



Transportation Improvement Program
Policies and Procedures
for the
Albuquerque Metropolitan Planning Area

APPENDICES

Approved by the Metropolitan Transportation Board – October 23, 2008
Revisions Approved by the Metropolitan Transportation Board - October 15, 2010
Revisions Approved by the Metropolitan Transportation Board - April 20, 2012
Revisions Approved by the Metropolitan Transportation Board – October 17, 2014

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TIP Policies and Procedures

for the

Albuquerque Metropolitan Planning Area

LIST of APPENDICES

- Appendix A** **Abbreviations and Definitions**
- Appendix B** **TPTG (Transportation Program Technical Group) Membership**
- Appendix C** **TIP Development Schedule**
- Appendix D** **TIP Management: Project Status Update Schedule**
- Appendix E** **TIP Quarterly Amendment Cycles Timeline**
- Appendix F** **Air Quality Conformity Determination**
- Appendix G** **CMP (Congestion Management Process) Corridors**
- Appendix H** **Map of the AMPA (Albuquerque Metropolitan Planning Area)**
- Appendix I** **Map of the NHS (National Highway System)**
- Appendix J** **Map of the 2014 Highway Functional Classification**
- Appendix K** **Process Flow Charts**
 - **TIP Development Process**
 - **TIP Revision Process for Amendments and Administrative Modifications**
 - **TIP Management and Project Status Update Process**
- Appendix L** **TIP Revision Proposal Forms**
(for TIP Amendments & Administrative Modifications)
- Appendix M** **Project Prioritization Process Guidebook....**
for Large Urban Areas
for Small Urban and Rural Areas
- Appendix N** **Sample Resolutions and letter for Advance Construction (AC)**
Sample Resolution of the Metropolitan Transportation Board
Sample Resolution of the Jurisdiction Requesting AC
Sample Letter of the Jurisdiction Requesting AC

APPENDIX A

Abbreviations & Definitions

Used in the

Metropolitan Transportation Plan (MTP)

and the

Transportation Improvement Program
(TIP)

and other planning documents

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Appendix A

ABBREVIATIONS & DEFINITIONS

ADA – Americans with Disabilities Act

Administrative Modification – A minor revision to a TIP, STIP or MTP. Criteria differentiating amendments from administrative modifications are established by Federal regulations and the MPO. (Refer to section X, *TIP Revisions*)

Amendment – A major revision to a TIP, STIP or MTP. Criteria differentiating amendments from administrative modifications are established by Federal regulations and the MPO. (Refer to section X, *TIP Revisions*)

AMPA – Albuquerque Metropolitan Planning Area (boundary coincides with the Transportation Management Area (TMA) for the Albuquerque area).

ARRA – American Reinvestment and Recovery Act of 2009 (Economic Stimulus)

Available funds – funds derived from an existing fund source dedicated to or historically used for transportation purposes. For Federal funds, authorized and/or appropriated funds and the extrapolation of formula and discretionary funds at historic rates of increase are considered “available”. A similar approach may be used for State and local funds that are dedicated to or historically used for transportation purposes.

AWDT – Average Weekday Traffic

BIA – U. S. Bureau of Indian Affairs

BLM – Bureau of Land Management of the U. S. Department of the Interior

BRR – Bridge Rehabilitation & Replacement program which is a category of Federal aid to states

BRT - Bus Rapid Transit which is a level of bus service which copies several characteristics of light-rail. ABQ Ride's Rapid Ride is a "starter" BRT system.

Carry-over Projects – Projects that have not had funds obligated, are in the current federal fiscal year, have experienced an unavoidable delay, and are authorized to move into the next fiscal year.

CFR – Code of Federal Regulations

CMAQ – Congestion Mitigation/Air Quality which is a category of Federal aid to states

CMP – Congestion Management Process

CO – Carbon monoxide which is one of the pollutants generated by vehicle emissions

CO₂ – Carbon dioxide which is one of the greenhouse gases suspected of accelerating

climate change

Committed funds – funds that have been dedicated or obligated for transportation purposes. For State funds that are not dedicated to transportation purposes, only those funds over which the Governor has control may be considered “committed.” Approval of a TIP by a Governor is considered a commitment of those funds over which the Governor has control. For local funds or private sources of funds not dedicated to or historically used for transportation purposes (including donations of property), a commitment in writing (e.g. letter of intent) by the responsible official or body having control of the funds may be considered a commitment. For projects involving 49 U.S.C. 5309 funding, execution of a Full Funding Grant Agreement (or equivalent) or a Project Construction Grant Agreement with the USDOT shall be considered a multi-year commitment of Federal funds.

Conformity – a Clean Air Act (42 U.S.C. 7506(c)) requirement that ensures that Federal funding and approval are given to transportation plans, programs and projects that are consistent with the air quality goals established by a State Implementation Plan (SIP). Conformity, to the purpose of the SIP, means that transportation activities will not cause new air quality violations, worsen existing violations, or delay timely attainment of the NAAQS. The transportation conformity rule (40 CFR part 93) sets forth policy, criteria, and procedures for demonstrating and assuring conformity of transportation activities.

Consideration – means that one or more parties takes into account the opinions, action, and relevant information from other parties in making a decision or determining a course of action.”

Consultation – means that one or more parties confer with other identified parties in accordance with an established process and, prior to taking action(s), considers the views of the other parties and periodically informs them about action(s) taken.”

Cooperation – means that the parties involved in carrying out the transportation planning and programming processes work together to achieve a common goal or objective.”

CRDC – Central Region Design Center of NMDOT

D3 or D-3 – NMDOT District 3

DAR – Defense Access Road (ex. roads on Kirtland Air Force Base)

DE – Design phase of project development. It is also an abbreviation for District Engineer, the director of a NMDOT District.

DMD – Department of Municipal Development of the City of Albuquerque

EA – Environmental Assessment

ED – Environmental Document also refers to the phase of project development

EIS – Environmental Impact Statement

EPA – U. S. Environmental Protection Agency.

FAA – Federal Aviation Administration

FH – Forest Highway program which is a subcategory of the FLHP.

FHWA – Federal Highway Administration

Financially Constrained or Fiscal Constraint – means that the metropolitan transportation plan, TIP, and STIP includes sufficient financial information for demonstrating that projects in the metropolitan transportation plan, TIP, and STIP can be implemented using committed, available, or reasonably available revenue sources, with reasonable assurance that the federally supported transportation system is being adequately operated and maintained. For the TIP and the STIP, financial constraint/fiscal constraint applies to each program year. Additionally, projects in air quality nonattainment and maintenance areas can be included in the first two years of the TIP and STIP only if funds are “available” or “committed.”

FLHP – Federal Lands Highway Program which is provides funding for highways on Federal lands including national parks and monuments, national forests, Indian reservations, wildlife refuges, and Bureau of Land Management lands.

FONSI – Finding of No Significant Impact, an environmental determination.

FRA – Federal Railroad Administration

FTA – Federal Transit Administration

FTA 5303 – refers to 49 U.S.C. Section 5303 which provides funding for metropolitan planning for transit.

FTA 5307 – refers to 49 U.S.C. Section 5307 which provides funding for transit for large urban areas (ABQ Ride is the designated recipient).

FTA 5308 – refers to 49 U.S.C. Section 5308 which provides funding for transit projects utilizing clean fuels.

FTA 5309 – refers to 49 U.S.C. Section 5309 which provides funding for projects for transit vehicles and facilities.

FTA 5310 – refers to 49 U.S.C. Section 5310 which provides funding for human services transit.

FTA 5311 – refers to 49 U.S.C. Section 5311 which provides funding for small urban transit programs such as Los Lunas Transit and Sandoval Easy Express. These funds are further broken down into Administration, Capital and Operating funds.

FTA 5311 (c) – refers to 49 U.S.C. Section 5311(c) which provides funding for transit on Indian Reservations, this is often referred to as “Tribal Transit”.

FFY – Federal Fiscal Year. In this document, unless otherwise noted, FY refers to the Federal Fiscal Year which begins October 1st and ends September 30th.

Governor’s Designee – the person authorized to act on behalf of the Governor to approve a metropolitan area’s TIP pursuant to 23 CFR 450. In accordance with a letter dated January 22, 2003, that person is the New Mexico Secretary of Transportation.

HOV – High Occupancy Vehicle

HOT – High Occupancy Toll lane

HPMS – Highway Performance Monitoring System

HPP – High Priority Project, also know as “ear marks”, these projects are specified by Congress to utilize designated Federal funds. The funds designated are usually set-aside from the overall amount of Federal funds coming into the region; they are not money above and beyond what is already designated for the metro area.

HSIP – Highway Safety Improvement Program, a federal funding category often referred to as Safety funds.

IJR – Interchange Justification Report which is an analysis used to indicate whether a new interchange on the Interstate system should be built and, if so, when.

IRR – Indian Reservation Roads program which is a subcategory of the FLHP. This has been replaced by the Tribal Transportation Program (TTP) under MAP-21.

ISTEA – Intermodal Surface Transportation Efficiency Act of 1991 which is one of two landmark bills preceding SAFETEA-LU guiding surface transportation planning.

ITS – Intelligent Transportation System which is defined as electronics, photonics, communications, or information processing used singly or in combination to improve the efficiency or safety of a surface transportation system.

KAFB – Kirtland Air Force Base

LMP – Limited Maintenance Plan which refers to an air quality plan for implementation within a geographic area designated to be in limited maintenance for a specific pollutant (e.g. carbon monoxide).

LOS – Level of Service, one tool used for categorizing highway congestion

Maintenance Area – any geographic region of the United States that the EPA previously designated as a nonattainment area for one or more pollutants pursuant to the Clean Air Act Amendments of 1990, and subsequently redesignated as an attainment area subject to the requirement to develop a maintenance plan under section 175A of the Clean Air Act, as amended.

MAP – Municipal Access Program, a state funding category.

MAP-21 – Moving Ahead for Progress in the 21st Century the 2012 transportation bill.

MDS – Mesa del Sol which is a large, proposed planned community on the south end of the City of Albuquerque.

MPO – Metropolitan Planning Organization which is defined by Federal regulation as the policy board of an organization created and designated to carry out the metropolitan transportation planning process.

MRCOG – Mid-Region Council of Governments which administratively houses MRMPO, the designated MPO for the Albuquerque Metropolitan Planning Area.

MRMPO – Mid-Region Metropolitan Planning Organization

MTB – Metropolitan Transportation Board which is the policy making, governing body of an MPO.

MTP – Metropolitan Transportation Plan which is the official multimodal transportation plan addressing no less than a 20-year planning horizon that is developed, adopted, and updated by the MPO through the metropolitan transportation planning process. All TIP projects must conform to the MTP. In some metro areas an MTP is referred to as a Long Range Transportation Plan.

NAAQS – National Ambient Air Quality Standards

NEPA – National Environmental Policy Act

NHS – National Highway System. This refers to highways officially classified as part of the “National Highway System” and it also refers to an older category of Federal funding.

NMAC – New Mexico Administrative Code

NMDOT – New Mexico Department of Transportation

NPS – National Park Service

NPS – Non-Point Source, which refers to sources of air pollution not attributed to a particular location (motor vehicles fall within this category).

O₃ – Ozone a pollutant attributed to both point source and non-point source pollution generators

Obligated Projects – strategies and projects funded under title 23 U.S.C. and title 49 U.S.C. Chapter 53 for which the supporting Federal funds were authorized and committed by the State or designated recipient in the preceding program year, and authorized by the FHWA or awarded as a grant by the FTA.

Out-of-Cycle Amendment – A rare amendment to the TIP for which circumstances require it to be processed outside of the TIP *quarterly amendment cycle*.

PBTAG – Pedestrian and Bicycle Technical Advisory Group

PdN – Paseo del Norte, NM 423

PdV – Paseo del Volcan, NM 347

PE – Preliminary Engineering phase of project development

PIC – Public Involvement Committee of the Albuquerque Metropolitan Planning Organization

PMT – Person Miles Traveled, the cumulative miles traveled by people in a certain time period on a selected route. This measure accounts for the actual number of people a highway, route or transit system moves. It is helpful comparing various modes of transportation and/or HOV and HOT lanes.

PRP – Park Roads and Parkways program which is a subcategory of the FLHP.

PS – Point Source, which refers to sources of air pollution which are attributed to a particular location (such as a smokestack).

Quarterly Amendment Cycle – The timeframe established to process TIP amendments which coincides with the New Mexico Transportation Commission Quarterly Amendment Cycle.

Regionally Significant Project refers to transportation projects that are not necessarily funded with Federal funds yet has a major impact on the transportation system of the metropolitan area. Refer to section V of the *TIP Policies and Procedures* for a more detailed definition.

Revision – A change to a TIP or STIP that occurs between periodic updates (every two years in NM). A major revision is an “amendment” while a minor revision is an “administrative modification”.

ROW – Right-of-Way or Rights-of Way

SAFETEA-LU – Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users which is the name of the previous Federal bill signed into law on August 10, 2005.

Section 130 – a federal funding category for Railroad Crossing Hazard Elimination and Railroad Protective Devices (ex. crossing gates)

SIP – State Implementation Plan, a statewide plan that addresses air quality nonconformance issues in order to implement requirements of the Clean Air Act.

SOV – Single Occupant Vehicle

SRTS – Safe Routes to Schools, a federal funding category specifically aimed to improve safety of school children.

State GF- State General Funds

State ST – State Severance Tax funds

STIP – Statewide Transportation Improvement Program which is a statewide prioritized list of transportation projects covering a four year period. A STIP incorporates metropolitan TIPs “without modification” per Federal regulations.

STP – Surface Transportation Program which is a category of Federal aid to states

STP-Disc – Surface Transportation Program-Discretionary. A subcategory of STP funds also known as “ear marks”, these projects are specified by Congress to utilize designated Federal funds. The funds designated are usually set-aside from the overall amount of Federal funds coming into the region; they are not money above and beyond what is already designated for the metro area.

STP-Flex – Surface Transportation Program-Flex. A subcategory of STP funds with greater flexibility.

STP-S – Surface Transportation Program-Small Urban. A subcategory of STP funds for small urban areas and urban clusters (in the AMPA they are Los Lunas UZA and the Santo Domingo Urban Cluster).

STP-U or **STP-LU** – Surface Transportation Program-Large Urban. A subcategory of STP funds for large urban areas (in the AMPA that is the Albuquerque UZA).

TAP - Transportation Alternatives Program which has several subcategories for rural, small urban, and large urban areas and flexible funds.

TCC – Transportation Coordinating Committee, a committee of the MTB.

TCM – Transportation Control Measures, any measure that is specifically identified and committed to in the applicable SIP that is either one of the types listed in section 108 of the Clean Air Act or any other measure for the purpose of reducing emissions or concentrations of air pollutants from transportation sources by reducing vehicle use or changing traffic flow or congestion conditions. Notwithstanding the above, vehicle technology-based, fuel-based, and maintenance-based measures that control the emissions from vehicles under fixed traffic conditions are not TCMs.

TCSP – Transportation, Community, and System Preservation Program, a category of federal funding.

TCTC - Transportation Conformity Technical Committee

TDM – Travel Demand Management

TEA-21 – Transportation Equity Act for the 21st Century which is one of two landmark bills preceding SAFETEA-LU guiding surface transportation planning.

TIP – Transportation Improvement Program which is a prioritized list of transportation projects for a metropolitan planning area covering a minimum four year period.

All TIP projects must conform to the MTP. A TIP is to be incorporated into the STIP “without modification” per Federal regulations.

TIP Revisions – these are any change made to a TIP; they fall into two categories: *TIP Amendments* and *TIP Administrative Modifications*. (Refer to section X, *TIP Revisions*)

TMA – Transportation Management Area (in Albuquerque its boundary coincides with the AMPA) is an urbanized area over 200,000 population designated by the Bureau of Census and Secretary of Transportation.

TPU – same as STP-U

TPTG – Transportation Program Technical Group, a subgroup of the TCC.

TTP- Tribal Transportation Program is a formula-driven program providing transportation funds to tribal governments. This program replaces the previous Indian Reservation Roads program.

UPWP – Unified Planning Work Program which establishes the planning work that will be undertaken utilizing Federal planning funds.

Urban Area – A geographic area defined by the US Census Bureau. Urban areas are classified according to population. The large urban area comprising the Albuquerque Urbanized Area (UZA) does not coincide with the boundaries of the Albuquerque Metropolitan Planning Area (AMPA). The AMPA includes all of the Albuquerque UZA and all of the Los Lunas UZA in addition to rural areas beyond the two UZAs.

USDOT – United States Department of Transportation which includes both the FHWA and FTA.

USF&WS - United State Fish and Wildlife Service

USFS – United States Forest Service

UZA – Urbanized Area as defined by the US Census Bureau (see above).

V/C – Volume/Capacity, which is the ratio of a roadway’s (or transit route’s) total usage compared to its maximum carrying ability in a defined time period.

VMT – Vehicle Miles Traveled, the cumulative miles traveled by all vehicles in a certain time period on a selected route.

WIPP/DOE – Waste Isolation Pilot Program/Dept. of Energy, a federal funding category for very specialized projects.

APPENDIX B

TPTG Membership

Appendix B TPTG MEMBERSHIP

Transportation Program Technical Group (TPTG) membership – As the technical task group of the TCC responsible for TIP development, the TPTG membership is subject to TCC approval. For the purpose of developing the TIP, the TPTG will consist of representatives as noted below.

Voting Membership will represent:

- One member each from the following agencies of the City of Albuquerque
 - Environmental Health
 - Council Services
 - Planning
 - Department of Municipal Development – Engineering
 - Department of Municipal Development – Traffic Operations
 - Transit – ABQ Ride
- Three members from Bernalillo County
- Two members from the City of Rio Rancho
- One member each from each of the following jurisdictions if they are a full-voting member of the MTB:
 - Sandoval County
 - Valencia County
 - City of Belen
 - City of Rio Communities
 - Town of Bernalillo
 - Town of Peralta
 - Village of Bosque Farms
 - Village of Corrales
 - Village of Los Lunas
 - Village of Los Ranchos de Albuquerque
 - Village of Tijeras
 - Pueblo of Cochiti
 - Pueblo of Isleta
 - Pueblo of Laguna
 - Pueblo of San Felipe
 - Pueblo of Sandia
 - Pueblo of Santa Ana
 - Pueblo of Santo Domingo
 - To'Hajiilee Navajo Nation
- Two members from the NMDOT
- One member from the Rio Metro Regional Transit District

Non-voting Advisory members shall be invited to represent:

- NMDOT Transit and Rail Bureau
- Federal Highway Administration-New Mexico Division (FHWA-NM)
- Federal Transit Administration (FTA)
- Greater Albuquerque Bicycling Advisory Committee
- City of Albuquerque Aviation Department
- Albuquerque/Bernalillo County Air Quality Control Board
- One member each from
 - Albuquerque Metropolitan Arroyo Flood Control Authority (AMAFCA)
 - Southern Sandoval County Arroyo Flood Control Authority (SSCAFCA)
 - East Sandoval County Arroyo Flood Control Authority (ESCAFCA)
- One advisory member each from any Pueblo, Tribal Government or municipality which is not a full-voting member of the MTB but is eligible for membership.
- One advisory member each from any school district in the AMPA
- U.S. Fish and Wildlife Service
- U.S. Forest Service
- U.S. National Park Service

TPTG actions will be taken based on group consensus, unless timely decisions cannot be made, at which time a majority vote of members or alternates present will be required. Non-voting advisory members will be encouraged to attend all meetings and provide full input to TPTG discussions.

APPENDIX C

TIP Development Schedule

Appendix C

TIP DEVELOPMENT SCHEDULE

Please refer to section VII, *TIP Development Process* in the main document. The step numbers referred to in this appendix are further explained in section VII.

Step	Item	Timeframe/Comments	Scheduled Completion Date	
			FFY 2016-2021 TIP Development with 2040 MTP	FFY 2018-2023 TIP Biannual Devel. Cycle
1	Review TIP Development Process with various groups and committees	approx. at start of development cycle	August 2014	August 2016
2a	Obtain Project Status for All Existing TIP Projects	ongoing monthly at TPTG	monthly	monthly
3a	Issue Call for Project Proposals and Distribute TIP Policies & Procedures and Forms	Mid-September	Sept. 8, 2014	Sept. 12, 2016
2a	MPO Staff Analysis of Existing TIP Projects' Status	Mid-September	Sept. 15 th	Sept. 15 th
2b	Complete Analysis of Current TIP Projects & Existing Project Information	for October TPTG & TCC meetings	Sept. 30 th	Sept. 30 th
4a	Establish Funding Estimates	in cooperation with NMDOT & public transit operators	on or before Oct. 1 st	on or before Oct. 1 st
3c	Deadline for Submission of TIP Project Proposals	min. 60 days after solicitation	Friday Nov. 14, 2014	Wednesday Nov. 16, 2016
3d	Initial Screening by MPO Staff	allow approx. 2 weeks after submission deadline	Nov. 30, 2014	Nov. 26, 2016
5a	ITS Comm. Review of Proj. Proposals	December ITS Comm. mtg.	Dec. tbd, 2014	Dec. tbd, 2016
5b	CMP Comm. Evaluation of Projects	December CMP mtg.	Dec. 5, 2014	Dec. 2, 2016
5	Begin Evaluation of Projects	regular TPTG mtg.	Dec. 2, 2014	Nov. 29, 2016
5	Continue/Finish Evaluation of Projects	regular TPTG mtg.	Jan. 6, 2015	Jan. 10, 2017
5-6	Finish Evaluation of Project Submittals & Begin TIP Development	special TPTG mtg.	Jan. 20, 2015	Jan. 17, 2017
6	Prepare 1 st Draft TIP	regular TPTG mtg.	Feb. 3, 2015	Jan. 31, 2017
7	Analyze/Refine/Prepare Final Draft TIP	special TPTG mtg.	Feb 17, 2015	Feb 14, 2017
7a	Final Draft TIP for Public Review	on or before Feb. 28th special TPTG mtg.	Feb. 24, 2015	Feb. 28, 2017
8a	ITS Committee Review & Comment	March ITS Comm. meeting	March tbd, 2015	March tbd, 2017
8b	CMP Committee Review & Comment	March CMP Comm. meeting	March 6, 2015	March 3, 2017
8c	PIC Review & Program Recommendation & TIP Public Meeting	March or April PIC meeting	March 5, 2015	Mar/April 2017
8d	TCC Review & Initial Recommendation	March TCC meeting	March 6, 2015	March 3, 2017
*9c	Begin Formal Public Comment Period	minimum 30 days prior to adoption	March 2, 2015	March 6, 2017

Step	Item	Timeframe/Comments	Scheduled Completion Date	
			FFY 2016-2021 TIP Development with 2040 MTP	FFY 2018-2023 TIP Biannual Devel. Cycle
9c	Public Written Comment Period Ends (verbal comments may be made at MTB mtg.)	Minimum 30 days after start of public comment	April 2, 2015	April 6, 2017
9d	TCC Final Review & Recommendation	After close of public comment period	April 3, 2015	April 7, 2017
10a	Final TIP Approval by MTB	MTB meeting in April	April 17, 2015	April 21, 2017
10b	Send TIP to NMDOT for Approval and incorporation into the STIP	within one week following MTB approval	on or before April 30 th	on or before April 30 th
11a	Approval of TIP by Governor's Designee	in May	May 2015	May 2017
11b	TIP Incorporated into STIP	Immediately following approval in May	May 2015	May 2017
11c	STIP (with TIP incorporated) is presented to the NMSTC for review	at the May NM State Transp. Comm. mtg.	May-tbd-2015	May-tbd-2017
11d	NMDOT sends STIP (with TIP) to FHWA and FTA for Approval	Immediately following NMSTC review in May	Last week May or 1 st week June	Last week May or 1 st week June
12	FHWA & FTA Approval of STIP/TIP	In conjunction with STIP after submission to FHWA & FTA by NMDOT	June 2015	June 2017
13	Effective Date of Amended TIP	By Beginning of FY Quarter	July 1, 2015	July 1, 2017
13a	Incorporate any Necessary TIP Amendment into the Current TIP	By Beginning of FY Quarter	July 1 st	July 1 st
13a	Distribution of Amended TIP	Beginning of FY Quarter	July 1 st	July 1 st
14	Amendments to Pending "New" TIP Requested Before October 1	Hold until 1st TIP Amendment for New FFY	---	---
15	Effective Date of "New" TIP	Beginning of Federal FY	Oct. 1, 2015	Oct. 1, 2017
15a	Distribution of "New" TIP	Beginning of Federal FY	Oct. 1 st	Oct. 1 st

* In addition to public involvement steps 9a & 9b, public involvement is to be occurring simultaneously with the entire TIP development process and throughout the project development process by lead agencies.

APPENDIX D

TIP Management: Project Status Update Schedule

Appendix D

TIP MANAGEMENT and PROJECT STATUS UPDATE SCHEDULE

Please refer to section IX, *TIP Management and Interim Years* in the main document. The step numbers referred to in this appendix are further explained in section IX.

Step	Item	Time Frame
TM1-a	MRMPO Staff: Discuss TIP Projects' Status at Each Transportation Program Technical Group (TPTG) Meeting	monthly
TM1-a	Lead Agencies: Provide TIP Projects' Status Updates	monthly and as necessary
TM1-b	MRMPO Staff adjusts TIP and/or prepares TIP Amendment accordingly	Administrative Modifications will be done monthly & Amendments will be processed Quarterly per TIP Amendment Schedule
TM2-a	Implement Project Selection for the new current Federal Fiscal Year.	April - August TPTG meetings
TM2-b	MRMPO Staff adjusts TIP and/or prepares TIP Amendment accordingly	Administrative Modifications will be processed monthly and TIP Amendments per Schedule

APPENDIX E

TIP Quarterly Amendment Cycles Timeline

TIP QUARTERLY AMENDMENT CYCLES – Timeline through 1st Quarter of Federal Fiscal Year 2017
Mid- Region Metropolitan Planning Organization - Albuquerque, NM

Amendment Event	1 st Cycle for FFY 2015	2 nd Cycle for FFY 2015	3 rd Cycle for FFY 2015	4 th Cycle for FFY 2015	1 st Cycle for FFY 2016	2 nd Cycle for FFY 2016	3 rd Cycle for FFY 2016	4 th Cycle for FFY 2016	1 st Cycle for FFY 2017
Lead Agencies' Deadline for Submission of TIP Amendments Proposals	10-20-2014 by 5:00pm	01-20-2015 by 5:00pm	04-18-2015 by 5:00pm	07-20-2015 by 5:00pm	10-19-2015 by 5:00pm	01-19-2016 by 5:00pm	04-18-2016 by 5:00pm	07-18-2016 By 5:00 pm	10-17-2016 By 5:00pm
TPTG - Review & Recomm.	11-04-2014	02-03-2015	05-02-2015	08-04-2015	11-03-2015	02-02-2016	05-03-2016	08-02-2016	11-01-2016
MPO - Export Files to STIP Unit	11-05-2014	02-04-2015	05-03-2015	08-05-2015	11-04-2015	02-03-2016	05-04-2016	08-03-2016	11-02-2016
MPO Post Amend for Public Revw. ²	11-05-2014	02-04-2015	05-03-2015	08-05-2015	11-04-2015	02-03-2016	05-04-2016	08-03-2016	11-02-2016
TCC - Review & Recomm.	11-07-2014	02-06-2015	05-05-2015	08-07-2015	11-06-2015	02-05-2016	05-06-2016	08-05-2016	11-04-2016
State Transp. Comm. Preview ³	11-20-2014	02-19-2015	05-18-2015	08-20-2015	11-19-2015	02-18-2016	05-19-2016	08-18-2016	11-17-2016
MTB Approval	11-21-2014	02-20-2015	05-19-2015	08-21-2015	11-20-2015	02-19-2016	05-20-2016	08-19-2016	11-18-2016
Resend Export Files (if changed)	After MTB								
Final Public Comment at Tran. Comm.	12-18-2014	03-19-2015	06-18-2015	09-17-2015	12-17-2015	03-17-2016	06-16-2016	09-15-2016	12-15-2016
Approval by Secretary of Transp. ¹	Dec 2014	March 2015	June 2015	Sept 2015	Dec 2015	March 2016	June 2016	Sept 2016	Dec 2016
FHWA & FTA Approval of TIP Amend.	Jan. 2015	April	July	October	Jan. 2016	April	July	October	Jan. 2017

AMPA = Albuquerque Metropolitan Planning Area FFY = Federal Fiscal Year (which runs from Oct. 1 st through Sept. 30 th) FHWA = Federal Highway Administration FTA = Federal Transit Administration MPO = Metropolitan Planning Organization MRMPO – Mid-Region Metropolitan Planning Organization	MTB = Metropolitan Transportation Board NM Transp. Comm. = New Mexico State Transportation Commission TCC = Transportation Coordinating Committee TIP = Transportation Improvement Program TPTG = Transportation Program Technical Group
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¹ The Governor's designee is the New Mexico Secretary of Transportation per letter dated January 22, 2003.

² Begins MRMPO 15 day minimum public comment period.

³ Begins NMDOT 30 day minimum public comment period.

For further clarification and information please refer to the *Transportation Improvement Program Policies and Procedures*. This is available on the MRCOG website www.mrcog-nm.gov, click on the Transportation tab, then the Metro Planning tab and then the Short Range TIP tab. If further assistance is required please contact Steven Montiel at (505) 724-3633 email smontiel@mrcog-nm.gov and David Pennella at (505) 724-3621 or 247-1750 email dpennella@mrcog-nm.gov or TIPcomments@mrcog-nm.gov.

APPENDIX F

Air Quality Conformity Determination

Appendix F

AIR QUALITY CONFORMITY DETERMINATION

Transportation Conformity with Air Quality Plans

Air quality is an important transportation-related issue, especially for health and economic development purposes. The Federal Clean Air Act Amendments (CAAA) of 1990 require that Federally funded transportation plans, programs and projects in non-attainment or maintenance areas conform to the State Implementation Plans (SIP) for air quality. Bernalillo County is designated as a limited maintenance area for carbon monoxide (CO). As part of the development of the MTP, the MPO coordinated transportation planning with the SIP for air quality with the City of Albuquerque Environmental Health Department and other federal, state and local agencies.

The Bernalillo County Maintenance Area

Bernalillo County was redesignated to attainment status for carbon monoxide in 1996. After attaining air quality standards, an area is required to commit to and implement a twenty-year maintenance plan in two ten-year parts. Bernalillo County began its second ten-year maintenance period on August 22, 2005, and is now implementing what is referred to as a "Limited Maintenance Plan" (LMP). To qualify for limited maintenance plan status, an area must show that the air quality be at levels less than 85% of the relevant National Ambient Air Quality Standards (NAAQS). Bernalillo County qualifies for this standard and has therefore received local, state and federal approvals of its Limited Maintenance Plan.

Transportation plans, programs, and projects must still demonstrate conformity with Limited Maintenance Plans. Under the previous maintenance plan, the MPO was required to demonstrate that mobile source emissions would not violate the carbon monoxide budgets established in the SIP. This required rigorous analysis of transportation networks and resulting travel to model anticipated vehicle emissions on a regional basis. The total emissions were then compared to the budgets, and if less than the budget, part of transportation conformity was achieved. Other conformity requirements included appropriate consultation, planning and public involvement activities necessary under federal planning rules, and decisions by the air quality technical committee on which "regionally significant" projects to include in air quality analysis.

An important change occurred as of August 22, 2005 in transportation conformity. Since the Limited Maintenance Plan does not contain emissions budgets, it is not possible to compare emissions from specific federal plans or projects to an upper emissions limit. For the maintenance period of a LMP, in this case 2005-2016, emissions are not capped. The U. S. Environmental Protection Agency (EPA) believes that it is unreasonable to expect that so much growth will occur in an area during a maintenance period as to cause a violation of the air quality standards. Recall that to qualify to undertake a LMP, an area must start with a demonstration that the air quality levels are less than 85% of the standard.

The fact that regional emissions analysis is no longer required brings about two significant changes with respect to the interagency consultation process. The MPO will

not have to perform an air quality emissions analysis to demonstrate that emissions produced by projects in the MTP are less than the air quality budgets for CO. An LMP is based on monitored emission levels rather than modeling.

In lieu of the prior regional emissions modeling to determine conformity, the MPO received a letter from the Federal Highway Administration (FHWA) verifying that the most recent CO levels at air quality monitors remain below 85% of the standard. The FHWA received this information from the Environmental Health Department. The letter is included in the MTP. Provided that CO levels remain at or below 85% of the standard, regional emissions analyses will not be required for transportation conformity determinations. If CO levels exceed 85% of the standard at monitors, the Limited Maintenance Plan will become invalid and the requirements of the full maintenance plan will apply once again, including regional emissions analyses.

Under the LMP, the MTP must still conform to other requirements, including interagency consultation, financial constraint, a minimum 30-day public comment period for the plan, and other federal planning requirements. The FHWA, in consultation with the EPA, has determined that the 2035 MTP for the Albuquerque Metropolitan Area has met those requirements and therefore is in conformance with the Limited Maintenance Plan. The same process will be utilized for the 2040 MTP.

All proposed modifications to the MTP and TIPs will be reviewed by MPO staff and, as appropriate, coordinated with the TCTC to determine whether a change is regionally significant or requires a determination of transportation conformity with air quality plans.

APPENDIX G

CMP Corridors

(Congestion Management Process)

Map

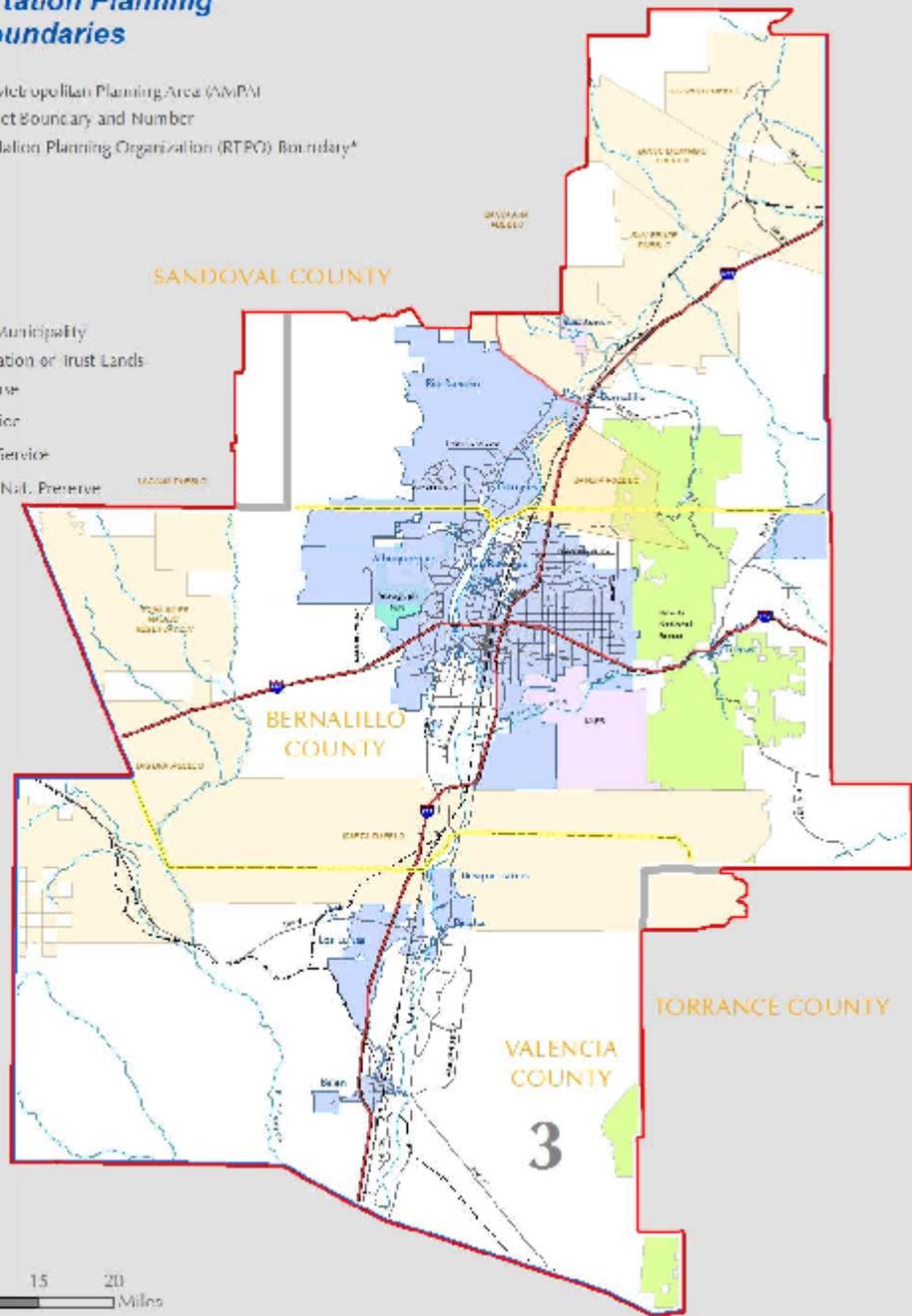
To be updated after analysis of corridors in the newly expanded
AMPA.

APPENDIX H

Maps of the AMPA
(Albuquerque Metropolitan Planning Area)

**Mid-Region
Council of Governments
Transportation Planning
Boundaries**

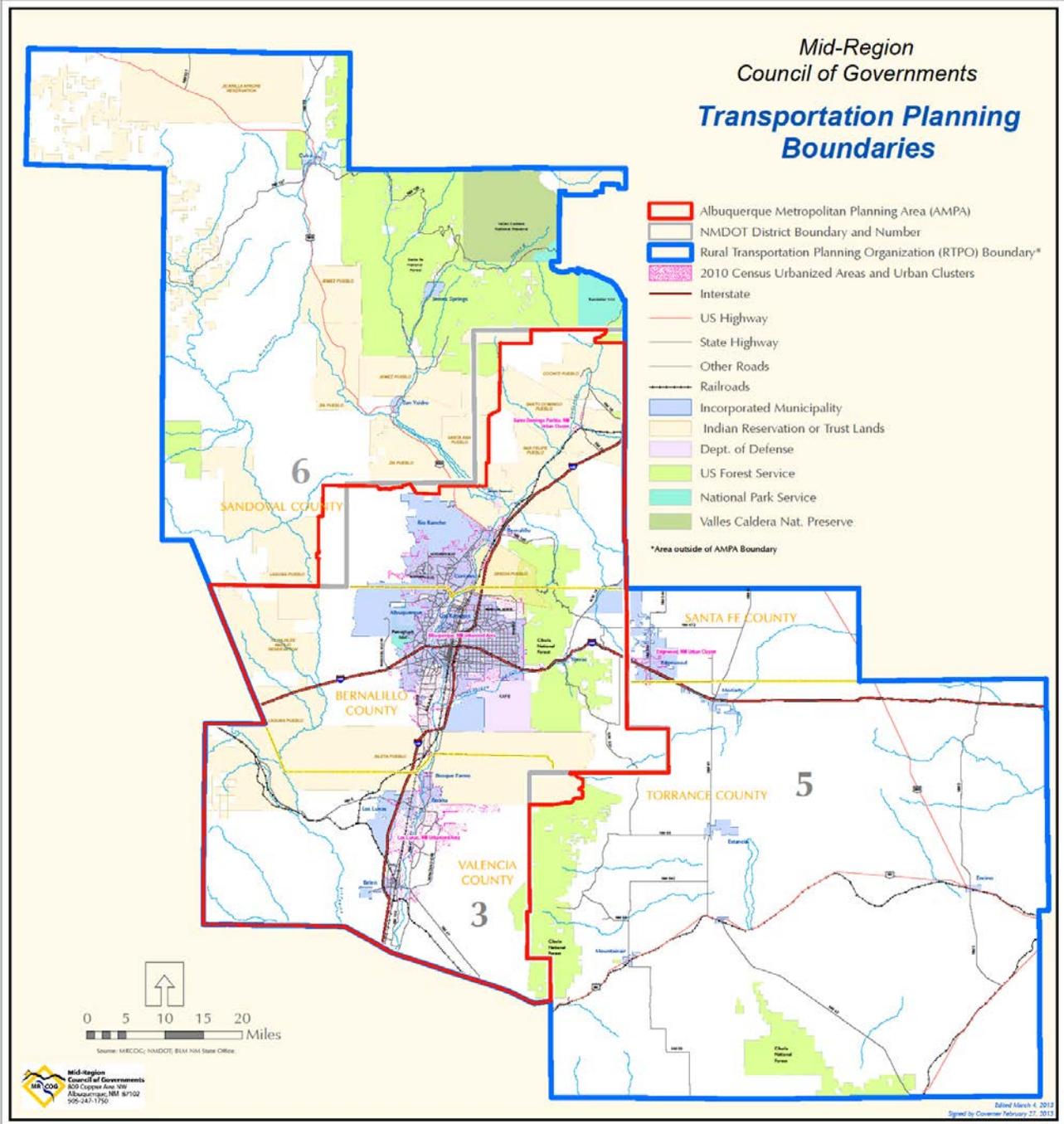
-  Albuquerque Metropolitan Planning Area (AMPA)
-  NMDOT District Boundary and Number
-  Rural Transportation Planning Organization (RTPO) Boundary*
-  Interstate
-  US Highway
-  State Highway
-  Other Roads
-  Railroads
-  Incorporated Municipality
-  Indian Reservation or Trust Lands
-  Dept. of Defense
-  US Forest Service
-  National Park Service
-  Valles Caldera Nat. Preserve



Source: NMDOT, 2011. Data from various sources.

Date: April 2011
April 2011

Mid-Region Council of Governments Transportation Planning Boundaries

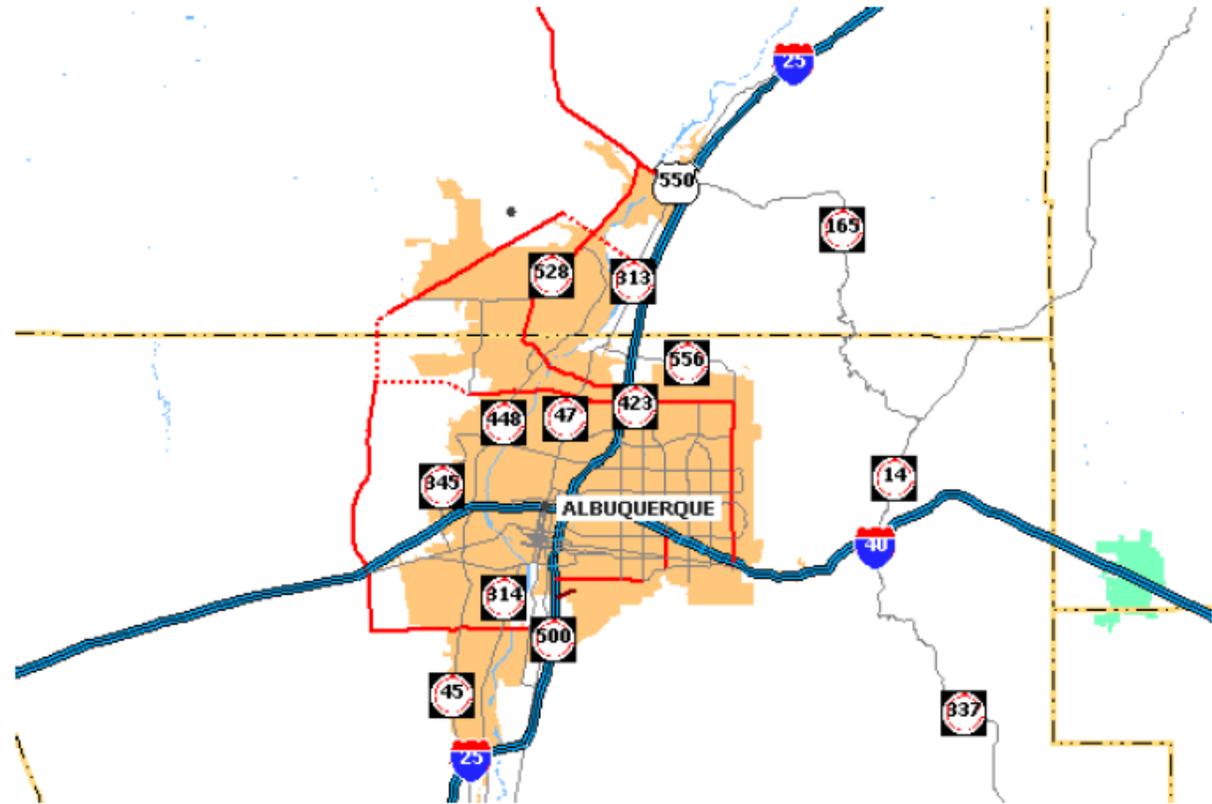


APPENDIX I

Map of the NHS (National Highway System)

The NHS will be updated in 2014-2015 in cooperation with the NMDOT.

NHS Map



Map of the National Highway System (NHS) within the Albuquerque Metropolitan Planning Area

APPENDIX J

2014 Highway Functional Classification System Map

The *2014 FHWA Highway Functional Classification System* is pending approval by the Federal Highway Administration (FHWA). The revisions are the result of review of the metro area's highway system following each decennial U. S. Census. The maps are incorporated by reference into this appendix.

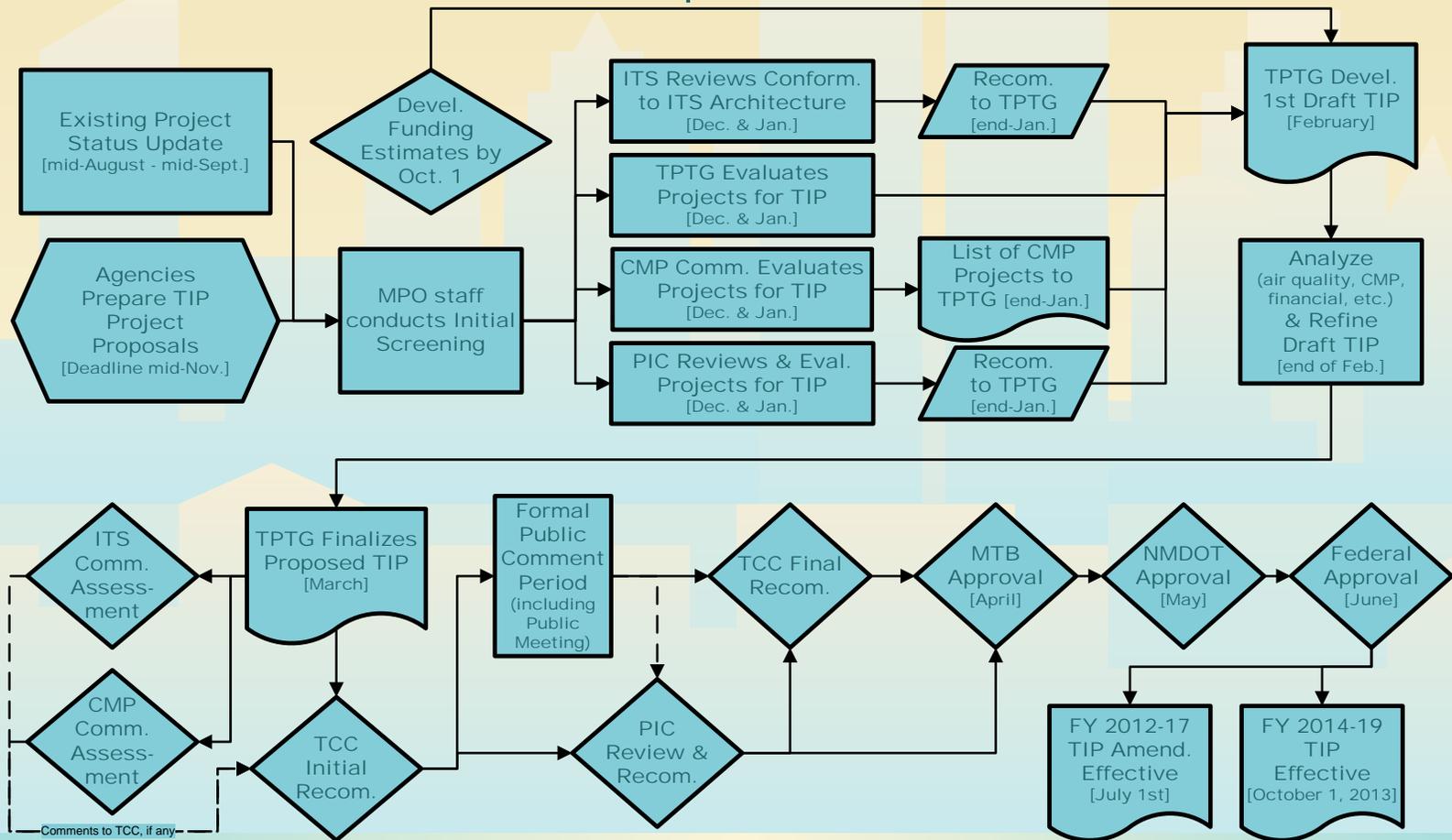
The *2014 FHWA Highway Functional Classification System Map* is available at MRCOG Offices and on the website at www.mrcog-nm.gov click on "Transportation Planning" tab, then click "Metro Planning" tab, then click on "Short Range-TIP" tab.

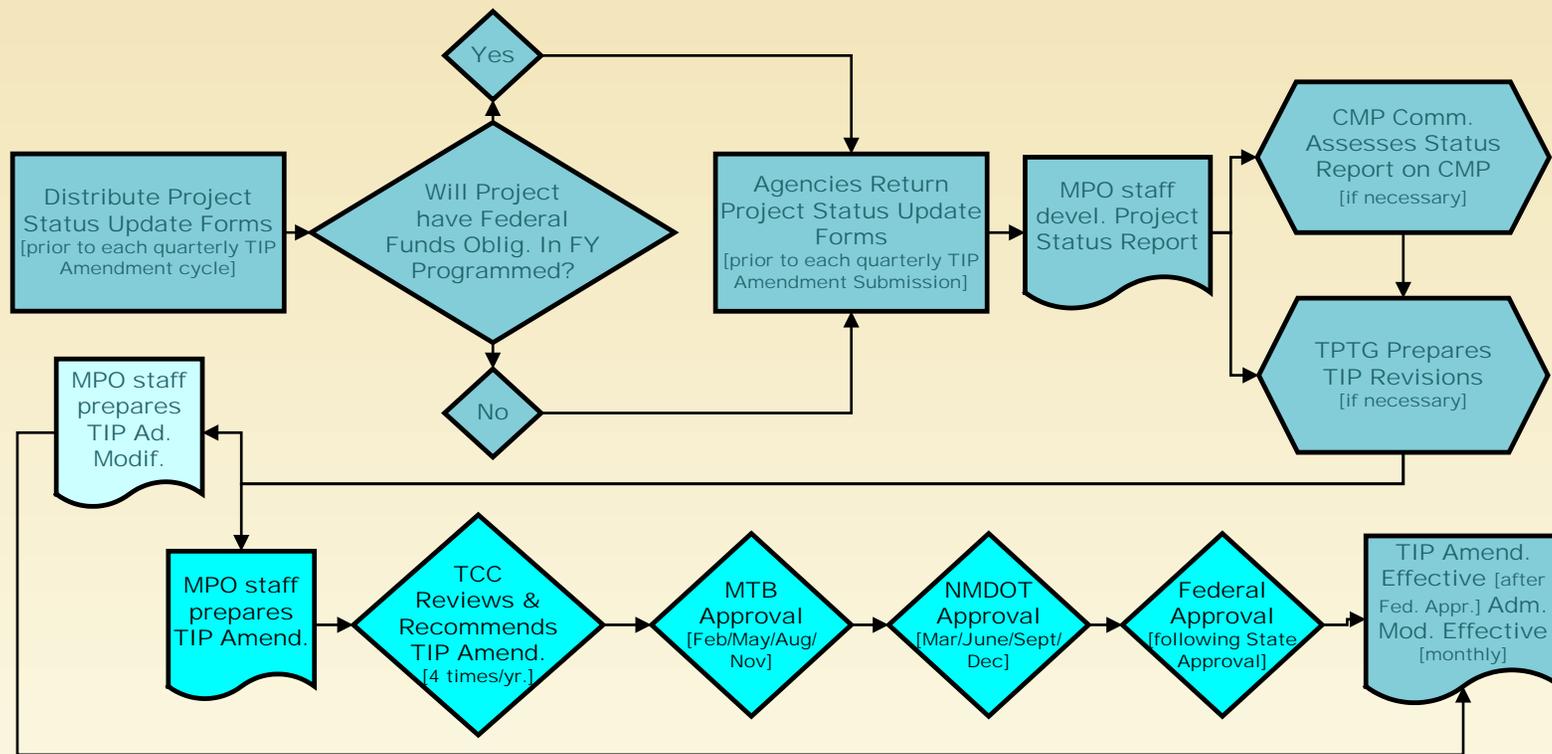
APPENDIX K

Process Flow Charts

- **TIP Development Process**
- **TIP Management & Project Update Process**
- **TIP Revision Process for Amendments and
Administrative Modifications**

Mid-Region Metropolitan Planning Organization TIP Development Process





Mid-Region Metropolitan Planning Organization TIP Management - Project Status Update Process

APPENDIX L

TIP Revision Proposal Forms

for
TIP Amendments
and
TIP Administrative Modifications

The *2014 TIP Revision Forms A, B & C* are available at MRCOG Offices and on the website at www.mrcog-nm.gov click on “Transportation Planning” tab, then click “Metro Planning” tab, then click on “Short Range-TIP” tab.

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APPENDIX M

Project Prioritization Process Guidebooks

The *Project Prioritization Process Guidebook for Large Urban Areas* and the *Project Prioritization Process Guidebook for Small Urban and Rural Areas* are incorporated by reference into this appendix.

The *Project Prioritization Process Guidebooks* are available at MRCOG Offices and on the website at www.mrcog-nm.gov click on “Transportation Planning” tab, then click “Project Prioritization Process” tab.

1 RESOLUTION

2 of the

3 name of legislative body

4 of the

5 name of jurisdiction

6 (Resolution number _____)

7 COMMITTING PROGRAMMED FUNDS IN THE
8 FY 20xx-20xx TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
9 FOR THE ALBUQUERQUE METROPOLITAN PLANNING AREA
10 TO PROVIDE REPAYMENT OF THE FINANCIAL OBLIGATION CREATED FOR
11 THE ADVANCE LARGE-SCALE DESIGN, RIGHTS-OF-WAY PURCHASE AND
12 CONSTRUCTION OF
13 name of project
14

15 WHEREAS, the FFY 20xx-20xx Transportation Improvement Program (TIP) is
16 the TIP for the Albuquerque Metropolitan Planning Area (AMPA) and has been
17 reviewed for conformity in conjunction with the 20xx Metropolitan Transportation Plan
18 and became effective October 1, 20xx; and

19 WHEREAS, the adopted TIP includes federal highway funds programmed for the
20 City/County/Town of _____ to design, purchase rights-of-way and construct [enter
21 brief project description and termini] (CN A000000, MPO Record # 00); and

22 WHEREAS, the City/County/Town of _____ has an opportunity to obtain non-
23 federal financing to advance the construction and/or rights-of-way purchase and/or
24 design of this project (CN A000000) earlier than the Federal Fiscal Year (FFY) in which
25 funds are programmed in the TIP/STIP; and

26 WHEREAS, obtaining such financing is contingent upon a commitment from the
27 Metropolitan Transportation Board of the Mid-Region Metropolitan Planning
28 Organization of the Mid-Region Council of Governments under resolution R-xx-xx MTB,

29 to use federal highway funds programmed for this project in Federal Fiscal Years 20xx,
30 20xx and 20xx to reimburse the City/County/Town of _____; and

31 WHEREAS, the

32 WHEREAS, the funds programmed for this project in the TIP are:

33 FFY 20xx

34 [category] funds of \$_____ with required match of \$_____ = \$_____ total

35 FFY 20xx

36 [category] funds of \$_____ with required match of \$_____ = \$_____ total

37 FFY 20xx

38 [category] funds of \$_____ with required match of \$_____ = \$_____ total

39 This results in a total of \$_____ of federal highway funds with a total required
40 match of \$_____ and a combined total of \$_____.

41 NOW THEREFORE BE IT RESOLVED by the name of legislative body of the
42 name of jurisdiction that the funds programmed for A000000 name of project as noted
43 above are committed to remain programmed in the TIP to provide for the repayment of
44 the non-federal financial obligations incurred for the project by the City/County/Town of
45 _____; and

46 BE IT FURTHER RESOLVED, the City/County/Town of _____ shall pay for
47 the construction and/or rights-of-way purchase and/or design of this project and
48 acknowledges that reimbursement will not occur until the federal funds become
49 available in succeeding federal fiscal years; and

50 BE IT FURTHER RESOLVED, the rescheduling of such funds among the
51 Federal Fiscal Years of the TIP and changes to the category of federal funding
52 programmed may be undertaken by the Mid-Region Metropolitan Planning Organization

53 with the concurrence of the City/County/Town of _____ Division of Public Works, in
54 order to fiscally manage the TIP and/or to coordinate the funding to match the project's
55 development schedule; and

56 BE IT FURTHER RESOLVED, the City/County/Town of _____
57 acknowledges the commitment of funds established in this resolution and resolution R-
58 xx-xx MTB, is dependent upon the continued availability of federal funds provided by the
59 U.S. Congress and the continued eligibility of this project to receive federal funds,
60 therefore, the City/County/Town of _____ assumes all financial liability if the federal
61 funding category(ies) is eliminated and/or the project ceases to be eligible to receive
62 federal funds; and

63 BE IT FURTHER RESOLVED, the City/County/Town of _____ commits to
64 providing the funds required to match the federal funds programmed for this project.

65 PASSED, APPROVED, AND ADOPTED this ___ day of _____ 20xx by the name
66 of legislative body of the City/County/Town of _____.

67
68
69

70 Add signatures appropriate for the jurisdiction

71
72

Jane Q. Councilor, Chair

73
74

75 ATTEST:

76
77

John Q. Bigcheese, Chief Municipal Officer

78
79

80

1 RESOLUTION

2 of the

3 METROPOLITAN TRANSPORTATION BOARD

4 of the

5 MID-REGION COUNCIL OF GOVERNMENTS

6 (R-XX-XX)

7 **COMMITTING PROGRAMMED FUNDS IN THE**
8 **FY 20xx-20xx TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**
9 **FOR THE ALBUQUERQUE METROPOLITAN PLANNING AREA**
10 **TO PROVIDE REPAYMENT OF THE FINANCIAL OBLIGATION CREATED FOR THE**
11 **DESIGN, RIGHTS-OF-WAY PURCHASE AND CONSTRUCTION OF**
12 **name of project**
13

14 WHEREAS, the FY 20xx-20xx Transportation Improvement Program (TIP) is the
15 TIP for the Albuquerque Metropolitan Planning Area (MPA) and has been reviewed for
16 conformity in conjunction with the 20xx Metropolitan Transportation Plan and became
17 effective October 1, 20xx; and

18 WHEREAS, the TIP must contain all federally-funded transportation projects in
19 the metropolitan transportation planning area prior to the distribution of funds to those
20 projects; and

21 WHEREAS, the TIP must contain all regionally significant projects in the
22 metropolitan transportation planning area regardless of the source of funding; and

23 WHEREAS, the adopted TIP includes federal highway funds programmed for the
24 City/County/Town of _____ to design, purchase rights-of-way and construct [enter
25 brief project description and termini] (CN A000000, MPO Record # 00); and

26 WHEREAS, the City/County/Town of _____ has an opportunity to obtain
27 financing to advance the construction and/or rights-of-way purchase and/or design of

28 this roadway; and

29 WHEREAS, obtaining such financing is contingent upon a commitment from the
30 **name of transportation board** to use federal highway funds programmed for this project
31 in Federal Fiscal Years **20xx, 20xx and 20xx** to reimburse the **City/County/Town of**
32 _____; and

33 WHEREAS, the funds programmed for this project in the TIP are:

34 FFY **20xx**

35 **[category]** funds of \$_____ with required match of \$_____ = \$_____ total

36 FFY **20xx**

37 **[category]** funds of \$_____ with required match of \$_____ = \$_____ total

38 FFY **20xx**

39 **[category]** funds of \$_____ with required match of \$_____ = \$_____ total

40 This results in a total of \$_____ of federal highway funds with a total required
41 match of \$_____ and a combined total of \$_____.

42 NOW THEREFORE BE IT RESOLVED by the Metropolitan Transportation Board
43 of the Mid-Region Metropolitan Planning Organization of the Mid-Region Council of
44 Governments that the funds programmed for **A000000 name of project** as noted above
45 are committed to remain programmed in the TIP to provide for the repayment of the
46 financial obligations incurred for the project by the **City/County/Town of** _____.

47 AND BE IT FURTHER RESOLVED, the rescheduling of such funds among the
48 Federal Fiscal Years of the TIP and changes to the category of federal funding
49 programmed may be undertaken by the Mid-Region Metropolitan Planning Organization
50 with the concurrence of the **City/County/Town of** _____ **Division of Public Works**, in
51 order to fiscally manage the TIP and/or to coordinate the funding to match the project's

52 development schedule.

53 AND BE IT FURTHER RESOLVED, the City/County/Town of _____ is hereby
54 notified and acknowledges the commitment of funds established in this resolution is
55 dependent upon the continued availability of federal funds provided by the U.S.
56 Congress and the continued eligibility of this project to receive federal funds, therefore,
57 the City/County/Town of _____ assumes all financial liability if federal funding is
58 eliminated and/or the project ceases to be eligible to receive federal funds.

59 PASSED, APPROVED, AND ADOPTED this ____ day of _____ 20xx by the
60 Metropolitan Transportation Board of the Mid-Region Metropolitan Planning
61 Organization of the Mid-Region Council of Governments.

62

63

64

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66

67

68 ATTEST:

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Jane Q. Boardmember
Chairperson, Metropolitan Transp. Board

John Q. Mpoguy,
Executive Secretary, Metropolitan Transportation Board
Executive Director, Mid-Region Council of Governments

SAMPLE LETTER
from
Lead Agency for Advance Construction Projects

name of jurisdiction

RE: **Advance Construction for Project CN _____, [name of project]**

The **name of jurisdiction** is the lead agency and project sponsor of the subject project in the adopted TIP which has federal highway funds programmed for the **design, rights-of-way acquisition, and construction [choose appropriate project phases programmed]**. We have secured non-federal financing to advance the construction of this project earlier than the Federal Fiscal Year(s) (FFY) in which funds are programmed in the TIP/STIP.

The funds for this project in the TIP are programmed (as of __/__/____) as follows:

FFY 20xx

[category] funds of \$_____ with required match of \$_____ = \$_____ total

FFY 20xx

[category] funds of \$_____ with required match of \$_____ = \$_____ total

FFY 20xx

[category] funds of \$_____ with required match of \$_____ = \$_____ total

This results in a total of \$_____ of federal highway funds with a total required match of \$_____ and a combined total of \$_____.

The Metropolitan Transportation Board of the Mid-Region Metropolitan Planning Organization of the Mid-Region Council of Governments under resolution **R-xx-xx MTB**, has committed to maintain the federal highway funds programmed for this project in Federal Fiscal Years **20xx, 20xx and 20xx** in order to allow the **name of jurisdiction** to be reimbursed for eligible construction costs once the funds are available.

The **name of jurisdiction** shall pay for the construction of this project and acknowledges and understands that reimbursement will not occur until the federal funds become available in succeeding federal fiscal years, and the commitment of funds established in resolution **R-xx-xx MTB** is dependent upon the continued availability of federal funds provided by the U.S. Congress and the continued eligibility of this project to receive federal funds; therefore, the **name of jurisdiction** assumes all financial liability if the federal funding category(ies) is eliminated and/or the project ceases to be eligible to receive federal funds. The **name of jurisdiction** commits to providing the funds required to match the federal funds programmed for this project and acknowledges and understands that the federal funds, once available, will be reimbursed by NMDOT in accordance with **Local Government Agreement _____ [reference document]**.

Additionally, it is understood that the rescheduling of such funds among the Federal Fiscal Years of the TIP and changes to the category of federal funding programmed may be undertaken by the Mid-Region Metropolitan Planning Organization with the concurrence of the **name of jurisdiction, Division of name of DPW**, in order to fiscally manage the TIP and/or to coordinate the funding to match the project's development schedule or revised schedule.

Sincerely,

name of jurisdiction official