



Tahoe Metropolitan Planning Organization



TAHOE REGIONAL PLANNING AGENCY



TRANSPORTATION PLANNING OVERALL WORK PROGRAM

TAHOE METROPOLITAN PLANNING ORGANIZATION
TAHOE REGIONAL PLANNING AGENCY

Lake Tahoe



2015-2016



FINAL- October 2015
Amendment I

The Lake Tahoe Transportation Overall Work Program for FY 2015/2016 has been prepared to present a comprehensive plan of work for the Tahoe Metropolitan Planning Organization that is funded through state and federal transportation planning grants administered by the following agencies:

California Department of Transportation (Caltrans)



Nevada Department of Transportation (NDOT)



Federal Highway Administration (FHWA)
California Division Office
Nevada Division Office
Central Federal Lands Highway Division (CFLHD)



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GLOSSARY OF ACRONYMS AND ABBREVIATIONS

Caltrans	California Department of Transportation
CARB	California Air Resources Board
CFPG	California Federal Programming Group
CMAQ	Congestion Mitigation and Air Quality
CSLT	City of South Lake Tahoe
CTIP	Coordinated Federal Lands Highway Technology Implementation Program
DBE	Disadvantaged Business Enterprise
EDCTC	El Dorado County Transportation Commission
EIP	Environmental Improvement Agency
EPA	Environmental Protection Agency
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FTIP	Federal Transportation Improvement Program
GHG	Greenhouse Gas
HPMS	Highway Performance Monitoring System
ITS	Intelligent Transportation Systems
LTF	Local Transportation Funds
MAP-21	Moving Ahead for Progress in the 21 st Century (Federal Transportation Bill title)
MPO	Metropolitan Planning Organization
NDOT	Nevada Department of Transportation
OWP	Overall Work Program
PEA	Planning Emphasis Areas
PPP	Public Participation Plan
RIP	Regional Improvement Program
RSTP	Regional Surface Transportation Program
RTC	Regional Transportation Commission
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
RTPA	Regional Transportation Planning Agency
SB 375	California State Senate Bill 375
SB 575	California State Senate Bill 575
SCS	Sustainable Communities Strategy
SSTAC	Social Services Transportation Advisory Council
SS/TMA	South Shore Transportation Management Association
STA	State Transit Assistance
STIP	Statewide Transportation Improvement Program
TART	Tahoe Area Regional Transit
TDA	California Transportation Development Act
TDM	Transportation Demand Management
TMPO	Tahoe Metropolitan Planning Organization
TNT-TMA	Truckee North Tahoe – Transportation Management System
TRPA	Tahoe Regional Planning Agency
TTC	Tahoe Transportation Commission
TTD	Tahoe Transportation District
UPWP	Unified Planning Work Program (also referred to as OWP)
USFS-LTBMU	United States Forest Service, Lake Tahoe Basin Management Unit

INTRODUCTION

The Overall Work Program (OWP), also referred to as a Unified Planning Work Program, defines the continuing, comprehensive, and coordinated regional transportation planning process for the Lake Tahoe Basin. It establishes transportation, air quality, and other regional planning objectives for Fiscal Year 2015/2016 covering the period of July 1, 2015 through June 30, 2016 (FY 2016), and a budget to complete the work. The OWP also serves as a strategic management tool for the Tahoe Regional Planning Agency (TRPA) and Tahoe Metropolitan Planning Organization (TMPO) through the identification of work elements and products to be provided during the year, including mandated metropolitan planning requirements and other regional transportation planning activities. The OWP presents an annual outline for the TMPO's use of resources for transportation planning activities. The OWP programs a variety of funding sources that are available to the TMPO for FY 2016.

LAKE TAHOE TRANSPORTATION PLANNING OVERVIEW

The Lake Tahoe Region includes three integrated regional transportation planning authorities: 1) Tahoe Regional Planning Compact (PL 96-551) planning requirements, 2) Regional Transportation Planning Agency for the California portion of the Lake Tahoe basin, and 3) the Metropolitan Planning Organization for the Tahoe Region.

The 1980 Tahoe Regional Planning Compact includes the following transportation related provisions:

“...there be established a Tahoe Regional Planning Agency with the powers conferred by this compact including the power to establish environmental threshold carrying capacities and to adopt and enforce a regional plan and implementing ordinances which will achieve and maintain such capacities while providing opportunities for orderly growth and development consistent with such capacities.”

The TRPA Regional Plan shall be a single enforceable plan with the following related elements:

- ✓ A Goals and Policy Plan
- ✓ A Transportation Plan for the integrated development of a regional system of transportation, including but not limited to parkways, highways, transportation facilities, transit routes, waterways, navigation facilities, public transportation facilities, bicycle facilities and appurtenant terminals and facilities for the movement of people and goods, within the region.
- ✓ The goal of transportation planning shall be:
 - To reduce dependency on the automobile by making more effective use of existing transportation modes and of public transit to move people and goods within the region; and
 - To reduce, to the extent feasible, air pollution caused by motor vehicles.
- ✓ Where increases in capacity are required, the agency shall give preference to providing such capacity through public transportation and public programs and projects related to transportation.
- ✓ The plan shall provide for an appropriate transit system for the region.
- ✓ The plan shall give consideration to:
 - Completion of the Loop Road in the states of Nevada and California
 - Utilization of a light rail mass transit system in the South Shore area
 - Utilization of a transit terminal in the Kingsbury Grade area

TRPA establishes transportation and land use policy direction by virtue of the Code of Ordinances, Goals and Policies, and Plan Area Statements, also part of the Regional Plan package. Additionally, TRPA administers the Environmental Improvement Program (EIP), a regional capital improvement program focused on the restoration and protection of Lake Tahoe. The EIP is a programmatic approach to implementing transportation improvements, among other resource area investments, and includes a financial plan and funding allocation process that is consistent with federal and state programming activities.

In addition to the responsibilities under the Tahoe Regional Planning Compact, TRPA is recognized as the Regional Transportation Planning Agency (RTPA) in California. As the RTPA, TRPA is charged with developing a Regional Transportation Plan (RTP), a (RTIP) to program California state funding, and the allocation of California state transit funding.

The TMPO was created in 1999 by the Governors of California and Nevada by designating the TMPO under authority provided in federal regulations. As with all federally designated Metropolitan Planning Organizations (MPOs), the TMPO's role is primarily a planning and financial programming role. Products required of MPOs by federal rule are a RTP, Federal Transportation Improvement Program (FTIP), and an OWP. The TMPO Governing Board is comprised of the TRPA Governing Board, with the addition of a voting representative of the United States Forest Service, Lake Tahoe Basin Management Unit (USFS-LTBMU).

The integration of the three authorities listed above is exemplified in the recently adopted RTP, *Mobility 2035* satisfying all three planning requirements. The ability to integrate land use and transportation planning at a regional level, while considering impacts on implementation efforts, is a prime focus of this program that responds to federal and state planning guidance. Another opportunity for regional coordination, in terms of implementation and policy development, lies with the partnership of the Tahoe Transportation District (TTD). The TTD, established in Article IX of the Tahoe Regional Planning Compact, provides transit operations and transportation project implementation capacity through an authority to own and operate public transit and transportation infrastructure. The TMPO works closely with the TTD to vet policy and planning considerations to gain an implementation perspective in order to facilitate efficient project delivery. The TMPO is also working closely with the TTD to foster a seamless planning and project delivery system that can improve the region's implementation capacity.

Lake Tahoe's unique setting and environmental stature necessitates developing transportation plans and projects that are evaluated in conjunction with TRPA's environmental standards called "environmental threshold carrying capacities" (under the following nine categories: water quality, air quality, noise, scenic quality, soil preservation and stream environment zones, wildlife, fisheries, vegetation conservation, and recreation) and transportation goals. The recent passage of Lake Tahoe's Total Maximum Daily Load (TMDL) water quality standards has identified transportation as an area of opportunity for water quality improvements. The existing coordination among various entities supports planning requirements and subsequent guidance from the Federal Highway Administration (FHWA) regarding coordination with resource agencies, identifying environmentally sensitive lands, and mitigation opportunities stemming from the federal transportation legislation *Moving Ahead for Progress in the 21st Century* (MAP-21).

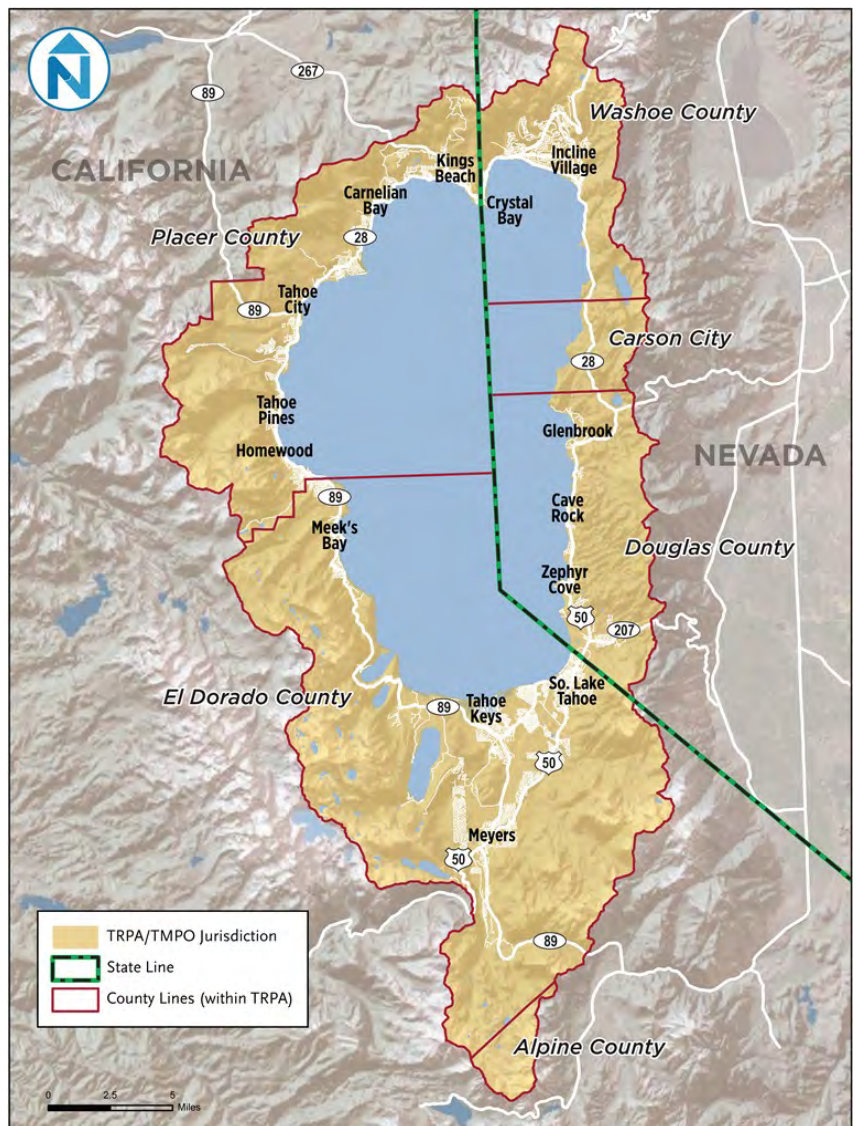
SETTING

The Tahoe Region is located on the border of the states of California and Nevada, between the Sierra Crest and the Carson Range. Approximately two-thirds of the Region is located in California, with one-third within the state of Nevada. The Tahoe Region contains an area of about 501 square miles, of which approximately 191 square miles comprise the surface waters of Lake Tahoe. Lake Tahoe dominates the features of the Region and is the primary focus of local environmental regulations to protect its exceptional water clarity. Nearly 80% of the land area in the Lake Tahoe Basin is publicly owned and represents a major recreation attraction.

Located within the California portion of the Tahoe Region is the incorporated City of South Lake Tahoe and portions of El Dorado County and Placer County. This part of the Region is within the fourth Congressional District of California. Based on the 2010 Census, the resident population of the Tahoe Region was 54,862. This is a significant decline from the 62,894 population estimated by the 2000 Census. Of the 54,862 population figure, 41,176 people reside within the California portion, while the Nevada side of the Tahoe Region, portions of Washoe County, Douglas County, and the rural area of Carson City make up the remaining 13,686 in population. The Nevada portion of the Region is within Nevada’s second Congressional district.

Lake Tahoe and the surrounding areas provide a major recreational opportunity for residents of the surrounding metropolitan areas. The primary market for recreation at Lake Tahoe is from northern California, primarily the Sacramento and San Francisco Bay Area. Over 4 million visitors make over 8 million visits to the Lake Tahoe region from the Bay Area and Sacramento area alone. Additional domestic and international visitors arrive via Reno Tahoe International and Sacramento International Airports.

Serving the resident and visitor populations are public and private fixed route transit, shuttles, trolleys, demand-responsive services, as well as air transportation via the South Lake Tahoe Airport and a local roadways and a Federal and State highway network. There are seven access points to the Basin from outside the region. A variety of state route segments encircle



the lake. Portions of the Region are served by bicycle facilities and waterborne excursion services. Public transit is provided on the north shore by Tahoe Area Regional Transit (TART), operated by the County of Placer. Transit service on the south shore is provided by the TTD and has incorporated a variety of public and private services, including fixed route and demand response transit, as well as neighborhood and ski shuttle services. Airport shuttle operations, including the North Lake Tahoe Express and the South Tahoe Express, provide shuttle service to the Reno/Tahoe Airport. Both the North and South shores are additionally served by special visitor targeted services including trolleys, ski and rafting shuttle services, special event shuttles and others funded by a combination of public and private funds.

TAHOE BASIN TRANSPORTATION PLANNING INSTITUTIONAL STRUCTURE

The Lake Tahoe Region contains various federal, state and local transportation planning authorities. The Region's planning complexity requires the utmost coordination and collaboration among transportation and land use planning partners. The following section provides a brief description of the regional entities that have a role in the transportation policy or technical decision-making process.



The Tahoe Regional Planning Agency (TRPA) was created by the Tahoe Regional Planning Compact (updated in 1980 through P.L. 96-551) and is governed by a fourteen member Governing Board, with a non-voting federal representative as the fifteenth member. Each state has seven representatives, with each local jurisdiction within the Region also represented. TRPA is unique because of its regional bi-state responsibilities under the Compact for land use planning, transportation planning, project review and approval, enforcement of regional land-use and environmental ordinances, and the achievement of environmental goals.



The Tahoe Metropolitan Planning Organization is responsible for taking the required actions under federal regulations regarding metropolitan planning organizations. The TMPO defined area is concurrent with that of the TRPA. The TMPO Board of Directors is comprised of the fourteen voting members of the TRPA Governing Board, and a voting representative of the United States Forest Service, USFS-LTBMU. The TMPO voted to provide that the Chair and Vice-Chair of the TRPA serve as Chair and Vice-Chair of the TMPO, unless the TMPO votes otherwise.

The monthly TMPO meeting is held during the TRPA meetings, so notices and agendas are mailed at the same time. The TRPA Board adjourns in order for the TMPO Board to convene after being joined by the USFS. Once TMPO actions are taken, the TMPO Board adjourns and the TRPA Board reconvenes without the USFS.

It is important to note that these two policy bodies, although they include many of the same individuals, have diverse missions and responsibilities. The TRPA's overriding obligation is adherence to the Compact, including attaining and maintaining environmental thresholds. The TMPO's mission, on the other hand, is to provide policy decisions on transportation plans and programs. As described above, integration of the land use and transportation planning process is in place to support the TRPA mission and policies through the TMPO and Regional Transportation Planning Agency authorities and planning requirements.



TRPA is statutorily designated by the State of California as a Regional Transportation Planning Agency for the Tahoe Region. As an RTPA, TRPA must fulfill various statutory requirements, including those of the Transportation Development Act, coordination with California Department of Transportation (Caltrans) on the development of Regional Transportation Plans and Regional Transportation Improvement Programs and other project related activities. The TRPA Governing Board indicates that it is sitting as the RTPA when taking a policy action, but no changes to the membership of the Governing Board occur.



Tahoe Transportation
DISTRICT

Article IX of the Tahoe Regional Planning Compact created the Tahoe Transportation District. The TTD is responsible for the implementation of transportation plans, programs and projects. The TTD may acquire, own and operate public transportation systems and parking facilities, and other transportation infrastructure serving the Tahoe Region and provide access to convenient transportation terminals outside of the Region. The TTD also has the ability to receive specific tax revenue to support transit and transportation facilities. The TTD was originally governed by a Board of Directors representing the counties within the Region, the two state departments of transportation, and the City of South Lake Tahoe. Article IX was amended by the states of California and Nevada in 1997 to provide for private sector representation on the Board, recognizing transit and transportation is a public-private partnership in the Lake Tahoe Basin. Board membership now includes representation from the Basin's two Transportation Management Associations, an at-large member representing transit providers, and a representative for any special transit districts formed under California law. Caltrans and the Nevada Department of Transportation (NDOT) each have a non-voting member on the Board of Directors. The TTD is a close partner to the TMPO in implementing the RTP and increasing project implementation capacity region-wide.

TAHOE TRANSPORTATION COMMISSION

The Tahoe Transportation Commission (TTC) is designed as part of the metropolitan planning process to provide TMPO and TRPA transportation planning and policy recommendations. The TTC was formalized through TRPA and TMPO resolutions passed in 2007.

The TTC is charged with providing the TMPO technical input and recommendations on transportation plans and programs, offering proactive public participation through its meeting noticing requirements, and providing the TMPO Board time necessary to address the full range of complex and interrelated transportation issues facing the Lake Tahoe Basin. The TTC provides policy guidance to the TRPA and TMPO, where additional debate can take place prior to final actions being taken. The TTC is comprised of the voting membership of the TTD, with the addition of representatives from the Washoe Tribe of California and Nevada, USFS and the TRPA Advisory Planning Commission (APC).

TRPA ADVISORY PLANNING COMMISSION

The APC was established under the Compact to support the TRPA Governing Board. It is a 20-member body consisting of a number of state and local representatives, designed to provide technical review of projects and regional planning proposals prior to review and action by the

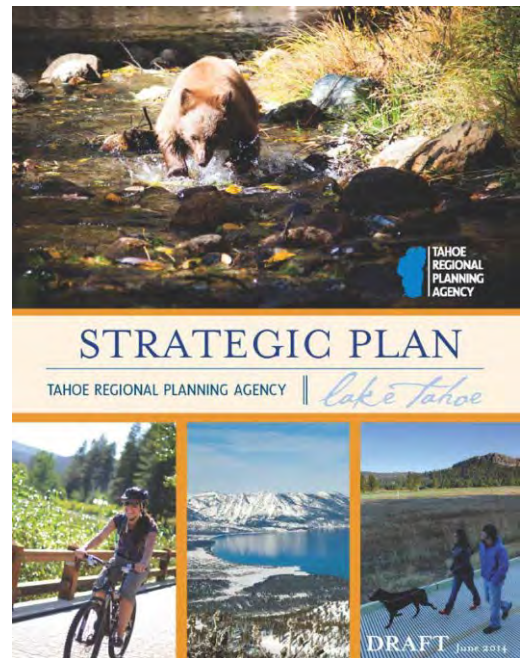
TRPA Governing Board. As a TRPA function, the APC does not review or act on TMPO or RTPA programming actions, but does have jurisdiction over planning issues related to the regional plan and therefore, the transportation plan, and could have review responsibility over permits sought by the TTD. The TTD has a voting representative on the APC.

TRPA STRATEGIC PLAN AND THE TRANSPORTATION PROGRAM

The Transportation Planning Program plays an integral role in implementing the TRPA Strategic Plan. The TRPA Strategic Plan encompasses the intent of the federal cooperative, continuing, and comprehensive transportation planning approach required of MPOs. Building partnerships that result in projects that support the human and natural environment is a fundamental vision of the Strategic Plan.

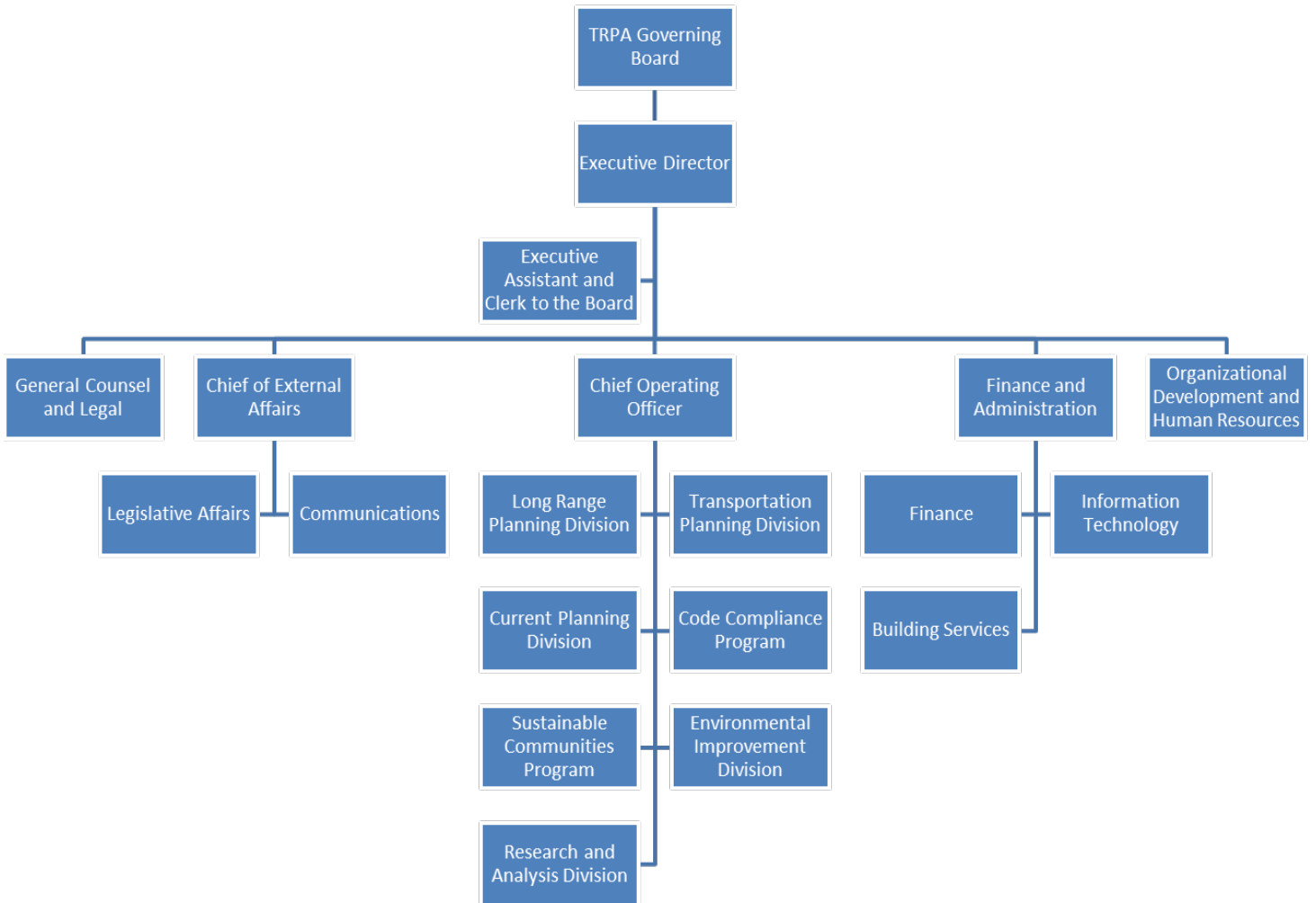
The “Strategic Goals” include:

- 1) **Accelerate Threshold Attainment** – focus on Regional issues and develop new funding opportunities to continue the Environmental Improvement Program.
- 2) **Propel the Development and Use of Best Information, Data and Science**– continue strong relations with the science community and improve measurement and reporting for accountability.
- 3) **Establish TRPA as a Leader in Environmental & Sustainability Programs** – seek best practices and form new strategic alliances.
- 4) **Operate as a High Performance Organization** – Create an enduring organizational culture of high performance and continuous improvement.



TRPA Strategic Plan	Work Elements						
<u>Strategic Priorities</u>	101	102	103	104	105	106	107
1) Accelerate Threshold Attainment		◇		◇		◇	◇
2) Propel the Development and Use of Best Information, Data and Science	◇		◇	◇	◇		◇
3) Establish TRPA as a Leader in Environmental & Sustainability Programs				◇			◇
4) Operate as a High Performance Organization	◇		◇				

TAHOE REGIONAL PLANNING AGENCY
ORGANIZATION CHART



**TAHOE REGIONAL PLANNING AGENCY
GOVERNING BOARD**

Representing:

Governor of California Appointee Casey Beyer, Chair
Nevada Department of Conservation & Natural Resources James Lawrence, Vice Chair
Douglas County Commissioner..... Nancy McDermid
El Dorado County Supervisor..... Sue Novasel
Carson City Representative Shelly Aldean, Chair
Nevada Secretary of State Barbara Cegavske
Placer County Board of Supervisors Larry Sevison
City of South Lake Tahoe Council Member Hal Cole
Governor of Nevada Appointee Mark Bruce
Washoe County Commissioner Marsha Berkbigler
Governor of California Appointee E. Clement Shute, Jr.
Nevada At-Large Member Timothy Cashman
California Senate Rules Committee Appointee William Yeates
California Assembly Speaker Appointee Elizabeth Carmel
President of the United States Appointee Timothy Carlson

TRPA Executive Director Joanne S. Marchetta

**TAHOE METROPOLITAN PLANNING ORGANIZATION
GOVERNING BOARD**

Representing:

Governor of California Appointee Casey Beyer, Chair
Nevada Department of Conservation & Natural Resources James Lawrence, Vice Chair
Douglas County Commissioner..... Nancy McDermid
El Dorado County Supervisor..... Sue Novasel
Carson City Representative Shelly Aldean, Chair
Nevada Secretary of State Barbara Cegavske
Placer County Board of Supervisors Larry Sevison
City of South Lake Tahoe Council Member Hal Cole
Governor of Nevada Appointee Mark Bruce
Washoe County Commissioner Marsha Berkbigler
Governor of California Appointee E. Clement Shute, Jr.
Nevada At-Large Member Timothy Cashman
California Senate Rules Committee Appointee William Yeates
California Assembly Speaker Appointee Elizabeth Carmel
President of the United States Appointee Timothy Carlson
USFS Forest Supervisor Jeff Marsolais

TRPA Executive Director Joanne S. Marchetta
Transportation Planning Manager Nick Haven

**TAHOE REGIONAL PLANNING AGENCY
ADVISORY PLANNING COMMISSION**

Representing:

Tahoe Transportation District Steve Teshara, Chair
Lahontan Regional Water Quality Control Board..... Robert Larsen, Vice Chair
Nevada Division of State Lands Charlie Donohue
El Dorado County Planning..... Roger Trout
El Dorado County Lay Member Jason Drew
City of South Lake Tahoe Planning Shawna Brekke-Read
City of South Lake Tahoe Lay Member..... Vacant
Placer County Planning..... Paul Thompson
Placer County Lay Member Jennifer Merchant
Washoe County Planning Eva Krause
Washoe County Lay Member Vacant
Douglas County Planning..... Hope Sullivan
Douglas County Lay Member Mike Riley
Carson City Planning..... Lee Plemel
Carson City Lay Member Paul Esswein
U.S. Forest Service Mike LeFevre
Nevada Division of Environmental Protection David Gaskin
Tahoe Basin Fire Chief’s Representative Eric Guevin
Washoe Tribe of California and Nevada..... Vacant
Natural Resources Conservation Service..... Vacant
ARB Office of the Ombudsman Vacant

**TAHOE TRANSPORTATION COMMISSION
BOARD OF DIRECTORS**

Representing:

South Shore TMA..... Steve Teshara, Chair
City of South Lake Tahoe Austin Sass
Placer County..... Will Garner
Washoe County Marsha Berkbigler
Truckee - North Tahoe TMA Ron Treabess
El Dorado County..... Sue Novasel
Carson City..... Mark Kimbrough
Member At-large Andrew Strain
Douglas County..... Nancy McDermid
USFS Lake Tahoe Basin Management Unit..... Michael Gabor
Washoe Tribe of Nevada and California..... Darrell Kizer
TRPA Advisory Planning Commission Vacant
California Department of Transportation (non-voting)..... Gary Arnold
Nevada Department of Transportation (non-voting)..... Jason VanHavel

Transportation Planning Manager Nick Haven

CONSULTATION AND PUBLIC INVOLVEMENT

An important component of the TMPO transportation planning process is consultation and public participation in the development of plans, programs and policy. The regional transportation planning program establishes an important forum for discussing and resolving regional transportation issues. Some examples of executing the continuing, coordinated, and cooperative planning process include board meetings, public workshops, technical committees, issue specific meetings, public hearings, and formal public document review periods. TMPO has developed specific policies and procedures for consulting partners and engaging public participation through the *TMPO Public Participation Plan (PPP)* found at www.tahoempo.org. The PPP emphasizes efforts to coordinate with underserved and underrepresented groups and the utilization of both new technology and conventional in-person communication to maximize public participation. Additional information regarding TMPO's efforts to provide a transparent non-discriminatory program is documented in the TRPA/TMPO Title VI Plan.

NATIVE AMERICAN TRIBAL GOVERNMENT COMMUNICATION

The Lake Tahoe Region is home to one Tribal Government, the Washoe Tribe of California and Nevada. TMPO conducts regular government-to-government communication with the Washoe Tribe to consider tribal needs in the planning and programming process. The Washoe Tribe is a voting member of the Tahoe Transportation Commission, the advisory body to the TMPO Governing Board.

PLANNING EMPHASIS AREAS/MAP-21 PLANNING FACTORS

FHWA, in consultation with the Federal transit Administration (FTA), develops annual Planning Emphasis Areas (PEAs) to promote policy, procedural and technical topics that are to be considered by metropolitan planning organizations in preparation of the annual work plans. The PEAs address a mix of planning issues and priority topics identified during on-going reviews of metropolitan and statewide transportation planning processes as requiring additional work.

Map-21 Implementation

Transition to Performance Based Planning and Programming

As directed by the most recent Federal transportation bill, MAP-21, MPOs and state DOTs are encouraged to continue to develop their performance management approach to regional transportation planning and programming. To this end, TMPO is continuing to refine performance measures and targets, data collection, and relating transportation investments to outcomes. TMPO continues to work with Caltrans and NDOT on preparing to collect and report new MAP-21 performance measures under development by FHWA. These activities are primarily contained in **Work Elements 103 and 105**.

Regional Models of Cooperation

Ensure a regional approach to transportation planning by promoting cooperation and coordination across transit agency, MPO, and state boundaries

TMPO facilitates a cooperative transportation planning process that collaborates beyond the traditional planning area boundary and includes two states, eleven counties, and multiple transit operators. Working with the Tahoe Transportation District, TMPO is assisting with

the further development of the Tran-Sierra Transportation Coalition (**Work Element 103**). The Coalition is aimed at coordinating multiple Regional Transportation Planning Agencies, MPOs, counties, and transit operators that are connected to the central Sierra Nevada Mountains and have similar visitor travel impacts and local transportation needs. Other goals of the Coalition are to accelerate delivery by increasing project coordination and establishing new funding streams.

Ladders of Opportunity

Access to Essential Services

The identification of gaps in the transportation system that are barriers to accessing key transportation services is a priority for TMPO. Through focused corridor planning (**Work Element 103 and 106**) throughout the region, TMPO is identifying necessary solutions to connect transit, bicycle, pedestrian, and roadway travel options. Examples of ongoing efforts to analyze safety and access needs include the recent update of the Coordinated Human Services Transportation Plan and update activities related to the Regional Bicycle and Pedestrian Plan focused on establishing safe routes to schools and disadvantaged communities.

In addition to PEAs, MAP-21 issued (Section 134(h)) Federal Planning Factors that emphasize transportation planning considerations from a national perspective. The matrix below illustrates how PEAs and MAP-21 Planning factors are addressed across work elements in the OWP.

Fiscal Year 15/16 FHWA Planning Factors/Planning Emphasis Areas

		Work Elements						
		101	102	103	104	105	106	107
PEAs	<i>MAP-21 Implementation</i>	X			X		X	
	<i>Models of Regional Planning Cooperation</i>	X		X	X	X		X
	<i>Ladders of Opportunity</i>				X			X
MAP-21 Planning Factors	<i>Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency</i>				X			X
	<i>Increase the safety of the transportation system for motorized and non-motorized users.</i>				X			X
	<i>Increase the security of the transportation system for motorized and non-motorized users.</i>				X			X
	<i>Increase the accessibility and mobility of people and for freight.</i>		X		X			X
	<i>Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.</i>				X			X
	<i>Enhance the integration and connectivity of the transportation system, across and between modes, people and freight.</i>			X	X			X
	<i>Promote efficient system management and operation.</i>		X		X			X
<i>Emphasize the preservation of the existing transportation system.</i>				X				

FY 2016 WORK ELEMENTS

Outreach and Administration

WE 101 – Program Administration

WE 102 – Transportation Development Act

WE 103 – Outreach and Administration

Regional Intermodal Planning

WE 104 – Regional Intermodal Planning

WE 105 – Transportation Data Collection and Forecasting

Tracking & Financial Management

WE 106 – Project Tracking and Financial Management

Regional Partnerships

WE 107 – On Our Way Program

***NOTE: All activities and products identified in the following Work Elements are part of the regional transportation planning process and are assumed to be eligible expenses for the budgeted funding sources.**

WORK ELEMENT 101: PROGRAM ADMINISTRATION

PURPOSE

To support tasks necessary for the overall administration of the regional transportation planning program; to provide on-going management of the annual budget and work program for transportation planning program of the TMPO; to support TMPO staff career development through professional trainings and seminars.

DISCUSSION

The TMPO regional transportation planning program is administered through a Unified Planning Work Program (UPWP), also known as an Overall Work Program (OWP). The OWP must include all anticipated transportation planning activities proposed with federal and state planning funds. TMPO staff develops the OWP through a transparent public process and is ultimately adopted by the TMPO Governing Board.

Internally, TMPO invests in the professional development of its workforce to aid in creating a high performance organization.

PREVIOUS WORK

- Performed FY 2015 OWP administration and financial reporting
- TMPO staff attended transportation planning professional development trainings

PRODUCTS		COMPLETION DATE
P-1	Closeout of FY 2015 OWP	August 2015
P-2	Final FY 2016 OWP and OWPA	July 2015
P-3	FY 2016 OWP Amendments	Quarterly
P-5	Draft FY 2017 OWP	March 2016

TASKS

- | | |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| T-1 | <p>Overall Work Program/Budget</p> <ul style="list-style-type: none"> • Closeout FY 2015 OWP • Administer 2016 OWP document and related amendments • Coordinate mid-year review and end of year reporting • Provide grant management and oversight of transportation planning grants • Budget and agreement administration • Host annual meeting to review proposed 2017 OWP initiatives • 2017 OWP development |
| T-2 | <p>Staff Development in Regional Transportation Planning</p> <ul style="list-style-type: none"> • Support internal cross training to promote diverse staffing capabilities • Attend training, both in-house and outside courses and seminars, that directly relate to transportation planning |

Work Element 101: Program Administration (cont.)

Work Element Budget:

REVENUES		EXPENDITURES	
Direct Costs:		Direct Costs:	
TRPA General	\$15,000	Travel/Training	\$15,000
Subtotal:	\$15,000	Subtotal:	\$15,000
TMPO Staff:		TMPO Staff:	
FHWA PL (CA)	\$96,214		
-Toll Credits (PL-CA)	\$11,036		
		Wages/Benefits:	\$58,159
	-	Est. Indirect Cost:	\$38,055
Subtotal:	\$96,214	Subtotal:	\$96,214
Total:	\$111,214	Total:	\$111,214

****Toll Credits are displayed for tracking purposes and are not a form of cash or revenue.**

**WORK ELEMENT 102: TRANSPORTATION DEVELOPMENT ACT
ADMINISTRATION**

PURPOSE

To administer requirements of the California Transportation Development Act (TDA); to process the Local Transportation Funds (LTF) and State Transit Assistance (STA) funds for allocation to local entities; to prepare the 2015 Transit Needs Assessment; to monitor the completion of necessary operational and financial audits; to work with local jurisdictions and transit operators to be sure that appropriate transit improvement recommendations are implemented.

DISCUSSION

LTF and STA funds are eligible for funding transportation projects in the Tahoe Region. TRPA, serving as the Regional Transportation Planning Agency, is responsible for processing and monitoring the distribution and use of these funds. This administrative role allows TRPA to ensure that LTF funds are used in accordance with the TDA.

One of the annual tasks included in this work element is the “Unmet Transit Needs” finding process, which is required under PUC Section 99401.5. TRPA’s unmet transit needs process is accomplished through the Social Services Transportation Advisory Council (SSTAC), in accordance with the TDA, with additional assistance from the Regional Coordinating Council (RCC), Truckee - North Tahoe Transportation Management Association (TNT-TMA), and Placer County Transportation Planning Agency (PCTPA).

All TDA funds are used for public transit, therefore TRPA conducts unmet needs hearings as transit forums that provide for the identification of needs and direct operational feedback to transit operators. SSTAC, in partnership with the RCC, reviews the information annually at a public hearing.

PREVIOUS WORK

- Completed Triennial Performance Audits of transit operators receiving TDA funds
- Provided LTF and STA Estimates
- Processed TDA Claims
- Held Unmet Transit Needs Forum

PRODUCTS	COMPLETION DATE
P-1 Submit TDA Schedule of Performance Audits	September 2015
P-2 Submit Annual Report of Financial Transactions	September 2015
P-3 Complete claimant and TRPA Financial Audits	December 2015
P-4 Conduct and document Unmet Transit Needs/Transit Forums	October 2015
P-5 Release LTF and STA Preliminary Findings of Apportionment	February 2016
P-6 Prepare and produce FY 2015 Transit Needs Assessment	March 2016
P-7 Release Final LTF Apportionments	May 2016
P-8 LTF and STA allocation instructions to County Auditors	June 2016

Work Element 102: Transportation Development Act Administration (cont.)

TASKS

T-1 TDA Administration

- Process TDA Claims: notify claimants of funds available for apportionment; process claims for TRPA approval; submit allocation instructions to Auditor-Controllers
- Monitor quarterly reports from Auditor-Controllers
- Audit Coordination: Provide assistance to auditors for TRPA fiscal audits; monitor completion and submittal of claimant audits
- Review statutes, rules and regulations, and pending legislation pertinent to transit and transit funding
- Work with consultant to provide any necessary assistance in the completion of the operators' Triennial Performance Audits.

T-2 Social Services Transportation Advisory Council

- Preparation and coordination for holding unmet transit needs/transit forum hearings
- Coordinate with and attend Regional Coordinating Council meetings
- Conduct meetings of the SSTAC in conjunction with RCC meetings

T-3 Unmet Transit Needs

- Review and analyze Unmet Transit Needs, make a determination to the SSTAC regarding unmet transit needs and those that are reasonable to meet, discuss, review and accept the Transit Needs Assessment
- Conduct and document unmet transit needs hearings and outreach efforts with traditionally underrepresented and underserved populations and their community leaders (i.e., elderly, disabled, low income, and minorities: Black, Hispanic, Asian American, American Indian/Alaskan Native, and Pacific Islander)

Work Element Budget:

REVENUES		EXPENDITURES	
Direct Costs:		Direct Costs:	
TDA Planning	\$15,000	TDA Financial Audit	\$15,000
Subtotal:	\$15,000	Subtotal:	\$15,000
TMPO Staff:		TMPO Staff:	
TDA Administration	\$36,990		
		Wages/Benefits:	\$22,360
	-	Est. Indirect Cost:	\$14,630
Subtotal:	\$36,990	Subtotal:	\$36,990
Total:	\$51,990	Total:	\$51,990

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WORK ELEMENT 103: PUBLIC OUTREACH AND COORDINATION

PURPOSE

To support policy boards and attend various local, regional, state, and federal meetings; to coordinate and involve the Native American Tribes, communities, organizations, and individuals, including the Washoe Tribe of California and Nevada in the regional transportation planning process; to utilize electronic and conventional outreach to maximize the reach to the public.

DISCUSSION

As part of the regional transportation planning process, TMPO supports the TMPO Governing Board and Tahoe Transportation Commission through the development of agendas, staff reports and other board requests. In support of coordination, consultation, and cooperation as part of the regional transportation planning and programming process TMPO participates in various local, regional, state, and federal meetings and committees.

TMPO has established a transparent inclusive regional transportation planning forum that invites and solicits public input on proposals. Existing policies and procedures are in place to ensure a non-discriminatory transparent public process, and are documented in TRPA/TMPO’s Title VI Plan. TRPA/TMPO engages with the Washoe Tribe of California and Nevada government through coordination meetings that ensure the Washoe Tribe is involved and aware of transportation policies and projects under consideration in the region. This consultation with the Washoe Tribe is considered a formal government to government consultation, and is above and beyond any general public outreach. As a member of the TTC, the Washoe Tribe is formally included in the regional planning framework and has additional opportunity to provide input on various transportation and associated environmental considerations affecting Tribal interests.

TMPO continues to improve access to information by making documents and data readily available to the public in both electronic and print versions. The TMPO website is maintained to provide the latest information.

PREVIOUS WORK

- Maintained on-going communication with the public through press releases, updates to the web site, and social media on transportation planning activities and concepts
- Developed and initiated the “Tahoe Talks” Speaker Series forum for public engagement

PRODUCTS		COMPLETION DATE
P-1	Updated TMPO Public Participation Plan	August 2015
TASKS		
T-1	TRPA/TMPO Board Support and Regional Coordination	
	<ul style="list-style-type: none"> • Development of agendas, staff reports, technical analysis, and related materials for public and board distribution • Preparation for and participation in local, regional, state, and federal committees, ad hoc meetings, and workshops directly relating to regional transportation planning 	
T-2	Tribal Government Coordination, Consultation, and Collaboration	
	<ul style="list-style-type: none"> • Confer with Washoe Tribe of California and Nevada regarding transportation plans and programs via meetings, TTC agendas, direct correspondence, and response to issues raised by the Tribal government • Involve the Washoe Tribe with a government-to-government partnership approach 	

Work Element 103: Public Outreach and Coordination (cont.)

T-3 Public Participation and Involvement

- Administer the TMPO Public Participation Plan (PPP), including documented public involvement procedures
- Release public notices and other public information to media outlets as appropriate
- Produce maps, brochures, displays, and other visualization tools supporting transportation proposals
- Participate in and hold public meetings and workshops for various transportation planning concepts and issues
- Participate in appropriate regional events to support and promote regional transportation goals and current transportation planning initiatives
- TMPO web maintenance and content updates

T-4 Environmental Justice

- Preparation for and participation in meetings designed to inform minority and low income populations regarding the transportation planning process and to assess impacts on those communities

T-5 Civil Rights

- Title VI, DBE, ADA program management, compliance, monitoring, and reporting

Work Element Budget:

REVENUES		EXPENDITURES	
Direct Costs:		Direct Costs:	
		Noticing/Advertising/Meetings	\$5,000
TRPA General	\$11,500	Subscriptions/Dues	\$6,500
Subtotal:	\$11,500	Subtotal:	\$11,500
TMPO Staff:		TMPO Staff:	
FHWA PL (CA)	\$54,469		
-Toll Credits (PL-CA)	\$6,248		
FHWA PL (NV)	\$50,503		
TRPA General	\$2,658		
		Wages/Benefits:	\$65,060
		Est. Indirect Cost:	\$42,570
Subtotal:	\$107,630	Subtotal:	\$107,630
Total:	\$119,130	Total:	\$119,130

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WORK ELEMENT 104: REGIONAL INTERMODAL PLANNING

PURPOSE

To carry out and support the integration of federal, state, and local transportation planning processes; to complete activities and products to satisfy core federal metropolitan planning requirements established by MAP-21, and California and Nevada's requirements; to develop a performance-based planning system that responds to federal, state and regional requirements; to support transportation policy development and analysis; to consider all modes of transportation in implementing regional transportation goals; to consider and incorporate innovative and up-to-date concepts into transportation planning documents; to incorporate corridor-level transportation planning processes into regional transportation planning documents; to develop partnerships inside and outside of the Region to further transportation goals.

DISCUSSION

Responsibility for transportation planning in the Tahoe Region is given to TRPA by virtue of the Tahoe Regional Planning Compact. In addition, the federal TMPO designation and the California RTPA authority establish additional planning mandates. To support these requirements, transportation staff will utilize the established continuing, comprehensive, and coordinated planning process to develop planning studies in-house, contract for planning services by consultants, conduct public hearings, hold meetings on specific issues with affected public agencies, the general public, or interest groups through various outreach efforts, including community workshops.

The TRPA and TMPO has committed to an adaptive policy management framework that will provide for coordinated updates of the Regional Land Use Plan (TRPA Regional Plan) and Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) every four years. The Tahoe Region is maximizing the effectiveness of having an integrated land use and transportation plan, as supported by federal and state planning guidance.

TMPO is partnering with TTD in the development of the Corridor Connection Plan (CCP) which will include a series of corridor management plans for the Region. The CCP will focus on coordinating and developing potential projects that support the regional transportation plan. The CCP will include a comprehensive approach to transit, bicycle, pedestrian, and roadway management at a community scale. The CCP will also support transportation components of Area Plans developed by local governments. The community-focused CCP will represent a fundamental element of the update to the TMPO Regional Transportation Plan. Additional CCP activities are included in Work Element 106.

TMPO also maintains various plans such as the Regional Bicycle and Pedestrian Plan, Intelligent Transportation (ITS) Plan, Regional Transit Plan, etc., as well as coordinating with other local or state led safety, goods movement, aviation, and system management planning efforts. In recognition of the impact of the visitor market to Lake Tahoe's transportation system, TMPO will continue to support the Trans-Sierra Transportation Coalition focused on multi-region coordination among surrounding transportation agencies. The Coalition is aimed at integrated transportation planning for areas connected by inter-regional travel across the Sierra Nevada mountain range.

Work Element 104: Regional Intermodal Planning (cont.)

PREVIOUS WORK

- Administration of *Mobility 2035*, including coordinating with state, local, and federal partners to explore funding opportunities to implement the plan
- Review of local Area Plans for consistency with RTP/SCS
- Convened the Bikeway Partnership to coordinate project prioritization, tracking, and programming
- Technical amendment to the *Lake Tahoe Region Bicycle & Pedestrian Plan*
- Completed update to the *Lake Tahoe ITS Architecture and Strategic Plan*

PRODUCTS	COMPLETION DATE
P-1 Existing policy analysis and new or modified policy development	June 2016
P-2 Economic analysis of the impact of transportation facilities proposed in RTP/SCS or Sustainable Mobility Plans	January 2016
P-3 Updated <i>2015 Lake Tahoe Region Bicycle and Pedestrian Plan</i>	December 2015
P-4 TMPO Transportation Performance Measures Development/Update	June 2016
P-5 Draft Integrated Regional Transit Plan	May 2016

TASKS

- T-1 **Regional Transportation Plan**
- Administration of the RTP/SCS (*Mobility 2035*), including coordinating with state, local, and federal partners to explore funding opportunities to implement the plan
 - Participate in public and interagency meetings as a transportation technical resource
 - Continue public outreach on *Mobility 2035* concepts to promote vibrant communities, and improve public health
 - Process amendments to *Mobility 2035* on a bi-annual schedule
 - Develop supporting performance measures to meet MAP-21 and TRPA tracking needs
 - Conduct economic analysis of transportation facilities proposed in *Mobility 2035*
 - Identify key elements for 2016 update of *Mobility 2035*
 - Manage *Mobility 2035* update efforts
 - Partner with SS/TMA and TNT-TMA to support *Mobility 2035*
- T-2 **Corridor and Inter-Regional Planning**
- Support the development of the Corridor Connection Plan (See WE107)
 - Participate on CCP project development teams
 - Support the Trans-Sierra Transportation Coalition
 - Identify freight movement issues and coordinate with Caltrans on the California Freight Mobility Plan
 - Participate in the development of an alternative fuel infrastructure readiness plan
- T-3 **Bicycle and Pedestrian Planning**
- Complete update of the TMPO Bicycle and Pedestrian Plan, including public outreach and coordination related to plan and concepts (*Linking Tahoe: Active Transportation Plan – Bicycles, Pedestrians, & Safe Routes to Schools*)
 - Process necessary amendments to reflect updated project information from partners

Work Element 104: Regional Intermodal Planning (cont.)

- Monitor and utilize state and federal bicycle and pedestrian planning requirements and other resources
- Support the bikeway Partnership to coordinate project prioritization, tracking, and programming
- Support annual Tahoe Bike Challenge data collection and information dissemination
- Support an active transportation education and community outreach program

T-4 **Transit Planning**

- Consult regularly with TART and TTD to jointly develop transit and other transportation proposals that support the regional transportation system
- Development of a Regional Transit Master Plan in coordination with TTD
- Partner with TART and TTD to conduct periodic rider surveys and other outreach to assess current service and provide recommendations for additional service
- Coordinate transit elements of regional emergency preparedness programs
- Notify transit operators of available funding and grants for transit
- Coordinate with other service providers to plan for inter-regional connections (i.e. Washoe RTC, Carson City RTC, Capitol Corridor JPA, Etc.)

T-5 **Aviation/Rail Planning**

- Coordination with Caltrans Division of Aeronautics and CSLT on Lake Tahoe Airport Master Plan development
- Participate in the development of State Rail Plans in California and Nevada

T-6 **System Management and Performance**

- Conduct analysis to review existing transportation policies and develop modified or new policies
- Track and respond to federal and state Sustainability planning guidance
- Assist with analysis of programmatic financing strategies for transportation projects contained in *Mobility 2035* and beyond
- Support the use of Intelligent Transportation Systems (ITS) technology consistent with the *Lake Tahoe ITS Architecture and Strategic Plan*
- Coordinate with EDCTC,SS/TMA, NDOT and Caltrans regarding traveler information and other improvements on US 50
- Coordinate with CSLT and Caltrans on signalization improvements along US 50

Work Element 104: Regional Intermodal Planning (cont.)

Work Element Budget:

REVENUES		EXPENDITURES	
Direct Costs:		Direct Costs:	
FHWA PL (CA-Carryover)	\$201,848	RTP/SCS Update Svcs.	\$128,000
-Toll Credits (PL-Carry)		Bike/Ped Plan Update Svcs.	\$50,000
TRPA General	\$12,142		
TDA Administration	\$3,010	Regional Transit Plan Svcs.	\$50,000
TDA Planning:	\$11,000	TMA Cooperative Agmts. (RSTP)	\$22,000
RSTP	\$25,000	Bike Challenge Svcs. (RSTP)	\$3,000
Subtotal:	\$253,000	Subtotal:	\$253,000
TMPO Staff:		TMPO Staff:	
FHWA PL (CA)	\$98,491		
-Toll Credits (PL-CA)	\$11,297		
FHWA PL (CA-Carryover)	\$100,296		
-Toll Credits (PL-Carry)	\$11,504		
FHWA PL (NV)	\$57,378		
TRPA General	\$3,020		
		Wages/Benefits:	\$156,672
		Est. Indirect Cost:	\$102,513
Subtotal:	\$259,185	Subtotal:	\$259,185
Total:	\$512,185	Total:	\$512,185

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WORK ELEMENT 105: TRANSPORTATION DATA COLLECTION AND FORECASTING

PURPOSE

To administer the regional transportation data collection and modeling efforts of TRPA/TMPO; to collect the necessary transportation, demographic, and land use information to operate a current travel demand model; to analyze different planning scenarios and impacts of regional land use and transportation proposals; to support data requests from staff, partners, and the general public; to assist in the maintenance of a regional indicator program that illustrates the state of mobility and accessibility in the Basin over time; to provide the results of annual monitoring to the public and partners through reports and web-based access; to coordinate data collection with TRPA, state DOTs, and local agencies to support various data needs; to implement the requirements of the Clean Air Act; to provide air quality analysis and if necessary prepare conformity determinations for RTP and FTIP and associated amendments.

DISCUSSION

TRPA/TMPO utilizes its travel demand model package (TransCAD) to assess the effect of proposed land use and transportation proposals on various aspects of the region. An on-going transportation data collection program is in place and provides data on levels of use of the system, vehicle delay, and travel mode share. Other data collection, consistent with TMPO’s annual data collection program, includes regional travel patterns, bicycle and pedestrian counts, transit performance, and traffic counts at identified locations. TMPO utilizes the Census Transportation Planning Products (CTPP) and the variety of census products and data analysis tools it offers. TMPO coordinates the annual Highway Performance Monitoring System (HPMS) data collection effort in partnership with the local jurisdictions around the Lake Tahoe Region to track traffic volumes on local roads. Purchased data sets are also an efficient tool to supply difficult to obtain data for analysis.

Air quality activities to implement the Clean Air Act Amendments (CAAA) of 1990 include a range of technical services. Coordinating air quality data collection for the region, utilization of various air quality modeling software packages, and the development of policies and strategies to reduce transportation-related air quality impacts are all components of the regional air quality program.

PREVIOUS WORK

- TransCAD demographic database update
- TMPO Annual Monitoring Report
- TransCAD modeling for *Mobility 2035*
- Trip Reduction Impact Assessment (TRIA) tool refinement

PRODUCTS		COMPLETION DATE
P-1	Forecasting software updates	May 2016
P-2	Update bike trail user model	August 2015
P-3	Update bicycle and pedestrian monitoring system	July 2015
P-4	Populate and maintain transportation data at www.ltinfo.org	June 2016

Work Element 105: Transportation Data Collection and Forecasting (cont)

TASKS

- T-1 **Forecasting**
 - Produce requested model outputs for scenario planning, special studies, and other regional needs
 - Utilize EMFAC – TransCAD Interface and GHG Visualization Tools
 - Maintain and use 4D model post processor functionality
 - Update TransCAD and associated forecasting software
- T-2 **Data Management**
 - Manage and make available various data sources utilized by TMPO (Census data, performance measures, travel data, modeling outputs, etc.)
 - Coordinate the dissemination of transportation related performance data
- T-3 **Performance Measures and Data Collection**
 - Coordinate the regional HPMS program
 - Collect data from local jurisdictions and state DOTs
 - Coordinate bicycle/pedestrian monitoring data
 - Ensure timely transmittal of data to Caltrans, NDOT and FHWA
- T-4 **Air Quality**
 - Manage air quality data for various reporting requirements, including federal requirements
 - Administer Interagency Consultation Process to coordinate federal air quality actions
 - Conduct technical analysis, and model out puts to support conformity findings for RTP and FTIP amendments
 - Manage SCS analysis, and associated coordination with CARB regarding regional GHG targets

Work Element Budget:

REVENUES		EXPENDITURES	
Direct Costs:		Direct Costs:	
FHWA PL (CA-Carryover)	\$60,983	Annual Survey/Data	\$68,886
TRPA General	\$7,903	Collection Services	
Subtotal:	\$68,886	Subtotal:	\$68,886
TMPO Staff:		TMPO Staff:	
FHWA PL (CA)	\$98,000		
-Toll Credits (PL-CA)	\$11,241		
FHWA PL (CA-Carryover)	\$76,008		
-Toll Credits (PL-Carry)	\$8,718		
FHWA PL (NV)	\$12,119		
TRPA General	\$3,659		
		Wages/Benefits:	\$114,722
		Est. Indirect Cost:	\$75,064
Subtotal:	\$189,786	Subtotal:	\$189,786
Total:	\$258,672	Total:	\$258,672

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WORK ELEMENT 106: PROJECT TRACKING AND FINANCIAL MANAGEMENT

PURPOSE

To support the selection of transportation projects for state and federal funding and meet all of the state and federal requirements under California, Nevada, and Federal MAP-21 regulations; to document funded projects in the FTIP and RTIP; to support project delivery through identification of available state and federal funds; to provide workshops, training, technical assistance, and information to assist local partners with timely implementation of transportation projects in Lake Tahoe; to distribute and program various federal and state funding sources; to establish a project tracking system to ensure the appropriate funding is available for timely completion of transportation projects.

DESCRIPTION

The TMPO is required to adopt and maintain a Transportation Improvement Program, intended to coordinate and track federal funds used for transportation projects. The current 2015-2018 TMPO Federal Transportation Improvement Program (2015 FTIP) was approved on September 24, 2014. Staff will continue maintaining the current FTIP through administrative modifications and amendments to maintain required financial accuracy and accountability.

TRPA and TMPO receive funding through federal and state programs that are distributed regionally. MAP-21 created a new set of federal transportation funding programs. Each funding source requires project programming, monitoring and tracking to ensure these funds are used in a timely manner and, in some cases, in accordance with California Assembly Bill 1012 (AB 1012).

TRPA, acting as the RTPA, is required to adopt a Regional Transportation Improvement Program (RTIP) in accordance with California programming requirements to track state transportation funding. TRPA utilizes its Continuing, Comprehensive and Coordinated (three C's) transportation planning process with its local, state, and federal partners in maintaining the RTIP.

The Environmental Improvement Program (EIP) was highlighted during the 1997 Presidential Summit at Lake Tahoe. President Clinton and others convened to focus efforts on protecting the lake for future generations. The resulting program encompasses hundreds of capital improvement, research, program support, and operation and maintenance projects in the Tahoe Basin, all designed to help restore Lake Tahoe's clarity and environment. EIP projects are designed to achieve and maintain environmental thresholds that protect Tahoe's unique and valued resources while also aiding regional social and economic goals in the TRPA Regional Plan. The Air Quality – Transportation element of the EIP represents one of the largest opportunities for environmental threshold improvements. A new EIP tracking tool (EIP Tool) looks to improve project tracking and coordination with local implementation partners and may serve as a transportation project database for both the RTP and FTIP. TMPO staff is also actively working with the NDOT on an electronic STIP that will aid in coordinating transportation projects statewide in Nevada.

Work Element 106: Project Tracking and Financial Management (cont.)

PREVIOUS WORK

- Adoption of the 2015 FTIP
- Maintenance of 2014 RTIP
- Outreach and education to local partners on the regional funding distribution process
- Participation on the California RTPA Working Group
- Participation on the California Federal Programming Group (CFPG)
- Participation on the Nevada statewide STIP/TIP Working Group
- Coordination with California, Nevada, and local agencies in project programming
- FY 2014 Annual Federal Obligations Report

PRODUCTS		COMPLETION DATE
P-1	Maintenance of 2015 FTIP	Quarterly
P-2	Adopted 2016 RTIP	December 2015
P-3	Maintenance of 2014 RTIP	Quarterly
P-4	FY 2015 Annual Federal Obligations Report	December 2015

TASKS

- | | |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| T-1 | <p>Federal Transportation Improvement Program (FTIP)</p> <ul style="list-style-type: none"> • Monitor and maintain the current FTIP through administrative modifications and amendments • Maintain California Transportation improvement Program (CTIP) database and NV electronic Statewide Transportation Improvement Program (e-STIP) coordination • Maintain the accessibility of TMPO programming information on tahoempo.org • Participate in FHWA-NV/NDOT Planning Executive Group initiatives related to programming • Participate monthly with CFPG, RTPA Working Group, and Rural Counties Task Force • Coordination with FHWA CA and NV Division offices, FTA, Caltrans, NDOT, and local agencies on project development and funding |
| T-2 | <p>Regional Transportation Improvement Program</p> <ul style="list-style-type: none"> • 2016 RTIP development and adoption • 2014 RTIP document maintenance |
| T-3 | <p>EIP</p> <ul style="list-style-type: none"> • Coordinate priority project identification and reporting efforts • Participate with Air Quality and Transportation EIP Working Group • Develop and utilize EIP tool to catalog and track transportation projects • Coordination with EIP Database to integrate EIP, FTIP, and RTP/SCS projects |
| T-4 | <p>Project Tracking and Statewide Transportation Improvement Program Coordination</p> <ul style="list-style-type: none"> • Monitor and provide guidance on available federal and state funding, track transportation project costs and schedules • Establish project performance measures for funding and post project consideration • Develop annual list of obligated projects • Coordinate with Caltrans and NDOT regarding STIP consistency with TMPO programming • Work with NDOT on E-STIP tool development and implementation |

Work Element 106: Project Tracking and Financial Management (cont.)

TASKS

T-5 FTA

- Project application review for consistency with FTIP, programming activities necessary to ensure FTA projects are accurately reflected in the FTIP

T-6 Documentation

- Document public outreach on regional programming activities
- Coordinate distribution of information regarding location and status of funded projects
- Conduct program consistent with TRPA/TMPO Title VI Plan
- Document continuing, coordinated and comprehensive processes that include traditionally underrepresented and underserved populations and their community leaders (i.e., elderly, disabled, low income, and minorities: Black, Hispanic, Asian American, American Indian/Alaskan Native, and Pacific Islander)

Work Element Budget:

REVENUES		EXPENDITURES	
Direct Costs:		Direct Costs:	
FHWA PL (CA-Carryover)	\$63,529	FTIP Technical Services	\$70,000
-Toll Credits (PL-Carry)	\$1,558		
TRPA General	\$6,471		
TDA Planning:	\$9,000	Financial Audit Svcs.	\$9,000
Subtotal:	\$79,000	Subtotal:	\$79,000
TMPO Staff:		TMPO Staff:	
FHWA PL (CA)	\$100,000		
-Toll Credits (PL-CA)	\$11,470		
FHWA PL (CA-Carryover)	\$47,241		
-Toll Credits (PL-Carry)	\$5,419		
		Wages/Benefits:	\$89,004
		Est. Indirect Cost:	\$58,237
Subtotal:	\$147,241	Subtotal:	\$147,241
Total:	\$226,241	Total:	\$226,241

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WORK ELEMENT 107: ON OUR WAY PROGRAM

PURPOSE

To conduct collaborative planning and public participation efforts that support TMPO's RTP/SCS (*Mobility 2035*) by conducting innovative transportation and land use planning to enhance quality of life, support long-term economic stability, support safety and improve the health of the lake and the environment; to continue TMPO and TRPA coordinated planning activities with local and state agencies to help realize Lake Tahoe's sustainable future; to establish local-scale partnerships to support *Mobility 2035* policies and strategies that further environmental, livability, and economic goals; to establish corridor plans to accelerate threshold gain; to provide informative and educational opportunities focused around contemporary transportation concepts.

DISCUSSION

The TRPA Regional Plan and RTP/SCS -*Mobility 2035*, identify priorities and regional goals centered on the natural environment and community sustainability. With these plans in place the focus turn to coordinating the implementation of the plans to realize local and regional goals.

TMPO is supporting *Mobility 2035* by implementing a comprehensive program to develop community-based transportation alternatives that help achieve *Mobility 2035* goals. The On Our Way program consists of a community grant program, integrated transportation corridor management plans, and a "Tahoe Talks" speaker series all aimed at establishing partnerships and commitments to implement *Mobility 2035*.

- The On Our Way Community Grant Program is aimed at providing local jurisdictions, community groups, and non-profits resources to conduct transportation related planning activities that support regional transportation goals and the RTP/SCS.
- The Corridor Connection Plan will comprehensively identify needs and evaluate transportation improvements to highway corridors that support regional goals and the SCS land use pattern. The CCP also described in Work Element 103, will provide data to address community livability, economic vitality, and environmental improvement. The CCP will also provide various performance measure information including regional GHG reduction, economic data, and other relevant performance data that can roll up to provide a regional perspective. Building and fostering partnerships during the development of the CCP will culminate with commitments and coordinated implementation plans. The goal is to have transportation plans that provide a bridge between local and regional planning documents, while serving as a tool for public engagement and establishing commitments that lead to coordinated delivery of projects.
- The Tahoe Talks speaker series will continue to provide public education and interactive venues for citizen engagement around contemporary transportation concepts. *Tahoe Talks* activities are covered specifically in Work Element 102, and are a critical component of the On Our Way Program.

Work Element 107: On Our Way Program (cont.)

PREVIOUS WORK

- Administration of On Our Way Community Grant Program
- Developed framework for corridor management planning
- Technical papers on various transportation issues

PRODUCTS	COMPLETION DATE
P-1 On Our Way Community Grant Round 2 Call for Projects	October 2015
P-2 Draft Corridor Connection Plan	June 2016

TASKS

- | | |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| T-1 | <p>On Our Way Community Grant Program</p> <ul style="list-style-type: none"> • Administer existing OOW grants • Participate on existing OOW grant working groups • Conduct additional solicitation of projects • Selection of projects utilizing established OOW process |
| T-2 | <p>Corridor Connection Plan</p> <ul style="list-style-type: none"> • Partner with TTD and other stakeholders to engage communities in recognizing regional transportation goals and the connection with community livability, economic vitality, safety and environmental stewardship • Assist with establishment of and participate on CCP Project Development Teams • Develop a Corridor Connection Plan that identifies programs and projects that support <i>Mobility 2035</i> and contributes to meeting GHG reduction targets and other federal, state, and regional performance targets |

Work Element Budget:

REVENUES		EXPENDITURES	
Direct Costs:		Direct Costs:	
FHWA PL (CA-Carryover)	\$119,516	Regional Corridor Management Plan Svcs.	\$135,000
FLH 1/2%	\$150,000	On Our Way Grant	\$150,000
TRPA General	\$15,484	Awards	
Subtotal:	\$285,000	Subtotal:	\$285,000
TMPO Staff:		TMPO Staff:	
FHWA PL (CA)	\$27,826		
-Toll Credits (PL-CA)	\$3,192		
FHWA PL (CA-Carryover)	\$30,579		
-Toll Credits (PL-Carry)	\$3,507		
TRPA General	\$24,163		
		Wages/Benefits:	\$49,911
		Est. Indirect Cost:	\$32,657
Subtotal:	\$82,568	Subtotal:	\$82,568
Total:	\$367,568	Total:	\$367,568

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CALTRANS REGIONAL PLANNING ACTIVITIES
FOR FY 2015/16

Activity	Description	Products
System Planning	Completion of system planning products used by Caltrans and its transportation partners	<ul style="list-style-type: none"> • District System Management & Development Plan project list update • District 3 Truck Parking Study • District 3 Goods Movement Study and Plan update • Investigate Alternatives for potential US 50 Relinquishment in SLT • Collaborate on Tahoe Basin Corridor Plans • SR 28 Transportation Concept Report
Advance Planning	Completion of pre-programming studies (e.g., Project Initiation Documents) so as to be ready to program resources for capital projects	Project Initiation Documents (PID), as indicated in the "District 3 Three-Year PID Strategic Plan"
Regional Planning	Participate in and assist with various regional planning projects and studies	Participation in the following projects and studies: <ul style="list-style-type: none"> • Air Quality Planning Activities • Oversight of Planning Studies / Conceptual Projects pertaining to the State Highway System
Local Development Review Program	Review of local development proposals potentially impacting the State Highway System	Assistance to lead agencies to ensure the identification and mitigation of local development impacts to the State Highway System

FY 2016 FINANCIAL PROGRAM

Table 1 – FY 2016 TMPO Programmed Revenues

Funding Source	FY 2016	FY 2015
Federal		
FHWA PL-CA	\$475,000	\$475,000
FHWA PL - CA Carryover	\$700,000	\$400,000
FHWA PL - NV	\$120,000	\$300,000
FHWA FLH 1/2%	\$150,000	\$300,000
Federal Subtotal:	\$1,445,000	\$1,475,000
Non-Federal		
TRPA General Fund	\$102,000	\$50,000
TDA - Planning	\$35,000	\$35,000
TDA - Administration	\$40,000	\$40,000
RSTP	\$25,000	\$20,000
Non-Federal Subtotal:	\$202,000	\$145,000
GRAND TOTAL:	\$1,647,000	\$1,620,000

Funding Source Descriptions

FHWA PL-CA - Current fiscal year allocation of Federal planning (PL) funds to support metropolitan planning and may be used for transit or highway planning activities. These funds are administered by Caltrans on behalf of Federal Highway Administration (FHWA).

Toll Credits - Toll credits are not revenue or cash, but rather a substitute for local match required by PL funds. Toll credits are displayed in work elements for tracking purposes only and should not be viewed as a revenue source. Toll credits can only be applied to the current year allocation of PL funds, and the carryover balance. These are tracked separately and can be found on Table 7.

FHWA PL-CA Carryover - Carryover balance of funding from prior PL allocations. (See above)

FHWA PL-NV - Same as PL-CA in nature, however this funding is administered by NDOT on behalf of FHWA.

FHWA FLH ½% - This funding source comes from the Federal Lands Highway (FLH) program of FHWA and is authorized by Federal Transportation Authorization Bill (SAFETEA-LU). These funds can be used for transportation planning and project development through environmental review. The Central Federal Lands Highway Division of FHWA administers these funds that are available through September 30, 2016.

TRPA General Fund – This funding comes directly from the TRPA general budget and is used as a non-federal match to leverage federal planning funds.

TDA (Planning and Administration) – This funding is provided through the California Transportation Development Act (TDA) and can be used for administration of the TDA program, and transportation planning activities.

RSTP – This funding source represents funding exchanged through the Regional Surface Transportation Program (RSTP) in California to assist with the funding allocation and transportation planning activities of TMPO. The funds are used as local match to leverage other federal and state funds.

Table 2 – FY 2016 TMPO Staffing Costs

TRPA/TMPO Transportation Team	Salary and Wages	Benefits	IDC Rate 73.81%	Total Salary, Benefits and Overhead
Total FY 2016 Salaries	\$419,284	\$109,807	\$390,523	\$919,614
Total FY 2016	\$419,284	\$109,807	\$390,523	\$919,614

Table 3 – FY 2016 TMPO Staffing Costs and Revenues

WORK ELEMENTS	FHWA PLANNING (PL)			Toll Credit Match	Toll Credit Match	TRPA (Local)	TDA - ADMIN	TOTAL
	CA-15/16	CA-Carry	NV	(CA-15/16)	(CA-Carry)			
101- Program Administration	96,214	-	-	11,036	-	-	-	\$ 96,214
102 - Transportation Dev't. Act	-	-	-	-	-	-	36,990	\$ 36,990
103 - Public Outreach	54,469	-	50,503	6,248	-	2,658	-	\$ 107,630
104 - Intermodal Planning	98,491	100,296	57,378	11,297	11,504	3,020	-	\$ 259,185
105 - Data Collection & Forecasting	98,000	76,008	12,119	11,241	8,718	3,659	-	\$ 189,786
106 - Proj. Tracking + Financial Mgt.	100,000	47,241	-	11,470	5,419	-	-	\$ 147,241
107 - On Our Way Program	27,826	30,579	-	3,192	3,507	24,163	-	\$ 82,568
TOTAL:	\$ 475,000	\$ 254,124	\$ 120,000	\$ 54,483	\$ 29,148	\$ 33,500	\$ 36,990	\$ 919,614

Table 4 – FY 2016 TMPO Direct Costs and Revenues

WORK ELEMENTS	FHWA PLANNING (PL)			Toll Credit	FLH (1/2%)	Toll Credit Match	TRPA (Local)	TDA ADMIN	TDA PLNG.	RSTP	TOTAL
	CA-	CA-Carry	NV	(CA-PL)		(CA-Carry)					
101- Program Administration	-	-	-	-	-	-	15,000	-	-	-	\$ 15,000
102 - Transportation Dev't. Act	-	-	-	-	-	-	-	-	15,000	-	\$ 15,000
103 - Public Outreach	-	-	-	-	-	-	11,500	-	-	-	\$ 11,500
104 - Intermodal Planning	-	201,848	-	-	-	-	12,142	3,010	11,000	25,000	\$ 253,000
105 - Data Collection & Forecasting	-	60,983	-	-	-	-	7,903	-	-	-	\$ 68,886
106 - Proj. Tracking + Financial Mgt.	-	63,529	-	-	-	1,558	6,471	-	9,000	-	\$ 79,000
107 - On Our Way Program	-	119,516	-	-	150,000	-	15,484	-	-	-	\$ 285,000
TOTAL:	\$ -	\$ 445,876	\$ -	\$ -	\$ 150,000	\$ 1,558	\$68,500	\$ 3,010	\$ 35,000	\$ 25,000	\$ 727,386

Table 5 – FY 2016 TMPO Staffing & Direct Costs by Work Element

WORK ELEMENTS	Staff	Direct	Total
101- Program Administration	\$ 96,214	\$ 15,000	\$ 111,214
102 - Transportation Dev't. Act	\$ 36,990	\$ 15,000	\$ 51,990
103 - Public Outreach	\$ 107,630	\$ 11,500	\$ 119,130
104 - Intermodal Planning	\$ 259,185	\$ 253,000	\$ 512,185
105 - Data Collection & Forecasting	\$ 189,786	\$ 68,886	\$ 258,672
106 - Proj. Tracking + Financial Mgt.	\$ 147,241	\$ 79,000	\$ 226,241
107 - On Our Way Program	\$ 82,568	\$ 285,000	\$ 367,568
TOTAL:	\$ 919,614	\$ 727,386	\$ 1,647,000

Table 6 – FY 2016 TMPO Staffing Direct Costs by Revenue Source

	FHWA PLANNING (PL)			FLH (1/2%)	TRPA (Local)	TDA - ADMIN	TDA - PLNG	RSTP	TOTAL
	CA-15/16	CA-Carry	NV						
Total Staff:	475,000	254,124	120,000	-	33,500	36,990	-	-	919,614
Total Direct:	-	445,876	-	150,000	68,500	3,010	35,000	25,000	727,386
TOTAL:	\$475,000	\$700,000	\$ 120,000	\$ 150,000	\$102,000	\$ 40,000	\$ 35,000	\$ 25,000	\$ 1,647,000

Table 7– FY 2016 Toll Credit Summary

Toll Credits	CA-15/16	CA-Carryover	TOTAL
Total Staff:	54,483	29,148	83,631
Total Direct:	-	1,558	1,558
TOTALS:	\$ 54,483	\$ 30,706	\$ 85,189
** Toll Credits are not a form of cash or revenue, but are an in lieu of local matching funds.			

ADOPTING RESOLUTION AND FEDERAL CERTIFICATIONS

- TMPO Adopting Resolution
- FHWA – FTA FY 2016 Planning Certification
- FTA Debarment and Suspension Certification

TAHOE METROPOLITAN PLANNING ORGANIZATION
TMPO RESOLUTION NO. 2015-XX

ADOPTION OF THE TMPO 2016 TRANSPORTATION OVERALL WORK PROGRAM

WHEREAS, the Tahoe Metropolitan Planning Organization (TMPO) has been designated by the Governors of California and Nevada for the preparation of transportation plans and programs under Title 23, CFR 450; and

WHEREAS, each MPO is required to adopt an Overall Work Program (OWP) that describes the planning priorities facing the Region and the planning activities anticipated for the Region over the next year; and

WHEREAS, staff have prepared an OWP that describes the anticipated revenues and expenditures and planning activities and products for transportation and air quality planning purposes over the next year; and

WHEREAS, the Federal Highway Administration, the Federal Transit Administration, Caltrans and the Nevada Department of Transportation have reviewed and commented upon a draft version of the 2016 OWP; and

WHEREAS, the Tahoe Transportation Commission has conducted public meetings at which the 2016 OWP has been an officially noticed item of discussion; and

WHEREAS, staff is requesting that the TMPO Governing Board adopt a final 2016 OWP for submittal to state and federal agencies for approval, and authorize staff to take actions necessary for this approval; and

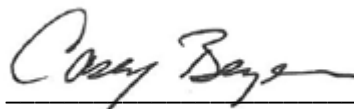
WHEREAS, the TMPO certifies that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of the federal statutes listed on the MPO Planning Process Certification and Federal Transit Administration certifications included in the 2016 OWP document.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Tahoe Metropolitan Planning Organization adopts this resolution approving the 2016 Tahoe Basin Transportation Overall Work Program.

PASSED AND ADOPTED by the Governing Board of the Tahoe Metropolitan Planning Organization at its regular meeting held on May 28, 2015, by the following vote:

Ayes: Ms. Aldean, Mr. Beyer, Mr. Bruce, Ms. Carmel, Mr. Cashman, Mr. Thorley, Mr. Cole, Mr. Lawrence, Ms. McDermid, Ms. Novasel, Mr. Sevison, Mr. Shute, Mr. Yeates

Nays: Ms. Birkbigler



Casey Beyer, Chair
TMPO Governing Board

FY 2015/16 FHWA Metropolitan Transportation Planning Process Certification

In accordance with 23 CFR 450.334 and 450.220, Caltrans and Tahoe Metropolitan Planning Organization, Metropolitan Planning Organization for the Lake Tahoe Region hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- I. 23 U.S.C. 134, 49 U.S.C. 5303, and 23 CFR 450 Subparts B and C;
- II. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
- III. Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by California under 23 U.S.C. 324 and 29 U.S.C. 794
- IV. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- V. Section 1101(b) of the MAP-21 (Pub. L. 112-141) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- VI. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- VII. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) and 49 CFR parts 27, 37, and 38;
- VIII. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- IX. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- X. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

MPO Authorizing Signature
Executive Director

Title
May 28, 2015

Date

Caltrans District Approval Signature

Title

Date

Department of Transportation

Debarment and Suspension Certification for Fiscal Year 2015/2016

As required by U.S. DOT regulations on government-wide Debarment and Suspension (Nonprocurement), 49 CFR 29.100:

- 1) The Applicant certifies, to the best of its knowledge and belief, that it and its contractors, subcontractors and subrecipients:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not, within the three (3) year period preceding this certification, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) transaction or contract under a public transaction, violation of Federal or state antitrust statutes, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, state, or local) with commission of any of the offenses listed in subparagraph (1)(b) of this certification; and
 - d) Have not, within the three (3) year period preceding this certification, had one or more public transactions (Federal, state, and local) terminated for cause or default.
- 2) The Applicant also certifies that, if Applicant later becomes aware of any information contradicting the statements of paragraph (1) above, it will promptly provide that information to the State.
- 3) If the Applicant is unable to certify to all statements in paragraphs (1) and (2) of this certification, through those means available to Applicant, including the General Services Administration's ***Excluded Parties List System (EPLS)***, Applicant shall indicate so in its applications, or in the transmittal letter or message accompanying its annual certifications and assurances, and will provide a written explanation to the State.

**DEPARTMENT OF TRANSPORTATION
DEBARMENT AND SUSPENSION CERTIFICATION
FISCAL YEAR 2015/2016
SIGNATURE PAGE**

In signing this document, I declare under penalties of perjury that the foregoing certifications and assurances, and any other statements made by me on behalf of the Applicant are true and correct.

Signature _____ Date: May 28, 2015

Printed Name: Joanne S. Marchetta, Executive Director

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has the authority under state and local law to make and comply with the certifications and assurances as indicated on the foregoing pages. I further affirm that, in my opinion, these certifications and assurances have been legally made and constitute legal and binding obligations of the Applicant.

I further affirm to the Applicant that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these certifications and assurances or of the performance of the described project.

AFFIRMATION OF APPLICANT'S ATTORNEY

For: Tahoe Metropolitan Planning Organization

Signature: _____ Date: May 23, 2015

Printed Name of Applicant's Attorney: John L. Marshall