. FAST Planning continues to be supported by Alaska DOT&PF and FNSB staff and shares its allocation of Metropolitan Planning (PL) funds with these agencies for their respective planning activities.

OPERATION OF THE MPO

FAST Planning currently operates under the following founding documents, agreements, and policies and procedures:

- FAST Planning Bylaws (April 2018) and Articles of Incorporation (June 2018)
- Memorandum of Understanding for the Operation of the FAST Planning Office (March 2019)
- Intergovernmental Operating Agreement & Memorandum of Understanding for Transportation & Air Quality Planning in the Fairbanks Metropolitan Planning Area (April 2019)
- Memorandum of Agreement for the Selection & Funding of CMAQ Projects within the Fairbanks PM$_{2.5}$ Non-attainment Area, as amended (August 2019)

In accordance with the Bylaws and Intergovernmental Operating Agreement, FAST Planning has a Technical Committee and Policy Board that hold regularly scheduled meetings each month to guide the MPO’s transportation planning process and make decisions for plans, programs, and policies. The Technical Committee consists of representatives, such as engineers, planners, and other specialists from the City of Fairbanks, City of North Pole, FNSB, Alaska DOT&PF, Alaska Department of Environmental Conservation (DEC) Air Quality, Fort Wainwright, University of Alaska Fairbanks (UAF), Alaska Railroad Corporation, Fairbanks International Airport, transit, local freight industry, and local Tribal entities. The Policy Board consists of elected/appointed officials and has as members, a designated representative of the Alaska DOT&PF Northern Region, FNSB Mayor, City of Fairbanks Mayor, City of North Pole Mayor, a designated representative of Alaska DEC Air Quality Division, a designated representative of the FNSB Assembly, and a designated representative of the Fairbanks City Council. The Technical Committee is an advisory body to the Policy Board, which is the decision-making body.

In addition to the Technical Committee and Policy Board, FAST Planning also has a Bicycle & Pedestrian Advisory Committee that meets bi-monthly and a Seasonal Mobility Task Force that meets biannually. The Bicycle & Pedestrian Advisory Committee consists primarily of representatives from local organizations and citizens that advise the Technical Committee on issues related to bicyclist and pedestrian mobility and provides insight on how to better serve those users. The Seasonal Mobility Task Force consists of road maintenance managers from the Alaska DOT&PF, City of Fairbanks, City of North Pole, FNSB Rural Services, FNSB Parks & Recreation, and UAF that share with each other seasonal
maintenance plans and priorities. These constituents also collectively participate in an annual “Winter Maintenance Forum” public event.

**FEDERAL PLANNING FACTORS**

The Fixing America’s Surface Transportation (FAST) Act was signed into law on December 4, 2015, and identified the following planning factors which have been incorporated into the MPO’s planning process and this UPWP:

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

In addition to the planning factors noted above, previous legislation [Moving Ahead for Progress in the 21st Century Act (MAP-21)] required that State DOTs and MPOs conduct performance-based planning by tracking performance measures and setting data-driven targets to improve those measures. Performance-based planning ensures the efficient investment of federal transportation funds by increasing accountability of local agencies receiving the funds, prioritizing transparency to the public, and providing insight for better investment decisions that focus on key outcomes which relate to the seven national goals of:

1. Improving Safety
2. Maintaining Infrastructure Condition
3. Reducing Traffic Congestion
4. Improving System Reliability
5. Improving Freight Movement & Supporting Regional Economic Development
6. Protecting the Environment
7. Reducing Delays in Project Delivery

The FAST Act supplemented the MAP-21 legislation by establishing timelines for State DOTs and MPOs to comply with the requirements of MAP-21. State DOTs are required to establish statewide targets and
MPOs have the option to support the statewide targets or adopt their own. To date, FAST Planning has chosen to accept and support all the statewide targets for safety, pavement condition, bridge condition, on-road mobile source emissions, and travel time reliability. The transition to performance-based planning has been addressed in the current MTP and TIP, as well as the tasks identified in this UPWP. The table on the following page shows how UPWP work tasks relate to these seven national performance goals.
### Table 1. FFY2021/22 UPWP Work Tasks & National Performance Goals

<table>
<thead>
<tr>
<th>FFY2021/22 UPWP WORK TASKS</th>
<th>Safety</th>
<th>Infrastructure Condition</th>
<th>Congestion Reduction</th>
<th>System Reliability</th>
<th>Freight Movement and Economic Vitality</th>
<th>Environmental Sustainability</th>
<th>Reduce Project Delivery Delays</th>
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<tr>
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FFY2021/22 WORK PROGRAM ELEMENTS

TASK 100 MPO PLANNING PROCESS

Task 100(a) UPWP

The Alaska DOT&PF is responsible for providing the management oversight of the UPWP. FAST Planning and the FNSB will prepare and submit quarterly reports through FFY2021 and FFY2022 to the Alaska DOT&PF. The quarterly reports will document the planning activities performed and expenditures by FAST Planning and the FNSB in accordance with the tasks listed in the UPWP. The Alaska DOT&PF will review and compile the quarterly reports into annual reports at the end of each fiscal year. FAST Planning will initiate Administrative Modifications and Amendments to the UPWP as needed in accordance with the provisions of the MPO’s April 2019 Intergovernmental Operating Agreement. FAST Planning will also initiate development of the next UPWP in April 2022, six months in advance of the expiration of this UPWP.

Participation by FAST Planning, Alaska DOT&PF, and FNSB staff in FFY2021-22 is anticipated to include:

- Preparation and submittal of FFY2020 final UPWP quarterly report and annual report (October 2020)
- Preparation and submittal of FFY2021-22 quarterly reports (January, April, July, October 2021; January, April, July, October 2022)
- Preparation of FFY2021 and FFY2022 annual reports (October 2021; October 2022)

Task 100(b) MTP

The current 2045 MTP was approved and adopted in December 2018 and is required to be updated every four years. FAST Planning has programmed $150,000 in Surface Transportation Program (STP) funds in FFY2021 to hire a consultant to update the MTP. Leading up to this effort, FNSB staff will provide a demographic analysis to update and recalibrate the travel demand model for existing and future conditions, travel patterns, and utilization of the transportation network with updated population, employment, and household data. A Request for Proposal (RFP) will then be developed and advertised to hire a consultant to update the MTP. The update will include collection of existing traffic data, analysis of the existing transportation network, evaluation of land use and supporting transportation scenarios for travel demand model forecasts, outreach to local agencies and the public to confirm project needs outlined in the 2045 MTP and new project needs not yet identified, prioritization and cost estimates for all projects considered for inclusion in the new MTP, an air quality conformity analysis and interagency consultation on the updated project list, and development of the draft and final MTP. The draft MTP
will be released for public comment, and after resolution of public comments and an air quality conformity determination is made, the final MTP will then be presented to the FAST Planning Technical Committee and Policy Board for consideration of adoption. Following adoption, the final MTP will be transmitted to FHWA and FTA for approval. Based on the adoption and approval date of the current MTP, the updated MTP will need to be adopted and approved by December 2022.

Participation by FAST Planning, Alaska DOT&PF, and FNSB staff in FFY2021-22 is anticipated to include:

- Demographic analysis for travel demand modeling (June-December 2020)
- Development and advertisement of an RFP (January 2021)
- Selection of a consultant and scope and fee negotiations (March 2021)
- Kick-off meeting and data collection on existing conditions for planning effort (April 2021)
- Public and agency outreach (project website, interactive map, open house events, charettes, and committee work sessions) (July-September 2021)
- Project needs/alternatives analysis, prioritization, and cost estimation (September-November 2021)
- Internal review of draft plan prior to advertisement for public comment (December 2021)
- Presentation of plan content to FAST Planning Technical Committee and Policy Board, Chamber of Commerce Transportation Committee, and FNSB Planning Commission (January 2022)
- Air quality conformity analysis and interagency consultation (February 2022)
- Review and response to comments received during public comment period (February/March 2022)
- Presentation of final MTP to FAST Planning Technical Committee and Policy Board for consideration of adoption, and transmittal of adopted MTP to FHWA and FTA for approval (April 2022)
- Project management and coordination with consultant through completion of contract

**Task 100(c) TIP**

The current FFY2019-23 TIP was approved and adopted in January 2019 and is required to be replaced every four years. The obligation of funds programmed in the TIP and receipt of offsets from project closures, reductions to bid award, and other de-obligations are tracked monthly. Modifications and Amendments to the TIP will be made on an as-needed basis for project schedule and funding adjustments through FFY2021 and FFY2022. Development of a new TIP will begin concurrently with the adoption of the updated MTP, which is anticipated in April 2022. The initial effort will involve review and revision (if any) of project scoring criteria and nomination form by the FAST Planning Technical Committee and Policy Board, followed by a call for project nominations.
from local agencies and the public. The project nominations should, but are not all required to, come from the short-range list of projects included in the updated MTP. A workshop will be held for local agencies and the public to explain the nomination process, scoring criteria, and project selection process for funding. At the close of the nomination period, FAST Planning Technical Committee members will score and rank the projects in order of priority for consideration of funding in the new TIP. Concurrently, Alaska DOT&PF staff will prepare scopes, schedules, and estimates (SSEs) for each project nominated. Once the SSEs and project rankings are complete, FAST Planning will develop a fiscally constrained draft TIP providing a funding plan for the top ranked projects for release for public comment. During the public comment period an air quality conformity analysis and interagency consultation will also be completed. After public comments are addresses and/or resolved, and an air quality conformity determination is made, the final TIP will then be presented to the FAST Planning Technical Committee and Policy Board for consideration of being adopted. Following adoption, the final TIP will be transmitted to FHWA and FTA for approval. Based on the adoption and approval date of the current TIP, a new TIP will need to be adopted and approved by January 2023.

Participation by FAST Planning, Alaska DOT&PF, and FNSB staff in FFY2021-22 is anticipated to include:

- Monthly tracking of obligated funds in the TIP and receipt of offsets from project closures, reductions to bid award, and other de-obligations through FFY2021 and FFY2022
- Administrative Modifications and Amendments to current FFY2019-23 TIP on an as-needed basis through FFY2021 and FFY2022
- Review and revision of project scoring criteria and nomination form (April 2022)
- Call for project nominations and workshop (May 2022)
- Project scoring and ranking by FAST Planning Technical Committee and preparation of SSEs (June 2022)
- Development of draft TIP for advertisement for public comment and air quality conformity analysis and interagency consultation (July 2022)
- Review and response to comments received during public comment period (August 2022)
- Presentation of final TIP to FAST Planning Technical Committee and Policy Board for consideration of adoption, and transmittal of adopted TIP to FHWA and FTA for approval (September 2022)

Task 100(d) PPP

FAST Planning adopted a Public Participation Plan (PPP) in January 2017 and a Title VI Non-discrimination Implementation Plan in April 2017. Both plans are currently under revision and the new versions are expected to be adopted in early FFY2021.
The purpose of the PPP is to set procedures for FAST Planning to engage residents of the MPO in transportation planning process in a meaningful way. Key elements of this plan include the following:

- Maintaining a FAST Planning website with staff and committee member contact information, operating documents, plans and policies, project information, meeting calendar and agenda packets and minutes, online public comment submission form, and an interactive map for the MPA that shows the transportation network with comment form that welcomes any and all comments to the MPO
- Hosting all FAST Planning committee meetings openly and accessible by the public, including Technical Committee, Policy Board, Seasonal Mobility Task Force, Bicycle & Pedestrian Advisory Committee, and all other subcommittee, work session, and project-specific meetings
- Preparing meeting agendas, packets, and minutes for all FAST Planning committee meetings
- Providing public comment periods, open house events, workshops, online surveys, interactive maps, and other opportunities to comment on all FAST Planning plans, including the UPWP, MTP, TIP, PPP, Title VI, and supplemental plans such as the Road/Rail Crossing Reduction/Realignment Plan, Non-Motorized Plan, and Road Service Area Expansion Plan
- Maintaining a presence on social media (Facebook, Twitter, Instagram, and LinkedIn) for additional interaction and opportunity for the general public to engage in the transportation planning process
- Hosting local events such as the Annual Winter Maintenance Forum, volunteer-based Annual Bicycle & Pedestrian Count Program, and Wheelabouts (wheelchair mobility exercises)
- Annual revision, printing, and distribution of a Bikeways map for Fairbanks and North Pole
- Advertising all meetings, events, and public comment opportunities in the newspaper, on FAST Planning’s website and social media accounts, local bulletin boards, radio and television, and online public notices with the FNSB and Alaska DOT&PF

The Title VI Plan is integral to the PPP and provides specific goals, objectives, and strategies for reaching low-income, minority, and Limited English Proficiency populations to help mitigate barriers to public participation in the transportation planning process. As a Federal Aid recipient, FAST Planning has the responsibility to ensure that its programs, plans, and policies are carried out in a manner that is not discriminatory, regardless of race, color, national origin, or sex (gender) in accordance with Title VI of the Civil Rights Act of 1964, as amended. Measures currently being implemented include:

- Hosting all meetings open to the public and broad advertisement of meetings, events, and public comment
opportunities in accordance with the PPP to reach different demographics of the population within the MPA

- Holding meetings in a location familiar and comfortable to the public, accessible by non-motorized travel and transit, and in ADA-accessible buildings
- Providing contact information on all public notices and advertisements for individuals to request special accommodations for translation (language barriers) and hearing and sight impairments
- Preparing Title VI Reports for the Alaska DOT&PF Civil Rights Office for every FAST Planning meeting and event held open to the public and public comment periods
- Advertisement of Title VI complaint procedures and complaint form for any person who believes they have been excluded from or denied the benefits of, or subjected to discrimination on the basis of race, color, national origin, or sex (gender) under any FAST Planning plan, program, or activity
- Annual participation by all FAST Planning staff in Title VI training

Participation by FAST Planning, Alaska DOT&PF, and FNSB staff in FFY2021-22 is anticipated to include:

- Advertisement of draft PPP and Title VI Plan for public comment (September-October 2020)
- Review and response to comments received during public comment period (October 2020)
- Presentation of final PPP and Title VI Plan to FAST Planning Technical Committee and Policy Board for consideration of adoption, and transmittal of adopted plans to Alaska DOT&PF Civil Rights Office (November 2020)
- Implementation of the PPP and Title VI Plan through FFY2021 and FFY2022 as outlined above

### Task 100(e) Air Quality

The MPA is within a Serious PM$_{2.5}$ Non-attainment Area and CO Maintenance Area as designated by the U.S. Environmental Protection Agency. The FNSB and Alaska DEC have joint responsibility to develop and implement a PM$_{2.5}$ State Implementation Plan and CO Maintenance Plan to work towards attainment of air quality standards. FAST Planning, FNSB, and Alaska DOT&PF staff support these efforts with travel demand modeling to forecast contributing vehicle emissions and assist with identification of transportation projects and programs that reduce emissions. The Alaska DOT&PF also annually sets aside Congestion Mitigation & Air Quality (CMAQ) funds for these projects and programs. FAST Planning serves as the Project Evaluation Board for development of project scoring criteria, carrying out the project nomination process, and scoring and prioritizing the projects for the Alaska DOT&PF to program and execute the projects. The most recent project nomination process was held in FFY2020 for which a 10-year funding plan was developed for 19 eligible projects under this program. FAST Planning will annually review the status of these projects in FFY2021 and FFY2022 and issue a call for new project nominations if additional funding becomes available or there is heightened need for more timely progress towards attainment of air quality standards.
Participation by FAST Planning, Alaska DOT&PF, and FNSB staff in FFY2021-22 is anticipated to include:

- Travel demand modeling as needed for vehicle emission forecasts
- Annual review of project status, scope changes, and funding plan (April 2021 & April 2022)
- Review of project scoring criteria and call for new project nominations, if needed

### Task 100(f) Support Services

This task encompasses all other program needs for the operation of the MPO, including but not limited to the following:

- Management and operation of the FAST Planning 501(c)(3) Non-profit Corporation (human resources, payroll, accounts payable/receivable, office space leasing, asset management, insurance coverages, audits, business licensing, and tax filings)
- FAST Planning budget preparation, tracking, and amendment
- Monitoring FAST Planning’s state fund appropriation balances
- Review of FAST Planning agreements and policies and procedures as needed
- Professional development for staff (attending online and in-person trainings and conferences)
- Attending and participating in local, regional, and state committee and commission meetings
- Providing guest presentations to committees, commissions, local organizations and chapters, and other interest groups
- Serving on the Statewide Transportation Innovation Council, Statewide Connected & Autonomous Team, and Chamber of Commerce Transportation Committee
- Attending project status meetings, open house events, stakeholder group, and other Alaska DOT&PF and FNSB planning meetings
- GIS mapping of the transportation network, including preparation of areawide and project specific maps
- Review and submittal of comments on local, state, and federal legislation and planning documents
- Hosting and attending weekly FAST Planning staff meetings
- Responding to and fulfilling data and records requests
- Researching and pursuing grant funding opportunities for transportation projects and programs
- General communication and correspondence with members of the public, organizations, agencies, elected/appointed officials, and other interested parties
The FNSB Transportation Department annually receives FTA Section 5303 planning funds through a Metropolitan Planning Grant Agreement between the Alaska DOT&PF and FTA. This funding is used to conduct planning activities related to the operation and improvement of the public transit system, including data collection, studies, system performance management, capital planning and asset management, preparation of reports and plans, and training and technical assistance for staff. The public transit system currently consists of a fixed route and demand response systems respectively known as MACS and VanTran. The MACS fixed route system operates eight transit routes and serves the general public. The VanTran system is an ADA demand response service for individuals whose physical, cognitive, or sensory disabilities prevent them from using the MACS fixed route system.

Due to the shutdown and operational changes in FFY2020 related to the COVID-19 pandemic, these planning funds will be critical to planning the future of the public transit system within the MPA. Beginning in FFY2020, and continuing through FFY2021 and FFY2022, the FNSB Transportation Department will need to develop, implement, and continually update a safety plan for staff operating the transit system as well as riders of the transit system. This will result in significant changes to operation and ridership of the system and may affect the transit routes, frequency, and timing, as well as staff employment, facilities and equipment, and fare collection. The FNSB is committed to the success of this plan as many area residents rely on the public transit system to access employment, grocery and retail stores, and essential services such as medical care.

Concurrently with this effort, the FNSB is planning replacement of its transit maintenance facility, installation of a compressed natural gas (CNG) fueling station, and transit fleet conversion from diesel to CNG. The FNSB’s existing maintenance facility has long exceeded its useful life and is undersized for their operations resulting in much of their fleet being parked outside in subarctic conditions, which reduces reliability and overall vehicle life. Their new planned facility will accommodate warm storage of their entire fleet and integrate CNG infrastructure into the construction to heat the facility and fuel the transit fleet. In addition to the age of the current transit fleet (10 of the 15 buses are 2007 models and beyond their useful life), conversion of the transit fleet to CNG offers a direct benefit to air quality in the Fairbanks area, which is classified as a Serious PM2.5 Nonattainment Area. This fleet conversion to CNG is listed as one of the measures in the PM2.5 State Implementation Plan that will help reduce PM2.5 pollution.

Other planning efforts conducted by the FNSB Transportation Department during FFY2021 and FFY2022 may include updates as needed to the following plans:

- Transit Asset Management Plan
- Coordinated Transportation Plan
- Short & Long Range Transit Plan
- Fairbanks Mobility Management Plan
- Bus Stop Amenity & Design Development Plan
- ITS Improvement Plan
- Comprehensive Fixed Route Analysis & Improvement Plan
- Traffic Signal Prioritization Impact Study
**TASK 300 SUPPLEMENTAL PLANS & PROJECTS**

**Task 300(a) Advanced Project Definition**

FAST Planning programmatically sets aside $100,000 in STP funds every three years for development of SSEs on an as-needed basis for projects nominated to the MTP, TIP, and CMAQ Program. This is an ongoing project that was last funded in FFY2019. The project will be funded again in FFY2022 in the amount of $100,000 as shown in the TIP. The SSEs are completed by Alaska DOT&PF staff at the request of FAST Planning at the time projects are nominated by local agencies and the public for funding.

**Task 300(b) Road/Rail Crossing Reduction/Realignment Plan**

FAST Planning currently has a consultant under contract to complete this plan. The purpose of the plan is to serve as a long-range planning document that will enable FAST Planning and partnering agencies to implement a more efficient and effective approach to relieve congestion, expand economic development opportunities, and improve safety and efficiency of at-grade rail/road and rail/non-motorized facility crossings within the MPA. The plan will cover a period of 20 years for integration with the Alaska Statewide Long-Range Transportation Plan, Alaska State Rail Plan, and FAST Planning’s MTP.

This planning effort was jointly funded in FFY2019 by FAST Planning and Alaska DOT&PF in the amount of $500,000 in STP funds. The draft plan is anticipated to be completed and advertised for public comment in December 2020. The final plan is anticipated to be considered for adoption by the FAST Planning Policy Board in March 2021.

Participation by FAST Planning, Alaska DOT&PF, and FNSB staff in FFY2021 is anticipated to include:

- Internal review of draft plan prior to advertisement for public comment (November 2020)
- Presentation of plan content to FAST Planning Technical Committee and Policy Board (December 2020)
- Review and response to comments received during public comment period (January/February 2021)
- Presentation of final plan to FAST Planning Technical Committee and Policy Board for consideration of adoption (March 2021)
- Project management and coordination with consultant through completion of contract

**Task 300(c) Non-Motorized Plan Update**

FAST Planning currently has a consultant under contract to complete an update to the existing Non-motorized Plan (NMP) which was approved in 2012. The existing NMP was developed and adopted in 2012 in response to strong local interest in non-motorized travel and the desire for better transportation options, quality of life, and access to the area’s natural surroundings. It outlined policy, programmatic, and infrastructure improvements to help achieve a vision for a more pedestrian and
bicycle friendly community with a non-motorized network that provides safe and comfortable transportation options to a wide range of Fairbanks residents and visitors. Since 2012, FAST Planning has made progress towards achieving some of the improvements identified in the plan, but much more work is needed to achieve the plan’s goals and vision. The purpose of the 2020 plan update is to reexamine the existing conditions of the non-motorized transportation network, reengage the public to identify the desires and needs of the community, and update the implementation plan for future policy, programmatic, and infrastructure improvements.

This planning effort was funded in FFY2019 by FAST Planning in the amount of $187,000 in STP funds. The draft plan is anticipated to be completed and advertised for public comment in August 2020. The final plan is anticipated to be considered for adoption by the FAST Planning Policy Board in December 2020.

Participation by FAST Planning, Alaska DOT&PF, and FNSB staff in FFY2021 is anticipated to include:

- Review and response to comments received during public comment period (September/October 2020)
- Presentation of final plan to FAST Planning Technical Committee and Policy Board for consideration of adoption (December 2020)
- Project management and coordination with consultant through completion of contract

### Task 300(d) Road Service Area Expansion Plan

FAST Planning currently has a consultant under contract to complete this plan. The purpose of the plan is to address roads with no maintenance authority, also known as “orphan roads,” within the MPA. Most roads within the MPA are maintained by the City of Fairbanks, City of North Pole, Alaska DOT&PF, and local Road Service Areas (RSAs). However, there are approximately 188 miles of orphan roads within the MPA, which are primarily local roads that serve subdivisions outside the two City Limits and existing RSAs. Unlike the Cities of Fairbanks and North Pole, the FNSB only holds road powers for maintenance when an RSA is created in an area. RSAs are created voluntarily by majority vote of area property owners to tax themselves to provide long term, year-round maintenance of their roads. Property owners can also avoid paying additional taxes by not creating RSAs, which has resulted in the large number of orphan roads seen today. Roads that are not maintained are not only difficult to navigate for area property owners but can also be inaccessible for emergency response vehicles such as ambulances and fire trucks. This plan hopes to address this issue by geographically expanding existing RSAs to reduce the number of miles of orphan roads within the MPA.

This planning effort was jointly funded in FFY2020 by FAST Planning and the FNSB in the amount of $170,000 in STP funds and general fund contributions from the FNSB. The effort also includes development of a Road Standards Manual for the FNSB for consideration of adoption by their Assembly. The draft plan and manual are anticipated to be completed in November 2020. The final plan is anticipated to be completed in January 2021 and the final manual in February 2021.
Participation by FAST Planning, Alaska DOT&PF, and FNSB staff in FFY2021 is anticipated to include:

- Internal review of draft plan and manual (November 2020)
- Presentation of plan and manual to FAST Planning Technical Committee and Policy Board, FNSB RSA Committee, Chamber of Commerce Transportation Committee, local surveying and engineering chapters, and other interest groups (December 2020)
- Revisions to plan and manual based on feedback from presentations (January/February 2021)
- Presentation of final manual to FNSB Assembly for consideration of adoption (March 2021)
- Project management and coordination with consultant through completion of contract
**TASK 400 CONTINGENCY PLANS & PROJECTS**

**Task 400(a) TransCAD Modeling**

FAST Planning would like to employ the use of TransCAD to model projects nominated to the MTP, TIP, and CMAQ Program to quantify their congestion and emission reduction benefits. This modeling effort would occur prior to the FAST Planning Technical Committee scoring the projects so committee members have quantifiable results to base their scores on. The current scoring criteria for improvements to level-of-service and air quality are relatively subjective based on narratives written by project applicants. With the use of TransCAD, however, data-driven results would be produced for congestion and emission reduction benefits to make scoring for these criteria more objective.

**Task 400(b) ITS Architecture Plan**

FAST Planning would like to develop an Intelligent Transportation Systems (ITS) Architecture plan conforming to National ITS Architecture Standards to guide the development of local ITS projects and programs within the MPA. Development of the plan would include participation by the Alaska DOT&PF, public safety agencies, transit operations, federal land agencies, state motor carrier agencies, and other operating agencies necessary to fully address regional ITS integration. This integration would aim to provide innovative services relating to different modes of transport and traffic management and enable users to be better informed and make safer, more coordinated, and 'smarter' use of transport networks.

**Task 400(c) Driver’s Education Program**

Based on data compiled by the Alaska DOT&PF for the Fairbanks, Anchorage, and Juneau areas, younger drivers (age 15 to 19) have the highest crash rate among all other age groups. FAST Planning would therefore like to develop a plan/project to increase student participation in Driver’s Education. Student participation in Driver’s Education is extremely low in Fairbanks, though students and parents are interested. In the absence of state/local laws mandating Driver’s Education courses, it appears the biggest incentive for students to complete the course is for the insurance discount. However, the cost of the courses available to Fairbanks drivers is a significant barrier to participation. FAST Planning would like to explore the possibility of providing a subsidy for the course cost to increase participation, or possibly partnering with the FNSB School District or a local driving school to get driver’s education curriculum in the classroom or online that would be offered through the high schools (i.e. basic rules of the road, defensive driving techniques, etc.). High schools in Fairbanks currently do not have a driver’s education curriculum/class.
Table 2. FFY2021/22 UPWP Estimated Costs by Task

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
<th>Fund Code</th>
<th>FFY2021</th>
<th>FFY2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>100(a)</td>
<td>Unified Planning Work Program</td>
<td>PL¹</td>
<td>$22,856</td>
<td>$22,856</td>
</tr>
<tr>
<td></td>
<td></td>
<td>STP³</td>
<td>$6,544</td>
<td>$6,544</td>
</tr>
<tr>
<td>100(b)</td>
<td>Metropolitan Transportation Plan</td>
<td>PL</td>
<td>$47,987</td>
<td>$66,518</td>
</tr>
<tr>
<td></td>
<td></td>
<td>STP</td>
<td>$13,088</td>
<td>$19,633</td>
</tr>
<tr>
<td>100(c)</td>
<td>Transportation Improvement Program</td>
<td>PL</td>
<td>$69,887</td>
<td>$69,887</td>
</tr>
<tr>
<td></td>
<td></td>
<td>STP</td>
<td>$13,088</td>
<td>$13,088</td>
</tr>
<tr>
<td>100(d)</td>
<td>Public Participation Plan</td>
<td>PL</td>
<td>$179,510</td>
<td>$179,510</td>
</tr>
<tr>
<td></td>
<td></td>
<td>STP</td>
<td>$65,442</td>
<td>$65,442</td>
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<tr>
<td>100(e)</td>
<td>Air Quality</td>
<td>PL</td>
<td>$26,136</td>
<td>$22,856</td>
</tr>
<tr>
<td></td>
<td></td>
<td>STP</td>
<td>$6,544</td>
<td>$6,544</td>
</tr>
<tr>
<td>100(f)</td>
<td>Support Services</td>
<td>PL</td>
<td>$110,774</td>
<td>$35,543</td>
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<td>STP</td>
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<td>$588,004</td>
<td>$588,004</td>
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<tr>
<td></td>
<td>9.03% Match</td>
<td></td>
<td>$58,367</td>
<td>$58,367</td>
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<td></td>
<td>Less 4.75% ICAP (STP Funds only)</td>
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<td>$(6,834)</td>
<td>$(6,834)</td>
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<td></td>
<td>Total</td>
<td></td>
<td>$646,371</td>
<td>$646,371</td>
</tr>
<tr>
<td>200</td>
<td>Public Transit System Planning</td>
<td>FTA 5303</td>
<td>$96,000</td>
<td>$96,000</td>
</tr>
<tr>
<td></td>
<td>20% Match</td>
<td></td>
<td>$24,000</td>
<td>$24,000</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
<td>$120,000</td>
<td>$120,000</td>
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<tr>
<td>300(e)</td>
<td>Advanced Project Definition</td>
<td>STP</td>
<td>-</td>
<td>$90,970</td>
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<tr>
<td>300(b)</td>
<td>Road/Rail Crossing Reduction Plan</td>
<td>STP³</td>
<td>$45,485</td>
<td>-</td>
</tr>
<tr>
<td>300(c)</td>
<td>Non-motorized Plan Update</td>
<td>STP³</td>
<td>$18,194</td>
<td>-</td>
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<tr>
<td>300(d)</td>
<td>Road Service Area Expansion Plan</td>
<td>STP³</td>
<td>$18,194</td>
<td>-</td>
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<td></td>
<td>Subtotal</td>
<td></td>
<td>$81,873</td>
<td>$90,970</td>
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<tr>
<td></td>
<td>9.03% Match</td>
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<td>$8,127</td>
<td>$9,030</td>
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<td>Total</td>
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<td>$90,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>400(a)</td>
<td>TransCAD Modeling</td>
<td>TBD</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>400(b)</td>
<td>ITS Architecture</td>
<td>TBD</td>
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<td>400(c)</td>
<td>Driver's Education Program</td>
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</tr>
<tr>
<td></td>
<td>Total</td>
<td></td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

¹ Based on PL Fund distribution to FAST Planning, FNSB, and Alaska DOT&PF and projected percent of hours for Task 10C UPWP Activities (see Table 2)
² Supplemental Funds required for FAST Planning to fulfill Task 100 UPWP Activities (see Table 3)
³ Contingency amounts for contract amendments/cost overruns

PL - Metropolitan Planning Funds / STP - Surface Transportation Program Funds / ICAP - Indirect Cost Allocation Plan
Table 3. Task 100 Metropolitan Planning (PL) Fund Distribution based on Projected Percent of Hours
(Based on FFY2020 PL Distribution of $457,120 of which the FNSB received $86,500 and Alaska DOT&PF received $66,000 in the FFY2019/20 UPWP)

<table>
<thead>
<tr>
<th>FFY2021 Task</th>
<th>Description</th>
<th>FAST Planning</th>
<th></th>
<th>FNSB</th>
<th></th>
<th>Alaska DOT&amp;PF</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Percent</td>
<td>Amount</td>
<td>Percent</td>
<td>Amount</td>
<td>Percent</td>
<td>Amount</td>
</tr>
<tr>
<td>100(a)</td>
<td>Unified Planning Work Program</td>
<td>5%</td>
<td>$15,231</td>
<td>5%</td>
<td>$4,325</td>
<td>5%</td>
<td>$3,300</td>
</tr>
<tr>
<td>100(b)</td>
<td>Metropolitan Transportation Plan</td>
<td>10%</td>
<td>$30,462</td>
<td>5%</td>
<td>$4,325</td>
<td>20%</td>
<td>$13,200</td>
</tr>
<tr>
<td>100(c)</td>
<td>Transportation Improvement Program</td>
<td>10%</td>
<td>$30,462</td>
<td>15%</td>
<td>$12,975</td>
<td>40%</td>
<td>$26,400</td>
</tr>
<tr>
<td>100(d)</td>
<td>Public Participation Plan</td>
<td>50%</td>
<td>$152,310</td>
<td>20%</td>
<td>$17,300</td>
<td>15%</td>
<td>$9,900</td>
</tr>
<tr>
<td>100(e)</td>
<td>Air Quality</td>
<td>5%</td>
<td>$15,231</td>
<td>5%</td>
<td>$4,325</td>
<td>10%</td>
<td>$6,600</td>
</tr>
<tr>
<td>100(f)</td>
<td>Support Services</td>
<td>20%</td>
<td>$60,924</td>
<td>50%</td>
<td>$43,250</td>
<td>10%</td>
<td>$6,600</td>
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<tr>
<td><strong>PL Funds</strong></td>
<td></td>
<td>$304,620</td>
<td></td>
<td>$86,500</td>
<td></td>
<td>$66,000</td>
<td></td>
</tr>
<tr>
<td>9.03% Match</td>
<td></td>
<td>$30,238</td>
<td></td>
<td>$8,586</td>
<td></td>
<td>$6,551</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td>$334,858</td>
<td></td>
<td>$95,086</td>
<td></td>
<td>$72,551</td>
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<table>
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<tr>
<th>FFY2022 Task</th>
<th>Description</th>
<th>FAST Planning</th>
<th></th>
<th>FNSB</th>
<th></th>
<th>Alaska DOT&amp;PF</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Percent</td>
<td>Amount</td>
<td>Percent</td>
<td>Amount</td>
<td>Percent</td>
<td>Amount</td>
</tr>
<tr>
<td>100(a)</td>
<td>Unified Planning Work Program</td>
<td>5%</td>
<td>$15,231</td>
<td>5%</td>
<td>$4,325</td>
<td>5%</td>
<td>$3,300</td>
</tr>
<tr>
<td>100(b)</td>
<td>Metropolitan Transportation Plan</td>
<td>15%</td>
<td>$45,693</td>
<td>5%</td>
<td>$4,325</td>
<td>25%</td>
<td>$16,500</td>
</tr>
<tr>
<td>100(c)</td>
<td>Transportation Improvement Program</td>
<td>10%</td>
<td>$30,462</td>
<td>15%</td>
<td>$12,975</td>
<td>40%</td>
<td>$26,400</td>
</tr>
<tr>
<td>100(d)</td>
<td>Public Participation Plan</td>
<td>50%</td>
<td>$152,310</td>
<td>20%</td>
<td>$17,300</td>
<td>15%</td>
<td>$9,900</td>
</tr>
<tr>
<td>100(e)</td>
<td>Air Quality</td>
<td>5%</td>
<td>$15,231</td>
<td>5%</td>
<td>$4,325</td>
<td>5%</td>
<td>$3,300</td>
</tr>
<tr>
<td>100(f)</td>
<td>Support Services</td>
<td>15%</td>
<td>$45,693</td>
<td>50%</td>
<td>$43,250</td>
<td>10%</td>
<td>$6,600</td>
</tr>
<tr>
<td><strong>PL Funds</strong></td>
<td></td>
<td>$304,620</td>
<td></td>
<td>$86,500</td>
<td></td>
<td>$66,000</td>
<td></td>
</tr>
<tr>
<td>9.03% Match</td>
<td></td>
<td>$30,238</td>
<td></td>
<td>$8,586</td>
<td></td>
<td>$6,551</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td>$334,858</td>
<td></td>
<td>$95,086</td>
<td></td>
<td>$72,551</td>
<td></td>
</tr>
</tbody>
</table>
Table 4. Draft FFY2021/22 FAST Planning Annual Office Budget
(Based on FFY2019/20 expenditures; FFY2021 and FFY2022 Office Budgets will be approved by Policy Board in August of each year)

<table>
<thead>
<tr>
<th>Expenditures</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Personnel</td>
<td>$333,600</td>
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<tr>
<td>Office &amp; Administrative</td>
<td>$59,000</td>
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<tr>
<td>Information Technology</td>
<td>$23,900</td>
</tr>
<tr>
<td>Meetings</td>
<td>$5,600</td>
</tr>
<tr>
<td>Training</td>
<td>$19,500</td>
</tr>
<tr>
<td>Advertising</td>
<td>$20,500</td>
</tr>
<tr>
<td>Supplies</td>
<td>$9,800</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$471,900</strong></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>PL Fund Distribution</td>
<td>$304,620</td>
</tr>
<tr>
<td>9.03% Match</td>
<td>$30,238</td>
</tr>
<tr>
<td>Supplmental STP Funds</td>
<td>$130,884</td>
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<tr>
<td>9.03% Match</td>
<td>$12,992</td>
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<td><strong>Subtotal</strong></td>
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<tr>
<td>Less 4.75% ICAP (STP Funds only)</td>
<td><strong>$6,834</strong></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$471,900</strong></td>
</tr>
</tbody>
</table>
October 1, 2019

Mr. Jackson Fox, Executive Director
Fairbanks Area Surface Transportation Planning
100 Cushman Street, Suite 205
Fairbanks, Alaska 99701

RE: Metropolitan Planning (PL) estimated funding distribution for FFY 2020

Dear Mr. Fox,

This letter serves to advise you of the State of Alaska’s Department of Transportation & Public Facilities (DOT&PF) intended distribution of Metropolitan Planning (PL) funds for Federal Fiscal Year 2020 (FFY20). The Federal Highways Administration (FHWA) releases apportionment notices each year, from which the State estimates expected apportionment availability. Obligation limitation is not provided as part of this notice and the State estimates 90% of apportionment to become available as limitation. Both the final apportionments and obligation limit are subject to the United States Congress passing an appropriations bill for FFY20.

Under the 2014 Alaska Metropolitan Planning (PL) distribution formula and based on the Estimated Highway Apportionments under the FAST Act, FAST Planning may plan on $457,120 in federal PL funds for FFY20. Of that, a portion is allocated to DOT&PF Fairbanks Field Office Planning in the amount of $66,000 for their work on Unified Planning Work Program (UPWP) tasks.

One notable change with this year’s distribution is the application of an Indirect Cost Allocation Program (ICAP) rate. This program has previously been waived from DOT&PF ICAP, however the waiver is no longer valid as the DOT&PF Division of Administrative Services have determined that ICAP is allowable and may be applied to all projects and programs funded with PL funds effective July 1, 2019. The current Federal Highways ICAP rate is 7.64%, which should be factored into future UPWP budgets. We will continue to work with you regarding potential application to open and active projects.

Sincerely,

Ben White
Director

"Keep Alaska Moving through service and infrastructure."
MEMORANDUM

State of Alaska
Department of Transportation & Public Facilities
Division of Program Development

TO: Mary Siroky,
   Director, Admin Services

THRU: Jeff Ottosen
   Director, Program Development

FROM: Paul Webe
   Transportation Planner I
   Division of Program Development

DATE: March 24, 2014

FILE NO:

TELEPHONE NO: 465-6997
FAX NUMBER: 465-6984

SUBJECT: Request for ICAP Exemption
   for Metropolitan Planning
   Pass-Thru Funds

I am requesting your approval to exempt the Metropolitan Planning funds passed-thru to
the Anchorage Metropolitan Area Transportation Solutions (AMATS) and Fairbanks
Metropolitan Area Transportation Systems (FMATS) programs from Indirect Cost
Allocation Plan (ICAP) charges. I am requesting this approval for the current and future
AMATS/ FMATS programs.

Federal Highway Administration regulations do not allow for ICAP to be charged to the
Metropolitan Planning (PL) funds that support the AMATS and FMATS programs. 23
CFR part 420.109 states that “State DOTs shall not use any PL funds for grant or
subgrant administration."

This memo supersedes the February 19th memo that also requested ICAP exemption
for the Transit Recipient funds. There are sufficient balances in the Transit
Administration projects to cover ICAP costs associated with the pass-through payments
to recipients.

Your approval of this request is appreciated.

Mary Siroky
3/25/14

Approved

Date

"Keep Alaska Moving through service and infrastructure"
Jackson Fox

From: Lohrey, John (FHWA) <John.Lohrey@dot.gov>
Sent: Friday, May 1, 2020 6:37 AM
To: Jackson Fox
Cc: Bailey, Randi L (DOT)
Subject: FW: PL Funds & ICAP

Jackson,

The FHWA HQ office advised that the State cannot charge ICAP on PL funds. Ben White has been notified.

John Lohrey

From: Jenkins, Julie (FHWA)
Sent: Thursday, April 30, 2020 1:59 PM
To: White, Ben M (DOT) <ben.white@alaska.gov>
Cc: Lohrey, John (FHWA) <John.Lohrey@dot.gov>
Subject: FW: PL Funds & ICAP

Ben,

Please see the response from our FHWA HQ office on your plans to charge ICAP against planning funds. Can you please address the deviation from the guidance?

I would also like to speak with Chrissie Zepp to see if this was included in the cost pools.

Thank you,

Julie

The MPO is correct.

§ 420.109 What are the requirements for distribution of metropolitan planning funds?

(a) The State DOTs shall make all PL funds authorized by 23 U.S.C. 104(f) available to the MPOs in accordance with a formula developed by the State DOT, in consultation with the MPOs, and approved by the FHWA Division Administrator. The formula may allow for a portion of the PL funds to be used by the State DOT, or other agency agreed to by the State DOT and the MPOs, for activities that benefit all MPOs in the State, but State DOTs shall not use any PL funds for grant or subgrant administration. The formula may also provide for a portion of the funds to be made available for discretionary grants to MPOs to supplement their annual amount received under the distribution formula.

This prohibits the State from using PL to fund their ICAP.

Let me know if you have any other questions. Thanks,

Theresa Hutchins
From: Lohrey, John (FHWA)
Sent: Thursday, April 30, 2020 1:33 PM
To: Hutchins, Theresa (FHWA) <Theresa.Hutchins@dot.gov>
Cc: Jenkins, Julie (FHWA) <Julie.Jenkins@dot.gov>
Subject: FW: PL Funds & ICAP

Theresa,

Do you know if the State DOT can include ICAP charges on PL funds used by the MPOs?

Thank you,
John
**FAST Planning Project Enhancement Committee: Roles & Responsibilities**

**Authority**
The Project Enhancement Committee (PEC) will be established and its representation ratified by the FAST Planning Policy Board (PB).

**Vision**
The PEC will bring resources and attention to opportunities for enhancement of transportation projects, programs, and policies to improve the appearance and function of existing and future roadways to make our community more livable and stimulate economic development in the Fairbanks and North Pole areas.

**Purpose**
The PEC will advise the FAST Planning Technical Committee (TC) on opportunities for streetscape beautification that balances design and aesthetics with roadway safety and function. Streetscape beautification may include, but is not limited to, landscaping, environmental stewardship (water and air quality improvements), cultural and historical plaques, vehicle and pedestrian wayfinding signage, community/downtown/neighborhood gateway features, roadway and pedestrian lighting, on-street parking, outdoor furniture, decorative fencing, and artwork.

**Roles and Responsibilities**
- Maintain working knowledge of FAST Planning’s long-range and short-range transportation plans, also known as the Metropolitan Transportation Plan and Transportation Improvement Program, and
- Maintain working knowledge of FAST Planning’s Non-motorized Transportation Plan, Safe Routes to School plans, Green Streets Plan, Airport Way Plan, and Complete Streets, Green Streets, and Landscape Policies
- Maintain working knowledge of the area’s maintenance authorities (City, Borough, State, etc.) and their operations, priorities, and budget limitations
- Assist in public education and outreach regarding the benefits of streetscape beautification to quality of life and economic development, including tourism
- Assist in forming partnerships with local businesses and organizations to engage and involve them in the planning process
- Advise the TC on opportunities for enhancement of current and future transportation projects, programs, and policies
- Advise the TC on current deficiencies and a vision for the community’s future transportation infrastructure
- Advise the TC on best practices and innovation used in other communities
Representatives
Committee members nominations shall be made as follows:

- City of Fairbanks (x2)
- City of North Pole (x1)
- Fairbanks North Star Borough (x2)
- State of Alaska (x2)
- FAST Planning (x2)

Nominations do not have to reside within the geographic boundary of the nominating agency. All names of the appointed members shall be submitted for approval by the PB. Representatives of TC and PB that are selected to serve on the PEC will be non-voting members.

Terms
Members shall commit to a term of at least one year and up to three years with an option of one reappointment and with staggered years within the first year of the PEC.

Meetings and Duration
Meetings will be held quarterly. Special meetings may be held upon the Chair’s request.
February 25, 2020

RE: SUPPORT OF PROJECT ENHANCEMENT COMMITTEE

Dear FAST Planning Board:

Explore Fairbanks enthusiastically supports the establishment of a Project Enhancement Committee. This committee would provide valuable counsel to FAST Planning through the development of cultural and historical plaques, vehicle and pedestrian wayfinding signage, community/downtown/neighborhood gateway features, roadway and pedestrian lighting, on-street parking, outdoor furniture, decorative fencing, and artwork.

As the destination marketing and management association for the region, Explore Fairbanks’ mission is to be an economic driver by marketing to potential visitors and optimizing the visitor experience. We market the area as a year-round destination through the promotion of local events, attractions and activities to independent travelers, group tour operators, travel agents, meeting planners and the media. We also work to develop public policy and infrastructure to achieve marketing objectives.

With projects such as the Morris Thompson Cultural and Visitors Center and wayfinding signage, Explore Fairbanks has taken a leadership role in expanding capacity and enhancing downtown Fairbanks. We believe that resident-friendly improvements to the heart of our city also increases its appeal to visitors and vice versa. We envision our downtown as a year-round center of activity that includes winter use and incorporates design features, especially lighting, that help foster our reputation for aurora viewing.

The proposed Project Enhancement Committee will greatly assist FAST Planning in the stewardship of downtown streetscapes. Thank you for your consideration. If you have any questions, please feel free to contact me at (907) 459-3770 or dhickok@explorefairbanks.com.

Warm Regards,

Deb Hickok
President and CEO
March 6, 2020

Dear FAST Planning Policy Board,

The Downtown Association of Fairbanks supports the creation of the Project Enhancement Committee as streetscape beautification supports our mission to encourage and foster economic growth that will result in a downtown that is a vital, energetic and an attractive center of the community.

We promote the committee’s values of safety and function, cultural and historical plaques, vehicle and pedestrian wayfinding signage, community/downtown/neighborhood gateway features, roadway and pedestrian lighting, on-street parking, landscaping, outdoor furniture, decorative fencing and artwork.

Downtown is on the move. With many small businesses entering and relocating within downtown, visitor numbers rising, road project completions and reliable city services, downtown is trending in the right direction. All of this will help grow and revitalize downtown and our events, such as the Downtown Block Parties and the Midnight Sun Festival. This in turn will bring more people downtown to appreciate heart of our city. Project enhancements through FAST Planning will greatly benefit from this committee’s stewardship of downtown streetscapes.

The Downtown Association encourages you to create the new Project Enhancement Committee.Absent a new plan for downtown, which our organization encouraged, or even with the development of a new downtown plan, we believe FAST Planning will continue to take the lead in the development of transportation infrastructure downtown and should continue to invest in infrastructure that will steer economic development and enhance the vitality of our community.

Sincerely,

Chris Miller
President of the Board
Downtown Association of Fairbanks
February 20, 2020

Policy Board Members  
FAST Planning  
100 Cushman Street  
Suite 205  
Fairbanks, Alaska 99701

Subject: Support for establishment of the FAST Planning Project Enhancement Committee

Dear FAST Planning Policy Board Members,

Please accept our letter of support for the Project Enhancement Committee. While our department strives to preserve and create an inclusive community culture by providing places and programs designed to enrich the quality of life in the Fairbanks North Star Borough, this committee’s role will overlap with that mission by enhancing transportation projects, programs, and policies to make our community more livable and stimulate economic development, thus improving our quality of life.

It has been shown that items that will be reviewed by the committee like streetscape beautification, landscaping, environmental stewardship, and general improvements to our public spaces, create a higher quality of life and encourage economic development of a community. Publicly owned parks and green spaces can often be the ideal venue for the installation of these components of a project, making the Parks and Recreation Department a strong partner.

As quoted by the National Recreation and Park Association report titled, Promoting Parks and Recreation’s Role in Economic Development, “…investments in improving a community’s quality of life create a virtuous cycle: high quality-of-life locations attract workers, which attract employers, which in turn attract even more investments and jobs.” This committee will provide this needed perspective for transportation projects in our community.

Regards,

Michael A. Bork  
Fairbanks North Star Borough  
Parks and Recreation Director  
(907) 459-1070
Dear FAST Planning Policy Board,

Tanana Valley Watershed Association (TVWA) encourages you to adopt and implement the Project Enhancement Committee (PEC) as a conduit for community engagement on streetscape improvements. We have enjoyed partnering with FAST Planning to leverage grant-funded stewardship of water and air quality improvements in the Fairbanks area. We supported your efforts on Cushman Complete Streets and your Green Design Plan.

TVWA acknowledges the need for infrastructure improvements as our population grows and established transportation projects age. It is our mission to promote and improve the health of the watershed through education, restoration, collaborative research and diverse community involvement.

We support the committee’s vision to bring resources and attention to opportunities for enhancement of transportation projects, programs, and policies to improve the appearance and function of existing and future roadways to make our community more livable and stimulate economic development in the Fairbanks and North Pole areas.

We have been working with the City of Fairbanks’ Stormwater Advisory Group since 2006. We are confident the creation of PEC will benefit healthy habitat by reducing addressing streetscape pollutants at their source before they enter the system of our rivers, streams, and riparian zones.

We also hope it will promote ways to be a good neighbor to fish and wildlife by keeping their food, shelter, and living space clean and healthy.

Thank you for all you do for the community.
Sincerely,

[Signature]
2/26/2020

Arleigh Hitchcock
Programs Director
February 25, 2020

Jackson Fox
Executive Director
FAST Planning
100 Cushman St, Suite 205
Fairbanks, AK 99701

Dear Mr. Fox,

The Alaska Department of Environmental Conservation, Division of Water, supports the proposed addition of a Project Enhancement Committee to FAST Planning. The role of the proposed advisory committee, "to bring resources and attention to opportunities for enhancement of transportation projects, programs, and policies to improve the appearance and function of existing and future roadways to make our community more livable and stimulate economic development," complements the Division's mission to improve and protect water quality.

By strategically implementing established planning documents, such as the Green Streets plan and the Complete Streets and Green Streets policies, this committee will help the Fairbanks area realize opportunities for environmental stewardship while also helping to increase livability and economic development through improved aesthetics and function. The proposed committee will fill a gap to provide public education and outreach on the positive impacts of streetscape beautification, including the multiple environmental and social benefits of green infrastructure opportunities.

We are pleased to support the proposed Project Enhancement Committee and look forward to working with FAST Planning on future projects. For questions on Fairbanks area water quality related questions please contact Chandra McGee at 907-451-2140.

Regards,

Randy Bates
Director
Division of Water
February 28, 2020

TO: FAST Planning Policy Board
   100 Cushman Street, Ste. 205
   Fairbanks, Alaska 99701

RE: Support for creation of a FAST Planning Project Enhancement Committee

Dear FAST Planning Policy Board,

Fairbanks Economic Development Corporation (FEDC) supports the creation of a Project Enhancement Committee (PEC) under the Fairbanks Area Surface Transportation (FAST) Planning organization, to help improve the appearance and function of existing and future roadways; making our community more livable and stimulating economic development in the Fairbanks and North Pole areas.

Though hard to quantify, it is recognized that “aesthetics” – a positive and attractive appearance – has an appreciable impact on perceived quality of life, and a community’s ability to recruit, retain and grow residents and businesses. It is for this reason, presumably, “beautification” was included on the list of objectives/strategies under the “Economic Foundations” sections of the Fairbanks North Star Borough Comprehensive Economic Development Strategy (CEDS) along with support for quality health care, education, public safety and culture offerings.

FEDC believes a Project Enhancement Committee, focused on bringing attentions, resources and continuity streetscape beautification, is an appropriate addition to FAST Planning and a sound compliment to its existing Bicycle & Pedestrian Advisory Committee. Therefore, FEDC encourages the FAST Policy Board to adopt and implement the PEC to help the community achieve the highest possible quality of life while meeting its infrastructure improvement needs.

Sincerely,

Jim Dodson
President/CEO
Fairbanks Economic Development Corporation
# FAST Planning TIP Obligation Status Report FFY20 (as of 05.12.2020)

## Allocation Totals (Federal Share)

<table>
<thead>
<tr>
<th>Allocation</th>
<th>Phase</th>
<th>Amount</th>
<th>FFY20 Obligations</th>
<th>Percent Obligated</th>
</tr>
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<tr>
<td>STP</td>
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<td>$2,961.0</td>
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</tr>
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<td>All</td>
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<td>STP BANK</td>
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<td>$100.0</td>
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</tr>
<tr>
<td>CMAQ</td>
<td>All</td>
<td>$411.7</td>
<td>$184.3</td>
<td>45%</td>
</tr>
<tr>
<td>PL</td>
<td>All</td>
<td>$277.1</td>
<td>$277.1</td>
<td>100%</td>
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<tr>
<td>OFFSET</td>
<td>All</td>
<td>$1,366.7</td>
<td>$994.7</td>
<td>73%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
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<td>$9,611.4</td>
<td>74%</td>
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## STP Funds (Federal Share)

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<th>STP</th>
<th>Phase</th>
<th>Obligation Date</th>
<th>TIP Amount</th>
<th>FFY20 Obligations</th>
<th>Percent Obligated</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Right-of-Way</td>
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<td>NFHWY00280</td>
<td>Chena Riverwalk Stage III</td>
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<td>NFHWY00290</td>
<td>College Road Bus Pullouts</td>
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<td>NFHWY00271</td>
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<td></td>
<td></td>
<td>Utilities</td>
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<td>TBD</td>
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<td>McGrath Road Upgrade</td>
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<td>NFHWY00014</td>
<td>Tanana Loop &amp; South Chandalar Drive Improvements</td>
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<td>NFHWY00139</td>
<td>Yankovich/Miller Hill Road Reconstruction</td>
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## CMAQ Funds (Federal Share)

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<th>CMAQ</th>
<th>Phase</th>
<th>Obligation Date</th>
<th>TIP Amount</th>
<th>FFY20 Obligations</th>
<th>Percent Obligated</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>NFHWY00014</td>
<td>Tanana Loop &amp; South Chandalar Drive Improvements</td>
<td>Construction</td>
<td>3/30/2020</td>
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<td>$184.3</td>
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<tr>
<td>NFHWY00290</td>
<td>College Road Bus Pullouts</td>
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<td></td>
<td>$227.4</td>
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<tr>
<td><strong>TOTAL</strong></td>
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<td>$411.7</td>
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## PL Funds (Federal Share)

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<th>IRIS</th>
<th>PL</th>
<th>Phase</th>
<th>Obligation Date</th>
<th>TIP Amount</th>
<th>FFY20 Obligations</th>
<th>Percent Obligated</th>
<th>Comments</th>
</tr>
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<tbody>
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<td>NFHWY00336</td>
<td>FMATS Coordinator's Office</td>
<td>Planning</td>
<td>FFY19</td>
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<tr>
<td><strong>TOTAL</strong></td>
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<td></td>
<td>$277.1</td>
<td>$277.1</td>
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<tr>
<td>IRIS</td>
<td>OFFSET</td>
<td>PHASE</td>
<td>AMOUNT</td>
<td>FFY20 OBLIGATIONS</td>
<td>OBLIGATION DATE</td>
<td>PROJECT</td>
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<tr>
<td>-----------------</td>
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<tr>
<td>Z772480000</td>
<td>Plack Road Bike/Pedestrian Facility</td>
<td>Construction</td>
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<td>11/7/2019</td>
<td>Imp. Prg. Constr.</td>
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<td>NFHWY00165</td>
<td>FMATS Intersection Imp. Program</td>
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<td>11/27/2019</td>
<td>Imp. Prg. Design</td>
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<tr>
<td>Z637680000</td>
<td>Birch Hill Bicycle &amp; Pedestrian Facility</td>
<td>Construction</td>
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<td>3/6/2020</td>
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<td>NFHWY00135</td>
<td>FMATS MTP 2045</td>
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<td>3/24/2020</td>
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<td>NFHWY00243</td>
<td>FMATS Area Surface Upgrades FFY18</td>
<td>Construction</td>
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<td>4/6/2020</td>
<td>McGrath Utilities</td>
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<td>Z642320000</td>
<td>FMATS Freight Mobility Plan</td>
<td>Planning</td>
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<td>3/30/2020</td>
<td>Tanana Design</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$137.5</td>
<td>3/30/2020</td>
<td>Tanana Contr.</td>
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<td></td>
<td></td>
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<td>$18.2</td>
<td>5/1/2020</td>
<td>RSA Exp. Plan</td>
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<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td><strong>$1,366.7</strong></td>
<td><strong>$994.7</strong></td>
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<td><strong>Percent Obligated 73%</strong></td>
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# FAST Planning FFY20 Offsets

**May 12, 2020**

<table>
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<tr>
<th>Project</th>
<th>Federal</th>
<th>Total w/ Match</th>
<th>Notes</th>
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<tbody>
<tr>
<td>FMATS Intersection Improvements FFY19</td>
<td>$132,298</td>
<td>$145,430</td>
<td>Project deobligation; bids rejected</td>
</tr>
<tr>
<td>Plack Road Bike/Pedestrian Facility</td>
<td>$489,454</td>
<td>$538,039</td>
<td>Project closure</td>
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<tr>
<td>FMATS Sidewalk Improvements FFY19</td>
<td>$264,545</td>
<td>$290,805</td>
<td>Reduction to Bid Award</td>
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<tr>
<td>Birch Hill Bicycle &amp; Pedestrian Facility</td>
<td>$255,495</td>
<td>$280,856</td>
<td>Project closure</td>
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<tr>
<td>FMATS 2045 MTP</td>
<td>$20,701</td>
<td>$22,756</td>
<td>Project closure</td>
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<tr>
<td>Birch Hill Bicycle &amp; Pedestrian Facility</td>
<td>$124,946</td>
<td>$137,349</td>
<td>Project closure</td>
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<tr>
<td>FMATS Area Surface Upgrades FFY18</td>
<td>$73,347</td>
<td>$80,628</td>
<td>Project closure</td>
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<tr>
<td>FMATS Freight Mobility Plan</td>
<td>$5,907</td>
<td>$6,493</td>
<td>Project closure</td>
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<tr>
<td><strong>Total Offset Funding to Date</strong></td>
<td><strong>$1,366,693</strong></td>
<td><strong>$1,502,356</strong></td>
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</tr>
</tbody>
</table>

## COMMITTED FUNDS

| FAST Improvement Program FFY20 Construction Increase (Johansen & Danby Path Resurfacing) | $159,701 | $175,554 | Executive Director approved 10.25.19 |
| FAST Improvement Program FFY20 Design Increase | $90,970 | $100,000 | Technical Committee approved 11.06.19 |
| FAST Improvement Program FFY20 Utilities Increase | $21,378 | $23,500 | Executive Director approved 01.23.20 |
| FAST Non-motorized Plan Update                  | $33,659 | $37,000 | Executive Director approved 02.03.20 |
| FMATS Sidewalk Imp. Program FFY19 Construction Increase | $146,529 | $161,074 | Executive Director approved 02.04.20 |
| FAST Intersection Improvement Program FFY20 Construction (1st & Lacey and 10th & Lathrop intersections) | $158,319 | $174,034 | Executive Director approved 02.05.20 |
| McGrath Road Upgrade Utilities Increase         | $136,273 | $149,800 | Technical Committee approved 02.05.20 |
| FAST Improvement Program FFY20-22 Design (Prelim. Engineering) | $236,522 | $260,000 | Policy Board approved 02.12.20 (on hold by DOT) |
| Tanana Loop & South Chendalar Intersections Design Increase | $40,837 | $44,891 | Executive Director approved 02.21.20 |
| Tanana Loop & South Chendalar Intersections Construction Increase | $137,456 | $151,100 | Technical Committee approved 02.25.20 |
| Minnie Street Corridor Study Planning Increase  | $72,731   | $79,950       | Technical Committee approved 03.04.20 |
| Road Service Area Expansion Plan                | $18,194   | $20,000       | Executive Director approved 04.13.20 |
| **Total Committed Offsets**                    | **$1,252,569** | **$1,376,903** |                                            |
| Remaining Funds to be Obligated                 | $114,124   | $125,452      |                                            |
Pending FAST Planning Deobligations from Project Closures & Reductions to Bid Awards

<table>
<thead>
<tr>
<th>IRIS</th>
<th>Project</th>
<th>Construction Year</th>
<th>Estimated Federal Deobligation</th>
<th>Notes</th>
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<tbody>
<tr>
<td>NFHWY00156</td>
<td>Yukon Drive Improvements</td>
<td>2018</td>
<td>TBD</td>
<td>Project Closure; pending construction closeout</td>
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<td>FMATS Area Surface Upgrades FFY19</td>
<td>2019</td>
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<td>Project Closure; pending construction closeout</td>
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<td>FMATS Sidewalk Improvement Program FFY19</td>
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<td>Wembley Avenue Improvements</td>
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TOTAL TBD