



# Memo

Date: Tuesday, February 19, 2019

To: Gabriela Garcia  
ODOT Region 1 STIP Coordinator  
123 NW Flanders St  
Portland, OR 97201

From: Ken Lobeck, Funding Programs Lead, 503-797-1785

Subject: February 2019 Bundle #1 MTIP Administrative Modification, #AB19-08-FEB1 Approval Request

Dear Gabriela:

In accordance with 23 CFR 450.328, Metro is submitting a Metro approved administrative modification bundle for ODOT review and approval for STIP inclusion. The February 2019 Administrative Modification #1 is under amendment number AB19-08-FEB and contains two projects as shown in the below table:

Proposed February 2019 Administrative Modification Bundle Modification Number: <b>AB19-08-FEB1</b> Total Number of Projects: <b>2</b>				
ODOT Key	Lead Agency	Project Name	Description	Required Changes
Project #1 Key 20595	Metro	Portland Metro Planning SFY20	Portland Metro MPO planning funds for Federal fiscal year 2019. Projects will be selected in the future through the MPO process.	<b>COMBINED PROJECT:</b> Scope and funding is being combined into Key 20875 (also part of this Administrative Modification. As a result programming in Key 20595 is reduced to \$0 and the project is cancelled from the MTIP.
Project #2 Key 20875	Metro	<del>Regional MPO Planning (2019)</del> SFY 2020 Portland Metro MPO Planning	Funding for Metro to meet Metropolitan Planning Organization mandates, established through the federal regulations <b>and includes planning STBG, PL, plus 5303 funds for SFY 2020</b>	<b>COMBINED PROJECT:</b> Scope and funding from Key 20595 are combined into Key 20875. Additionally, de-obligated STP, (PL , and 5303 from obligated Keys 19295 and 20722 are added to Key 20875 to be obligated with the SFY 2020 UPWP cycle

In addition to the combining of Key 20595 onto 20875, Metro request STP, PL, and 5303 de-obligations of remaining unexpended funds from Keys 19295 and 20722 and re-programmed in Key 20875 for obligation as part of the SFY 20 Metro UPWP cycle as explained in the narrative.

I certify Metro has completed all required review and approval steps as the MPO and IAW with 23 CFR 450.328 for the 2018 MTIP for this administrative modification bundle. A project narrative and support materials are also included.

Please direct any comments or questions concerning this amendment to Ken Lobeck, Funding Programs Lead at 503-797-1785, or via email at [ken.lobeck@oregonmetro.gov](mailto:ken.lobeck@oregonmetro.gov).

Thank you for your time to review Metro's February 2019 Bundle #1, 2018 MTIP Administrative Modification approval request to the 2018 MTIP and STIP.

*Kenneth F Lobeck*

Kenneth F. Lobeck  
Funding Programs Lead  
Metro  
600 NE Grand Avenue  
Portland, OR 97232

## Metro February 2019 – 2018 MTIP Administrative Modification

Modification Number: **AB19-08-FEB1** Resolution: N/A

Number of projects within this amendment: **2 total**

Project Narratives



### Proposed February 2019 Administrative Modification Bundle

Modification Number: **AB19-08-FEB1**

Total Number of Projects: **2**

ODOT Key	Lead Agency	Project Name	Description	Required Changes
Project #1 Key 20595	Metro	Portland Metro Planning SFY20	Portland Metro MPO planning funds for Federal fiscal year 2019. Projects will be selected in the future through the MPO process.	<b>COMBINED PROJECT:</b> Scope and funding is being combined into Key 20875 (also part of this Administrative Modification. As a result programming in Key 20595 is reduced to \$0 and the project is cancelled from the MTIP.
Project #2 Key 20875	Metro	<del>Regional MPO Planning (2019)</del> SFY 2020 Portland Metro MPO Planning	Funding for Metro to meet Metropolitan Planning Organization mandates, established through the federal regulations <b>and includes planning STBG, PL, plus 5303 funds for SFY 2020</b>	<b>COMBINED PROJECT:</b> Scope and funding from Key 20595 are combined into Key 20875. Additionally, de-obligated STP, (PL , and 5303 from obligated Keys 19295 and 20722 are added to Key 20875 to be obligated with the SFY 2020 UPWP cycle

# Metro February 2019 – 2018 MTIP Administrative Modification

Modification Number: **AB19-08-FEB1** Resolution: N/A

Number of projects within this amendment: **2 total**

Project Narratives



Project Summary (#1)	
ODOT Key:	20595
Project Type:	Existing
Name:	Portland Metro Planning SFY 2020
Lead Agency:	Metro
Description:	Portland Metro MPO planning funds for Federal fiscal year 2019. Projects will be selected in the future through the MPO process.
Amending:	COMBINED PROJECT: Scope and funding is being combined into Key 20875 (Also this Administrative Modification bundle)
Project Details	
- No changes.	<p>Formal Amendment <u>Amendment Matrix</u></p> <p>Combining two or more approved projects into one or splitting an approved project into two or more, or splitting part of an approved project to a new one is allowable to be completed via a Administrative Modification</p>
Project Funding	
<p><u>Planning Phase:</u></p> <ul style="list-style-type: none"> <li>- DELETE federal PL fund type code (Z450) FY 2019 Planning phase cost of \$1,907,827</li> <li>- the federal funds) FY 2019 PE Phase cost of \$1,257,466</li> <li>- DELETE Local fund type code (match to PL funds)FY 2019 Planning phase cost of \$218,359</li> <li>- DELETE federal 5303 fund type code (Z77D) FY 2019 Planning phase cost of \$618,917</li> <li>- DELETE Local fund type code (match to 5303) FY 2019 Planning phase cost of \$70,838</li> <li>- Total Planning phase cost decreases from \$2,815,941 to \$0</li> <li>- Total project programming decreases from \$2,815,941 to \$0</li> </ul> <p>Added Note: The combining effort reflects the standard process now to program all annual UPWP planning funds now under one Key. Based on the additional changes made to Key 20875, the SFY 20 obligation timing should now occur around June 2019.</p>	<p><u>Funding Change Details</u></p> <p>Amendment submission items:</p> <ul style="list-style-type: none"> <li>✓ Email request for amendment</li> <li>✓ MTIP Worksheet</li> <li>✓ January meeting with ODOT to determine resolution with unexpended older UPWP funding</li> </ul> <p>Over the past few years, UPWP project fund obligations have experienced significant difficulties. As a result, some projects were not obligated with the rest of the annual approved UPWP projects. Changes in obligation processes and unobligated fund carry-over processes appear to have resolved the past issues.</p> <p>During late January, 2019, ODOT and Metro staff met to determine how to resolve the final past unobligated approved UPWP projects enabling them to obligate before July 1, 2019. Previously, these projects were held in abeyance until the UPWP obligation strategy was developed and approved by both Metro and ODOT. The results of the meeting determined older funding not obligated could now move forward to be obligated.</p> <p>This Admin Mod combines Key 20595 scope and funding into Key 20875</p>

## Metro February 2019 – 2018 MTIP Administrative Modification

Modification Number: **AB19-08-FEB1** Resolution: N/A

Number of projects within this amendment: **2 total**

Project Narratives



### MTIP Review & Certification Details

- **Administrative Modification Authorized: Yes.** Combining project scope and funding where new funds are being added that exceed the Admin threshold are allowable as an Administrative Modification
- **Metro Legislation Required: No**
- **MTIP Eligibility Verification: Yes**
  - Includes federal transportation funds: **Yes**
  - Located on the Metro roadway network: **No.** UPWP Planning project
  - Provides transportation system improvement: **No.** Not an implementation project
- **Considered a Regionally Significant Project: Yes.** The project contains federal funds and address transportation needs within arterials located on Arterials and Throughways modeling network,
- **Fiscal Constraint Review and Verification: Yes.** Approved UPWP projects.
- **RTP Consistency Review: Yes**
  - **In Current RTP: Yes.** ID# 1103 - Corridors Investment Areas Activities for 2018-2027
  - **RTP Description:** System planning, topical planning, and activities that Metro must conduct for the period 2018-2027 in order to remain certified as a metropolitan planning organization (MPO) by the federal government and be eligible to receive and distribute federal transportation dollars.
  - **Considered Included in ODOT O&M RTP Project Grouping: No – N/A**
  - **RTP and MTIP Costs Consistent: Yes**
- **Capacity Enhancing Project: No:** The project is an approved UPWP planning project and considered non capacity enhancing via 40 CFR 93.126, Table 2, Other – Planning and Technical Studies.
- **Satisfies 2018 RTP Goals and Strategies: Yes.** Goal #11– Transparency and Accountability, Objective 11.2 – Performance Based Planning - Make transportation investment decisions using a performance-based planning approach that is aligned with the RTP goals and supported by meaningful public engagement, multimodal data and analysis.
- **MPO Responsibilities/Public Notification included: No** Administrative Modifications are not subject to the 30 –day Public Notification/Opportunity to comment process.
- **OTC action required: No.** OTC approval was not required for this Administrative Modification
- **JPACT & Metro Council action required: No.** JPACT and Metro Council approval were not required for this Administrative Modification

# Metro February 2019 – 2018 MTIP Administrative Modification

Modification Number: **AB19-08-FEB1** Resolution: N/A

Number of projects within this amendment: **2 total**

Project Narratives



Metro

2018-21 Metropolitan Transportation Improvement Program (MTIP)

## PROJECT AMENDMENT DETAIL WORKSHEET

**Administrative Modification Combined Project**  
1st Amendment to Project

<b>Lead Agency:</b> Metro	Project Type: Planning	<b>ODOT Key:</b> 20595
<b>Project Name:</b> Portland Metro Planning SFY20	ODOT Type: Planning	<b>MTIP ID:</b> 70894
<b>Short Description:</b> Portland Metro MPO planning funds for Federal fiscal year 2019. Projects will be selected in the future through the MPO process.	Capacity Enhancing: No	<b>Status:</b> 0
	Conformity Exempt: Yes	RTP ID: 11103
	On State Hwy Sys: No	RFFA ID: 50365
	Mile Post Begin: N/A	RFFA Cycle: 2019-21
	Mile Post End: N/A	UPWP: YES
	Length: N/A	UPWP Cycle: 19-20
	1st Year Program'd: 2019	Past Amend: 0
	Years Active: 1	OTC Approval: No

**Detailed Description:** None

**STIP Description:** Portland Metro MPO planning funds for Federal fiscal year 2019. Projects will be selected in the future through the MPO process

### PROJECT FUNDING DETAILS

Fund Type	Fund Code	Year	Planning	Preliminary Engineering	Right of Way	Other (Utility Relocation)	Construction	Total	
<b>Federal Funds</b>									
PL	Z450	2019	<del>\$ 1,907,827</del>					\$ -	
5303	Z77D	2019	<del>\$ 618,917</del>					\$ -	
								\$ -	
							<b>Federal Total:</b>	\$ -	
<b>State Funds</b>									
								\$ -	
								\$ -	
								\$ -	
							<b>State Total:</b>	\$ -	
<b>Local Funds</b>									
Local	Match	2019	<del>\$ 218,359</del>					\$ -	
Local	Match	2019	<del>\$ 70,838</del>					\$ -	
								\$ -	
							<b>Local Total:</b>	\$ -	
<b>Phase Totals Before Amend:</b>			<del>\$ 2,815,941</del>	\$ -	\$ -	\$ -	\$ -	<del>\$ 2,815,941</del>	
<b>Phase Totals After Amend:</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
								Year Of Expenditure (YOE):	\$ -

# Metro February 2019 – 2018 MTIP Administrative Modification

Modification Number: **AB19-08-FEB1** Resolution: N/A

Number of projects within this amendment: **2 total**

Project Narratives



Project Summary (#2)	
ODOT Key:	20875
Project Type:	Existing
Name:	<del>Regional MPO Planning (2019)</del> SFY 2020 Portland Metro MPO Planning
Lead Agency:	Metro
Description:	Funding for Metro to meet Metropolitan Planning Organization mandates, established through the federal regulations <b>and includes planning STBG, PL, plus 5303 funds for SFY 2020</b>
Amending:	COMBINED PROJECT: The Admin Mod combines scope and funding from Key 20595 and adds de-obligated STP, PL, and 5303 funds from obligate Keys 19295 and 20722.
Project Details	
<ul style="list-style-type: none"> <li>- CHANGE Project name from <del>Regional MPO Planning (2019)</del> to <b>be SFY 2020 Portland Metro MPO Planning</b></li> <li>- ADD to MTIP Short Description at the end of the current description: <b>“and includes planning STBG, PL, plus 5303 funds for SFY 2020”</b>. Revised description is now “Funding for Metro to meet Metropolitan Planning Organization mandates, established through the federal regulations and includes planning STBG, PL, plus 5303 funds for SFY 2020”</li> </ul>	<p>Formal Amendment <u>Amendment Matrix</u></p> <p>Combining two or more approved projects into one or splitting an approved project into two or more, or splitting part of an approved project to a new one is allowable to be completed via an Administrative Modification</p> <p>Added Note: Authorized STP for the SFY 20 Cycle was slightly increased by \$981. Based on latest RFFA Step 1 estimates. This is the only new money to the project. The remaining funds originate from Key 20595 or from the de-obligation process to Keys 19295 and 20722. They are not considered new funding</p>
Project Funding	
<p><u>Planning Phase:</u></p> <ul style="list-style-type: none"> <li>- INCREASE federal STP&gt;200K fund type code (Z230) FY 2019 Planning phase cost from \$1,280,834 to \$2,056,313</li> <li>- INCREASE Local fund type code (match to STP) FY 2019 Planning phase cost from \$146,597 to \$235,354</li> <li>- ADD federal PL fund type code (Z450) FY 2019 Planning phase cost of \$2,389,568</li> <li>- ADD Local fund type code (match to PL) FY 2019 Planning phase cost of \$273,499</li> <li>- ADD federal 5303 fund type code (Z77D) FY 2019 Planning phase cost of \$810,156</li> <li>- ADD Local fund type code (match to 5303) FY 2019 Planning phase cost of \$92,726</li> <li>- Total Planning phase programming increases from \$1,427,431 to \$5,857,636</li> </ul>	<p><u>Funding Change Details</u></p> <ul style="list-style-type: none"> <li>✓ MTIP worksheet</li> <li>✓ Email amendment request</li> <li>✓ January 2019 ODOT-Metro UPWP meeting</li> </ul> <p>Scope and funding from Key 20595 are added to Key 20875.</p> <p>Additionally, the Admin Mod addresses prior UPWP unexpended funding thought not obligated from Keys 29295 and 20722 and are being re-programmed to be obligated around June 2019 as part of the SFY 20 UPWP cycle.</p> <p>STP, PL, and 5303 funding was actually obligated 6/29/2018 as part of the combined FMIS Mod report</p>

## Metro February 2019 – 2018 MTIP Administrative Modification

Modification Number: **AB19-08-FEB1** Resolution: N/A

Number of projects within this amendment: **2 total**

Project Narratives



- Total project programming amount increases from \$1,427,431 to \$5,857,636

FMISDD05A. However, a portion of the obligated funds has not been expended.

The unexpended funding has been built into the SFY 20 UPWP cycle. This Admin Mod requests the identified STP, PL, and 5303 funding as explained on the following pages be de-obligated from Keys 19295 and 20722 and be re-programmed into Key 20875 to be obligated as part of the entire SFY 20 UPWP cycle during June 2019.

### MTIP Review & Certification Details

- **Administrative Modification Authorized: Yes.** Combining project scope and funding where new funds are being added that exceed the Admin threshold are allowable as an Administrative Modification
- **Metro Legislation Required: No**
- **MTIP Eligibility Verification: Yes**
  - Includes federal transportation funds: **Yes**
  - Located on the Metro roadway network: **No.** UPWP Planning project
  - Provides transportation system improvement: **No.** Not an implementation project
- **Considered a Regionally Significant Project: Yes.** The project contains federal funds and address transportation needs within arterials located on Arterials and Throughways modeling network,
- **Fiscal Constraint Review and Verification: Yes.** Approved UPWP projects.
- **RTP Consistency Review: Yes**
  - **In Current RTP: Yes.** ID# 1103 - Corridors Investment Areas Activities for 2018-2027
  - **RTP Description:** System planning, topical planning, and activities that Metro must conduct for the period 2018-2027 in order to remain certified as a metropolitan planning organization (MPO) by the federal government and be eligible to receive and distribute federal transportation dollars.
  - **Considered Included in ODOT O&M RTP Project Grouping: No – N/A**
  - **RTP and MTIP Costs Consistent: Yes**
- **Capacity Enhancing Project: No:** The project is an approved UPWP planning project and considered non capacity enhancing via 40 CFR 93.126, Table 2, Other – Planning and Technical Studies.
- **Satisfies 2018 RTP Goals and Strategies: Yes.** Goal #11– Transparency and Accountability, Objective 11.2 – Performance Based Planning - Make transportation investment decisions using a performance-based planning approach that is aligned with the RTP goals and supported by meaningful public engagement, multimodal data and analysis.
- **MPO Responsibilities/Public Notification included: No** Administrative Modifications are not subject to the 30 –day Public Notification/Opportunity to comment process.
- **OTC action required: No.** OTC approval was not required for this Administrative Modification
- **JPACT & Metro Council action required: No.** JPACT and Metro Council approval were not required for this Administrative Modification





Metro  
2018-21 Metropolitan Transportation Improvement Program (MTIP)  
**PROJECT AMENDMENT DETAIL WORKSHEET**

**Administrative  
Modification  
Combined Project**  
1st Amendment to Project

<b>Lead Agency:</b> Metro	Project Type: Planning	<b>ODOT Key:</b> 20875
<b>Project Name:</b> <del>Regional MPO Planning (2019)</del> SFY 2020 Portland Metro MPO Planning	ODOT Type: Planning	<b>MTIP ID:</b> 70872
<b>Short Description:</b> Funding for Metro to meet Metropolitan Planning Organization mandates, established through the federal regulations and includes planning STBG, PL, plus 5303 funds for SFY 2020	Capacity Enhancing: No	<b>Status:</b> 0
	Conformity Exempt: Yes	RTP ID: 1103
	On State Hwy Sys: No	RFFA ID: 50365
	Mile Post Begin: N/A	RFFA Cycle: 2019-21
	Mile Post End: N/A	UPWP: YES
	Length: N/A	UPWP Cycle: 19-20
	1st Year Program'd: 2019	Past Amend: 0
	Years Active: 1	OTC Approval: No

**Detailed Description:** This program provides support to Metro in meeting MPO mandates, established through federal regulations. Examples of these requirements include development and adoption of a long-range plan (RTP) and a short-range transportation improvement program (TIP), support for a decision-making structure that includes local governments and state and regional transportation providers, participation in the development of local plans and projects that implement regional policy, maintenance of travel demand models for planning by Metro, local governments and state and regional transportation service providers. In addition, these responsibilities include maintenance of land use, economic, demographic, GIS and aerial photo services for planning by Metro, local governments, and state and regional transportation providers, and compliance with federal certification requirements like environmental justice and air quality.

**STIP Description:** Funding for Metro to meet Metropolitan Planning Organization mandates, established through the federal regulations.

PROJECT FUNDING DETAILS								
Fund Type	Fund Code	Year	Planning	Preliminary Engineering	Right of Way	Other (Utility Relocation)	Construction	Total
<b>Federal Funds</b>								
STP>200K	Z230	2019	\$ <del>1,280,834</del>					\$ -
STP>200K	Z230	2019	\$ 2,056,313					\$ 2,056,313
PL	Z450	2019	\$ 2,389,588					\$ 2,389,588
5303	Z77D	2019	\$ 810,156					\$ 810,156
								\$ -
							<b>Federal Total:</b>	\$ 5,256,057
<b>State Funds</b>								
								\$ -
								\$ -
								\$ -
							<b>State Total:</b>	\$ -
<b>Local Funds</b>								
Local	Match	2018	\$ <del>146,597</del>					\$ -
Local	Match	2019	\$ 235,354					\$ 235,354
Local	Match	2019	\$ 273,499					\$ 273,499
Local	Match	2019	\$ 92,726					\$ 92,726
								\$ -
							<b>Local Total:</b>	\$ 601,579
Phase Totals Before Amend:			\$ <del>1,427,431</del>	\$ -	\$ -	\$ -	\$ -	\$ 1,427,431
Phase Totals After Amend:			\$ 5,857,636	\$ -	\$ -	\$ -	\$ -	\$ 5,857,636
Year Of Expenditure (YOE):								\$ 5,857,636

Note: Additional STP not part of the combining effort = \$981

**Combining SFY 2020 Metro Planning Funds and Adding FY 17-18 UPWP Unexpended STBG, PL, and 5303 Funds**

1. **Step I. Key 20875, Metro Regional MPO Planning (2019) project** is to be the new combined project which will see:

- a. All programmed funding from Key 20595 (5303 and PL) combined into Key 20875
- b. Unexpended funding from obligated Keys 20722 and 19295 requested to be de-obligated and re-programmed to Key 20875 (per adopted Salem-Metro UPWP unexpended funds policy)

LEAD AGENCY		Metro				
PROJECT NAME		Regional MPO Planning (2019)				
Project IDs		Project Description				Project Type
ODOT KEY	20875	Funding for Metro to meet Metropolitan Planning Organization mandates established through the federal regulations.				Other
MTIP ID	70872					
RTP ID						
Phase	Year	Fund Type	Federal Amount	Minimum Local Match	Other Amount	Total Amount
Planning	2019	STBG-URBAN	\$1,280,834	\$146,597	\$0	\$1,427,431
FY 18-21 Totals			\$1,280,834	\$146,597	\$0	\$1,427,431
Estimated Project Cost (YOES)			\$1,280,834	\$146,597	\$0	\$1,427,431

LEAD AGENCY		Metro				
PROJECT NAME		PORTLAND METRO PLANNING SFY20				
Project IDs		Project Description				Project Type
ODOT KEY	20595	Portland Metro MPO planning funds for Federal fiscal year 2019. Projects will be selected in the future through the MPO process.				Other
MTIP ID	70984					
RTP ID						
Phase	Year	Fund Type	Federal Amount	Minimum Local Match	Other Amount	Total Amount
Planning	2019	Metro Planning (Z450)	\$1,907,827	\$218,359	\$0	\$2,126,186
Planning	2019	Metro PL (5303)	\$618,917	\$70,838	\$0	\$689,755
FY 18-21 Totals			\$2,526,744	\$289,197	\$0	\$2,815,941
Estimated Project Cost (YOES)			\$2,526,744	\$289,197	\$0	\$2,815,941

PROGRAM CODE	FAIN	URBAN/WITH	TOTAL COST	FEDERAL SHARE	FEDERAL FUNDS UNDER AGREEMENT	ADVANCED CONST. FUNDS
Z230	41PR18101Z230		\$1,928,946.00	89.73%	\$1,730,843.25	\$0.00
Z240			\$17,930.44	0.00%	\$0.00	\$17,930.44
Z450	41PR18101Z450		\$2,007,517.00	89.73%	\$1,801,345.00	\$0.00
Z77D	41PR18101Z77D		\$624,390.56	89.73%	\$558,424.19	\$0.00
TOTAL			\$4,578,784.00		\$4,090,612.44	\$17,930.44
ESTIMATED TOTAL COST:			\$4,578,784.00			
TOTAL AUTHORIZED FOR PROJECT:			\$4,090,612.44			

2. **STEP II. Key 20875 Name Modification:**

- a. Change Project name from ~~Regional MPO Planning (2019)~~ to be **SFY 2020 Portland Metro MPO Planning**
- b. Reason: MPO planning funds are now to be programmed all (STBG, 5303, and PL) all in a single project. The naming convention now uses the State Fiscal Year reference as a reminder the federal funds can be obligated at the beginning of the state fiscal year during July.

3. **Step III. STP, 5303, and PL Requested De-obligations (from the 6/29/2017 FMIS Mod Report):**

- a. **STBG/STP. Code Z230, Fund type – STP>200K, Total Federal STP Obligated = \$1,730,843.25.** Out of the obligated \$1.73 million of STP from Key 20722 and 19295, a total of \$774,498 of STP (and required match) needs to be de-obligated and reprogrammed to Key 2087:
  - i. The STP fund code Key breakdown is \$522,610 from Key 19295 and \$251,888 from Key 20722 (total of \$774,498)
  - ii. The de-obligated \$774,498 plus \$88,979 of local match (total of \$863,473) will be added to existing STP in Key 20875 and will be obligated during June 2019.
  - iii. The \$774,498 of STP represents unexpended STP that from the UPWP that that have been held in abeyance until the UPWP fund resolution was completed. Metro was not aware the funds had been obligated and no confirmation was provided by Salem until the Region 1 STIP Coordinator provided Metro with the FMIS Modification Report.

- iv. The funds are now approved to be expended and are being add to the next State Fiscal Year allocation.

Key 19295 obligated \$522,610 of STP

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ODOT Key: 19295 | MTIP ID: 70673  
Corridor and Systems Planning (2018) - Cycle 2018-21

Current Programming

phase	year	fund type	federal amount	minimum local match	other amount	total	hold from mtip
Planning	2018		\$522,610	\$59,815	\$0	\$582,425	<input type="checkbox"/>
	2018	STP	\$522,610	\$59,815	\$0	\$582,425	
Totals >>			\$522,610	\$59,815	\$0	\$582,425	

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Key 20722 obligated \$1,208,234 of STP

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ODOT Key: 20722 | MTIP ID: 71019  
Portland Metro Planning SFY 2018 - Cycle 2015-18

Current Programming

phase	year	fund type	federal amount	minimum local match	other amount	total	hold from mtip
Planning	2017		\$3,585,934	\$410,426		\$3,996,360	<input type="checkbox"/>
	2011	5303	\$576,355	\$65,966		\$642,321	
	2017	STP	\$1,208,234	\$138,288		\$1,346,522	
	2018	Metro PL (5303)	\$1,801,345	\$206,172		\$2,007,517	
Totals >>			\$3,585,934	\$410,426	\$0	\$3,996,360	

Total STP Obligation per FMIS MOD Report for Keys 20722 and 19295 is \$1,730,843.25

CLASSIFICATION OF PHASE OF WORK TO BE PUT UNDER AGREEMENT				EFFECTIVE DATE OF AUTHORIZATION		
HIGHWAY PLANNING & RESEARCH						
PRELIMINARY ENGINEERING						
RIGHT-OF-WAY						
CONSTRUCTION						
OTHER				06/29/2017		
PROGRAM CODE	FAIN	URBAN/ WITH	TOTAL COST	FEDERAL SHARE	FEDERAL FUNDS UNDER AGREEMENT	ADVANCED CONST. FUNDS
Z230	41PR18101Z230		\$1,928,946.00	89.73%	\$1,730,843.25	\$0.00

De-obligation action: De-obligate \$774,798 of unexpended STP, code Z230 and re-program the STP + match of \$88,979 = total of \$863,477 to Key 20875

**b. PL. Code Z450, Fund Type – PL, Total Federal Obligated = \$1,801,345**

Out of the total \$1,801,345 of federal PL funds obligated. De-obligate \$481,761 of PL plus \$55,140 of local match (total of \$536,901) and re-program to Key 20875.

- i. The PL obligation originates from Key 20722.
- ii. Same issue with the PL funds as with the STP.
- iii. The PL funds are unexpended UPWP funds which will be added to the SFY 20 year and be re-obligated during June, 2019

Key 20722 obligated \$1,801,345 of PL funds

CLASSIFICATION OF PHASE OF WORK TO BE PUT UNDER AGREEMENT				EFFECTIVE DATE OF AUTHORIZATION		
HIGHWAY PLANNING & RESEARCH				06/29/2017		
PRELIMINARY ENGINEERING						
RIGHT-OF-WAY						
CONSTRUCTION						
OTHER						
PROGRAM CODE	FAIN	URBAN/ WITH	TOTAL COST	FEDERAL SHARE	FEDERAL FUNDS UNDER AGREEMENT	ADVANCED CONST. FUNDS
Z230	41PR18101Z230		\$1,928,946.00	89.73%	\$1,730,843.25	\$0.00
Z240			\$17,930.44	0.00%	\$0.00	\$17,930.44
Z450	41PR18101Z450		\$2,007,517.00	89.73%	\$1,801,345.00	\$0.00
Z77D	41PR18101Z77D		\$624,390.56	89.73%	\$558,424.19	\$0.00
TOTAL			\$4,578,784.00		\$4,090,612.44	\$17,930.44

**c. FTA Section 5303. Code Z77D, Fund Type – 5303, Total Federal Obligated = \$558,429**

Out of the total \$558,424 of federal 5303 funds obligated, de-obligate \$191,239 of 5303 plus \$21,888 of local match (total of \$213,127) and re-program to Key 20875.

- i. The 5303 obligation originates from Key 20722
- ii. Same issue with the 5303 funds as with the STP and PL funds.
- iii. The 5303 funds are unexpended UPWP funds which will be added to the SFY 20 year and be re-obligated during June, 2019

Key 20722 obligated \$558,424 of 5303

CLASSIFICATION OF PHASE OF WORK TO BE PUT UNDER AGREEMENT				EFFECTIVE DATE OF AUTHORIZATION		
HIGHWAY PLANNING & RESEARCH				06/29/2017		
PRELIMINARY ENGINEERING						
RIGHT-OF-WAY						
CONSTRUCTION						
OTHER						
PROGRAM CODE	FAIN	URBAN/ WITH	TOTAL COST	FEDERAL SHARE	FEDERAL FUNDS UNDER AGREEMENT	ADVANCED CONST. FUNDS
Z230	41PR18101Z230		\$1,928,946.00	89.73%	\$1,730,843.25	\$0.00
Z240			\$17,930.44	0.00%	\$0.00	\$17,930.44
Z450	41PR18101Z450		\$2,007,517.00	89.73%	\$1,801,345.00	\$0.00
Z77D	41PR18101Z77D		\$624,390.56	89.73%	\$558,424.19	\$0.00
TOTAL			\$4,578,784.00		\$4,090,612.44	\$17,930.44

Summary of Requested Federal De-obligations from Keys 20722 and 19295. All funds listed are unexpended:

Key	Fund Code	Amount	Total all federal from Key 20722: \$924,888
20722	PL	\$481,761	
20722	STP>200K	\$251,888	Total all federal from Key 19295: \$522,610
20722	5303	\$191,239	
19295	STP>200K	\$522,610	Total all federal from 20722 and 19295: \$1,447,498

**Step IV. Increase the programming estimate for the STP and match in current Key 20875**

LEAD AGENCY		Metro				
PROJECT NAME		Regional MPO Planning (2019)				
Project IDs		Project Description			Project Type	
ODOT KEY	20875	Funding for Metro to meet Metropolitan Planning Organization mandates established through the federal regulations.			Other	
MTIP ID	70872					
RTP ID						
Phase	Year	Fund Type	Federal Amount	Minimum Local Match	Other Amount	Total Amount
Planning	2019	STBG-URBAN	\$1,280,834	\$146,597	\$0	\$1,427,431
FY 18-21 Totals			\$1,280,834	\$146,597	\$0	\$1,427,431
Estimated Project Cost (YOES)			\$1,280,834	\$146,597	\$0	\$1,427,431

- a. Current STP programming is \$1,280,834.
- b. Revised current STP authorized for the SFY 20 UPWP cycle is \$1,281,815 (which is an increase of \$981).
- c. Revised STP and match = \$1,281,815 of STP +\$146,709 of local match (total = \$1,428,524)

**Step V. Combine Key 20595 into Key 20875, add the de-obligated STP, PL, and 5303 funds, and modify the project name**

2018-2021 Metropolitan Transportation Improvement Program (MTIP)  
Current Approved Project list with Approved Amendments



LEAD AGENCY		Metro				
PROJECT NAME		PORTLAND METRO PLANNING SFY20				
Project IDs		Project Description			Project Type	
ODOT KEY	20595	Portland Metro MPO planning funds for Federal fiscal year 2019. Projects will be selected in the future through the MPO process.			Other	
MTIP ID	70984					
RTP ID						
Phase	Year	Fund Type	Federal Amount	Minimum Local Match	Other Amount	Total Amount
Planning	2019	Metro Planning (Z450)	\$1,907,827	\$218,359	\$0	\$2,126,186
Planning	2019	Metro PL (5303)	\$618,917	\$70,838	\$0	\$689,755
FY 18-21 Totals			\$2,526,744	\$289,197	\$0	\$2,815,941
Estimated Project Cost (YOES)			\$2,526,744	\$289,197	\$0	\$2,815,941

- a. Revised Programming Numbers for Key 20875 are as follows:

**i. STP:**

Code	Key	STP Amount	Notes
Z230	20875	\$1,281,815	STP increases by \$981 from \$1.280,834
Z230	19295	\$522,610	De-obligated from 6/29/2017 FMIS Mod Report: FMISD05A
Z230	20722	\$251,888	De-obligated from 6/29.2017 FMIS Mod Report: FMISD05A
Total for Key 20875:		<b>\$2,056,313</b>	<b>Match = \$235,354 for a total revised STP programming of \$2,291,667</b>

**ii. PL:**

Code	Key	PL Amount	Notes
Z450	20595	\$1,907,827	
Z450	20722	\$481,761	De-obligated from 6/29/2017 FMIS Mod Report: FMISD05A
Total PL:		<b>\$2,389,588</b>	<b>Match = \$273,499 for a total revised PL programming of \$2,663,087</b>

iii. 5303:

Code	Key	5303 Amount	Notes
Z77D	20595	\$618,917	
Z77D	20722	\$191,239	De-obligated from 6/29/2017 FMIS Mod Report: FMISD05A
Total 5303:		<b>\$810,156</b>	<b>Match = \$92,726 for a total revised 5303 programming of \$92,726</b>

As a result of the combining effort, Key 20595 is canceled from the MTIP. Key 20875 adjustments are summarized as shown below:

PROJECT FUNDING DETAILS								
Fund Type	Fund Code	Year	Planning	Preliminary Engineering	Right of Way	Other (Utility Relocation)	Construction	Total
<b>Federal Funds</b>								
STP>200K	Z230	2019	<del>\$ 1,280,834</del>					\$ -
STP>200K	Z230	2019	\$ 2,056,313					\$ 2,056,313
PL	Z450	2019	\$ 2,389,588					\$ 2,389,588
5303	Z77D	2019	\$ 810,156					\$ 810,156
								\$ -
							<b>Federal Total:</b>	<b>\$ 5,256,057</b>
<b>State Funds</b>								
								\$ -
								\$ -
								\$ -
							<b>State Total:</b>	<b>\$ -</b>
<b>Local Funds</b>								
Local	Match	2018	<del>\$ 146,597</del>					\$ -
Local	Match	2019	\$ 235,354					\$ 235,354
Local	Match	2019	\$ 273,499					\$ 273,499
Local	Match	2019	\$ 92,726					\$ 92,726
								\$ -
							<b>Local Total</b>	<b>\$ 601,579</b>
Phase Totals Before Amend:			<del>\$ 1,427,431</del>	\$ -	\$ -	\$ -	\$ -	<del>\$ 1,427,431</del>
Phase Totals After Amend:			\$ 5,857,636	\$ -	\$ -	\$ -	\$ -	\$ 5,857,636
							Year Of Expenditure (YOE):	\$ 5,857,636

## Attachment 1: Keys 20722 and 19295 FMIS Mod Obligations

Run Date: 02/14/2019  
Run Time: 16:21:55

**U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL HIGHWAY ADMINISTRATION  
FEDERAL-AID PROJECT AGREEMENT**

Report: FMISD05A  
Page 1 of 2

RECIPIENT: 41-Oregon

FEDERAL PROJECT NO: PR18101

RECIPIENT PROJ. NO(S): 19295,20722

1. The State through its department of transportation, or other recipient, has complied, or hereby agrees to comply, with the applicable terms and conditions set forth in (a) Title 23, U.S. Code, highways; (b) The regulations issued pursuant thereto, and the policies and procedures promulgated by the Federal Highway Administration; and (c) All other applicable federal laws and regulations. 2. The State, or other recipient, stipulates that as a condition to payment of the Federal funds obligated, it accepts and will comply with the provisions set forth in 23 CFR 630.112. These provisions incorporate by reference all other federal laws and regulations pertaining to the project or the activity for which the funds are obligated. Solely for the purposes of emphasis, such applicable provisions include, but are not limited to, the requirements of Appendix A to 2 CFR Part 170—Award terms for Reporting subaward and executive compensation information, and 2 CFR 200, including for those funds for which such amount will be subawarded to a subrecipient, 2 CFR 200.331.3. Relative to the above designated project, the FHWA has authorized certain work to proceed as evidenced by the date entered opposite the specific item of work. For such authorized work, the federal funds obligated or advance-construction authorized, are not to exceed the amount shown herein. The balance of the estimated total project cost is an obligation of the State or other direct recipient. 4. Such authorization of Federal funds extends only to project costs incurred by the State, or other recipient, following Federal Highway Administration's authorization to proceed with the project.

PROJECT TITLE: PORTLAND METRO PLANNING SFY18

PROJECT DESCRIPTION: Portland Metro MPO planning funds for Federal fiscal year 2017. Projects will be selected in the future through the MPO process.

DUNS#: 809580681

CLASSIFICATION OF PHASE OF WORK TO BE PUT UNDER AGREEMENT	EFFECTIVE DATE OF AUTHORIZATION
HIGHWAY PLANNING & RESEARCH	
PRELIMINARY ENGINEERING	
RIGHT-OF-WAY	
CONSTRUCTION	
OTHER	06/29/2017

PROGRAM CODE	FAIN	URBAN/ WITH	TOTAL COST	FEDERAL SHARE	FEDERAL FUNDS UNDER AGREEMENT	ADVANCED CONST. FUNDS
Z230	41PR18101Z230		\$1,928,946.00	89.73%	\$1,730,843.25	\$0.00
Z240			\$17,930.44	0.00%	\$0.00	\$17,930.44
Z450	41PR18101Z450		\$2,007,517.00	89.73%	\$1,801,345.00	\$0.00
Z77D	41PR18101Z77D		\$624,390.56	89.73%	\$558,424.19	\$0.00
TOTAL			\$4,578,784.00		\$4,090,612.44	\$17,930.44

ESTIMATED TOTAL COST: \$4,578,784.00  
TOTAL AUTHORIZED FOR PROJECT: \$4,090,612.44

**TRANSPORTATION, OREGON DEPARTMENT OF**

AVAILABLE FUNDS CERTIFIED BY:	Jeffrey Flowers	DATE:	06/29/2017
APPROVED AND REQUESTED BY:	Jeffrey Flowers	DATE:	06/29/2017
AGRMT/MODIFY REQUESTED BY:	Jeffrey Flowers	DATE:	06/29/2017

**FEDERAL HIGHWAY ADMINISTRATION**

PROJECT INFORMATION REVIEWED BY:	Amelia Hettwer	DATE:	06/29/2017
APPROVAL RECOMMENDED BY:	Rachael Tupica	DATE:	06/29/2017
APPROVED AND AUTHORIZED BY:	Linda Swann	DATE:	06/29/2017

**RECIPIENT REMARKS:**

ODOT REQUEST FHWA APPROVAL DATE OF JULY 1, 2017  
CONVERT AC Z240 TO Z77D 17,930.44 WHEN FUNDS BECOME AVAILABLE.

PROGRAM TERM IS FROM JULY 1, 2017 THROUGH JUNE 30, 2018. PROGRAM TERM FROM JULY 1, 2018 THROUGH JUNE 30, 2019 WILL BE ADDED VIA MODIFICATION PRIOR TO JULY 1, 2018.  
SPR-PR18(201)  
F30134  
F30135





600 NE Grand Ave.  
Portland, OR 97232-2736  
oregonmetro.gov

November 29, 2018

Arlene Santana  
Oregon Department of Transportation  
555 13<sup>th</sup> Street NE  
Salem, Oregon 97301-4178

RE: Final Expenses for FY 2017-18 ODOT PL, STP, 5303, and State Support Funds

Dear Arlene:

Enclosed for your review are the final summary worksheets for the ODOT PL, STP, 5303, and State funds received under the FY 2017-18 Unified Planning Work Program (UPWP). These worksheets present a comparison of full-year actual project expenses to the UPWP program budgets.

For ODOT agreement 31948 (Metro contract 934688), our records show there are multiple balances to be carried forward, detailed below. We propose to carry these balances into either the FY 2018-19 fiscal year or the FY 2019-20 fiscal year, as requested below.

• FY18 PL/PL Match	STIP # 20722	Carryfwd to FY20: \$481,761
• FY16 PL/PL Match Carryfwd	STIP #: n/a	Spent out in FY18
• FY18 STP	STIP # 20722	Carryfwd to FY20: \$ 251,888
• FY16 STP Carryfwd	STIP # 18008	Spent out in FY18
• FY18 Section 5303	STIP # 20722	Carryfwd to FY20: \$ 191,239
• FY18 Powell-Division STP	STIP # 19295	Carryfwd to FY19: \$ 522,610
• FY17 Powell-Div STP Carryfwd	STIP # 19294	Carryfwd to FY19: \$ 285,743
• FY18 TSMO STP	STIP # 21038	Carryfwd to FY19: \$ 21,985
• FY16 TSMO STP Carryfwd	STIP # 18313	Spent out in FY18
• FY18 State Support	STIP #: n/a	Spent out in FY18

A final FY 2017-18 Metro UPWP Funding Summary is also enclosed for your review. If you have questions about this information, please contact Rachel Byers at (503) 797-1718 or by email at [rachel.byers@oregonmetro.gov](mailto:rachel.byers@oregonmetro.gov).

Sincerely,

Elissa Gertler  
Director of Planning and Development

Enclosures

cc: Lidwien Rahman, ODOT Region 1  
Rachael Tupica, FHWA  
Tom Kloster, Metro

John Mermin, Metro  
Ben Ruef, Metro