

**Genesee County Metropolitan Planning Commission
Metropolitan Alliance Committee (METRO)**

**Genesee County Administration Building
Human Resources (HR) Training Room (G51)
1101 Beach Street, Basement/Ground Level
Flint, Michigan 48502**

**Wednesday, September 18th, 2024
6:00 P.M.**

AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Minutes
 - ***A. Minutes of the June 26th, 2024 Regular Meeting (attached)
- V. Introduction of Guests
- VI. Public Comment
- VII. Public Hearing
- VIII. Finances
 - ***A. Finance Report
 - B. FY 2025 Dues for Local Units
- IX. Committee Reports
- X. Old Business
 - ***A. FY 2026 – 2029 TIP Policy and Procedures (attached)
 - B. FY 2026 – 2029 Transportation Improvement Program Call for Projects (attached)

XI. New Business

***A. FY 2023-2026 Transportation Improvement Program (TIP) Amendment #18 (attached)

B. FY 25 MDOT LAP Planning Guide Update (attached)

C. US-23 Corridor Study Update (attached)

D. Transportation Safety Action Plan Update (attached)

E. Transportation Economic Development Fund – Proposed Changes (discussion)

XII. Other Business

XIII. Announcements

XIV. Adjournment

*****Action Item**

NEXT MEETING – October 16th, 2024 at 6:00 pm

GENESEE COUNTY METROPOLITAN ALLIANCE
Regular Meeting Minutes
Wednesday, June 26, 2024, 6:00 p.m.

MINUTES

The Genesee County Metropolitan Alliance Committee met at 6:00 p.m. on Wednesday, June 26, 2024, in the Human Resources Training Room (G51) of the Genesee County Administration Building.

I. CALL TO ORDER

Chairperson Johnson called the meeting to order 6:00 p.m.

II. PLEDGE OF ALLEGIANCE

Chairperson Johnson led the Pledge of Allegiance.

III. ROLL CALL

Members present and absent were noted as follows:

UNIT REPRESENTED

Genesee County

City of Burton

City of Clio

City of Davison

City of Fenton

City of Flint

City of Flushing

City of Grand Blanc

City of Linden

City of Montrose

City of Mt. Morris

City of Swartz Creek

Argentine Township

MEMBERS PRESENT

Donald Bancroft

Mark Richard

John Gilbert

Nate Henry

MEMBERS ABSENT

Dr. Beverly Brown

Martin L. Cousineau

Greg Hull

Christina Hickson

Duane Mosher

Eric Wiederhold

Josh Westfall

Mayor Tim Bishop

Patricia Lockwood

Sean Sage

Mayor Sheldon Neeley

Rodney McGaha

Brooke Good

Chris Douglas

Don Becker

John Creasey

Pamela Howd

Brenda Simons

Steven Sorenson

John Vance

Charles Campbell

Brian Saad

| | | |
|---|--------------------------------|---|
| Atlas Township | | Robert St. John Ann Marie Moore |
| | Paulette Johnson | |
| Clayton Township | | Katie Vick Shelley Thompson Tom Spillane Matthew Karr Travis Howell |
| Davison Township | | |
| Fenton Township | Kade Katrak | |
| | | Andrew Marko Robert Kesler Karyn Miller |
| Flint Township | John Whiteside | |
| | | Tracey Tucker |
| Flushing Township | Bill Bain | |
| | | Frederick Thorsby Mary Ann Price Rocky Fowler Lee Purdy Diane Hyrman Tod Sorensen Robin Ackerman Joel Feick Joanie Towarnicky Coetta Adams Tom Tithof |
| Forest Township Gaines Township | | |
| Genesee Township | | |
| Grand Blanc Township | | |
| Montrose Township | | |
| Mt. Morris Township | Robert Johnson Brian Baxter | |
| | | Dewayn Allen |
| Mundy Township | Kimberly Jimenez | |
| | | Michael Simon Debra Ridley Leonard Marden Connie Chirich Joseph Madore Nicole Moore |
| Richfield Township | | |
| Thetford Township | Gregg Bryan | |
| | | Nancy Belill |
| Vienna Township | Richard Johnson | |
| | | Shannon McCafferty |
| Goodrich Village | Angie Adamec Keith Walworth | |
| | | |
| Otisville Village Otter Lake Village | | David Dorr Terry Gill Mechelle Valley |
| | | |
| Lennon Village Gaines Village | | Connie Greene |

Federal Highway Admin
Gen City Drain Comm
Gen City Road Comm

GCMPC

Mass Trans Authority

Mich Dept of Trans

Dylan Campbell
Derek Bradshaw

Melissa Neal
Tounya Marek
Christina Nicholaides
Jeff Wright
Alex Patsy

Christine Durgan
Ed Benning
Shawnice Dorsey
Jay Reithel
Brian C. Ulman
Trevor Vincke

OTHERS PRESENT: Jacob Maurer, McKenna Dutkiewicz, Candace Lester, and Paige DeHate

*****IV. MINUTES OF THE May 15th, 2024 MEETING**

Motion: Action: Approve, **Moved by** Mark Richard, **Supported by** Paulette Johnson, to approve the minutes of the May 15th, 2024 meeting as presented.

Motion carried unanimously.

V. INTRODUCTION OF GUESTS

NONE

VI. PUBLIC COMMENT

NONE

VII. PUBLIC HEARING

NONE

VIII. FINANCES

NONE

IX. COMMITTEE REPORTS

NONE

X. OLD BUSINESS

A. US-23 Corridor Study Update

Mr. Jacob Maurer stated our Consultant Rowe has released our study website. This can be accessed through GCMPC.org on the first banner of the home page. The consultant is filling in information as progress is made with the study, the existing conditions portion of the study has just been completed. The most critical part of the website is the survey

which takes about five minutes. It is gauging how important the US-23 Corridor is to the user and what needs to be improved. Discussion ensued.

XI. NEW BUSINESS

*****A. FY 2023-2026 Transportation Improvement Program (TIP) Amendment #17**

Ms. McKenna Dutkiewicz reviewed TIP Amendment #17. This amendment abandons one transit project, which is based on the Flint MTA receiving their allocation amount for fiscal year 2024. This amendment also changes five local projects. One project for Montrose and three projects for the Genesee County Road Commission are included due to an update in funding source. The City of Flint project for the West Second Street bridge is included due to receiving additional State funding. There is one new small urban project being added for the City of Linden. Discussion ensued.

Motion: Action: Approve, **Moved by** Mark Richard, **Supported by** John Whiteside, to approve amendment #17 of Transportation Improvement Program. **Motion carried unanimously.**

*****B. Flint MTA Public Transportation Agency Safety Plan and Safety Targets**

Mr. Maurer reviewed the Flint MTA Public Transportation Agency Safety Plan and Safety Targets required by the FDA. This plan helps transit operators manage safety risk through the development of safety targets and management systems. The Metro Alliance works with the MTA throughout the year to help achieve the goals of the Safety Action Plan. Discussion ensued.

Motion: Action: Approve, **Moved by** Nate Henry, **Supported by** Mark Richards, to approve Flint MTA Public Transportation Agency Safety Plan and Safety Targets. **Motion carried unanimously.**

C. FY 2025 Transportation Improvement Program (TIP) Update

Ms. Dutkiewicz stated staff has been working with road and transit agencies that have fiscal year 2025 TIP projects to discuss project updates and to see if there are any issues anticipated. The Transportation System Management Subcommittee will be meeting this summer prior to the start of the new fiscal year to review TIP policies and procedures.

D. FY 2026-2029 Transportation Improvement Program (TIP)

Ms. Dutkiewicz stated the fiscal year 2026-2029 Transportation Improvement Program call for projects is scheduled for this coming fall. Staff will be meeting with The Transportation System Management Subcommittee this summer to discuss project applications, project scoring, and policies and procedures related to the call. After the projects are reviewed staff will open the call to all local agencies. The call will be open for five weeks, and staff will visit all local agencies to provide technical assistance and aid during the application process. Staff anticipates that the fiscal year 2026-2029 TIP document will receive final local approval next summer in Fiscal Year 2025.

Mr. Maurer stated that every three years the TIP document is updated, and new projects are selected. This is a very important part of what the Metro Alliance does. The Alliance will be informed as progress is made. Utilizing new technologies, the application process should be made more seamless for road and transit agencies. Discussion ensued.

XII. OTHER BUSINESS

NONE

XIII. ANNOUNCEMENTS

A. 2024 Michigan Transportation Planning Association Conference

Mr. Maurer stated registration is open for the 2024 Michigan Transportation Planning Association Conference located in Muskegon, Michigan. If interested and time allows attendance is highly encouraged. Discussion ensued.

XIV. ADJOURNMENT

Chairperson Johnson adjourned the meeting at 6:21 pm.

Respectfully submitted,
Candace Lester, Secretary
Genesee County Metropolitan Planning Commission

DRAFT

MEMORANDUM

TO: Members of the Genesee County Metropolitan Alliance

FROM: McKenna Dutkiewicz, Planner
Genesee County Metropolitan Planning Commission

DATE: September 18, 2024

**SUBJECT: **FY 2026-2029 Transportation Improvement Program (TIP)
Policies and Procedures****

The Transportation System Management Subcommittee (TSM) met on July 25, 2024, August 8, 2024, and August 15, 2024 to discuss updates to the Transportation Improvement Program (TIP) Policies and Procedures and Applications for the FY 2026-2029 TIP. There were few changes to the applications from the last call for projects and the majority of the changes were updating the Reprogramming policy to clarify procedure for project overages. At the August 15th meeting, the TSM Subcommittee approved the Policies and Procedures along with the Application score cards for the FY2026-2029 TIP. These documents are attached.

To stay on track with the FHWA and MDOT S/TIP timeline, staff received approval from the Technical Advisory Committee on August 22nd, 2024 to move forward with the attached Policies and Procedures and application as was agreed upon in our Technical Systems Management (TSM) subcommittee.

At this time, the Technical Advisory Committee is recommending the approval of the TIP Policy & Procedures document and application score cards by the Genesee County Metropolitan Alliance.

TIP ASSURANCES, PROCEDURES, AND POLICIES

The following policy has been drafted to establish an objective method of selecting Federal Transportation projects on the basis of local priorities.

The selection process shall be a natural progression of projects from the current Flint- Genesee County Long Range Transportation Plan (LRTP), the Transportation Improvement Plan (TIP), the Congestion Management Process (CMP), the Transit Long Range Transportation Plan and the MDOT 5 Year Plan. The oversight of this process shall be through a Transportation System Management (TSM) task force. The designated task force shall be a subcommittee of the Technical Advisory Committee organized under Section 143 of Title 23.

Our current transportation legislation, the Infrastructure Investment and Jobs (IIJA) Act, has established performance provisions. The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) have established rules to implement these performance measures. Because of this, project selection for the TIP will be guided by a performance measure-based process. This process will help program projects that contribute to achieving the performance targets. MDOT has established statewide targets for performance measures and GCMPC has adopted those targets. A list of performance targets is included with each TIP application.

Local project selection shall be done on a point rating system as identified in the TIP application. In order to objectively evaluate the project proposals, they must contain the following information:

1. The scope of the project, including termini, where applicable
2. A description of work
3. A realistic estimate of costs
4. Match funds with a resolution

The project prioritization process shall be done by fiscal year and by funding category. These funding categories include the following:

- STBG (Surface Transportation Block Grant (also includes STBG Flex and STBG Flex Urban funding) eligible activities include: preserve, expand, improve, transit, safety, bridge, enhancement, and studies.
- STBGL (Surface Transportation Block Grant - Local) eligible activities include; preserve, expand, improve, transit, safety, bridge, enhancement, and studies in areas outside of the urban boundary.
- TAU -Transportation Alternatives Program - Non-motorized forms of transportation including sidewalks, bicycle infrastructure, pedestrian and bicycle signals

- Economic Development Category C (EDC) - State - expand projects
- Section 5307 - Urbanized Area Transit Program
- Section 5310 - Transit - Enhanced Mobility of Seniors and Individuals with Disabilities
- Section 5311-Transit - Formula Grants for Rural Areas
- Section 5339 - Transit - Bus and Bus Facilities
- Flex Funds - The FAST Act allows for the "flexing of funds" between highway and transit projects. If the MPO decides that it is in its best interest to shift dollars to either transit or highway interests, an application to "flex" funds will be submitted to FTA and FHWA for their approval prior to obligating these funds.
- CM/CMG - Congestion Mitigation/Air Quality (CMAQ)
- CRP - Carbon Reduction Program

Initiation of projects shall be the responsibility of the appropriate implementing agency having jurisdiction of the facility. All projects to be funded with Federal Transportation funds must be in conformity with applicable federal rules and regulations. Citizen input shall be obtained during the call for project period and through a public hearing process that shall be held prior to the Metropolitan Planning Organization (MPO) finalizing the TIP.

FINANCIAL CONSTRAINT

Projects to be included in the TIP shall be consistent with the federal, state, and local allocations or fund balance. Funds and funding sources must be reasonably available.

Although projects may be moved between years within the TIP, the funding must remain in the year it was programmed.

Implementation of projects from the TIP will be on a first-come, first-served basis within each funding source until obligational authority is expended.

PLAN PREPARATION GUIDELINES

It will be the policy of the Technical Advisory Committee (TAC) to direct all agencies submitting projects for consideration to include the items listed below as part of the Preserve and Expand applications, and that the associated costs be submitted in the application and considered in the evaluation. Please identify both participating and non-participating costs in the project application.

- Drainage structures (curb and gutter or shoulders and ditches)
- Signs and markings
- Traffic signals
- Base improvements

- Guardrail
- Provision of adequate lateral clearance
- Safety Improvements
- ADA Accessibility
- Access Management
- Any other items that are needed to complete a properly designed road project

PRELIMINARY AND CONSTRUCTION ENGINEERING GUIDELINES

Construction engineering costs up to 15% (of the construction cost) and preliminary engineering cost up to 10% (of the construction cost) will be allowed as part of the application for TIP projects and are therefore eligible for federal funds. If preliminary and/or construction engineering is applied for, construction must be scheduled within the next three (3) years of the TIP. Applicants using federal funds for engineering services should be aware that potential conflict of interest issues could arise when obtaining engineering services. Please refer to MDOT for detailed guidelines on conflict of interest concerning engineering services.

The request for either of these funds must be identified in the application and can't have already taken place. The agency will not be reimbursed for work that has already taken place prior to the approval of the current TIP. All work must follow the MDOT Engineering Procurement.

PROJECT CONSTRUCTION GUIDELINES

The project construction costs are pro-rata (not capped) at the funding levels as identified in the approved TIP for any projects using local federal funds (**STBG, STBG Flex, STBG Flex Urban, STBGL, and EDC-State**).

ADMINISTRATIVE MODIFICATION (ALSO CALLED AN ADJUSTMENT)

An administrative modification to the TIP will be defined as:

1. Change in the project year
2. Change in funding type
3. Change in the terminus less than ½ mile (2,640 feet)
4. Total project cost increases or decreases less than 25%

An administrative modification does not require formal approval by TAC or GCMA.

AMENDMENT POLICY

An amendment to the TIP will be defined as:

1. Project added or deleted
2. Change in the scope
3. Change in the terminus more than ½ mile (2,640 feet)

4. Total project cost increases or decreases by 25% or more

An amendment to the TIP will be brought to the Technical Advisory Committee (TAC) and the Genesee County Metropolitan Alliance (GCMA). An amendment will require action by both TAC and GCMA following the requirements established in the Public Participation Plan (PPP).

The MPO must approve the TIP and TIP amendments as being in compliance with the State Implementation Plan (SIP) and the Clean Air Act Amendments (CAAA) as stated in 40 CFR part 51 of the Transportation Conformity Air Quality Rule.

Changes to projects in General Program Accounts (GPA) will follow approved State of Michigan GPA guidelines.

Please note that these guidelines outline the fundamental amendment triggers for Genesee County projects, however, other project changes may trigger a federal TIP amendment.

REPROGRAMMING POLICY

The following policy shall apply to reprogramming existing funds within the current TIP.

- A. If the project has not held a grade inspection by March 1st of the assigned fiscal year, the funds will be recaptured and distributed to any project in the current TIP that has the ability to obligate the funds in the current fiscal year.
- B. If the project has not been obligated by MDOT by May 15th of the assigned fiscal year, the funds **may** be recaptured and distributed to any project in the current TIP that has the ability to obligate the funds in the current fiscal year.
- C. If the federal funds being obligated are below the original estimate, the additional funds will be recaptured and distributed to any project in the current TIP that has the ability to obligate the funds in the current fiscal year.
- D. In the event additional funds become available, projects in the succeeding year will be eligible based on available funding and their ability to meet deadlines for obligation.
- E. Rescheduled or withdrawn TIP projects will be eligible for reinstatement after 2 years. Local projects that are withdrawn or rescheduled from the TIP by the local jurisdiction must receive MPO approval to avoid a two-year reinstatement restriction.
- F. All reprogramming recommendations shall be completed under the established process for amending the TIP.

POLICY IF PROJECT COSTS EXCEED PROGRAMMED COSTS

In the event that project costs exceed those stated in the TIP for both current and prior FY projects, the following procedures will be taken by the MPO:

1. Money shall be taken from another uncommitted project of the local unit irrespective of fiscal year. There is also the option to do an Advance Construct project using future funds awarded to that local unit. The project losing funding may need to be revised to

accommodate new funding levels. If the project can't be revised due to the updated funding levels, the project will need to be withdrawn and reinstated after two years.

2. If the local jurisdiction has no other project in the TIP cycle from which to draw funds, money can be taken from the project with the lowest TIP score (which is not committed to contract). The project losing funding will be moved to the succeeding year's TIP.
3. If cost overruns occur on the final eligible project, the project will be moved to the succeeding TIP year. If funding remains, the succeeding year's projects will then be available based on remaining funding.

In the event additional funds become available, the current year's projects will have priority.

POLICY FOR LOCAL AGENCY / MPO PROJECT NOTIFICATION

MPO staff will maintain consistent communication with local agencies to ensure all locally selected TIP projects are obligated within their respective fiscal year (FY) based on MDOT LAP guidelines. The following procedures must be followed so that projects do not exceed their programmed amount and the TIP remains fiscally constrained.

1. For agencies with projects in the current FY, meetings shall be held with MPO staff once per month virtually or in-person, unless otherwise agreed upon, until all projects are obligated.
2. MPO staff **must** be notified from agencies immediately if cost of local project changes at any time for both current year and prior FY projects
 - a. Communication is required from agencies at the time of notification by MDOT LAP or assigned consultant for the following:
 - i. Estimate changes prior to requesting bids
 - ii. Time of accepting low bid
 - iii. Contract Amendments
 - iv. Close-outs
 - v. Any other instance where funding estimates would be changed during the life of the project

POLICY FOR FLEXING FUNDS

The IIJA allows for the flexibility of funds to be shifted between highway and transit projects. If the MPO decides that it is in its best interest to shift dollars to either transit or highway interests, applications to transfer funds must be submitted to FTA for their approval prior to obligating these

funds. The FTA must determine that all Americans with Disabilities Act (ADA) requirements are met by the local transit authority before transit funds can be flexed.

EXPAND PROJECTS

U.C. ACT 231 OF 1987

As part of the ongoing transportation planning process in Genesee County, GCMPC staff developed a Congestion Management Process (CMP) in conjunction with MDOT, local jurisdictions and road agencies along with the Mass Transportation Authority. The CMP identifies congested road segments and intersections in Genesee County. Road agencies seeking funding for road expansion must consult the CMP, which is integrated into the 2045 Long Range Transportation Plan, as all expand projects must be part of the CMP to be eligible for funding.

In order to submit an expand application, a project for through capacity must qualify for urban congestion funding and meet the following criteria:

1. Projects must be on a federal aid road (specifically county primary and city major).
2. Eligible roads must also have a historic (1993) or current traffic count greater than 10,000 per day for roads with 2 travel lanes or greater than 25,000 per day for roads with more than 2 travel lanes.
3. Projects must add travel lanes or left turn lanes, or be intersectional improvements (converting to a roundabout, adding travel or turn lanes) to eligible roads.
4. The proposed improvement must be identified as a 2014 CMP deficiency or 2045 CMP deficiency in the current 2045 Long Range Transportation Plan (LRTP).

Local road agencies that are seeking to make capacity improvements must provide documentation that Strategies #1 through #4 from the CMP toolbox have been used, and they must identify those results. If the LRA has exhausted all appropriate strategies for their corridor, then adding capacity may be considered as a final step.

All reconstruction and expansion projects require non-motorized improvements where feasible.

Congestion Management Process (CMP)- IMPLEMENTATION PLAN

CMP NETWORK

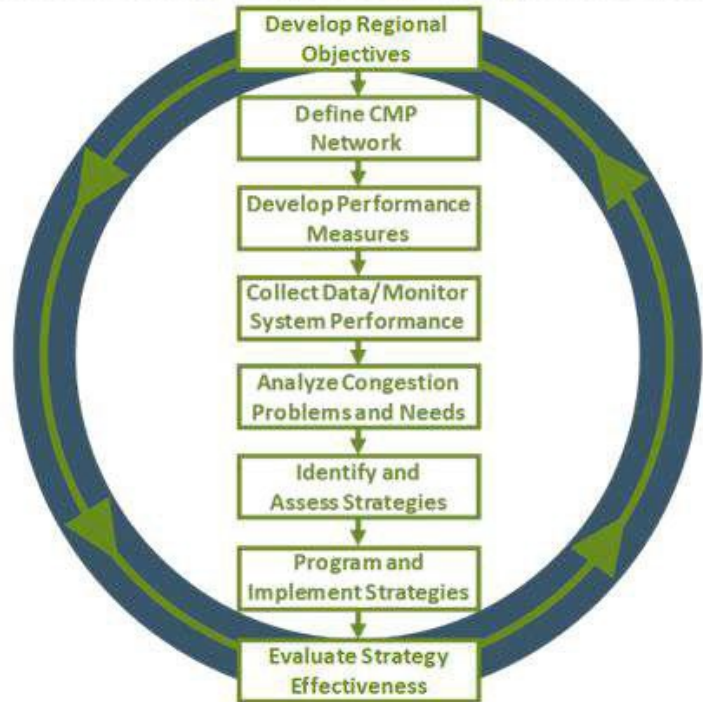
The Genesee County CMP Network is defined as the federal-aid road network in Genesee County. This network is used to evaluate congestion on a system-wide basis for the base year and horizon year of the Plan.

DEVELOP PERFORMANCE MEASURES





A system-wide daily Level of Service (LOS) is used as a performance measure for congestion in the CMP. The LOS is derived from volume to capacity ratios as illustrated in Table 9. A grade of "A" through "F" is assigned to all federal-aid roadways in the CMP network.

Roadways assigned a LOS "A" demonstrate free-flow traffic while LOS "F", being the worst rating, signifies a system failure where the roadway is completely shut down with congestion. A systemwide daily LOS is generated by the model as a representation of how the federal-aid CMP network is performing as a whole. The network will be managed to operate at a daily LOS "D" or better in the base and horizon year of the transportation model as a system-wide benchmark for the CMP and for maintaining system-wide reliability. Please refer to the CMP Document for more information.

Genesee County Congestion Management Process



Volume to Capacity Severity Ranges

| Volume to Capacity Severity Ranges | Volume to Capacity Ratio | Operating Conditions Severity | Level of Service | Stable flow |
|---|--|--|------------------|-------------|
|  | Daily 0 to 0.84 Peak Period 0 to 0.62 | Traffic at free to stable flow | A-C | |
|  | Daily 0.85 to 0.99 Peak Period 0.63 to 0.82 | High density of traffic, but stable flow (Approaching Congestion) | D | |
|  | Daily 1.00 to 1.24 Peak Period 0.83 to 1.00 | Unstable flow- Lower speed some stops | E | |
|  | Daily over 1.25 Peak Hour Over 1.01 | Forced or breakdown traffic flow- many stops | F | Congested |

ABLE 9. CONGESTION MANAGEMENT PROCESS CAPACITY SEVERITY

ANALYZE CONGESTION PROBLEMS AND NEEDS

Level of service (LOS) deficiencies for 24-hour (Daily), AM Peak, and PM Peak time periods from the urban travel demand model are used as a starting point to analyze and identify congestion problems and needs in Genesee County. Areas are considered approaching congestion if they are at a level of service D, and over capacity if the level of service is E or F for any of the identified time periods. This analysis is conducted for both the base and horizon year of the plan. Data from INRIX/NPMRDS (incident and bottleneck data) and crash data from the Michigan State Police are used to identify issues that may not typically be identified by a travel demand model LOS analysis. The deficiencies identified by the LOS analysis (Daily (24-hour), AM Peak, and PM Peak time periods), INRIX/NPMRDS, and MSP Crash Data are combined into a base year and horizon year deficiency maps. Note that INRIX/NPMRDS and MSP crash data are not projected to the horizon year, so the same deficiencies identified from these sources for the base year are also identified for the horizon year for the purposes of the initial deficiency identification. Most of the efforts of the GCMA CMP are aimed at relieving congested segments (LOS "E" or "F"), while some proactive efforts will be investigated to mitigate future congestion along those roadways approaching congestion (LOS "D").

STRATEGY IDENTIFICATION

GCMA works collaboratively with its transportation planning partners to identify network deficiencies and to develop projects to address these deficiencies. The Genesee County CMP Toolbox includes 5 different strategy categories that could be used to manage congestion in the county. The structure of the CMP Toolbox has strategies assembled for use in a top-down approach. This approach ensures that solutions that reduce or shift auto trips or improve roadway operations are evaluated before adding roadway capacity. Congestion Management solutions will include the implementation of Transportation System Management (TSM), Travel Demand Management (TDM), and Intelligent Transportation System (ITS) improvements. The CMP Toolbox provides a process for agencies to follow to make sure all alternative options for a capacity-related project have been considered. Staff uses the toolbox to determine if the strategies presented in the proposed projects were indeed suitable to help manage congestion in Genesee County.

CONGESTION MITIGATION AND AIR QUALITY (CMAQ) AND CARBON REDUCTION PROGRAM (CRP) LOCAL FUNDING PRIORITIES

The Federal CMAQ Program was created to provide a link between transportation legislation and the Clean Air Act Amendments of 1990 (CAAA). The primary purpose of the CMAQ program is to fund projects and programs that reduce transportation related emissions and contribute to attainment of the National Ambient Air Quality Standards (NAAQS). Individual projects must show emission reductions in order to be eligible for CMAQ Program funds. CMAQ Program funds may not be used as replacement funding for transportation activities that would normally be undertaken.

The Genesee County Metropolitan Alliance (GCMA) is given authority by the Michigan Department of Transportation (MDOT) to allocate the local portion of CMAQ and CRP program funds. CRP funding is very similar to CMAQ funding in function and use. The TSM committee continues to agree to combine the two fund sources and award CMAQ and CRP funding based off CMAQ policies set in place for the 2026-2029 Call for Projects. FY 2026 CMAQ projects have already been programmed in the TIP. For FYs 2027 through 2029, the CMAQ and CR funding is estimated to be approximately \$1,188,348 per year. Funding will be awarded (until funds run out) to projects that provide the greatest amount of pollution reduction in each of the four categories below. For example, Category 1 projects will compete only with each other, Category 2 projects will compete only with each other, etc. The percent of match needed for each project will depend on if a project is funded with CMAQ or CRP funding. The guidelines below assume CMAQ funding otherwise CRP requires a 20% match.

FISCAL YEAR (FY) 2027-2029 CMAQ AND CRP FUNDING PRIORITIES

- Projects must be from eligible local road agencies, transit agencies, and planning agencies for the FY 2027-2029 CMAQ/CRP Program
- Projects must meet all existing criteria for eligibility determination
- Small variations on the targets (+/- 5%) may be needed to balance out the total CMAQ/CRP funds for the entire non-attainment area
- Lapeer County and MDOT funds are chosen separately from this process. This process applies to Genesee County local projects only

Category 1--Intersection Improvements

- Corridor improvements that include interconnect or actuation can be funded at up to 100% CMAQ federal funds; 0% local match. Single intersection projects will be funded at 80% federal funds, 20% local match.
- Roundabouts are funded at 100% CMAQ federal funds; 0% local match.
- Intersection improvements can account for up to 39.3% of the total project funding available for local Genesee County CMAQ/CRP projects when combined with all four years of funding or as one individual year's worth of projects.

- Estimated funding for FYs 2027-2029 is \$467,021 per year.
- If the corridor involves signal timing of MDOT intersections, it is recommended to request a partnership project with MDOT participation from the MDOT available CMAQ funds.
- Priority will also be given to corridors that have not received CMAQ funding in the past or need additional funding in order to complete a previously awarded CMAQ project.

Category 2--Transit Projects

- Funded at 80% federal funds; 20% local match.
- Transit projects can account for up to 39.3% of the total project funding available for local Genesee County CMAQ/CRP projects when combined with all four years of funding or as one individual year's worth of projects.
- Estimated funding for FYs 2027-2029 is \$467,021 per year.
- Projects for low emission vehicles and diesel retrofits will be given priority.

Category 3--Non-Motorized Transportation Projects

- Funded at 80% federal funds; 20% local match
- Non-motorized transportation projects can account for up to 13% of the total project funding available for local Genesee County CMAQ projects when combined with all four years of funding or as one individual year's worth of projects
- Estimated funding for FYs 2027-2029 is \$154,485 per year
- Projects that do not require right-of-way acquisition will be given priority, as will projects being constructed in conjunction with a road project, and projects connecting to an existing non-motorized facility
- Project can include bike lanes and 10-foot non-motorized paths
- Project must provide a transportation benefit, not for recreational purposes only

Category 4--Ridesharing, Vanpooling and Carpooling Programs

- Funded at 100% federal funds; 0% local match.
- Ridesharing, vanpooling, and carpooling programs can account for up to 8.4% of the total project funding available for local Genesee County CMAQ/CRP projects when combined with all four years of funding or as one individual year's worth of projects.
- Estimated funding for FYs 2027-2029 is \$100,000 per year.
- Must be an area-wide program.

| CMAQ and Carbon Reduction Categories | % of Funding | Estimated Funding Per Year for 2027-2029 | Estimated Total Funding 2027-2029 |
|---|---------------------|---|--|
| Intersection Improvements | 39.3% | \$ 467,021 | \$ 1,401,062 |
| Transit | 39.3% | \$ 467,021 | \$ 1,401,062 |
| Non-Motorized | 13% | \$ 154,485 | \$ 463,455 |
| Rideshare and Air Quality Awareness | 8.4% | \$ 100,000 | \$ 300,000 |
| Total | 100.0% | \$ 1,188,348 | \$ 3,565,044 |

TABLE 10. 2027-2029 CMAQ AND CRP FUNDING

MEMORANDUM

TO: Members of the Genesee County Metropolitan Alliance

FROM: McKenna Dutkiewicz, Planner
Genesee County Metropolitan Planning Commission

DATE: September 18, 2024

SUBJECT: FY 2026-2029 Transportation Improvement Program (TIP) Call for Projects

The FY 2026-2029 Transportation Improvement Program (TIP) Call for Projects (CFP) is open and accepting applications. The Call for Projects is open for 5 weeks and will close September 30th. Over 58 million dollars is available for projects from FY 2026-2029. More information, such as; sample applications, road conditions, traffic counts, and informational reports can be found on our TIP Call for Projects web page at <https://gcmpc.org/fy26-29TIPCall/>

Staff will be meeting with every community to discuss the call for projects and to provide assistance during the application process throughout the month of September. Attached to this memo is the Call for Project Announcement with additional information. If you have any questions regarding the Call for Projects, please contact McKenna Dutkiewicz at mdukiewicz@genseecountymi.gov for more details.

August 26, 2024

TO: All Eligible Genesee County Road and Transit Agencies

SUBJECT: FY 2026-2029 Transportation Improvement Program (TIP) Call for Projects

The Genesee County Metropolitan Alliance, with staff assistance from the Genesee County Metropolitan Planning Commission (GCMPC), is requesting projects for the FY 2026-2029 Genesee County Transportation Improvement Program (TIP) starting August 26, 2024. All ACT-51 agencies are eligible to submit applications for improvements to federal aid eligible roads in their jurisdiction. Townships should contact the Genesee County Road Commission (GCRC) concerning potential projects in their township as GCRC must be the applicant. If a non-Act-51 agency is interested in a Transportation Alternative Program (TAP) project (non-motorized trail or Safe Routes to School project), they should contact their local Act-51 agency as the Act-51 agency must be the applicant.

Please keep in mind when developing applications for road preservation and reconstruction projects that 25% of the funding available for reconstruction/preservation projects will be allocated to reconstruction projects, 60% will be allocated to preservation projects, and 15% will be set aside for preservation projects with a PASER rating of 5.

For projects currently in the 2026 year of the FY 2023-2026 TIP: if the project has a scope change, then the project must be resubmitted; if the project scope is staying the same, but there are minor cost adjustments, just the updated costs should be submitted.

All project applications, including Congestion Mitigation Air Quality (CMAQ) applications, must be received by the Genesee County Metropolitan Planning Commission by **Monday, September 30, 2024 at 5:00 p.m.** Applications will then be ranked, evaluated, and endorsed by the appropriate committees.

TIP applications and supporting information are available on our website by visiting the following link: <http://www.gcmpc.org/fy26-29TIPcall>.

The TIP application website includes:

- **Resource Information** – Links are provided on the TIP Call for Projects website that contain information regarding; PASER, traffic counts, congestion management, bridges, non-motorized facilities, National Highway System routes, Mass Transit Authority routes, roundabouts, environmental justice zones, and municipalities. A link to historic Traffic Flow Maps is also provided.
- **2026-2029 TIP Policies & Procedures** – Rules and guidelines for applying for federal transportation dollars in Genesee County.
- **2026-2029 TIP Project Applications** – Five project applications are available: Preservation/Reconstruction, Roadway Expansion, Transit, Congestion Mitigation Air Quality (CMAQ) and Transportation Alternatives Program (TAP). Each application will be filled out digitally on ArcGIS 123 Survey.
- **2024 Pavement Condition Rating (PASER)** – A series of maps showing 2024 PASER ratings for each jurisdiction.
- **2014 and 2045 Genesee County Congestion Management System** – Documents providing information on roadway deficiencies in Genesee County. These documents should be consulted regarding roadway expansion projects.
- **Regional Traffic Safety Plan** – A document to assist local agencies in taking a proactive stance in reducing and preventing local road fatalities and injuries.
- **Intersection crash rankings for each jurisdiction.**
- **Performance Measures** – A link is provided to a document that contains the current Michigan Department of Transportation (MDOT) performance measures and targets related to transportation systems. States must set performance targets for pavement conditions, bridge conditions, reliability performance measures, safety performance measures, and transit performance measures to meet annual performance measure requirements for the FAST Act.

We look forward to hearing from you. Should you have any questions, please do not hesitate to contact McKenna Dutkiewicz at (810) 766-6562 or by e-mail at MDutkiewicz@geneseecountymi.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Jacob Maurer". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Jacob Maurer, Division Manager
Genesee County Metropolitan Planning Commission

MEMORANDUM

TO: Members of the Genesee County Metropolitan Alliance

FROM: McKenna Dutkiewicz, Planner
Genesee County Metropolitan Planning Commission

DATE: September 18th, 2024

**SUBJECT: FY 2023-2026 Transportation Improvement Program (TIP)
Amendment # 18**

Attached is the description of proposed projects in the FY 2023-2026 TIP Amendment # 18. This amendment abandons two (2) projects, adds one (1) GPA, and changes three (3) projects in the FY 2023 – 2026 Transportation Improvement Program.

This amendment meets the financial constraints of the TIP and will have no disproportionately high or adverse impacts on any of the identified Environmental Justice (EJ) populations in Genesee County. The projects being amended are eligible for the funding programmed and meet the intended state (including State TEDF Category C) and federal goals and objectives identified for the funding.

The assumptions asserted in the conformity document for the FY 2023-2026 TIP, for which this amendment is being made, are maintained for transportation control measures (TCM), fiscal constraint, and public involvement. Thus, this amendment also meets the Clean Air Act and Transportation Conformity rules required for the 1997 ozone National Ambient Air Quality Standards (NAAQS).

At this time, the Technical Advisory Committee is recommending the approval of the attached Amendment #18 to the FY 2023-2026 Transportation Improvement Program by the Genesee County Metropolitan Alliance.

**FY 2023-2026 Transportation Improvement Program
Proposed Amendment # 18**

Project Proposed to be Abandoned with a TIP Amendment

| Year | MDOT Job Number | Agency | Project | Length | Limits | Description | Phase | Fund Type | Federal | State | Local | Total Cost | Comments |
|------|-----------------|--------|------------|--------|-----------------------------------|-----------------------------------|-------|-----------|-----------|----------|-------|------------|-----------------|
| 2025 | 209615 | MDOT | Regionwide | 2.10 | All trunkline routes of GCMPC MPO | Traffic Safety - pavement marking | PE | HSIP | \$3,078 | \$342 | \$0 | \$3,420 | Phase Abandoned |
| 2025 | 209615 | MDOT | Regionwide | 2.10 | All trunkline routes of GCMPC MPO | Traffic Safety - pavement marking | CON | HSIP | \$163,134 | \$18,126 | \$0 | \$181,260 | Phase Abandoned |

Project Proposed to be Changed with a TIP Amendment

| Year | MDOT Job Number | Agency | Project | Length | Limits | Description | Phase | Fund Type | Federal | State | Local | Total Cost | Comments |
|------|-----------------|--------|------------|--------|-----------------------------------|-----------------------------------|-------|-----------|-------------------------------------|-----------------------------------|-------|---------------------------------------|---------------------------------|
| 2025 | 209629 | MDOT | Regionwide | 3.23 | All trunkline routes of GCMPC MPO | Traffic Safety - pavement marking | CON | HSIP | \$6,772 \$10,773 | \$752 \$1,197 | | \$7,524 \$11,970 | Phase budget increased over 24% |
| 2025 | 209614 | MDOT | Regionwide | 2.76 | All trunkline routes of GCMPC MPO | Traffic Safety - pavement marking | PE | HSIP | \$6,156 \$9,234 | \$684 \$1,026 | | \$6,840 \$10,260 | Phase budget increased over 24% |
| 2025 | 209614 | MDOT | Regionwide | 2.76 | All trunkline routes of GCMPC MPO | Traffic Safety - pavement marking | CON | HSIP | \$968,031 \$1,585,170 | \$107,559 \$176,130 | | \$1,075,590 \$1,761,300 | Phase budget increased over 24% |

GPA's Being Added With a TIP Amendment

| Year | GPA Type | Agency | Project | Length | Limits | Description | Phase | Federal | State | Local | Total Cost | Comments |
|------|------------|----------------|---------|--------|----------------|----------------|-------|-----------|-------|----------|------------|-----------------------------|
| 2025 | Local Road | Genesee County | | 0 | Genesee County | Local Road GPA | n/a | \$385,000 | \$0 | \$96,250 | \$481,250 | FY 2025 Local Road Projects |

HSIP Highway Safety Improvement Program - SAFETEA-LU

**FY 2023-2026 Transportation Improvement Program (TIP)
General Program Account (GPA) Breakdown**

2025 Local Traffic Operations and Safety GPA--Project Proposed to be Added

| Year | MDOT Job Number | Agency | Project | Limits | Length | Description | Phase | Fund Type | Federal | State | Local | Total Cost | Comments |
|------|-----------------|----------------|----------|---------------------------|--------|--|-------|-----------|-----------|-------|----------|------------|-------------------------|
| 2025 | 221499 | City of Linden | Broad St | Hickory St to City Limits | 0.9 | Full cold mill of existing pavement, curb and gutter repair as needed. | CON | STUL | \$385,000 | \$0 | \$96,250 | \$481,250 | New Small Urban Project |

STUL STP - Urban Areas < 200,000 Population

MEMORANDUM

TO: Members of the Genesee County Metropolitan Alliance

FROM: McKenna Dutkiewicz, Planner
Genesee County Metropolitan Planning Commission

DATE: September 18, 2024

SUBJECT: FY 2025 MDOT LAP Planning Guide Update

Fiscal Year (FY) 2025 officially starts on October 1, 2024. Staff will be contacting all road and transit agencies that have FY 2025 TIP projects to set up monthly meetings. TIP project status meetings will be held to make sure all projects are moving forward in a timely manner.

The MDOT Local Agency Programs (LAP) project schedule for FY 2025 has been released and can be found attached in the agenda packet. This project schedule can act as a guide for any agency that has a project in FY 2025. Please contact McKenna Dutkiewicz by phone (810) 766-6562 or e-mail mdutkiewicz@geneseecountymi.gov regarding any questions related to FY 2025 TIP projects.

Local Agency Programs (LAP) FY 2025 Project Planning Guide

| | LOCAL AGENCY SUBMITS ITS SECTION 106 and NEPA DOCUMENTATION (MDOT FORM 5323) TO LAP ENVIRONMENTAL, 2-6 MONTHS BEFORE GI SUBMITTAL. DATES SHOWN ARE APPROXIMATELY 4 MONTHS PRIOR TO GI SUBMITTAL DATES | FOR BRIDGE PROJECTS, LOCAL AGENCY SUBMITS TYPE, SIZE, AND LOCATION (TS&L) DOCUMENTS WHEN REQUIRED, TO LAP | | LOCAL AGENCY SUBMITS ITS ACCEPTABLE GRADE INSPECTION (GI) DOCUMENTS TO LAP | APPROXIMATE GRADE INSPECTION (GI) MEETING DATE | | LOCAL AGENCY SUBMITS ITS FINAL PROPERTY ACQUISITION CERTIFICATION (ATTACHMENT B) | LOCAL AGENCY SUBMITS ITS COMPLETE BIDDABLE PACKAGE TO LAP | LAP FORWARDS FINAL BID PROPOSAL PACKAGE TO SPECS & ESTIMATES | LETTING DATE |
|--|---|---|--|--|--|--|--|---|--|--------------|
| <p>LA begins Project Design, requests ProjectWise (PWZ) folders, contacts LA Environmental for Section 106 consultation, prepares NEPA Form 5323 and documents, and places them in PWZ between 2 and 6 months before GI submittal.</p> <p>LA also begins utility notification and coordination, coordination with railroads if applicable, coordination with MDOT for traffic and pedestrian signal work, permit application, property acquisition, etc.</p> | 01/08/24 | 04/01/24 | <p>LA places GI documents in ProjectWise, including Program Application Requests for design exceptions or variances, recent 3-year crash history and analysis, Diagonal parking study and analysis, Diagnostic Safety Team Review for rail crossings, and similar documentation, and notifies LAP Area engineer. LA addresses Section 106 and NEPA Form 5323 review comments</p> | 05/06/24 | 06/05/24 | <p>LA completes section 106 and NEPA coordination, addresses GI review comments; prepares final plans, special provisions, and cost estimates; obtains property, permits, and approvals; places all documents in ProjectWise, and emails the LAP Area engineer</p> | 07/05/24 | 07/19/24 | 08/16/24 | 10/04/24 + |
| | 02/05/24 | 04/29/24 | | 06/03/24 | 07/03/24 | | 08/02/24 | 08/16/24 | 09/13/24 | 11/01/24 + |
| | 03/18/24 | 06/10/24 | | 07/15/24 | 08/14/24 | | 09/06/24 | 09/20/24 | 10/18/24 | 12/06/24 + |
| | 04/15/24 | 07/08/24 | | 08/12/24 | 09/11/24 | | 10/04/24 | 10/18/24 | 11/15/24 | 01/10/25 ** |
| | 05/06/24 | 07/29/24 | | 09/02/24 | 10/02/24 | | 11/01/24 | 11/15/24 | 12/13/24 | 02/07/25 |
| | 06/10/24 | 09/02/24 | | 10/07/24 | 11/06/24 | | 12/06/24 | 12/20/24 | 01/17/25 | 03/07/25 |
| | 07/08/24 | 09/30/24 | | 11/04/24 | 12/04/24 | | 01/03/25 | 01/17/25 | 02/14/25 | 04/04/25 |
| | 08/05/24 | 10/28/24 | | 12/02/24 | 01/01/25 | | 01/31/25 | 02/14/25 | 03/14/25 | 05/02/25 |
| | 09/09/24 | 12/02/24 | | 01/06/25 | 02/05/25 | | 03/07/25 | 03/21/25 | 04/18/25 | 06/06/25 |
| | 10/14/24 | 01/06/25 | | 02/10/25 | 03/12/25 | | 04/11/25 | 04/25/25 | 05/23/25 | 07/11/25 ** |
| | 11/04/24 | 01/27/25 | | 03/03/25 | 04/02/25 | | 05/02/25 | 05/16/25 | 06/13/25 | 08/01/25 |
| | 12/09/24 | 03/03/25 | | 04/07/25 | 05/07/25 | | 06/06/25 | 06/20/25 | 07/18/25 | 09/05/25 |
| | 01/06/25 | 03/31/25 | | 05/05/25 | 06/04/25 | | 07/04/25 | 07/18/25 | 08/15/25 | 10/03/25 |
| | 02/10/25 | 05/05/25 | | 06/09/25 | 07/09/25 | | 08/08/25 | 08/22/25 | 09/19/25 | 11/07/25 |

Please Note:

* Local Agencies should consider using the Advance Construct funding option for projects in these lettings, for cases where Federal obligation authority is not available early in the fiscal year.

** Date adjusted for holiday

LAP cannot guarantee that projects submitted late in the fiscal year will be obligated before the end of the current fiscal year. This may result in loss of funds for that fiscal year.

Dates shown for Section 106 and NEPA document submittal are generally 4 months before Grade Inspection (GI) submittal. However LAP recommends NEPA submittal 2-6 months before GI submittal

All bridge projects (bridge replacement and major rehabilitation regardless of funding) require a TS&L submittal.

For projects that may require an Environmental Assessment (EA), submit the EA document to the MDOT LAP-ENVIRONMENTAL UNIT at least one year prior to submitting the GI documents

For projects which FHWA has identified for Risk Based Project Involvement, submit GI documents and Complete Biddable Package to LAP at least two weeks prior to the dates shown.

See the attached guidance document, "Local Agency Program (LAP) Project Planning Guidance"

updated 05/29/24

Local Agency Program Project Planning Guidance June 2024

This document outlines the project development process for local agency projects, funded all or in part with federal transportation funds, and advertised and let for construction bids by the Michigan Department of Transportation (MDOT). The suggested time periods can vary due to characteristics of individual projects, but local agency projects have a life cycle similar to the outline below.

The schedule presumes that sufficient federal fund obligation authority will be available during a given fiscal year. If sufficient obligation authority is not available, then the project schedule may be delayed until the necessary obligation authority is in place.

For projects proposing bid advertisement and letting early in the fiscal year, sufficient obligation authority may not be available to provide funds for the project. In such cases, the local agency can request that the project be funded using the Advance Construct Contract (ACC) method. Please contact the MDOT Local Agency Program (LAP) Unit Supervisor or the appropriate LAP Unit Obligation Specialist (UOS).

Please note that this schedule does not apply to special funding programs such as the Emergency Response (ER) program, or to innovative delivery methods. For such projects, please contact the MDOT LAP Unit Supervisor or the MDOT Innovative Contracting Unit Supervisor.

The bulleted items are not intended to be completed in sequence but are suggestions of when the tasks might be started. The suggestions are based on expected times needed for various reviews and approvals, both internal and external to MDOT.

Early Consultation before beginning Property Acquisition and Environmental Documentation

Regardless of the timing, if you suspect that your project will require temporary or permanent property acquisition, we suggest that you contact the MDOT Real Estate coordinator (MDOT-LPA@Michigan.gov) prior to beginning any acquisition tasks, to review the current acquisition requirements. Complete the program application's Attachment A, place it in ProjectWise under the job number, and notify the LAP Area Engineer and the MDOT Real Estate Coordinator (MDOT-LPA@Michigan.gov).

Also, contact the LAP Environmental Unit (MDOT-LAP-NEPAREviews@michigan.gov) before starting your Section 106 and NEPA documents, to review your project, the program requirements, and to determine the effects the property acquisition may have on the environmental classification.

26+ Weeks Before Desired Letting Date – Local Agency Begins Project Design:

- After you know that your project has been programmed with a MDOT job number, request that a ProjectWise (PWZ) folder be created. See “Requesting a ProjectWise Folder”, at

the link on the LAP webpage (www.michigan.gov/mdotlap) then access the link on the left side of the web page.

- All projects require the local agency to prepare and submit applications and documentation for two separate reviews. These reviews are for Section 106 Cultural Resources, and for National Environmental Policy Act (NEPA) review and approval.

Documents for the Section 106 review, including current forms, guidance, and supporting documents, are available on the MDOT LAP website (www.michigan.gov/mdotlap) then accessing the NEPA guidance at [NEPA Guidance](#).

After completion, place the documents into the “CR Supporting Documents” subfolder of the “Cultural Resources” subfolder of Folder 1 of the project’s PWZ folder. After placing all documents in PWZ, notify MDOT Cultural Resource staff by email at MDOT-LAP-Section106-Reviews@michigan.gov. Make sure that your email includes the PWZ link to the folder that you are referencing, so that the reviewer knows which folder to review. Please ensure that the email is sent.

If you do not receive a reply from MDOT Cultural Resource staff within five business days of making your submittal, we suggest that you email the Cultural Resource staff again, to verify that the submittal was properly made and placed in the correct subfolder.

We recommend submitting the Section 106 documents at least six months prior to the Grade Inspection (GI) submittal. Timeframes for review are dependent on the project scope, the complexity of the project, and the potential to affect historic properties. For example, if a historic survey is required, additional review time may be needed to complete the survey and review the results. For information, the survey season generally extends from May through September. Other projects may need time to complete coordination with tribal governments or the State Historic Preservation Office (SHPO). Still other projects may adversely affect historic properties, and additional time will be needed to resolve such effects.

Prepare the documents for NEPA review by completing MDOT Form 5323, available at the NEPA Guidance webpage of the LAP website, at [5323](#).

For all projects either consisting of multiple job numbers or which are proposed to be completed in multiple stages, prepare and submit one 5323 Form to include the entire project.

Place the completed NEPA form into subfolder “1-LA 5323 NEPA Submittal” of the project’s PWZ folder, and then email MDOT NEPA staff that the submittal is complete, at MDOT-LAP-NEPA-Reviews@michigan.gov. Make sure that your email includes the PWZ link to the folder that you are referencing, so that the reviewer knows which folder to review. Please ensure that the email is sent.

Again if you do not receive a reply from MDOT NEPA Review staff within five business days of making your submittal, we suggest that you email the NEPA Review staff again, to verify that the submittal was properly made and placed in the correct subfolder.

As with the Section 106 submittal, we recommend that NEPA documents be submitted between two and six months before making the GI submittal. NEPA documents for projects having less environmental complexity can be submitted two to three months before GI submittal. However, environmentally complex projects may require additional review time beyond six months, for MDOT to review and approve the NEPA classification. For projects that may require an Environmental Assessment (EA), submit the EA document to LAP NEPA staff at least one year before making the Grade Inspection (GI) submittal.

MDOT LAP Environmental staff will review the Section 106 and NEPA submittal documents and will provide review comments by email. Please reply to those comments as quickly as possible, to keep your project on its delivery schedule.

- Complete Public Stakeholder Involvement as required by NEPA and project type, and add the appropriate documentation to PWZ Folder 3.
- Complete Utility Notification and Coordination and add the appropriate documentation to PWZ Folder 3.
- Complete all pavement cores, soil investigations, and geotechnical study tasks as required, for the roadway as well as for structures including bridges, boardwalks, and retaining walls; proposed signal poles; and underground utilities.
- Contact representatives of all affected agencies and departments to determine whether each group will require permits or approvals for the project. Place the issued permits and approvals in Folder 4 of the PWZ folder for your project.
- For local projects that will affect an adjacent trunkline, contact the MDOT Region or Transportation Service Center (TSC) permit engineer to begin permit coordination. Such work may include constructing physical elements or facilities as well as merely placing traffic control items within the trunkline right of way. If your project proposes combining work with construction of an adjacent MDOT trunkline project, contact the MDOT Region or Transportation Service Center (TSC) permit engineer to begin design coordination.
- If a MDOT-owned or controlled signal, beacon, actuators, or other type of controllers or facilities are present within the project limits or on an alternate or detour route, and any work is proposed to the devices (including pedestrian signals and devices, traffic loops, signal bagging, signal timing), contact your LAP Area Engineer to submit a layout request to the MDOT Signal Unit. A MDOT prequalified engineering firm will be required to complete all design work on such items located within the MDOT right of way, except for in-kind replacement of loops.
- Projects having one or more railroads located within the project limits or on an alternate or detour route require separate consideration. For those projects, contact appropriate representatives of the railroad owner, determine if a Diagnostic Safety Team Review (DSTR) meeting is needed, attend the meeting as necessary, and incorporate the DSTR recommendations into the design package.

Railroad guidance is on the LAP website (www.michigan.gov/mdot) , then in the [Railroad Crossing Within or Near Project Limits](#) link in the Design and Requirements area reached by clicking on the [Design](#) link on the right side of the opening webpage.

- Begin compiling data required for completion of the Work Zone Safety and Mobility checklists.
- Complete a diagonal parking study and analysis, if diagonal on-street parking currently exists in the project area.
- Confirm that the project is listed correctly in the Statewide Transportation Improvement Plan (S/TIP), including the project location, limits, work type, project funding, and the fiscal year for which the funding is proposed to be obligated.
- For bridge projects proposing bridge replacement or major rehabilitation regardless of the funding source, prepare a Type, Size and Location (TS&L) report. Place the TS&L report in the appropriate PWZ subfolder, and then notify the appropriate LAP Area Engineer, at least five weeks prior to submitting the grade inspection documents.

20+ Weeks Before Desired Letting Date – GI Submittal:

- Prepare an acceptable Grade Inspection (GI) submittal package, including but not limited to, the correct program application, project construction plans (no less than 80% complete), preliminary construction cost estimate in both .pdf and .xml file formats, unique special provisions, progress clause, Special Provision for Maintaining Traffic, coordination clauses as necessary, all necessary reviews and studies (railroad DSTR, crash history reports and analyses, diagonal parking study, etc.), and requests for design exceptions or variances. Be sure to include all pages of the program application, even if no information is needed on individual pages. Also include the program application's Attachments A, if changed, and B, summarizing the property acquisition, in Folder 3 of PWZ.

Do not sign or seal the program application for this initial submittal.

For projects consisting of two or more individual job numbers, prepare and submit a separate program application and construction estimate, in both .pdf and .xml format, for each job number.

- Place all GI submittal files in Folder 3 of PWZ.
- Notify the appropriate LAP Area Engineer of the GI submittal by email. If you use the state change process in PWZ, then PWZ will generate a notification email. Please ensure that the email has the correct LAP Area Engineer listed, and that the email is sent.
- If you do not receive a reply from the LAP Area Engineer within five business days of making your submittal, we suggest that you email the engineer again, to verify that the submittal was properly made and placed in the correct subfolder.

- The LAP Area Engineer (or as-needed consultant) will contact the local agency to schedule the GI meeting. The meeting typically occurs 15-30 days after LAP receives an acceptable GI submittal.
- The appropriate UOS will review the program applications and forward you the appropriate comments. Address the comments and reply to the UOS as quickly as possible to minimize delay to the project.

After UOS approval of the program application, add final signatures and seals, and place the final document into PWZ Folder 3.

- Complete property acquisition, including such instruments as temporary permits to construct and permanent easements. Update Attachment A, if needed, update/complete Attachment B as necessary, add the updated and signed Attachment A and B pages of the program application to Folder 3 of PWZ, and notify the LAP Area Engineer as soon as possible, but no later than 13 weeks before the desired letting date. Submit the required completed property acquisition documentation to the Property Acquisition PWZ folder provided to you by the Real Estate Coordinator and notify MDOT-LPA@Michigan.gov that the documentation has been submitted.

13+ Weeks Before Desired Letting Date – Submit Final Package:

- Verify with the appropriate Metropolitan Planning Organization (MPO), Rural Task Force (RTF) or Regional Planning Agency (RPA) that all necessary S/TIP amendments or modifications have been completed and approved.
- Prepare the checklist of Frequently Used Special Provisions (FUSP), Special Specifications (SS), and Notice to Bidders (NTB). These documents can be accessed at your MiLogin website page, at the “MDOT Supplemental Specs and Special Provisions (SS/SP)” link.
- Prepare final documents based on the GI meeting comments, permits, and approvals, including, but not limited to, the final construction plans, itemized construction cost estimate in both xml and pdf formats, unique special provisions, and all other proposal documents, making sure to address all GI comments and permit and approval requirements.
- Place all final documents, including those items listed in this section above, as well as all approved necessary permits, certification that all matching funds are secured, ADA compliance certification, and other final documents as necessary, in Folder 4 of PWZ.
- Notify the appropriate LAP Area Engineer of the final submittal by email. If you use the state change process in PWZ, then PWZ will generate a notification email. Please ensure that the email has the correct LAP Area Engineer listed, and that the email is sent.
- The LAP Area Engineer will review the final submittal documents and may have additional comments. Address all final comments made by the LAP Area Engineer.

- When the final revisions to the project documents have been completed, the LAP Area Engineer will provide the Project Certification form to the Local Agency. The form is to be certified by the Local Agency Responsible Charge no sooner than the final revisions; and returned to the Area Engineer. The Project Certification form also will serve as the Local Agency's request to obligate and advertise the project.
- After the LAP Area Engineer receives the completed Project Certification, the LAP Area Engineer will request fund obligation. Allow a minimum of 10 business days for the obligation process to be completed.

8 Weeks Before Desired Letting Date – Submittal to Specification & Estimates (S&E) Unit:

- The LAP Area Engineer will forward the final bid proposal package to the MDOT Specifications & Estimates (S&E) unit for its review, to ensure the project meets the desired letting date. If the items in the previous step are not completed in full by this date, the project may not make the desired letting. If the submittal dates are not met during peak bidding times (February-June), then the project may not make the desired letting.
- Note that the LAP Area Engineer may only have three weeks between the receiving the local agency's final package submittal, reviewing the submittal, adding and compiling the draft bid proposal, and forwarding the draft to S&E. Numerous steps are required by the LAP Area Engineer during this period to get the project ready for S&E review. If any parts of the local agency's final package are missing or if changes are necessary after final submittal, the project will be in jeopardy of missing the desired letting date. Submitting your GI and Final Packages early, before the dates shown in the current LAP Project Planning Guide, is encouraged!
- The S&E review may result in additional comments. The LAP Area Engineer will forward the comments to the local agency. Quick responses by the local agency to these comments is essential to keep the project on track for the bid letting.

5 Weeks Before Desired Letting Date – MDOT Advertises the Project for Construction Bids:

- Based on such factors as relative complexity of the project, funding requirements, or other outside considerations, MDOT generally advertises projects for four weeks but not less than for three weeks before the bid letting date.
- The local agency works with the LAP Area Engineer, who issues any necessary addenda.

After Bid Letting Date – MDOT Construction Contract Award

- MDOT awards the construction contract for the project, typically within 35 days after contract documents are released to the contractor.
- If the low bid exceeds the engineer's estimate by more than 10%, the local agency must justify or reject the bids.

MEMORANDUM

TO: Members of the Genesee County Metropolitan Alliance

FROM: McKenna Dutkiewicz, Planner
Genesee County Metropolitan Planning Commission

DATE: September 18, 2024

SUBJECT: US-23 Corridor Study Update

Genesee County Planning Commission staff and steering committee members met with US-23 Consultant, Rowe Professional Services, in August to discuss study progress and upcoming developments.

Rowe has closed the public information survey, receiving over 450 respondents and 350 individual comments regarding areas of concern along the US-23 corridor. They have reached out to half of the stakeholders for feedback and intend to reach out to the remaining stakeholders one-on-one throughout the month of September. Rowe has begun compiling this data and developing short- and long-term alternatives for each road segment along the US-23 corridor.

Due to the limited time frame of the initial contract, staff received approval from MDOT to extend the study contract into the next fiscal year. This will allow our consultant, Rowe Professional Services, more time to develop alternatives and identify potential raise grant candidates and allow for a more comprehensive analysis of the corridor.

If you have any questions on the Study, please feel free to contact McKenna Dutkiewicz at mdutkiewicz@geneasecountymi.gov or (810) 766-6562.

MEMORANDUM

TO: Members of the Genesee County Metropolitan Alliance

FROM: Kris Garris, Planner
Genesee County Metropolitan Planning Commission

DATE: September 18, 2024

SUBJECT: Transportation Safety Action Plan Update

A Request for Proposal (RFP) re-bid regarding the Genesee County Transportation Safety Action Plan ended June 27, 2024. Five (5) proposals were received from the following companies: AECOM, Atkins Realis, Fishbeck, Progressive AE, and WSP.

The evaluation committee reviewed and scored each proposal. Interviews were held with the top two (2) most qualified candidates in early July. The proposal with the highest combined score was AECOM. In August, staff completed contract negotiations, with a fully executed contract agreement finalized on September 10th. Next steps will be project kick-off in October and establishment of transportation safety task force.

Please contact Kris Garris by email, kgarris@geneseecountymi.gov, or phone, 810-766-6564, regarding any questions.