



**CARSON CITY CONSOLIDATED
MUNICIPALITY
NOTICE OF THE MEETING OF THE
CARSON AREA METROPOLITAN PLANNING
ORGANIZATION**

Day: Wednesday
Date: July 9, 2025
Time: Beginning at 4:30 pm
Location: Community Center, Robert 'Bob' Crowell Board Room
851 East William Street
Carson City, Nevada

AGENDA

NOTICE TO THE PUBLIC:

Members of the public who wish to view the meeting may watch the livestream of the Carson Area Metropolitan Planning Organization meeting at www.carson.org/granicus and by clicking on “In progress” next to the meeting date, or by tuning in to cable channel 191. Livestream of the meeting is provided solely as a courtesy and convenience to the public. Carson City does not give any assurance or guarantee that the livestream or cable channel access will be reliable. Although all reasonable efforts will be made to provide livestream, unanticipated technical difficulties beyond the control of City staff may delay, interrupt, or render unavailable continuous livestream capability.

The public may provide public comment in advance of a meeting by written submission to the following email address: cmartinovich@carson.org. For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting. Public comment during a meeting is limited to three minutes for each speaker.

1. Call to Order - Carson Area Metropolitan Planning Organization (CAMPO)

2. Roll Call

3. Public Comment:**

The public is invited at this time to provide comment on any topic that relates to a matter over which this public body has supervision, control, jurisdiction or advisory power, including any such matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised during this period for public comment.

4. For Possible Action: Approval of Minutes - June 11, 2025

4.A Minutes for June 11, 2025.
[Click Here for Staff Report](#)

5. Public Meeting Item(s):

5.A For Possible Action: Discussion and possible action regarding (1) Amendment No. 2 (“Amendment”) to the Carson Area Metropolitan Planning Organization's (“CAMPO”) Unified Planning Work Program (“UPWP”) for Fiscal Year (“FY”) 2025 and FY 2026, which deletes section 3.1 of the UPWP and makes related edits; and (2) authorization for the Transportation Manager to make any changes to the Amendment requested by the Nevada Department of Transportation (“NDOT”), Federal Highway Administration (“FHWA”), or Federal Transit Administration (“FTA”) that do not substantively modify the work element activities or budgets of the UPWP.

[Click Here for Staff Report](#)

5.B For Possible Action: Discussion and possible action regarding the Carson Area Metropolitan Planning Organization (“CAMPO”) Disadvantaged Business Enterprise (“DBE”) Program, including (1) submission of a proposed three-year DBE participation goal of 0.82% of all Federal Transit Administration (“FTA”) assisted contacts awarded by CAMPO during Federal Fiscal Years (“FFY”) 2026-2028 to the FTA; and (2) authorization for the Transit Manager to administratively amend the DBE Program Plan with non-substantive changes resulting from required changes in Federal regulations that do not change the DBE participation goal or substantively effect CAMPO's processes to administer the DBE Program.

[Click Here for Staff Report](#)

5.C For Possible Action: Discussion and possible action regarding the submission of a Federal Transit Administration (“FTA”) Section 5339(b) Buses and Bus Facilities Program grant application to the FTA for a total of \$111,141, subject to a 20 percent local match, estimated to be \$22,228 to be provided by the Carson City Regional Transportation Commission (“RTC”), to partially fund the replacement of a Jump Around Carson (“JAC”) transit system fixed route vehicle.

[Click Here for Staff Report](#)

6. Non-Action Items

6.A Transportation Manager's Report
[Click Here for Staff Report](#)

6.B Nevada Department of Transportation Report
[Click Here for Staff Report](#)

6.C Other comments and reports which may include future agenda items, status review of additional projects, internal communications and administrative matters, correspondence to CAMPO, project status reports, and comments or other reports from the CAMPO members or staff.

[Click Here for Staff Report](#)

7. Public Comment:**

The public is invited at this time to provide comment on any topic that relates to a matter over which this public body has supervision, control, jurisdiction or advisory power, including any such matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised during this period for public comment.

8. For Possible Action: To Adjourn

****PUBLIC COMMENT LIMITATIONS** - The CAMPO will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. **Public comment will be limited to three minutes per speaker to facilitate the efficient conduct of a meeting and to provide reasonable opportunity for comment from all members of the public who wish to speak.** Testimony from a person who is directly involved with an item, such as City staff, an applicant or a party to an administrative hearing or appeal, is not considered public comment and would not be subject to a three-minute time limitation.

Agenda Management Notice - Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Titles of agenda items are intended to identify specific matters. If you desire detailed information concerning any subject matter itemized within this agenda, including copies of the supporting material regarding any of the items listed on the agenda, please contact Christopher Martinovich, Transportation Manager, in writing at 3505 Butti Way, Carson City, Nevada, 89701 or at cmartinovich@carson.org, or by phone at (775) 887-2355. You are encouraged to attend this meeting and participate by commenting on any agendized item.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify CAMPO staff in writing at 3505 Butti Way, Carson City, Nevada, 89701 or at cmartinovich@carson.org, or by calling Christopher Martinovich at (775) 887-2355 at least 24 hours in advance of the meeting.

This agenda and backup information are available on the City's website at www.carson.org/agendas and at the office for Carson City Public Works - 3505 Butti Way, Carson City, Nevada, 89701 (775) 887-2355.

This notice has been posted at the following locations:

Carson City Public Works, 3505 Butti Way
Community Center, 851 East William Street
City Hall, 201 North Carson Street
Carson City Library, 900 North Roop Street
Community Development Permit Center, 108 East Proctor Street
Douglas County Executive Offices, 1594 Esmeralda Avenue, Minden
Lyon County Manager's Office, 27 South Main Street, Yerington
Lyon County Utilities, 34 Lakes Blvd, Dayton
Nevada Department of Transportation, 1263 S. Stewart Street, Carson City
www.carson.org/agendas
notice.nv.gov



STAFF REPORT

Report To: **Meeting Date:** July 9, 2025

Staff Contact:

Agenda Title: Minutes for June 11, 2025.

Agenda Action: Formal Action / Motion **Time Requested:**

Proposed Motion

I move to approve the minutes, as presented.

Board's Strategic Goal

Previous Action

Background/Issues & Analysis

Applicable Statute, Code, Policy, Rule or Regulation

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? No

Explanation of Fiscal Impact:

Alternatives

Attachment(s):

06-11-2025 Minutes (CAMPO).pdf

Motion: _____

1) _____
2) _____

Aye/Nay

(Vote Recorded By)

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the June 11, 2025 Meeting

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A regular meeting of the Carson Area Metropolitan Planning Organization (CAMPO) was scheduled for 4:30 p.m. on Wednesday, June 11, 2025, in the Community Center, Robert “Bob” Crowell Boardroom, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Gregory Novak
Vice Chairperson Lucia Maloney
Member Lori Bagwell
Member John Cassinelli
Member Robert “Jim” Dodson
Member Jon Erb
Member Lisa Schuette
Ex-Officio Member Rebecca Kapuler

STAFF: Darren Schulz, Public Works Director
Chris Martinovich, Transportation Manager
Lucas Burr, Deputy District Attorney
Casey Sylvester, Transportation/Traffic Engineer
Jared Cragun, Transportation Planner/Analyst
Rebecca Bustos, Grant Analyst
Scott Bohemier, Transportation Planner
Marcus Myers, Transit Coordinator
Tamar Warren, Senior Deputy Clerk

NOTE: A recording of these proceedings, the CAMPO’s agenda materials, and any written comments or documentation provided to the Clerk during the meeting are part of the public record. These materials are available for review in the Clerk’s Office during regular business hours. All approved minutes are posted on <https://www.carson.org/government/city-meetings>.

1. CALL TO ORDER – CARSON AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO)

(4:33:04) – Chairperson Novak called the meeting to order at 4:33 p.m.

2. ROLL CALL

(4:33:13) – Roll was called, and a quorum was present.

3. PUBLIC COMMENT

(4:33:29) – Chairperson Novak entertained public comments; however, none were forthcoming.

4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – MAY 14, 2025

CARSON AREA METROPOLITAN PLANNING ORGANIZATION

Minutes of the June 11, 2025 Meeting

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DRAFT

(4:33:43) – Chairperson Novak introduced the item and entertained corrections and/or a motion.

(4:33:50) – Member Bagwell moved to approve the minutes of the CAMPO May 14, 2025, meeting as presented. The motion was seconded by Vice Chair Maloney and carried 7-0-0.

5. PUBLIC MEETING ITEM(S):

5-A FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING (1) AMENDMENT NO. 1 (“AMENDMENT”) TO COOPERATIVE AGREEMENT NO. PR277-24-802 (“AGREEMENT”) WITH THE NEVADA DEPARTMENT OF TRANSPORTATION (“NDOT”) EXTENDING THE TERMINATION DATE OF THE AGREEMENT TO JUNE 30, 2026, AND MODIFYING OTHER CLAUSES OF THE AGREEMENT TO ALLOW THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (“CAMPO”) TO CONTINUE TO SEEK REIMBURSEMENT OF CONSOLIDATED PLANNING GRANT (“CPG”) FUNDS THAT WILL BE CARRIED FORWARD FROM FISCAL YEAR (“FY”) 2025 TO FY 2026 UP TO THE CURRENT AGREEMENT NOT TO EXCEED AMOUNT OF \$726,172.03; AND (2) AUTHORITY FOR THE TRANSPORTATION MANAGER TO SIGN THE AMENDMENT AND FUTURE AMENDMENTS THAT EXTEND THE TIME FOR PERFORMANCE OR APPROVE FUNDING CHANGES NOT TO EXCEED 10 PERCENT OF THE PRESENT AGREEMENT AMOUNT.

(4:34:12) – Chairperson Novak introduced the item. Member Schuette read into the record a prepared disclosure statement, advised of no disqualifying conflict of interest, and stated that she would participate in discussion and action. Mr. Martinovich gave background and reviewed the Staff Report, including the attached exhibits (Amendment No. 1 to Cooperative Agreement No. PR277-24-802 and the May 14, 2024 Cooperative Agreement), all of which are incorporated into the record. Mr. Martinovich noted that the carryforward balance from FY 2025 to FY 2026 is estimated to be approximately \$160,000. He noted that the attached Amendment would extend the date of the Agreement to June 30, 2026, and allow CAMPO to draw down the FY 2025 carryforward funds for activities in FY 2026, using FY 2025 funding. He added that a second amendment would be executed around October 2025 to increase funding of the Agreement to the full amount listed in the Unified Planning Work Program (UPWP) once the Federal Highway Administration (FHWA) approves the use of FFY 2026 federal funds.

(4:39:05) – In response to a question by Member Bagwell, Mr. Martinovich clarified that the UPWP had been budgeted “across two fiscal years, but only funded on a one-year agreement.” Vice Chair Maloney praised Staff for working with the Nevada Department of Transportation (NDOT). Member Kapuler noted that the agreement was merely a language cleanup to ensure reimbursement occurs once the funding is obligated. There were no public comments.

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(4:45:06) – Vice Chair Maloney moved to approve the Amendment, as presented, and to authorize the Transportation Manager to sign the Amendment as well as future amendments that extend the time for performance or approve funding changes not to exceed 10 percent of the present Agreement amount. The motion was seconded by Member Erb and carried 7-0-0.

6. NON-ACTION ITEMS

6.A TRANSPORTATION MANAGER'S REPORT

(4:45:42) – Mr. Martinovich updated the Board on the outreach for the Regional Transportation Plan (RTP), noting that the survey was still open, and urged those interested to go to the City's Transportation Division website and take the survey. He also explained that many stakeholder meetings, such as Douglas and Lyon Counties, have also taken place and noted that the feedback would be shared with this Board. Mr. Martinovich stated that Staff were monitoring federal regulations to understand the changing funding regulations and rules.

6.B NEVADA DEPARTMENT OF TRANSPORTATION REPORT

(4:48:00) – Ex-officio Member Kapuler thanked Carson City for partnering with NDOT to execute Safe Routes to School programs and announced an art contest involving K-12 grade students statewide, who would submit original drawings to raise road safety awareness, with the grand prize winner being featured on a mural in Carson City. She highlighted a similar program in Washoe County that had used children's art to wrap two buses and stressed the importance of involving school-age children. She invited members to join a task force by contacting her. Ms. Kapuler explained that the NDOT Staff had performed nearly 75 different Highway Maintenance duties in Carson City and cited several key ones. In response to a question by Chair Novak, Ms. Kapuler clarified that the Highway Safety Improvement Program (HSIP) would be discussed at the “large front office budget meeting.” Chair Novak also announced that the Washoe Regional Transportation Commission encouraged students to use the buses by announcing free bus rides with student identification. Member Bagwell wished to receive additional information regarding this program, as she had secured private funding through donors for students whose schools did not offer buses.

6.C OTHER COMMENTS AND REPORTS

None.

7. PUBLIC COMMENT

(4:56:30) – Chairperson Novak entertained final public comments; however, none were forthcoming.

8. FOR POSSIBLE ACTION: TO ADJOURN

(4:56:40) – Chairperson Novak adjourned the meeting at 4:56 p.m.

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The Minutes of the June 11, 2025, Carson Area Metropolitan Planning Organization meeting are so approved on this 9th day of July, 2025.



STAFF REPORT

Report To:	Carson Area Metropolitan Planning Organization	Meeting Date:	July 9, 2025
Staff Contact:	Chris Martinovich, Transportation Manager		
Agenda Title:	For Possible Action: Discussion and possible action regarding (1) Amendment No. 2 ("Amendment") to the Carson Area Metropolitan Planning Organization's ("CAMPO") Unified Planning Work Program ("UPWP") for Fiscal Year ("FY") 2025 and FY 2026, which deletes section 3.1 of the UPWP and makes related edits; and (2) authorization for the Transportation Manager to make any changes to the Amendment requested by the Nevada Department of Transportation ("NDOT"), Federal Highway Administration ("FHWA"), or Federal Transit Administration ("FTA") that do not substantively modify the work element activities or budgets of the UPWP.		
Agenda Action:	Formal Action / Motion	Time Requested:	5 minutes

Proposed Motion

I move to approve the Amendment and authorize the Transportation Manager to make changes to the Amendment, as presented.

Board's Strategic Goal

N/A

Previous Action

May 14, 2025 (Item 6.A) – CAMPO approved Amendment No. 1 to the UPWP for FY 2025 and FY 2026.

April 10, 2024 (Item 5.A) – CAMPO approved the UPWP for FY 2025 and FY 2026.

Background/Issues & Analysis

The UPWP establishes CAMPO's the work activities and budget, and it describes how federal Consolidated Planning Grant funds will be administered. CAMPO approved a two-year UPWP for FY 2025 and FY 2026 on April 10, 2024, and Amendment No. 1 on May 14, 2025.

The Amendment deletes section 3.1 of the UPWP which listed Planning Emphasis Areas ("PEAs") and makes other related edits including the renumbering of sections and updates to the table of contents. The Amendment is the result of comments received from NDOT. Follow submission of Amendment 1 to NDOT, CAMPO staff received notice that FHWA had requested all PEAs be removed from the UPWP. The Amendment does not change the UPWP budget or Work Elements.

CAMPO staff also requested that any additional comments be provided to ensure all possible edits were to be included in the Amendment. No additional comments were provided. CAMPO will submit an amended UPWP to NDOT, FHWA, and FTA for review and approval.

A 30-day public comment period that meets the requirements within CAMPO's Public Participation Plan was opened from June 4, 2025, and will close on July 4, 2025. No public comments have been received as of the posting of this item, and any public comments that are received will be included as late material.

Applicable Statute, Code, Policy, Rule or Regulation

23 CFR Part 450

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? Yes

Explanation of Fiscal Impact: The Amendment does not change the UPWP funding amounts. Funding for the UPWP has been budgeted in the CAMPO fund, Unified Planning Work Program account / 2453028-501210, Project # G302825001.

Alternatives

Do not approve the Amendment and provide alternative direction to staff.

Attachment(s):

[5A_CAMPO_Exhibit 1 - Amendment No 2 to 2025-2026 UPWP_Track Changes.pdf](#)

Motion: _____

1) _____

Aye/Nay

2) _____

(Vote Recorded By)



UNIFIED PLANNING WORK PROGRAM

Fiscal Years 2025 / 2026: July 1, 2024 – June 30, 2026

Approved: April 10, 2024

Amended: ~~May 14, 2025~~ TBD

Contact Information:
Carson Area Metropolitan Planning Organization
3505 Butti Way
Carson City, NV 89701
Office: (775) 887- 2355
Email: Comments@CarsonAreaMPO.com
CarsonAreaMPO.com

This report was funded in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation and member agencies, including Carson City, Douglas County, and Lyon County. The views and opinions of the Carson Area Metropolitan Planning Organization expressed herein do not necessarily state or reflect those of the U.S. Department of Transportation. Carson Area Metropolitan Planning Organization fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. The Carson Area MPO does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in the provision of services. This document can be made available in alternative formats. For more information, please contact the Carson Area MPO at (775) 887-2355 or Comments@CarsonAreaMPO.com.

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**Carson Area Metropolitan Planning Organization
FY 2025 and FY 2026 CAMPO Unified Planning Work Program
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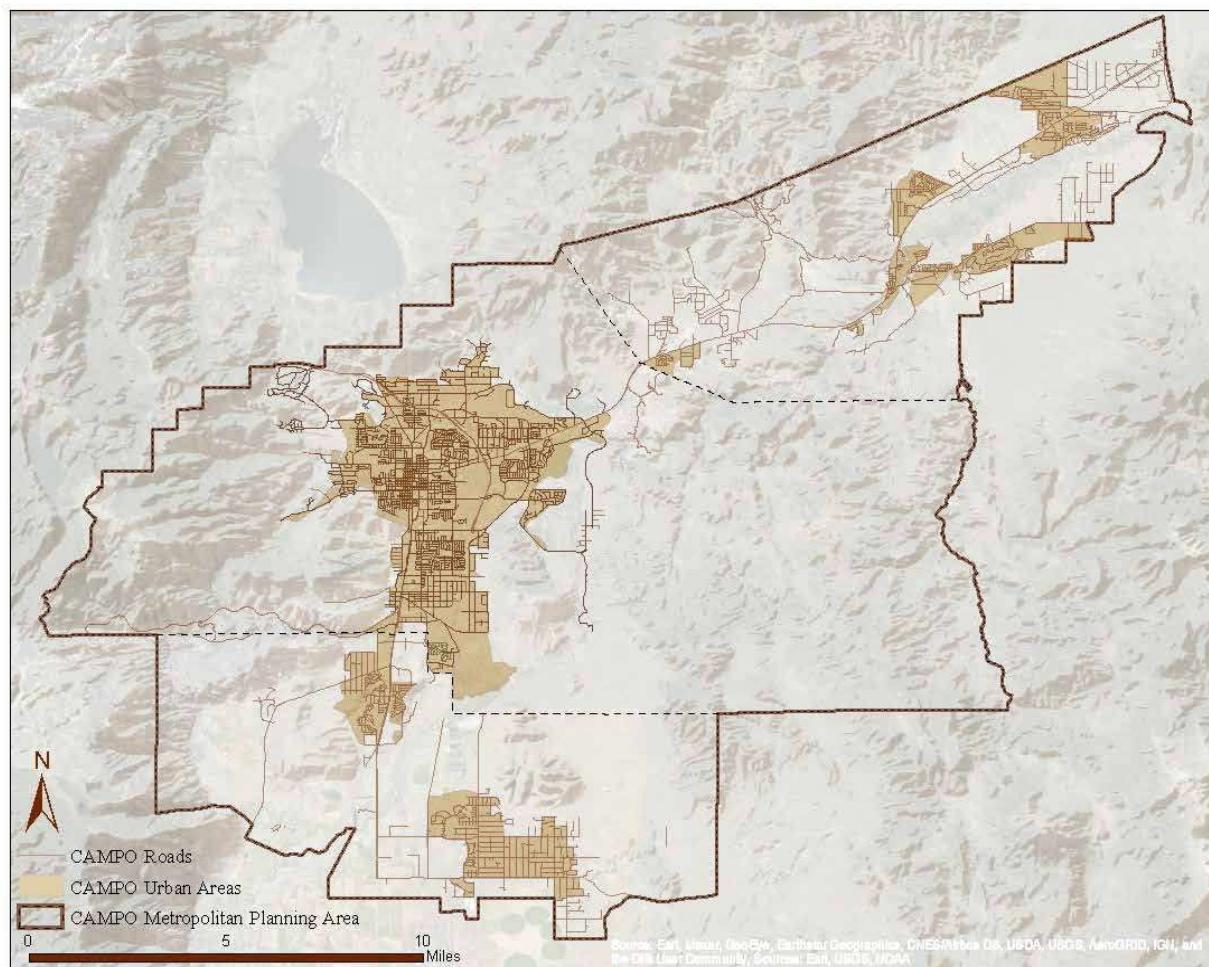
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1.0 Introduction

The Unified Planning Work Program (UPWP) defines the continuing, comprehensive, and cooperative regional transportation planning process for the Carson Area Metropolitan Planning Organization (CAMPO) planning area. It establishes regional planning objectives for Fiscal Years 2025/2026 covering the period of July 1, 2024 through June 30, 2026 and includes a corresponding budget to complete the work. This strategic management tool is organized by Work Elements that identify activities and products to be accomplished during the two-year period. These activities include core metropolitan planning functions, mandated metropolitan planning requirements, and other regional planning activities. As detailed in the Code of Federal Regulations (CFR) 23 CFR 450.308, each activity listed in the UPWP must indicate who will do the work, the schedule for completing the work, the resulting product, the proposed funding, and a summary of total amounts and sources of Federal and matching funds. Funding for metropolitan planning activities is made possible through the U.S. Department of Transportation – both the Federal Highway Administration and the Federal Transit Administration – and through the three local entities – Carson City, Douglas County, and Lyon County. Figure 1.1 depicts the CAMPO Metropolitan Planning Area.

Figure 1.1 CAMPO Metropolitan Planning Area



1.1 Organization Overview

A Metropolitan Planning Organization (MPO) is an organization of local governments in areas with a collective population of 50,000 or more, termed an Urbanized Area. As a condition for receiving Federal transportation dollars, MPOs must have a continuing, cooperative, and comprehensive transportation planning process in cooperation with the State. The MPOs are to cooperate with the State in developing transportation plans and programs for urbanized areas. This transportation planning process results in plans and programs consistent with the area's locally adopted comprehensive plans. On November 15, 2021, the Infrastructure Investment and Jobs Act (IIJA) was signed into law. This is a five-year transportation bill which continues core provisions in the two previous transportation bills (the Fixing America's Surface Transportation (FAST) Act and Moving Ahead for Progress in the 21st Century Act (MAP-21)) with an updated emphasis on safety and research, reconnecting communities, and the link between housing and transportation.

What is the Carson Area Metropolitan Planning Organization?

In 2002, the US Census Bureau announced the release of the Carson City Urbanized Area geography (according to the 2000 Census), with a population that had surpassed the threshold of 50,000. The urbanized area consists of Carson City, as well as the adjacent, relatively densely inhabited portions of Douglas and Lyon Counties. As a result of surpassing the population criteria of 50,000, the area was required to form a Metropolitan Planning Organization for its transportation planning and programming activities. The Nevada Governor, in accordance with Federal regulations, designated the Carson Area Metropolitan Planning Organization (CAMPO) as a newly formed MPO in the State of Nevada. In 2012, the Census Bureau updated the urbanized area boundaries based on data collected during the 2010 Census, though changes were minor.

CAMPO carries out transportation planning activities within the Metropolitan Planning Area (MPA), shown on Figure 1.1. The MPA encompasses the urbanized area and a larger area that is likely to continue to urbanize within the next 20 years. There are two urban clusters, as defined by the US Census Bureau, within the MPA. They are the Johnson Lane area in Douglas County and Dayton in Lyon County.

Carson City Public Works staff serves as support staff to CAMPO. There are seven staff members that carry out the daily operations and they include the Transportation Manager, Senior Transportation Planner, Transportation/Traffic Engineer, Transit Coordinator, two (2) Transportation Planner/Analysts, and a Grant Analyst. In addition, CAMPO utilizes Geographic Information Systems (GIS) staff on occasion for geographic analyses, the production of various maps, and other related tasks.

Carson City operates a transit system within the CAMPO planning area. Additionally, through an agreement with RTC Washoe, Carson City provides partial funding for an intercity transportation service based in Reno that operates within the CAMPO planning area. The representation on the MPO Policy Board from Carson City also represents the interests of the transit system.

1.2 CAMPO Policy Board and Staff

CAMPO's Policy Board is comprised of seven (7) members including the five (5) members of the Regional Transportation Commission of Carson City as appointed by the Carson City Board of Supervisors, one representative from Douglas County appointed by the Douglas County Board of Commissioners, and one representative from Lyon County appointed by the Lyon County Board of Commissioners. A representative from the Nevada Department of Transportation also serves as ex-officio, non-voting member.

Table 1.1 CAMPO Policy Board

Member	Governmental Body Represented
Mr. Gregory Novak, Chairperson	Carson City
Ms. Lucia Maloney, Vice Chairperson	Carson City
Ms. Lori Bagwell	Carson City
Mr. John Cassinelli	Lyon County
Mr. Jon Erb	Douglas County
Ms. Lisa Schuette	Carson City
Mr. Robert (Jim) Dodson	Carson City
Ms. Rebecca Kapuler*	Nevada Department of Transportation

**Non-Voting ex-officio member*

Additionally, CAMPO staff works closely with the CAMPO Policy Board for the development of the UPWP and to carry out related activities. All activities identified in the UPWP are undertaken by staff with periodic updates to the CAMPO Policy Board.

Table 1.2 CAMPO Support Staff

Staff Member	Title
Mr. Christopher Martinovich, PE	Transportation Manager
Ms. Kelly Norman, AICP	Senior Transportation Planner
Mr. Casey Sylvester, PE	Transportation/Traffic Engineer
Ms. Rebecca Bustos	Grant Analyst
Mr. Scott Bohemier	Transportation Planner/Analyst
Mr. Jared Cragun	Transportation Planner/ Analyst
Mr. Marcus Myers	Transit Coordinator

1.3 Responsibilities and Priorities

The primary responsibility of CAMPO is the continued, cooperative, and comprehensive planning process; to provide for consideration and implementation of projects, strategies, and services that address the following factors:

- Increase the safety of the transportation system for motorized and non-motorized users
- Maintain a sustainable regional transportation system
- Increase the mobility and reliability of the transportation system for all users
- Maintain and develop a transportation system that supports economic vitality
- Provide an integrated transportation system

1.4 Organizational Procedures and Documents

The following list of documents includes organizational policies and procedures, programming documents, transportation planning studies, and other required documents, which are available on CAMPO's website: www.CarsonAreaMPO.com.

- CAMPO Policies & Procedures
- CAMPO Public Participation Plan
- CAMPO FFY 2025-2028 Transportation Improvement Program
- CAMPO Unified Planning Work Programs
- CAMPO Fare & Service Change Policy
- CAMPO Disadvantaged Business Enterprise (DBE) Program and established DBE goals
- CAMPO Complete Streets Performance Monitoring Program
- CAMPO Travel Demand Model Validation Report 2015, 2020, 2024
- CAMPO Bicycle Friendly Community Report Card 2014, 2018, 2022
- CAMPO 2050 Regional Transportation Plan, Amendments, and updates
- CAMPO Local Road Safety Plan
- Carson Area Transportation System Management Plan
- Annual Transportation Network Monitoring Reports
- Annual Obligation Reports
- Carson City's 2024 ADA Transition Plan for Pedestrian Facilities in the Public Right-of-Way
- Carson City Freeway Corridor Multi-Use Path Alignment Studies
- Notice of Protection Under Title VI

1.5 Public Involvement

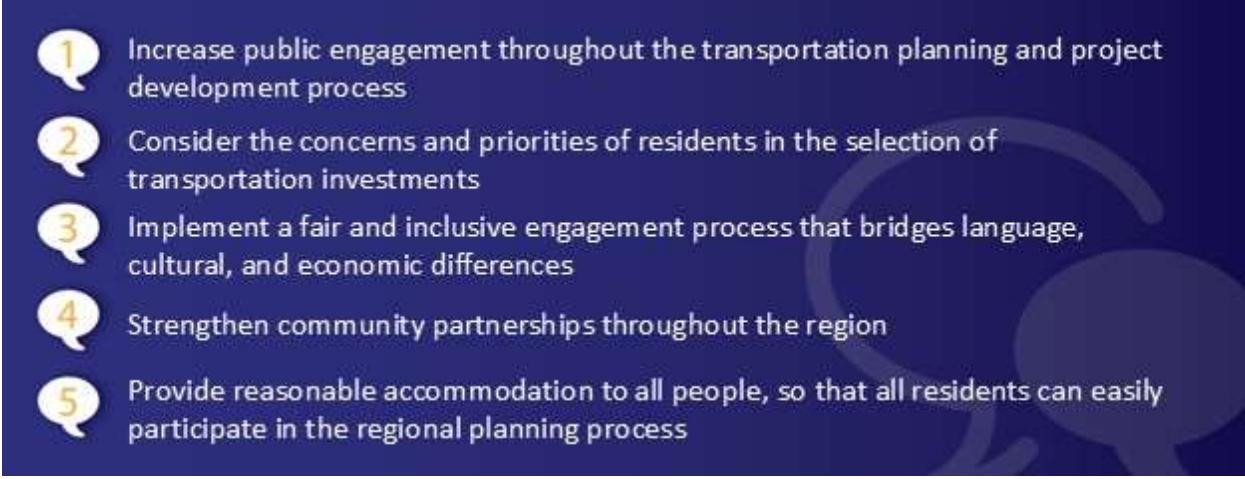
CAMPO is committed to promoting meaningful community engagement in the regional transportation planning process. Robust public and stakeholder involvement from planning through implementation will result in investments that meet the needs of the traveling public. CAMPO's Public Participation Plan (PPP) identifies the goals, strategies, and tools to be used to encourage participation.

CAMPO is seeking opportunities to increase meaningful public participation in the transportation planning process. The USDOT defines meaningful public outreach as a process that proactively seeks full representation from the community, considers public comments and feedback, and incorporates that feedback into a project, program, or plan when possible. This includes outreach that begins early in the planning process and continues through design and construction, providing opportunities for input that will shape project outcomes, and tailoring outreach methods to the unique needs of each undertaking.

Robust community engagement results in transportation plans and strategies that address the concerns of area residents and businesses and facilitates successful project implementation. The outreach process places a priority on innovative approaches, outreach to underrepresented communities, and strengthening partnerships with other regional agencies. Specific policies and procedures for public involvement have been developed and are contained within CAMPO's *Public Participation Plan (PPP)* available on the www.CarsonAreaMPO.com website.

The CAMPO region is also home to the Washoe Tribe of Nevada and California. CAMPO staff conducts government-to-government communication with the Washoe Tribe of Nevada and California to consider tribal needs in the transportation and transit planning and programming process.

CAMPO's outreach goals seek to provide opportunities for meaningful community and stakeholder engagement throughout the transportation planning process. This means providing opportunities for the community to shape the vision and priorities of both regional plans and corridor-based improvements. The agency's outreach goals are summarized in the following graphic:



- 1 Increase public engagement throughout the transportation planning and project development process
- 2 Consider the concerns and priorities of residents in the selection of transportation investments
- 3 Implement a fair and inclusive engagement process that bridges language, cultural, and economic differences
- 4 Strengthen community partnerships throughout the region
- 5 Provide reasonable accommodation to all people, so that all residents can easily participate in the regional planning process

2.0 Summary of FY 2023 & FY 2024 Accomplishments and Work Efforts

CAMPO developed a two-year UPWP for the first time for Fiscal Year* FY 2017 and FY 2018 and has continued to update in partnership with the U.S. Department of Transportation (U.S. DOT) and Nevada Department of Transportation (NDOT). A two-year UPWP, updated annually, allows greater flexibility for CAMPO and its planning partners to complete more significant activities within a reasonable timeframe, and to better coordinate activities with the funding cycle. A two-year work program does not mean that two years' worth of funding is available in the first year. CAMPO executes a monetary agreement with the NDOT annually.

The following are the primary accomplishments and activities that were undertaken during FY 2023 and FY 2024:

- *Disadvantaged Business Enterprise (DBE) Program and 3-year Goal Update* – The CAMPO DBE program was revised to meet current FTA regulations and the 2023-2025 3-year DBE goal was established and approved in September 2022.
- *2023-2026 Transit Asset Management Plan* was updated to monitor and manage public transportation assets in the delivery of service to improve safety and increase reliability and performance and establish performance measures as regulated in 49 CFR 625 and was approved in October 2022.
- *Transportation Improvement Program (TIP) Activities* – The TIP includes a four-year list of projects and is consistent with all Federal planning regulations. All federally funded projects must be included in the TIP. CAMPO adopted the FFY 2023-2026 TIP February 8, 2023. Regular maintenance of the document is required through formal and administrative amendments.
- *2024-2028 Pavement Management Plan*, approved May 2023, supports ongoing planning and programming activities related to roadway infrastructure in Carson City.
- *CAMPO's Public Participation Plan (PPP)* review and update was completed July 2023.
- *Carson Area Transportation System Management Plan* – Staff worked with Kimley Horn to identify and plan for long-term strategies for planning and implementing Coordinated Traffic Signal Systems in the rural Northern Nevada region including those agencies within the CAMPO planning area. This study began in the Fall of 2020 and was completed August 2023.
- *2022 & 2023 Annual Network Monitoring Reports* – Staff collects data, analyzes, and produces an annual Monitoring Report for multimodal usage indicators, performance measures, and performance targets, as applicable within the CAMPO planning area. CAMPO presents the Annual Network Monitoring Reports in October.
- *CAMPO Local Road Safety Plan (LRSP)* supports the identification, analysis, and prioritization of safety improvements on Carson City's local and rural roads in partnership with NDOT. CAMPO's LRSP was completed in April 2024.
- *Public Transportation Agency Safety Plan (PTASP)* – Staff updates the PTASP annually in December for safety performance measures as required by 49 CFR 673.

*Fiscal Year (FY) refers to a one-year period from July 1 to June 30. Federal Fiscal Year (FFY) refers to the federal government's fiscal year from October 1 to September 30.

- *2023-2025 Title VI Program for Jump Around Carson (JAC)* – Staff prepared an update to the Title VI program to ensure CAMPO’s programs, policies, and activities continue to comply with (U.S. DOT) Title VI regulations, affirming that “no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”
- *Ongoing MPO Activities* – These activities included general administration, MPO representation, public participation efforts, regional consistency review, training, UPWP development, and administration of the Surface Transportation Block Grant (STBG) program with partner jurisdictions.
- *Collection, analysis, and reporting of Bicycle and Pedestrian Monitoring Data* – CAMPO continued collection of bicycle and pedestrian monitoring data, used to evaluate, and monitor the performance of Complete Streets measures, such as usage of CAMPO’s bicycle and pedestrian network.
- *CAMPO/ Douglas County Travel Demand Model Update* – Using a consultant, update travel demand model and associated forecasting software and tools as necessary, which may include updated demographics data (i.e., 2020 Census), and/or acquisition/incorporation of passively-derived Origin-Destination data.
- *CAMPO US 50 East Carson Complete Streets Corridor Study_CS* – Using a consultant, The US50 East Carson Complete Streets Study (Study) will identify, evaluate, and recommend potential safety and multimodal (vehicular, transit, pedestrian, and bicycle) transportation improvements along US Highway 50 in east Carson City between Interstate 580 and Highlands Drive, to improve safety for all users of the corridor. The results of this Study will be used to identify and inform the design and construction of future corridor projects.

3.0 Federal Transportation Legislation / ~~Planning Emphasis Areas~~/Planning Factors

In November 2021, the Infrastructure Investment and Jobs Act (IIJA) was signed into law. This legislation carries forward and expands the policies, programs, and initiatives established by preceding legislation (including the FAST Act and MAP-21) by introducing new policies and programs that address new and emerging issues that face the nation's transportation system. These issues include mitigating impacts to existing infrastructure due to extreme weather events, developing and maintaining system resiliency, ensuring fairness for different types of need, researching, and deploying new technologies, connecting housing and transportation, and improving safety for all users.

The metropolitan transportation planning process specified by the IIJA and the implementing regulations contained in 23 CFR 450 requires CAMPO to maintain a cooperative, continuous, and comprehensive framework for making transportation investment decisions in the metropolitan area. CAMPO has incorporated IIJA-related elements into the UPWP including an IIJA Implementation Program to proactively address rulemakings and guidance from the enactment of the IIJA.

In January 2023, the FHWA, and later approved by the FTA, issued a memorandum waiving the non-Federal match requirement for Metropolitan Planning (PL), and Metropolitan Planning Program (MPP) funds that support complete streets planning activities. For CAMPO, this waiver will apply to activities related to complete street policies and prioritization methods, and well as to plans and projects that integrate multi-modal transportation elements. Tasks that meet the requirements of this waiver have been noted in the UPWP work elements.

The IIJA requires each MPO to use at least 2.5% of its PL funds (and each State to use 2.5% of its State Planning and Research funding under 23 U.S.C. 505) on specified planning activities to increase safety and provide options for multiple travel modes for people of all ages and abilities. [§ 11206(b)]

- A State or MPO may opt out of the requirement, with the approval of the Secretary, if the State or MPO has Complete Streets standards and policies in place and has developed an up-to-date Complete Streets prioritization plan that identifies a specific list of Complete Streets projects to improve the safety, mobility, or access to a street. [§ 11206(c) and (e)]
- For this requirement, the term "Complete Streets standards or policies" means standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles. [§ 11206(a)]
- In April 2023, FHWA released a memorandum providing program guidance to clarify eligibility requirements for the use of SPR and PL funds on Complete Streets activities under the IIJA. Found here: [Increasing Safe and Accessible Transportation Options Implementation Guidance](#)
- More information can be found here: [Bipartisan Infrastructure Law - Metropolitan Planning Program \(MPP\) Fact Sheet | Federal Highway Administration \(dot.gov\)](#)

3.1 ~~Federal Planning Emphasis Areas~~

~~The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) jointly develop Planning Emphasis Areas (PEAs) to promote policy, procedural, and technical topics that are to be considered by metropolitan planning organizations in the preparation of work plans. The PEAs address a~~

~~mix of planning issues and priority topics identified as requiring additional focus by MPOs. In addition to PEAs, the HJA includes housing factors for consideration in the transportation planning process. This section below introduces updated PEAs and discusses how they are addressed across work elements in the UPWP.~~

~~In 2014, the three planning emphasis areas included: MAP 21 / FAST Act Implementation, Regional Models of Cooperation, and Ladders of Opportunity. These planning emphasis areas encouraged MPOs to approach transportation planning through Performance Based Planning and Programming, assured a regional approach to MPO coordination, and encouraged MPOs to document transportation connectivity gaps to essential services including housing, employment, health care, schools/education, and recreation. In 2021, eight planning emphasis were required for consideration in MPO planning activities.~~

~~*Emission Reductions* FHWA and FTA work with the State Department of Transportation (State DOT) and MPOs to ensure that our transportation plans and infrastructure investments help reduce negative and harmful emissions, increase resilience to extreme weather events and other natural disasters, and plan for sustainable infrastructure systems that are adaptable to impacts of differing weather patterns..~~

~~*Title VI Activities* FHWA and FTA work with State DOT and MPOs to encourage the uses of strategies that: (1) improve infrastructure for non-motorized travel, public transportation, and increased transportation services to promote economic development for all people; (2) plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management; (3) reduce single-occupancy vehicle travel and associated air pollution in communities near high volume corridors; (4) offer reduced public transportation fares as appropriate; (5) target demand response service towards communities with higher concentrations of older adults and those with poor availability to essential services; and (6) consider sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of vulnerable populations.~~

~~*Executive Order 13985 (Advancing Racial Equity and Support for Underserved Communities)*. As of January 20, 2025, Executive Order 13985 has been revoked; however, CAMPO will continue to strive for projects that result in the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to a variety of communities such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; persons of different sex; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or unfair practices.~~

~~*Complete Streets* FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to help Federal aid recipients plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. To be considered complete, these arterial roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations.~~

~~*Public Involvement* FHWA Division and FTA regional offices should encourage MPOs and State DOTs to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public~~

~~participation by individuals without access to computers and mobile devices.~~

~~Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination~~ FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with representatives from the DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities. The DOD's facilities include military bases, ports, and depots, considered essential to national security.

~~Federal Land Management Agency (FLMA) Coordination~~ FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with FLMAs on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. MPOs must appropriately involve FLMAs in the development of the metropolitan transportation plan and the TIP (23 CFR 450.316(d)).

~~Planning and Environment Linkages (PEL)~~ PELs consider environmental, community, and economic goals early in the transportation planning process, and use the information, analysis, and products developed during planning to inform the environmental review process.

~~Data in Transportation Planning~~ To encourage data sharing principles and data management to be used for a variety of issues, such as freight, bike and pedestrian planning, economic development for vulnerable populations, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient use of resources and improved policy and decision making at the State, MPO, regional, and local levels for all parties.

3.23.1 Federal Planning Factors

This UPWP includes data collection and analytical activities that will facilitate annual reporting about safety, travel delay, pavement condition, alternative mode share, and other performance metrics. This UPWP includes activities to continue the evaluation of the transportation performance measures and performance targets established in the Regional Transportation Plan (RTP). It anticipates that these performance measures will be refined based on statewide MPO/NDOT coordination in the development of future RTPs.

Transportation legislation lists ten factors (Table 3.1) that must be considered as part of the transportation planning process for all metropolitan areas. The most recent update with the IIJA includes housing in the fifth planning factor. The factors listed in Table 3.1 shall be explicitly considered, analyzed as appropriate, and reflected in the planning process products (23 USC 134 (h)). Table 3.1 outlines FY 2025 & FY 2026 two-year UPWP Work Elements that address and support ~~each Federal Planning Emphasis Area and~~ IIJA Planning Consideration, as updated with the Infrastructure Investment and Jobs Act of 2021.

Table 3.1 FY 2025 & FY 2026 Two-Year UPWP Work Elements and Federal **Planning
Emphasis Areas (PEAs)/Planning Considerations**

	Work Elements					
	1	2	3	4	5	6
Infrastructure Investment and Jobs Act (IIJA) Implementation Program	X	X	X	X	X	X
PEA's Federal Planning Factors						
Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency		X	X	X	X	X
Increase the safety of the transportation system for motorized and non- motorized users			X	X	X	X
Increase the security of the transportation system for motorized and non- motorized users			X	X	X	X
Increase mobility of people and freight		X	X	X	X	X
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, housing, and economic development patterns	X	X	X	X	X	X
Enhance the integration and connectivity of the transportation system, across and between modes throughout the State, for people and freight		X	X	X	X	X
Promote efficient system management and operation	X	X	X	X	X	X
Emphasize the preservation of the existing transportation system			X	X	X	X
Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation			X	X	X	X
<i>Enhance travel and tourism</i>		X	X		X	X

3.33.2 Overview of FY 2025 and FY 2026 Work Efforts

CAMPO is continuing to implement its UPWP in a two-year cycle to allow for flexibility in programming, planning, and funding of projects. A two-year work program does not mean that two years' worth of funding is available in the first year. CAMPO executes a monetary agreement with NDOT annually. The following are the primary activities to be undertaken during FY 2025 and FY 2026:

- Staff will be implementing recommendations from the Local Road Safety Plan to continue to promote transportation safety. This includes the development of a dashboard for fatal and serious injury crash reporting.
- Staff will collect data, perform analyses, and produce an annual Network Monitoring Report for multimodal usage indicators, performance measures, and performance targets, as applicable within the CAMPO planning area.
- Working with local, regional, and statewide planning partners, staff will continue to regularly meet and consult with the Regional Transportation Stakeholder Coalition to advise staff on inter- and intra-regional transportation and transit challenges/needs. Information about the Regional Transportation Stakeholder Coalition can be found on CAMPO's website.
- The ADA barriers inventory will be expanded incrementally in the future.
- Roadways within the Carson City and Douglas County portions of the CAMPO area will be inventoried, using a consultant, to reassess pavement conditions. This practice is performed every couple of years for CAMPO, consistent with best industry practices, to maintain a strong database and establish historical benchmarks, thereby providing a more robust analysis of pavement maintenance needs. This process ensures the most informed and efficient decisions are being made to address pavement health.
- Resiliency will be incorporated into CAMPO's Asset Management, Multi-modal Planning, ITS, the Carson Area Transportation System Management Plan (CATSMP), and Infrastructure Sustainability. Resiliency is defined as the ability of a City, MPO, or other entity to prepare for and recover quickly from unexpected interruptions, hazards, or emergencies.
- Staff will administer a survey of transit riders who ride the Jump Around Carson (JAC) transit system) to identify needs and opportunities to improve regional transit planning and operations. This effort will also be supported through a refresh of the Coordinated Human Services Plan.
- The Complete Streets Policy will be enhanced and updated to begin to include design examples and Complete Street implementation guidance.
- CAMPO will continue working on the CAMPO US 50 East Carson Complete Streets Corridor Study_CS to be completed in March 2025.
- Coordination and development of the North Carson Complete Streets Feasibility Study.
- CAMPO is planning a 2050 RTP Amendment to update relevant changes.
- Update CAMPO bicycle route map including an evaluation of bicycle stress, or how stressful the ride is to the bicyclist.
- CAMPO will adopt a new FFY 2025-2028 TIP

4.0 FY 2025 & FY 2026 Unified Planning Work Program

CAMPO's major planning activities are divided into five Work Elements. Funding sources for CAMPO planning activities include a combination of federal transit and highway programs, as well as local funding used as the "match" for federal consolidated planning grant (CPG) funding. Table 4.1 lists the six Work Elements and the total estimated cost for each. The following pages contain a detailed description of each of the Work Elements for the FY 2025 & FY 2026 two-year UPWP, including activities, milestones, estimated completion dates, and estimated total costs. A detailed summary table containing estimated Work Element cost and funding sources for all Work Elements combined with all scheduled milestones by fiscal year is attached at the end of this document. Except where noted below for each activity, work will be completed by CAMPO staff.

Table 4.1 Total Budgeted Amount by Work Element and Fiscal Year
(All values rounded to the nearest dollar)

Work Element	Description	Total Work Element Budget	FY 2025	FY 2026
1	MPO Administration	\$257,082	\$125,491	\$131,591
2	Regional Transportation Planning	\$230,324	\$77,546	\$152,778
3	Outreach, Engagement & Representation	\$112,054	\$37,699	\$74,355
4	Multimodal Planning	\$118,443	\$55,078	\$63,365
5	Transportation Performance and Asset Management	\$347,301	\$208,151	\$139,150
6	Complete Streets_CS	\$277,605	\$50,816	\$226,789
Total UPWP CPG/Local		\$1,342,809	\$554,781	\$788,028
Total Other Federal/Local Funding*		\$305,000	\$180,000	\$125,000
Total 2-Year UPWP		\$1,647,809	\$734,781	\$913,028

*Other Funding Sources (US 50 East Carson Corridor Study, N. Carson Street Study)

WORK ELEMENT 1.0 – MPO Administration

The activities in this work element are related to the overall administration of CAMPO's transportation regional planning program. All activities are annual or ongoing activities undertaken to maintain compliance with federal/state regulations, organize and manage MPO activities, and improve staff skills.

Work Element and Description		1.0 MPO Administration
FY 2025	CPG	\$ 119,216
	Local Match	\$ 6,275
	Total Cost	\$ 125,491
FY 2026	CPG	\$ 125,011
	Local Match	\$ 6,580
	Total Cost	\$ 131,591
Total Work Element Cost	CPG	\$ 244,227
	Local Match	\$ 12,855
	Total Cost	\$ 257,082

ACTIVITIES

1.1 MPO Administration and Work Program Oversight

Description: This activity includes general administrative functions concerning the regional transportation planning program including preparation of administrative reports, analyses, budgets, goals and objectives, correspondence, documents, memos, etc.

Elements:

- Preparation of required MPO reports and memoranda supporting the activities of CAMPO.
- Management and oversight of transportation and planning grants.
- Preparation of monthly, quarterly, and end-of-year summaries and reports.
- Preparation of billings and reimbursement requests for projects and grant related funding activities for federally funded projects by CAMPO.
- Ongoing participation in Nevada's Planning Executive Group (PEG) initiatives related to MPO coordination and programming.
- MPO Board Support, including providing special reports, researching MPO issues, preparation of board/public meeting materials, and attendance at MPO regular and special meetings.

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion Date
Agenda and meeting materials for CAMPO board and other public meetings, as needed	CAMPO	Monthly, Ongoing
Miscellaneous reports, analyses, correspondence, task summaries and memoranda, and funding management, as needed	CAMPO	Ongoing
Preparation of monthly, quarterly, and end-of-year summaries and reports	CAMPO	Monthly, Ongoing
Participation in Nevada's Planning Executive Group (PEG) and initiatives related to MPO coordination and programming	CAMPO	Ongoing

1.2 Unified Planning Work Program Oversight and Development

Description: This activity includes preparation and administration of the Unified Planning Work Program (UPWP), quarterly activity summaries, reporting, invoicing UPWP amendments as needed, and annual monetary agreements.

Elements:

- Development, coordination, management, collaboration, and adoption of the FY 2027-2028 UPWP, including updated member agency population splits.
- UPWP management and administration of budgets and agreements.
- Preparation of quarterly, and end-of-year action/activity invoices, summaries, and reports.
- Application and management of Consolidated Planning Grant (CPG) funds for CAMPO operations.

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion Date
FY 2025/2026 UPWP Administration and Amendments, as needed	CAMPO	Ongoing
UPWP Quarterly Reporting and Invoicing	CAMPO	30 th of each month following the close of each Fiscal Year Quarter
FY 2026 Monetary Agreement	CAMPO	June 2025
FY 2027 Monetary Agreement	CAMPO	May 2026
Adoption of the FY 2027-2028 UPWP (Draft/ Final)	CAMPO	April 2026

1.3 Transportation Improvement Program (TIP) Administration

Description: This activity supports the selection, funding, and implementation of transportation projects that meet State and federal regulations. The MAP-21/FAST Act-compliant Federal Fiscal Year (FFY) 2023-2026 Transportation Improvement Program (TIP) was adopted by the Regional Transportation Commission (RTC) on February 8, 2023. Activities under this task include administration and maintenance of the current FFY 2023-2026 TIP, including the processing of modifications and amendments as needed, and development of the FFY 2025-2028 TIP in cooperation with other local, regional, and statewide agencies. The TIP includes a current four-year listing of projects and will be consistent with all Federal planning regulations, including supporting access and transportation needs of Federal Land Management Agencies (FLMA's) before projects are programmed in the TIP. The format of the TIP will reflect consistency with NDOT's eSTIP platform. This activity includes project tracking and financial tracking that is performance-based and consistent with the goals and objectives of the IIJA, MAP-21, and the FAST Act.

Elements:

- Determine those sufficient federal, State, and local revenue sources are available to fund projects programmed in the TIP.
- Coordinate administration and maintenance of the TIP within the Statewide TIP (STIP).
- Provide the reasonable opportunity for public comment in accordance with the Public Participation Plan and federal regulations.
- Incorporate opportunities for vulnerable individuals of differing needs and ADA considerations, as appropriate.
- Consider best available performance information, including performance measures and targets, in prioritization of transportation improvement projects that are expected to support achievement of adopted targets and the IIJA/MAP-21/FAST Act performance measures.
- Prepare modifications and amendments to the TIP, as needed.
- Coordinate modifications and amendments of the TIP program with the STIP to ensure changes are incorporated into the STIP.
- Develop and prepare the FFY 2025-2028 TIP for adoption.
- Coordination with FHWA NV Division office, FTA, NDOT, and CAMPO partner agencies on project development and funding.
- Maintain and report annual list of obligated projects.
- Perform and document continuing, coordinated, and comprehensive processes that include traditionally underrepresented populations and their community leaders (e.g., elderly, disabled, low income, and minorities).

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion Date
FFY 2023-2026 TIP administrative modifications and formal amendments, as needed	CAMPO	Ongoing through September 2024
Consider the best available performance information, including performance measures and targets, in prioritization of transportation improvement projects that are expected to support the achievement of adopted targets and the IIJA, MAP-21, and FAST Act performance measures	CAMPO	Ongoing
Adopted FFY 2025-2028 TIP	CAMPO	December 2024
FFY 2025-2028 TIP administrative modifications and formal amendments, as needed	CAMPO	Ongoing, December 2024-June 2026
Annual Federal Obligations Report	CAMPO	December 2024; December 2025

1.4 Professional Development

Description: This activity focuses on professional development and internal cross training that enhances the capabilities of staff in exercising the responsibilities of the MPO, including training time and materials. This activity includes memberships in related professional organizations, subscriptions to related professional periodicals, and dues/fees required for obtaining and maintaining professional certifications.

Elements:

- Facilitation and/or attendance at conferences, training courses, and seminars directly related to transportation planning as appropriate, including, but not limited to: professional committees, TransCAD, PAVER, GIS, planning best practices, State/federal grants administration, performance-based planning, asset management, professional services procurement, etc.
- Internal cross-training that promotes diverse staffing capabilities in regional transportation planning.
- Memberships in related professional organizations and subscriptions to related professional periodicals.
- Dues/fees required for obtaining and maintaining professional memberships/certifications.

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion Date
Enhanced staff capabilities	CAMPO	Ongoing

WORK ELEMENT 2.0 – Regional Transportation Planning

Activities within this work element include administration of the 2050 RTP, including ongoing coordination with federal, State, and local partners to explore funding opportunities to implement the plan. CAMPO will prioritize continued public outreach for RTP on goals and concepts that promote transportation choice and environmental sustainability and ensure access to public facilities for all users across all modes.

This Work Element also includes preparation of a formal update and adoption of the 2050 CAMPO Regional Transportation Plan, as required every 5-years, to include updates to both long-range and short-range strategies and actions that provide for the development of an integrated multimodal transportation system (including pedestrian walkways and bicycle transportation facilities) to facilitate the safe and efficient movement of people and goods in addressing current and future transportation demand. CAMPO will include public outreach and stakeholder coordination for administrative modifications and/or amendments to the RTP, including Virtual Public Involvement (VPI), as necessary in accordance with the PPP.

Work Element and Description		2.0 Regional Transportation Planning
FY 2025	CPG	\$ 73,669
	Local Match	\$ 3,877
	Total Cost	\$ 77,546
FY 2026	CPG	\$ 145,139
	Local Match	\$ 7,639
	Total Cost	\$ 152,778
Total Work Element Cost	CPG	\$ 218,808
	Local Match	\$ 11,516
	Total Cost	\$ 230,324

ACTIVITIES

2.1 Regional Transportation Plan (RTP)

Description: The 2050 RTP was adopted on January 13, 2021. This activity includes the formal update, re-adoption, and maintenance to the 2050 RTP. The formal update to the RTP will consider transportation emissions and clean energy initiatives appropriate for CAMPO including alternative fuel vehicles. It will consider infrastructure sustainability including planning for transportation hazards and resiliency, reviewing Planning and Environmental Linkages (PEL), and considering transportation-stormwater effects; a collaborative approach to transportation planning using information and analysis to consider environmental, community, and economic goals that inform the environmental review process. Early, effective, and continuous outreach on the document will continue, as well as coordination with partner agencies and local governments.

Elements:

- Administration of the 2050 RTP, including ongoing coordination with federal, State, and local partners to explore funding opportunities to implement the plan.
- Participation in public and interagency meetings as a transportation technical resource.
- Continued Public outreach for RTP on goals and concepts that promote freedom of transportation choice and environmental sustainability and ensure access to public facilities for all users across all modes.
- Process RTP administrative modifications and/or amendments, as necessary following completion of planning studies and projects.
- Public Outreach and stakeholder coordination for administrative modifications and/or amendments to the RTP, including VPI, as necessary.
- Development and re-adoption of the RTP including incorporation of federally required performance measures and/or targets, data management, public participation, stakeholder engagement and project prioritization/costing.
- Coordination with partner agencies, MPOs, and participation in interagency meetings.

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion
Continued community outreach and education on the 2050 RTP	CAMPO/ CONSULTANT	Ongoing
2050 RTP formal update and re-adoption	CAMPO / CONSULTANT	January 2026

WORK ELEMENT 3.0 – Outreach, Engagement, and Representation

Activities within this work element include MPO representation, early, effective, and continuous public participation, regional coordination, and engagement activities necessary to carry out continuing, comprehensive, and cooperative regional transportation planning activities. Activities are ongoing or recurring meaningful activities designed to continue public participation and engagement efforts, including incorporating VPI opportunities to reach greater numbers of people. Activities include planning for all modes with all stakeholders and meeting the requirements set forth in CAMPO's Public Participation Plan.

Work Element and Description		3.0 Outreach, Engagement & Representation
FY 2025	CPG	\$ 35,814
	Local Match	\$ 1,885
	Total Cost	\$ 37,699
FY 2026	CPG	\$ 70,637
	Local Match	\$ 3,718
	Total Cost	\$ 74,355
Total Work Element Cost	CPG	\$ 106,451
	Local Match	\$ 5,603
	Total Cost	\$ 112,054

ACTIVITIES

3.1 MPO Representation

Description: Staff will represent the MPO at events, conferences and meetings not related to specific UPWP activities. This activity includes coordination with other regional MPOs, NDOT, Carson City, Douglas County, Lyon County, and other agencies and organizations to ensure development of transportation related projects that serve the best interests of the region. CAMPO staff regularly communicate with the Washoe Tribe of Nevada and California to consider tribal needs in the transportation and transit planning and programming process. This task includes participation in the statewide planning process, including attendance and participation in the Nevada Advisory Committee on Traffic Safety (NVACTS), the Transportation Planning Advisory Committee (TPAC), the development and coordination of the Statewide Transportation Improvement Program (STIP), project selection, and participation in other advisory and legislative committees, as appropriate.

Elements:

- Preparation and attendance at events, conferences, and meetings not related to specific other UPWP activities.
- Ongoing coordination with other regional MPOs, NDOT, Carson City, Douglas County, Lyon County, and/or other agencies/organizations, as needed.
- Participation in statewide planning activities and corridor studies, as needed.
- Participation and support for NDOT corridor planning document and project designs for roads within CAMPO.
- Continuing management of The Regional Transportation Stakeholder Coalition (RTSC).

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion Date
A well-represented MPO with ongoing inter- and intra-regional coordination	CAMPO	Ongoing
Coordinate CAMPO documents with State planning processes and documents	CAMPO	Ongoing
Participation and support for NDOT corridor planning documents and design projects	CAMPO	Ongoing
Ongoing Meetings with the Regional Transportation Stakeholder Coalition	CAMPO	Triannual meetings

3.2 Public Participation

Description: Early, effective, continuous, and meaningful public participation efforts will be conducted throughout the program period related to numerous work-study activities; development of corridor/specific studies; preparation of updates to regional planning documents and policies; development of the UPWP for the next fiscal years; public information campaigns to promote planning initiatives and programs; coordination with Tahoe MPO (TMPO) and Washoe County Regional Transportation Commission (Washoe RTC); and other related activities. This task includes integrating Virtual Public Involvement (VPI) to increase access and meaningful participation in transportation planning activities. This task also includes the publication of notices and maintenance of the CAMPO website, as the website is a useful tool for informing constituents of CAMPO's purpose and activities.

Elements:

- Activities necessary to host/coordinate public participation activities for projects listed in the TIP, including VPI and language assistance.
- Outreach resulting from the development of corridor/specific studies or local development projects.
- Development of public information campaigns that promote safety and planning initiatives and programs.
- Continuous maintenance of the CAMPO website.

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion
Hosted/coordinated public participation activities, including VPI and language assistance	CAMPO/ CONSULTANT	Ongoing
Operational website for distribution of current, accurate, and transparent public information	CAMPO	Ongoing

3.3 Regional Transit Coordination and Engagement

Description: There are five transit services operating within the CAMPO planning area (Eastern Sierra Transit Authority, Tahoe Transportation District (TTD), Jump Around Carson (JAC), Douglas Area Rural Transit (DART), and RTC Intercity that are subsidized by member counties. This activity includes regional coordination of transit services by CAMPO staff, development and implementation of transit surveys, ongoing stakeholder engagement related to availability and support of transit services especially for low-income, seniors, and other vulnerable communities in accordance with the JAC Transit Development and Coordinated Human Services Plan.

Elements:

- Development, preparation, and outreach for rider survey materials including outreach to low-income and vulnerable communities.
- Coordinated community, stakeholder, and agency discussions regarding transit route planning.
- Participation in local and regional planning processes for public transportation projects in which the Carson area has a vested interest.

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion Date
Coordination and communication among transit operators	CAMPO	Ongoing
Transit Rider Survey	CAMPO/ CONSULTANT	June 2026

WORK ELEMENT 4.0 – Multimodal Planning

The activities in this work element carry out and support the integration of federal, state, and local transportation planning processes; complete activities and products to satisfy core planning functions and State and federal metropolitan planning requirements; consider all modes of transportation in implementing regional transportation goals; support transportation policy development and analyses; support the incorporation of various modal and corridor/specific plans into the Regional Transportation Plan and Transportation Improvement Program; and support ongoing and strengthened partnerships with government partners, organizations and agencies, and the public to further our regional transportation goals and consider the safety of all road users.

This Work Element includes short- and long-range transportation planning activities within the CAMPO Metropolitan Planning Area that may be conducted by Staff and/or Consultants to understand safety conditions, travel behavior, land use including housing and occupational locations, multi-modal needs, necessary safety and operational improvements, preliminary environmental linkages including transportation-stormwater effects, and alternatives analyses for various corridors within the planning area. Periodic reports related to analyses and findings will be produced.

Work Element and Description		4.0 Multimodal Planning
FY 2025	CPG	\$ 52,324
	Local Match	\$ 2,754
	Total Cost	\$ 55,078
FY 2026	CPG	\$ 60,197
	Local Match	\$ 3,168
	Total Cost	\$ 63,365
Total Work Element Cost FY 2025 & FY 2026	CPG	\$ 112,521
	Local Match	\$ 5,922
	Total Cost	\$ 118,443

ACTIVITIES

4.1 Transit Planning

Description: This activity incorporates responsibilities required of CAMPO as the designated recipient of FTA Section 5307 funds. CAMPO must apply for and manage these funds, including compliance activities and participation in regular federal reviews and audits. This activity also includes development of short- and long-range plans as well as maintenance and administration of transit policies and procedures that support implementation of regional transit planning documents, including maintenance of a JAC Fixed- Route Policy and a JAC ADA Paratransit Eligibility process. The task also includes coordination with local Native American tribal communities to seek ways to broaden transportation to poorly served areas. The public outreach and coordination activities within this task specifically relate to transit planning and do not duplicate public outreach and coordination that is conducted under other activities within this UPWP.

Elements:

- Early, effective, continuous, and meaningful public outreach and promotion of JAC availability and transit routes.
- Update to the JAC Transit Development and Coordinated Human Services Plan including a review of routes and operational adjustments that increase access to public transportation and considers micro-transit opportunities, as discussed and requested by Carson City Board of Supervisors and the Regional Transportation Commission.
- CAMPO/JAC Title VI Program update for FFY 2026-2028
- Title VI Program implementation, monitoring, and updates, as required.
- CAMPO Disadvantaged Business Enterprise (DBE) Program and oversite, and 3-year Goal for Federal Transit Administration Funds update covering FFY 2026-2028.
- Participation in public and interagency meetings to support transit planning activities.
- Maintenance of a JAC ADA Paratransit Eligibility Process and the JAC Fixed-Route policy.
- Collection and analysis of transit ridership data and development of the JAC Annual Monitoring Report.
- Transit responsibilities as a designated recipient – CAMPO, in coordination with NDOT works with transit operators in the region to identify projects and distribute FTA funds among eligible operators and projects. Efforts under this subtask include training, project identification, allocation of funding, and coordination with FTA, NDOT, and transit operators.

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion Date
Project identification and allocation of funds among regional transit operators to allow for implementation of FTA transit programs	CAMPO	Ongoing
Update to the JAC Transit Development and Coordinated Human Services Plan	CAMPO/CONSULTANT	January 2026
Outreach and promotion of JAC Transit Services and routes through targeted outreach and advertising	CAMPO	Ongoing
JAC Title VI Program update	CAMPO	September 2025
CAMPO DBE Program Goal Update	CAMPO	September 2025
FY 2024 & 2025 JAC Monitoring Report	CAMPO	July 2025; February 2026

4.2 Intelligent Transportation Systems (ITS) and Alternative Fuels Planning

Description: This activity included two main elements. The first element is identifying and planning for long-term strategies for implementing Coordinated Traffic Signal Systems within the CAMPO planning area. The second element of this task includes planning for long-term strategies and coordination with partner agencies and the private sector related to emerging transportation technologies including connected and autonomous vehicles and the development of alternative fuels with an eye toward reducing transportation emissions.

Elements:

- Staff time to implement components of the Carson Area Transportation System Management Plan.
- Coordination with NDOT and other CAMPO agencies related to implementation of ITS concepts, traffic management, operations, and other related programs.
- Coordination with NDOT, partner agencies, and private sector businesses on the development of transportation electrification or other alternative fuels policy, programs, and infrastructure.
- Agency coordination with partner jurisdictions, transit agencies, utility providers, and other related planning activities for alternative fuel vehicles and the deployment of associated infrastructure for personal or agency owned fleets.

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion Date
Staff coordination with partner jurisdictions, utility companies, and NDOT	CAMPO	Ongoing

4.3 Active Transportation Planning

Description: This activity involves participation and management of regional bicycle, pedestrian, and other multi-modal activities including coordination with organizations such as the Western Nevada Safe Routes to Schools program and non-profit organizations (e.g. Muscle Powered) to identify and plan for active transportation infrastructure challenges and needs throughout the Metropolitan Planning Area.

Elements:

- Community outreach and coordination with partner agencies, Western Nevada Safe Routes to Schools program, and regional non-profit organizations.
- Participation in local planning processes for active transportation projects in which the Metropolitan Planning Area has a vested interest.
- Update CAMPO bicycle route map information in coordination with an update to the Regional Transportation Plan.
- Interagency coordination with state, FLMA, and local agency partners (NDOT, FHWA, CFL, BLM, Carson City, Douglas County, Lyon County, Washoe Tribe of Nevada and California), regarding multi-modal access to public lands.

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion Date
Community outreach and agency coordination	CAMPO	Ongoing
Updated CAMPO Bicycle Route Map	CAMPO/ CONSULTANT	February 2026

4.4 Regional Consistency Review and Planning Updates

Description: Development of capital improvement projects within the CAMPO boundaries is critical to ensuring consistency with the RTP and TIP. Staff routinely review and examine the effectiveness of proposed projects as they relate to the ability to relieve/prevent congestion, to minimize transportation stormwater impacts, consider the likely impacts of transportation policy on housing, land use and development decisions, support access to and transportation needs of Federal Land Management Agencies (FLMA's), preservation and efficient utilization of transportation facilities, and other matters as required by federal or State regulation. These activities do not duplicate routine reviews of proposed developments that are conducted by constituent units of government.

This task also includes support and periodic updates, if required, to the existing planning documents based on changes resulting from local, state, or federal policies or regulations; as well as includes the development, maintenance, and administration of transportation policies that support the implementation of regional transportation planning documents.

Elements:

- Provide input on proposed developments of regional significance regarding the RTP and TIP.
- Assist local agencies with the development and administration of regionally significant projects in the CAMPO region.
- Annual growth management reviews.
- Incorporate Transportation Hazard and Resiliency Planning in identifying assets, needs, and vulnerabilities within the transportation network.
- Development, maintenance, and administration of transportation policies and documents, as required.

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion Date
Periodic review/reports on planning documents and policies	CAMPO/ CONSULTANT	Ongoing
Participate with local agencies in development and review of various projects and plans, including hazard mitigation planning.	CAMPO / CONSULTANT	Ongoing

WORK ELEMENT 5.0 – Transportation Performance and Asset Management

The activities in this work element support and implement federal and State requirements for performance-based planning to inform decision-making, including transportation data collection, management, needs identification and data sharing; travel demand modeling and forecasting; development of performance measures and targets; and various other information gathering, analyses, monitoring and reporting, as needed. This work element also supports multi-modal asset management throughout the CAMPO planning area using ongoing data collection, analyses, sharing and reporting to inform decision-making that promotes efficient system management and operation; improves the resiliency and reliability of the transportation system; and emphasizes preservation of the existing transportation system. Resiliency is defined as the ability of a City, MPO, or other entity to recover quickly from unexpected interruptions, hazards, or emergencies.

Work Element and Description		5.0 Transportation Performance and Asset Management
FY 2025	CPG	\$ 197,744
	Local Match	\$ 10,407
	Total Cost	\$ 208,151
FY 2026	CPG	\$ 132,192
	Local Match	\$ 6,958
	Total Cost	\$ 139,150
Total Work Element Cost FY 2025 & FY 2026	CPG	\$ 329,936
	Local Match	\$ 17,365
	Total Cost	\$ 347,301

ACTIVITIES

5.1 Performance Measure Implementation and Management

Description: Under this activity, staff will work to comply with IIJA, MAP-21 and the FAST Act requirements as they continue to be communicated from the U.S. Department of Transportation (U.S. DOT), with an emphasis on developing performance measures and establishing performance targets.

Elements:

- Coordination and advancement of data collection and sharing across CAMPO partner jurisdictions, transit operators, NDOT and FHWA in response to established performance measure target-setting requirements.
- Technical analyses and model outputs that support development and implementation of IIJA/MAP-21/Fast Act performance-based planning requirements.
- Preparation and development of documentation as required.
- Adopted performance measures targets, including Safety Performance Measure Targets; Public Transit Agency Safety Targets; Transit Asset Management Targets; and supporting NDOT's other performance measures including Congestion Management Air Quality (CMAQ), Infrastructure, and System Performance Targets for the CAMPO Metropolitan Planning Area, as applicable.
- Referencing 23 U.S.C. 175, the IIJA established the Carbon Reduction Program (CRP), providing funds for projects to reduce transportation emissions (CO2) from on-road highway sources. CAMPO staff will monitor and follow program guidelines for using CRP funding as well as participate in Statewide emission reduction planning.

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion Date
Safety Performance Measure Targets	CAMPO	February 2025; February 2026
Public Transit Agency Safety Targets	CAMPO	December 2024; December 2025
FTA Transit Asset Management Targets	CAMPO	October 2024; October 2025
Supporting Nevada's CMAQ, Infrastructure, and System Performance Targets	CAMPO	October 2024; October 2025
Documentation as required	CAMPO	Ongoing
Ongoing participation in Nevada's Performance Measures Working Group	CAMPO	Ongoing

5.2 Maintain Travel Demand Model

Description: Staff will work with a consultant to maintain the travel demand model to meet ongoing forecasting needs. Staff will coordinate as needed on network planning and connectivity to ensure strategic connections to the national highway system for defense department facilities are preserved. The model will be maintained with the most recent traffic volume counts available (segments/intersections) as well as population and land use assumptions. There are periodic needs to provide information to other agencies both within and outside the CAMPO planning area that is derived from, or is an input to, the modeling process. Staff will continue to monitor inter- and intra-regional growth, updating the model as needed.

Elements:

- Ongoing travel demand modeling services through consultant service, including model maintenance activities to incorporate most current population and transportation network data.
- Using a consultant, produce requested model outputs for alternatives analysis, planning studies, or other regional activities as needed/requested.
- Provision of information from the modeling process as needed/requested.

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion Date
Requested model outputs for alternatives analysis, planning studies, or other regional activities as needed/requested	CAMPO/ CONSULTANT	Ongoing

5.3 Data Management, Collection, and Performance Measurement

Description: This activity supports monitoring of transportation performance measures included in the 2050 RTP. Staff will continue to collect multimodal performance data within CAMPO's planning area, recording any changes or trends, and providing recommendations that may be used to inform future transportation improvement projects and policies. This task includes development of annual Monitoring Reports and incorporation into the 2050 RTP and associated regional planning documents, as appropriate.

Staff will continue to monitor and evaluate the existing bicycle and pedestrian network, work with member agencies and local advocates, and pursue grant opportunities to improve the access to community destinations and connectivity of the system to ensure safety and connectedness for all road users. This will include incremental improvements to the ADA Transition Plan through collection and analysis of bicycle and pedestrian asset data, including ADA access barriers by zones; school zones, the Redevelopment Authority Citizens Committee (RACC) Redevelopment Areas, Bus Routes, and "Last quarter mile" of bus stop analysis.

Staff plan on incorporating continual safety recommendations, based on data driven decisions and contributing crash factors in areas where fatalities occur. Staff will reference steps from the routine monitoring of safety on local roads from the Local Road Safety Plan.

Elements:

- Ongoing data collection and installation of devices related to safety, regional bicycle and pedestrian counts, vehicular movements, and other transportation infrastructure data as needed.
- Analyses of collected data on auto, transit, truck, bicycle, and pedestrian use.
- Annual preparation and dissemination of CAMPO's Monitoring Report.
- Coordinate the dissemination and consideration of transportation-related performance data.
- Maintain and continue to refine GIS network files related to transportation assets within the CAMPO region such as socioeconomic data, housing data, crash data, land use changes, and environmental data as well as ITS infrastructure, traffic analysis zones, and other GIS files necessary to support a variety of CAMPO planning needs.
- Periodic recommendations and/or reports.
- Coordinate the dissemination and consideration of transportation-related performance data.
- Funding permitting, conduct an inventory of narrowness barriers throughout the CAMPO planning area.
- Conduct mapping activities that support integration of inventory data with CAMPO's web-based mapping platform.

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion Date
Annual CAMPO Monitoring Report	CAMPO	October 2024; October 2025
Ongoing performance monitoring and multimodal data collection	CAMPO	Ongoing
Bicycle, pedestrian, truck, and automobile counts	CAMPO	Ongoing
Develop CAMPO Fatalities and Contributing Factors Dashboard	CAMPO	June 2025
Improved access to and connectivity of the bicycle and pedestrian network	CAMPO	Ongoing
Continuous updates to non-motorized assets, including sidewalks, ramps, and bicycle facilities, integrated into CAMPO's web-based mapping platform, including map production	CAMPO	Ongoing

5.4 Maintain Pavement Management System

Description: This activity involves regular updates and maintenance of the Pavement Management System following improvements or changes to the street network or land uses. A consultant will be hired to collect data on the CAMPO roadway network, building upon the previous pavement surveys. Staff will report on performance measures annually as they relate to pavement maintenance needs and project identification. Staff will continue to implement Carson City's pavement management plan.

Elements:

- Conduct regular updates and maintenance of the Pavement Management Plan and system.
- Using a contractor, collect pavement survey data for Carson City, Lyon County, and/or Douglas County roadways, funding and agency participation permitting.
- Annual performance reporting of pavement condition within the CAMPO planning area.

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion Date
Up-to-date pavement management system	CAMPO/ CONSULTANT	Ongoing
Complete pavement survey for participating agencies	CAMPO/ CONSULTANT	March 2025
Annual performance reporting of pavement condition within the CAMPO planning area to support development of pavement maintenance projects by partner agencies	CAMPO	September 2024; December 2025
Implementation and Maintenance of Carson City's Pavement Management Plan	CAMPO	Ongoing

5.5 Transit Asset Management

Description: These activities include ongoing maintenance of the Federal Fiscal Year (FFY) 2023-2026 JAC Transit Asset Management (TAM) Plan including monitoring of performance targets.

Elements:

- Maintain the inventory and projection of transit assets, life expectancies, replacement costs, and maintenance activities and costs.
- Ongoing monitoring of TAM performance targets.

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion Date
Current and maintained JAC Transit Asset Management Plan, including modifications and amendments, as needed	CAMPO	Ongoing

WORK ELEMENT 6.0 – Complete Streets_CS

The activities in this work element concentrate on Complete Streets and include developing a Complete Streets toolbox and corridor studies including continuing efforts on the US 50 East Carson Complete Streets study and beginning the North Carson Complete Streets Corridor Study. All Complete Streets Activities are exempt from local match according to the FTA and FHWA Waiver of Non-Federal Match for Complete Streets Planning, authorized by 49 U.S.C. § 49 5305. By removing non-federal match requirements, the waiver provides 100-percent federal funding for activities that improve safety and availability of the transportation system through activities described in the Bipartisan Infrastructure Law [section 11206 (c)].

The goal of Complete Streets planning is to provide a safe and approachable transportation network to allow freedom of transportation choice for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment, and increased economic development for businesses. Corridor projects identified in CAMPO's 2050 Regional Transportation Plan will be considered for study within this task in coordination with local partners and the NDOT

Work Element and Description		6.0 Complete Streets_CS
FY 2025	CPG	\$ 50,816
	Local Match	\$ 0
	Total Cost	\$ 50,816
FY 2026	CPG	\$ 226,789
	Local Match	\$ 0
	Total Cost	\$ 226,789
Total Work Element Cost	CPG	\$277,610
	Local Match	\$ 0
	Total Cost	\$ 277,605

ACTIVITIES

6.1 Complete Streets Design Guide & Toolbox_CS

Description: This activity includes enhancement of a standard guide for planners and engineers and the public to clarify Complete Streets policies and guidance through an update to the Complete Streets Design Guide and Toolbox. This task will be completed concurrently based on guidance and information received from ongoing corridor studies.

Elements:

- Enhancement and update to Complete Streets policies and guidance to help guide consistent implementation of Complete Streets Policies in Carson City.

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion
Complete Streets Design Guide and Toolbox_CS	CAMPO	June 2026

6.2 Complete Streets Corridor Studies_CS

Description: This task includes short- and long-range transportation planning activities within the CAMPO Metropolitan Planning Area that may be conducted by Staff and/or Consultants to understand travel behavior, land use including housing and occupational locations, multi-modal needs, necessary safety and operational improvements, preliminary environmental linkages including transportation-stormwater effects, and alternatives analyses for various corridors within the planning area. Periodic reports related to analyses and findings will be produced. The goal of Complete Streets planning is to provide a safe and approachable transportation network for travelers of all ages and abilities, including those from low-income communities and vulnerable communities with different transportation needs who have faced challenges accessing transportation. Corridor projects identified in CAMPO's 2050 Regional Transportation Plan will be considered for study within this task in coordination with local partners and NDOT.

Elements:

- Coordination and development for the continuance of the US 50 East Carson Complete Streets Study.
- Coordination and development of the North Carson Complete Streets Feasibility Study.
- Consider Planning and Environmental Linkage (PEL) concepts and practices in corridor study planning reviews where appropriate.

Milestones & Benchmarks:

Milestone	Responsible Party	Est. Completion Date
US 50 East Carson Complete Streets Study_CS	CAMPO/ CONSULTANT	September 2025
N. Carson Complete Streets Feasibility Study_CS	CAMPO/ CONSULTANT	December 2026

5.0 FY 2025 & FY 2026 UPWP Budget & Combined Scheduled Milestones

CAMPO receives an annual apportionment of Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funds that may be used for transportation planning activities. The FHWA funds are from the planning (PL) program and the FTA funds are allocated from the Section 5303 program. These two funding sources are combined as Consolidated Planning Grant (CPG) funds and may be used to reimburse up to 95% of eligible expenses. The CPG funds are allocated to CAMPO based on an agreed-upon distribution formula between NDOT and Nevada's three other MPOs. See the individual work elements and activities described earlier in this UPWP and the budget table, below, for additional budget and schedule information.

Table 5.1 CAMPO FY 2025 and FY 2026 UPWP Cost/Funding Summary

Activity					Funding Breakdown, Overall FY 25 & FY 26		
Work Element	#	Description	Milestones (Excludes Ongoing/Recurring Milestones)	Estimated Completion Date	FY 2025	FY 2026	Total Work Element Cost
1.0 MPO Administration	<u>1.1</u>	MPO Administration and Work Program Oversight			\$125,491	\$131,590	\$257,081
	<u>1.2</u>	Unified Planning Work Program Oversight and Development	FY 2026 / FY 2027 Monetary Agreements FY 2027-2028 UPWP (Draft/ Final)	June 2025; May 2026 April 2026			
	<u>1.3</u>	Transportation Improvement Program (TIP) Administration	FY 2025-2028 TIP	December 2024			
	<u>1.4</u>	Professional Development	Annual Federal Obligations Report	December 2024; December 2025			
2.0 RTP	<u>2.1</u>	Regional Transportation Plan (RTP)*	2050 RTP Update and Adoption*	January 2026	\$77,546	\$152,778	\$230,324
3.0 Outreach, Engagement, and Representation	<u>3.1</u>	MPO Representation	-	-	\$37,699	\$74,355	\$112,054
	<u>3.2</u>	Public Participation	-	-			
	<u>3.3</u>	Regional Transit Coordination & Engagement	Transit Rider Survey	June 2026			
4.0 Multimodal Planning	<u>4.1</u>	Transit Planning	Update to JAC Transit Coordinated Human Services Plan	January 2026	\$55,078	\$63,365	\$118,443
			JAC Title VI Program Update	September 2025			
			CAMPO DBE Program Goal Update	September 2025			
			FY 2024 & 2025 JAC Monitoring Report	July 2025; February 2026			
5.0 Transportation Performance & Asset Management	<u>4.2</u>	ITS and Alternative Fuels Planning			\$208,151	\$139,150	\$347,301
	<u>4.3</u>	Active Transportation Planning	Updated CAMPO Bicycle Map	February 2026			
	<u>4.4</u>	Regional Consistency Review & Planning Updates	-	-			
	<u>5.1</u>	Performance Measure Implementation & Management	Safety Performance Measure Targets Public Transit Agency Safety Targets FTA Transit Asset Management Targets Supporting Nevada's CMAQ Targets	February 2025; February 2026 December 2024; December 2025 October 2024; October 2025 October 2024; October 2025			
5.0 Transportation Performance & Asset Management	<u>5.2</u>	Maintain Travel Demand Model	-	-	\$208,151	\$139,150	\$347,301
	<u>5.3</u>	Data Management, Collection, and Performance Measurement	Annual CAMPO Monitoring Report CAMP Crash Dashboard	September 2024; September 2025 June 2025			
	<u>5.4</u>	Maintain Pavement Management System	Complete pavement survey for participating agencies	March 2025			
	<u>5.5</u>	Transit Asset Management	Annual performance reporting of pavement condition within the CAMPO planning area to support development of pavement maintenance projects by partner agencies	September 2024; December 2025			
6.0 Complete Streets CS	<u>6.1</u>	Complete Streets Design Guide & Toolbox CS	Complete Streets Design Guide and Toolbox CS	June 2026	\$50,816	\$226,789	\$277,605
	<u>6.2</u>	Complete Streets Corridor Studies CS	US 50 East Carson Complete Streets Study CS N. Carson Complete Streets Feasibility Study CS	September 2025 December 2026			
Total UPWP CPG/Local					\$554,781	\$788,028	\$1,342,809
Total Other Federal/Local*					\$180,000	\$125,000	\$305,000
Total 2-Year UPWP					\$734,781	\$913,028	\$1,647,809

Activity

Funding Breakdown, Overall FY 25 & FY 26

Work Element	#	Description	Milestones (Excludes Ongoing/Recurring Milestones)	Estimated Completion Date	FY 2025	FY 2026	Total Work Element Cost
1.0 MPO Administration	1.1	MPO Administration and Work Program Oversight	-	-	\$125,491	\$131,590	\$257,081
	1.2	Unified Planning Work Program Oversight and Development	FY 2026 / FY 2027 Monetary Agreements FY 2027-2028 UPWP (Draft/ Final)	June 2025; May 2026 April 2026			
	1.3	Transportation Improvement Program (TIP) Administration	FY 2025-2028 TIP Annual Federal Obligations Report	December 2024 December 2024; December 2025			
	1.4	Professional Development	-	-			
	2.0 RTP	Regional Transportation Plan (RTP)*	2050 RTP Update and Adoption*	January 2026	\$77,546	\$152,778	\$230,324
3.0 Outreach, Engagement, and Representation	3.1	MPO Representation	-	-	\$37,699	\$74,355	\$112,054
	3.2	Public Participation	-	-			
	3.3	Regional Transit Coordination & Engagement	Transit Rider Survey	June 2026			
4.0 Multimodal Planning	4.1	Transit Planning	Update to JAC Transit Coordinated Human Services Plan JAC Title VI Program Update CAMPO DBE Program Goal Update FY 2024 & 2025 JAC Monitoring Report	January 2026 September 2025 September 2025 July 2025; February 2026	\$55,078	\$63,365	\$118,443
			-	-			
			Updated CAMPO Bicycle Map	February 2026			
			-	-			
	4.2	ITS and Alternative Fuels Planning	-	-			
5.0 Transportation Performance & Asset Management	4.3	Active Transportation Planning	-	-	\$208,151	\$139,150	\$347,301
	4.4	Regional Consistency Review & Planning Updates	-	-			
	5.1	Performance Measure Implementation & Management	Safety Performance Measure Targets Public Transit Agency Safety Targets FTA Transit Asset Management Targets Supporting Nevada's CMAQ Targets	February 2025; February 2026 December 2024; December 2025 October 2024; October 2025 October 2024; October 2025			
			-	-			
			Maintain Travel Demand Model	-			
			Annual CAMPO Monitoring Report CAMP Crash Dashboard	September 2024; September 2025 June 2025			
6.0 Complete Streets_CS	5.2	Data Management, Collection, and Performance Measurement	Complete pavement survey for participating agencies	March 2025	\$50,816	\$226,789	\$277,605
			Maintain Pavement Management System	Annual performance reporting of pavement condition within the CAMPO planning area to support development of pavement maintenance projects by partner agencies			
			-	-			
			Transit Asset Management	-			
	6.1	Complete Streets Design Guide & Toolbox_CS	Complete Streets Design Guide and Toolbox_CS	June 2026			
	6.2	Complete Streets Corridor Studies_CS	US 50 East Carson Complete Streets Study_CS N. Carson Complete Streets Feasibility Study_CS	September 2025 December 2026	\$554,781	\$788,028	\$1,342,809
				Total UPWP CPG/Local*	\$180,000	\$125,000	\$305,000
				Total Other Federal/Local*	\$734,781	\$913,028	\$1,647,809

*Other Funding Sources (US 50 E. Carson Complete Streets Study, TAP; N. Carson Street Study, Carson City local)



STAFF REPORT

Report To:	Carson Area Metropolitan Planning Organization	Meeting Date:	July 9, 2025
Staff Contact:	Marcus Myers, Transit Coordinator		
Agenda Title:	For Possible Action: Discussion and possible action regarding the Carson Area Metropolitan Planning Organization (“CAMPO”) Disadvantaged Business Enterprise (“DBE”) Program, including (1) submission of a proposed three-year DBE participation goal of 0.82% of all Federal Transit Administration (“FTA”) assisted contacts awarded by CAMPO during Federal Fiscal Years (“FFY”) 2026-2028 to the FTA; and (2) authorization for the Transit Manager to administratively amend the DBE Program Plan with non-substantive changes resulting from required changes in Federal regulations that do not change the DBE participation goal or substantively effect CAMPO’s processes to administer the DBE Program.		
Agenda Action:	Formal Action / Motion	Time Requested:	10 minutes

Proposed Motion

I move to direct staff to submit CAMPO’s Disadvantaged Business Enterprise Program to the FTA, and to authorize the Transit Manager to make the administrative amendments to the DBE Program, as presented.

Board's Strategic Goal

N/A

Previous Action

Background/Issues & Analysis

The U.S. Department of Transportation regulations require entities receiving FTA funds to set a DBE participation goal every three years. Those regulations also provide guidelines to assist entities in determining what will be an appropriate DBE participation goal.

In accordance with these guidelines CAMPO staff recommends a participation goal of 0.82% for FFY 2026-2028 based on the type of anticipated FTA-funded projects during that period, as well as available DBE certified businesses qualified to perform on those projects. The type of project refers to the North American Industry Classification System (NAICS), which is used to differentiate types of businesses. After identifying business types anticipated to perform work on FTA-funded projects during FFY 2026-2028, CAMPO staff identified the number of certified DBEs operating the applicable business types in Carson City, Douglas County, Lyon County, Storey County and Washoe County through Nevada

Unified Certification Program (“NUCP”) records. The NUCP is the certifying body for DBEs in Nevada. CAMPO's participation goal for FFY 2023-2025 was 1.43%.

CAMPO staff prepared materials for DBE and public consultation and comment concerning the DBE Program in accordance with CAMPO's Public Participation Plan and Federal regulations. The public comment period was open from June 4, 2025, through July 4, 2025. No comments have been received as of the posting of this item. Any public comments that are received will be included as late material.

A stakeholders meeting was held on June 16, 2025, to present the proposed DBE participation goal and methodology document for review and consultation by interested groups and organizations in accordance with 49 CFR 26.45(g). No comments were received regarding the proposed DBE participation goal or goal setting methodology.

Subject to CAMPO's input, a final packet containing the DBE goal, methodology document, proof of publication, public announcements, and comments will be submitted to the FTA on or before August 1, 2025, for review and approval.

Failure to meet a DBE goal does not limit CAMPO's ability to receive future FTA funding. If the participation goal is not met, a Shortfall Analysis and Corrective Action Plan is completed at the end of each three-year period. The Corrective Action Plan must outline the steps CAMPO will take to increase DBE participation on future projects.

Applicable Statute, Code, Policy, Rule or Regulation

49 CFR Part 26

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: CAMPO fund, Unified Planning Work Program account 2453028-501210, Task 4.0 – Multimodal Planning / G302825001.

Is it currently budgeted? Yes

Explanation of Fiscal Impact: The fiscal impact associated with this item is for staff time to develop and establish the DBE Program goal. CAMPO's Unified Planning Work Program (“UPWP”) tasks are reimbursable with federal planning funds at a rate of 95%. The 5% local match has been budgeted within CAMPO's approved Fiscal Years 2025 & 2025 UPWP, Work Element 4.0, Multimodal Planning, Task 4.1 Transit Planning.

Alternatives

Do not authorize staff to submit the DBE Program goal and provide alternative direction to staff.

Attachment(s):

[5B_CAMPO_Exhibit 1 - DBE 3 Year Goal FFY 26-28.pdf](#)

[5B_CAMPO_Exhibit 2 - UPWP Cost Summary Table.pdf](#)

Motion: _____

1) _____

Aye/Nay

2) _____

(Vote Recorded By)



Disadvantaged Business Enterprise (DBE) Program Goal for Federal Transit Administration Funds

Proposed Three (3) Year DBE Goal: 0.82%

Federal Fiscal Years (FFY) 2026-2028
(October 1, 2026 – September 30, 2028)

Recipient: Carson Area Metropolitan Planning Organization (CAMPO)

Preparer/Officer: Marcus Myers, Transit Coordinator, DBE Liaison Officer, 775.283.7583

Purpose of this Document:

The Carson Area Metropolitan Planning Organization (CAMPO) in partnership with the Carson City Regional Transportation Commission (RTC) are committed to carrying out all of the Disadvantaged Business Enterprise (DBE) requirements of 49 CFR Part 26, which provides guidelines to assure that all contracts and procurements are administered without discrimination on the basis of race, color, sex, or national origin, and DBEs have an equal opportunity to compete for and participate in the performance of all agreements, contracts, and subcontracts awarded by CAMPO and RTC.

49 CFR Part 26 Section 45 defines a three-year goal setting method for recipients of Federal Transit Administration (FTA) funds. The purpose of this goal is to provide a guideline for FTA funding recipients to ensure nondiscrimination in the award and administration of Department of Transportation (DOT)-assisted contracts, to create a level playing field on which DBE's can compete fairly for DOT-assisted contracts, and to provide appropriate flexibility to recipients of Federal financial assistance in establishing and providing opportunities for DBEs.

Furthermore, in the process of establishing this goal and methodology, CAMPO seeks to educate existing DBEs and potential DBE certification applicants on participation in the DBE program and potential contracting opportunities.

Adopted/Amended:

PART 1 – ESTABLISHMENT OF DBE GOAL

1.0 CAMPO DBE 3-Year Goal for FFY 2026 through FFY 2028

1.1 Federal Transit Administration (FTA) regulations dictate that recipients of FTA funding must create a three (3) year goal in accordance with 49 CFR Part 26.

1.2 In alignment with 49 CFR Part 26, CAMPO has determined a DBE 3-year race neutral goal of **0.82%**. This goal is expressed as a percentage of FTA funds (excluding FTA funds to be used for the purchase of transit vehicles) that are allocated through CAMPO. The goal reflects an anticipated level of DBE participation in FTA-assisted contracts in the three forthcoming fiscal years. The new goal has increased from the previous 3-year goal based on an increase of DBE's available to submit proposals for expected projects funded in whole or in part with FTA funding.

2.0 Data Collection and Analysis

2.1 Annual FTA apportionment funding available to CAMPO was established in the Infrastructure Investment and Jobs Act (IIJA) in 2022. Future funding is estimated using American Association of State Highway and Transportation Officials (AASHTO) projections of a 2.5% increase from FFY2025 – 2026 and a flat 2% increase for the following years. FTA Section 5307 funding allocated to CAMPO per Federal Fiscal Year (FFY) is anticipated to be:

- \$2,484,748 in FFY 2026
- \$2,534,443 in FFY 2027
- \$2,585,131 in FFY 2028

Additional discretionary funding through FTA Section 5310 which supports enhanced mobility of seniors and individuals with disabilities is typically awarded to CAMPO each year based on population. The estimated amounts for the next three fiscal years (based on a 2.3% increase from FFY 25 – 26, and a flat 2% increase thereafter) is:

- \$222,967 in FFY 2026
- \$227,426 in FFY 2027
- \$231,975 in FFY 2028

The amounts listed in this section do not include additional discretionary grants or any local matching funds.

2.2 CAMPO annually awards FTA funding to eligible Transit Operators and Contractors within its planning area. Jump Around Carson (JAC) Transit currently holds an Operating Service Contract for public transit within the MPO area and may regularly undertake projects to enhance transit services. Table 1 provides a list of anticipated DOT-assisted projects and estimated cost, by industry classification.

**Table 1 – Anticipated Projects and Expenditures by Trade Classification
FFY 2026-2028**

Project Type	NAICS Code	NAICS Description	Dollar Amount	% of Total
Operating	485113	Transit Operators	\$5,385,000	81.52%
Bus and Bus Facility Upgrades – Bus Stop Signing and Solar Lighting	339950	Traffic Signs Manufacturing	\$47,000	0.71%
	335132; 238210	Street Lighting Vendors; Electrical contractors	\$307,000	4.65%
Bus and Bus Facility Upgrades – Downtown Transit Center	236220	General Construction	\$223,000	3.38%
	238210	Electrical Contractor	\$25,000	0.38%
Bus and Bus Facility – Admin Parking Lot	238990	Asphalt coating and sealing, residential and commercial parking lot and driveway	\$150,000	2.27%
Bus and Bus Facility Sidewalk and Bus Stop Construction	237310; 484220	Streets, Roads, Public Sidewalks, Construction; Specialized Freight (except Used Goods) Trucking, Local	\$300,000	4.54%
Software – CAD/AVL Computer Software	423430	Computer Software, packaged, merchant wholesalers	\$55,000	0.83%
Software – Vehicle Cameras	561621	Security system monitoring services	\$65,000	0.98%
Professional Services – Public Outreach	541820	Public Relations Agencies	\$49,000	0.74%
Total			\$6,606,000	

CAMPO commonly sees DBE certified trucking companies being used by larger non-DBE general contractors for the construction of pedestrian access/sidewalk projects in the region; therefore, the NAICS code (484220) specific to sand and gravel transportation was combined with the general streets and roads construction NAICS code (237310) for the purposes of the project calculation.

2.3 To calculate the DBE goal, two geographical market areas were utilized to ensure a reasonable and relevant representation for the anticipated project types. The geographical market for construction contractors includes the five (5) jurisdictions of Carson City a Consolidated Municipality, Douglas County, Lyon County, Storey County, and Washoe County. The market for transit operators and street lighting vendors included the statewide region as companies for these services tend to operate outside and across multiple statewide jurisdictions.

2.4 U.S. Census Bureau data was collected on the nine (9) industry classifications (Table 1) to determine the availability of companies within the relevant geographical market. The data can be found at: <https://factfinder.census.gov/>

2.5 DBE availability for the projects noted in Table 1 was drawn from the Nevada Unified Certification Program (NUCP) records, which is the certifying body for DBE's in Nevada (See Table 2 in Section 3.0). The link to the NUCP database is: <http://nevadadbe.com/dbe-vendors>

2.6 The Nevada Department of Transportation (NDOT) updated their DBE goal for FFY 2021-2023 to a race-neutral 0.63%. This is the most up-to-date information available as of the publishing of this document. CAMPO's proposed race-neutral goal of 0.82% is found to be reasonable since CAMPO's market area is more focused as compared to NDOT as NDOT funds transit operations in rural areas of the State where DBE participation is more limited. The study can be found at:

<https://www.dot.nv.gov/home/showpublisheddocument/17632/637218508810300000>

3.0 Methodology

Table 2 – DBE Availability by NAICS Code and Project Weight					
Project	NAICS	Total DBEs	Total Businesses	DBE %	Weighted
Operating	485113	0	0	0	0.00%
Bus and Bus Facility Upgrades – Bus stop signing and Solar Lighting	335132; 238210	3	205	1.46%	0.07%
Bus and Bus Facility Upgrades – Bus stop signing and Solar Lighting	339950	0	16	0.00	0.00
Bus and Bus Facility Upgrades – Downtown Transit Center	236220	1	107	0.93%	0.03%
Bus and Bus Facility Upgrades – Downtown Transit Center	238210	3	205	1.46%	0.01%
Bus and Bus Facility Admin Parking Lot	238990	3	102	2.94%	0.07%
– Bus and Bus Facility Sidewalk and Bus Stop Construction	237310; 484220	10	81	12.35%	0.56%
Software – CAD/AVL Computer Software	423430	0	7	0.00%	0.00%
Software – Vehicle Cameras	561621	0	10	0%	0.00%
Professional Services – Public Outreach	541820	3	26	11.54%	0.09%

3.1 49 CFR Part 26.45 indicates methods for calculating a DBE goal based on a percentage of available DBE firms by industry classification and within the relevant geographical area. Further adjustments will be made after the public comment period is closed and after staff has concluded consultation with DBE stakeholders, as required by 49 CFR Part 26.45(d) and Part 26.45(g)(1).

3.2 Table 2 indicates the percentages of DBE's available in Nevada that could be reasonably expected to submit proposals on upcoming projects funded in whole or in part with FTA funds, in compliance with 49 CFR Part 26.45. The data discussed in Section 2.0 was the basis for these numbers. Furthermore, the table shows weighting for each project based on the percentage of funds CAMPO intends to expend.

3.3 The percentages of total federal funds for expenditure, found in Table 1, are multiplied by the weighted percentages of DBEs for each project as shown in Table 2. The following equation was used to determine the final overall DBE goal of 0.82%

$$(81.52\% * 0.00\%) + (.71\% * 0.00\%) + (4.65\% * 1.46\%) + (3.38\% * 93\%) + (.38\% * 1.46\%) + (2.27\% * 2.94\%) + (4.54\% * 12.35\%) + (.83\% * 0.00\%) + (.98\% * 0.00\%) + (.74\% * 11.54\%) = .0082$$

= Total DBE Goal: 0.82%

4.0 Establishing Race Neutral and Race Conscious Splits

4.1 In keeping with the Ninth Circuit Court of Appeals decision in *Western States Paving v. Washington State Department of Transportation*, CAMPO proposes to set the goal as race-neutral for this goal period. Race-neutral DBE participation includes any time a DBE is awarded a prime contract through customary competitive procurement procedures, is awarded a subcontract on a prime contract that does or does not carry a DBE requirement, or wins a subcontract from a prime contractor that did not consider its DBE status in making the award (e.g., a prime contractor that uses a strict low bid system to award subcontracts).

5.0 Public Participation

5.1 The public comment period for public review of CAMPO's proposed 3-year DBE goal, along with the methodology and calculations, began on June 4, 2025, and finished at the end of the day on July 4, 2025. Individuals with disabilities or other mobility challenges may contact the office below to obtain this document in an accessible format in accordance with JAC's approved Title VI plan. Translated Spanish copies will also be made available upon request. All questions and comments may be directed to Comments@CarsonAreaMPO.com. Members of the public may also contact the JAC Transit Coordinator staff by telephone to 775-283-7583. All comments will be considered for adjustment and establishment of the goal.

5.2 A public meeting for DBE Stakeholders, certified DBE companies, and uncertified DBE eligible companies was held to receive comment on this document and to inform local interest groups on June 16, 2025. A presentation by the DBE Liaison Officer delivered information to attendees on the 3-year goal methodology, DBE Certification requirements, and benefits of the DBE certification. The DBE Liaison discussed the proposed projects mentioned within the DBE plan with the attendees and the scopes of work for those identified projects. Notices and invitations were sent to the following locations and organizations:

- Carson City Chamber of Commerce
- Washoe Tribe of Nevada and California
- Dayton Chamber of Commerce
- Carson Valley Chamber of Commerce
- Local DBE certified companies
- Associated General Contractors of Nevada (AGC)

Attachment 1 – Public Outreach Materials

6.0 Future Updates

6.1 Updates to the DBE goal occur every three years in accordance with federal regulations or when major revisions are necessary for compliance with federal regulations.

PART 2 – DBE PROCEDURES

7.0 Responsibilities

7.1 The DBE liaison for JAC is the Transit Coordinator.

7.2 The DBE liaison, project managers, contract specialists, and document control specialists work together to ensure the required forms and documents are included in federal solicitations that use FTA funds.

7.3 The Senior Document Control Specialist(s) is responsible for tracking payment of contractors and subcontractors completing work on construction projects using the approved forms. Project Managers are responsible for reviewing payment invoices for professional services using the approved forms. Both these positions must keep a running tally of DBE participation within a given project.

8.0 Procurement

8.1 The U.S. Department of Transportation (USDOT) Disadvantaged Business Enterprise (DBE) and Airport Concession Disadvantaged Business Enterprise (ACDBE) program

regulations under 49 CFR Part 23 and Part 26 require agencies that use USDOT federal funding to collect and monitor data related to DBE and non-DBE contractors and subcontractors (and consultants) who submit bids or proposals for agency projects. All contractors and consultants who submit bids or proposals on a project must complete and submit forms at the time bids are due. Specific form for data collection can be found in the CAMPO Policies and Procedures, in the appendix related to FTA Procurements.

8.2 At the time of bid, CAMPO and JAC must collect the following information for all bidders regardless of if the firm is a DBE firm or if the prime firm is using DBE vendors, subcontractors, or subconsultants.

- Name, address and zip code of the firm
- DBE status
- Race and sex of majority owner
- NAICS codes
- Age of firm
- An estimate of gross annual receipts

This bidders list information shall be collected and maintained in the project file. Annually, by December 1st, CAMPO may be required to report the bidders list information to the USDOT using the approved USDOT website for all advertised projects from the past federal fiscal year that used federal transit funding. This includes successful and unsuccessful bidders and proposers.

8.3 For any DBEs proposed on the project, CAMPO and JAC must collect the following for each DBE.

- Name, address and zip code of the firm
- The NAICS codes of the work performed by the DBE
- Contract number of the federally assisted contract
- The dollar value of the contract

These elements are part of the required Uniform Reporting agencies must complete on a semi-annual basis. CAMPO may be required to submit the Uniform Report online once the USDOT established the submittal website.

8.4 Prime firms must complete additional forms if the prime firm is using DBE supplies as dealers or distributors to meet any stated DBE goals. Current forms are included in the CAMPO Policies and Procedures. Prior to award, CAMPO will review to determine whether the proposed supplier demonstrates ownership of the item and assumes all risk for loss or damage during transportation. Determination will be made on responses using the required form.

8.5 For design-build contracts where subcontracts will be solicited throughout the contract period as defined in the DBE Open-Ended Performance Plan in conformance with § 26.53(e), the data must be entered no later than December 1st following the federal fiscal year in which the design-build contractor awards the relevant subcontract(s).

9.0 Payment Tracking

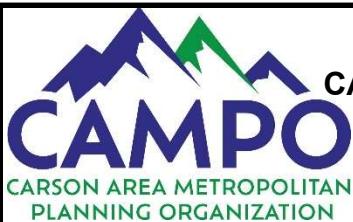
9.1 CAMPO must maintain a running tally of DBE payments on projects. This process shall include the use of forms that document payment to subcontractors and sub consultants to track the current status of DBE commitments and whether a shortfall exists. Attachment 2 includes sample forms used by prime firms to track payments to subcontractors and subconsultants. These are submitted to CAMPO with pay applications and invoices. CAMPO employs a variety of software tools to track the current value of the contract and amounts paid to date.

9.2 Subcontractors and consultants must be paid within 30 days from the receipt of payment from the agency to the prime firm, unless more stringent requirements are established. This includes prompt payment of retainage.

10.0 Compliance

10.1 Firms who do not submit the required forms or who submit incomplete forms may be classified as a non-responsible bidder. Additionally, payment may be withheld from prime firms who do not meet their stated DBE goals or who do not pay subcontractors or subconsultants in a timely manner.

ATTACHMENT 1



PUBLIC INFORMATION ON THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION 3 YEAR DBE GOAL SETTING METHODOLOGY

CARSON AREA METROPOLITAN
PLANNING ORGANIZATION

An official public comment period for the Carson Area Metropolitan Planning Organization's (CAMPO) Federal Fiscal Years 2026 - 2028 Disadvantaged Business Enterprise (DBE) Goal Setting Method will **begin on June 4, 2025, and close end of day July 4, 2025**. The FFYs 2026-2028 3 Year DBE Goal Setting Method is a document that formalizes a DBE participation goal for FTA-Assisted contract opportunities. Information on CAMPO and Nevada DBE Certification can be found at www.carsonareampo.com and www.nevadadbe.com, respectively.

The public is encouraged to attend a community partnership meeting to provide input on the DBE Goal Setting Methodology. A draft of the DBE goal for public comment is available on CAMPO's website at carsonareampo.com and at ridejac.com. Hard copies are available for review at the JAC Transit office, 3770 Butti Way, Carson City, Nevada. In accordance with Title VI, individuals with disability may contact the office listed below to obtain this document in an accessible format. Translated copies will also be made available upon request. The community partnership meeting details are as follows:

**June 16, 2025 @ 3:00 pm
Carson City Community Center, Robert "Bob" Crowell Board Room
851 East William Street, Carson City, Nevada**

If an individual is unable to attend the meeting, staff members are available during business hours, Monday through Friday, to meet with the public and to answer any questions regarding the DBE Goal Setting Method. The final DBE Plan will be presented to the CAMPO Board during its regular scheduled meeting on July 9, 2025.

Comments or questions may be directed to staff via the following options:

Mail: Carson Area Metropolitan Planning Organization
3505 Butti Way, Carson City, NV 89701
Phone: 775-283-7583
E-mail: Comments@CarsonAreaMPO.com



DISADVANTAGED BUSINESS ENTERPRISE (DBE) STAKEHOLDERS WORKSHOP

Monday, June 16, 2025 @ 3:00 PM

**Carson City Community Center, Robert "Bob" Crowell Board Room
851 East William Street, Carson City, Nevada**

Please join Marcus Myers, DBE Liaison Officer, with the Carson Area Metropolitan Planning Organization (CAMPO) for a public stakeholder's workshop. Attendees may expect a short presentation on the Disadvantaged Business Enterprise (DBE) Program, future anticipated transit projects, and a discussion on the setting of CAMPO's three (3) year DBE Goal for Federal Fiscal years 2026 through 2028.

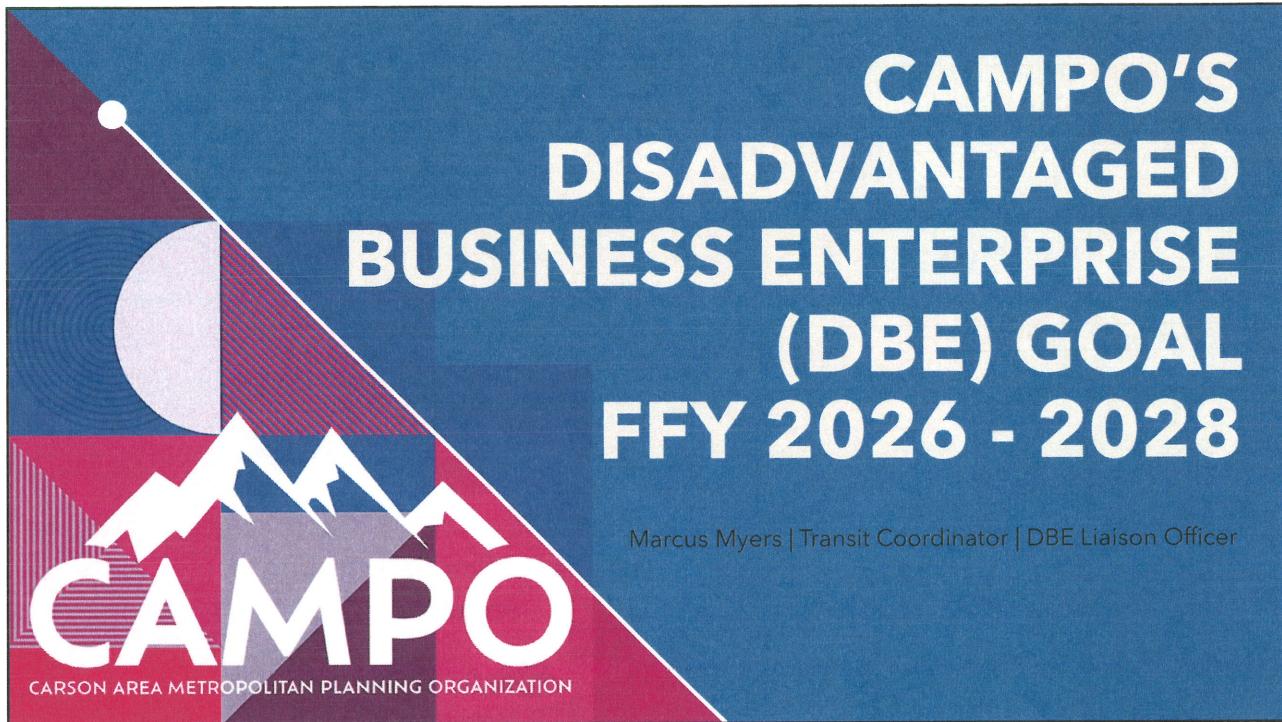
Benefits of this workshop include information regarding what it means to be a DBE certified business for CAMPO, what future transit projects CAMPO are planning, and how the DBE participation goal will apply to FTA-assisted contracts. Please pass along to interested parties.

For More Information:

Call: 775-283-7583

E-mail: Mmyers@carson.org

Website: nevadadbe.com



**CAMPO'S
DISADVANTAGED
BUSINESS ENTERPRISE
(DBE) GOAL
FFY 2026 - 2028**

Marcus Myers | Transit Coordinator | DBE Liaison Officer

CAMPO
CARSON AREA METROPOLITAN PLANNING ORGANIZATION

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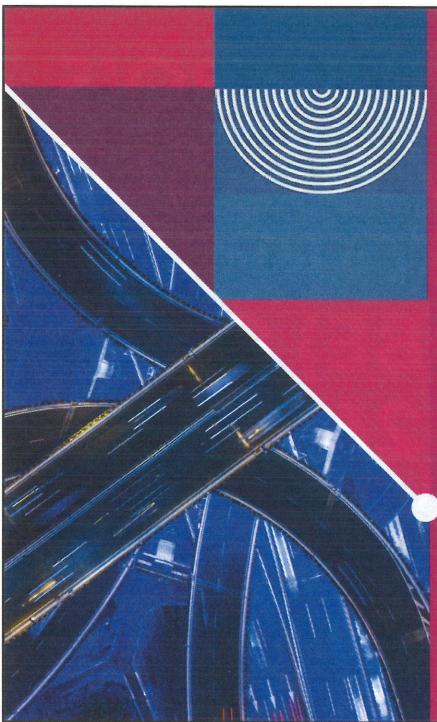


AGENDA

1. DBE Certification Overview & Requirements
2. CAMPO 3-Year Goal Summary
3. Goal Setting Methodology & Projects
4. Relevant Agency Goals
5. Required Forms

2

2



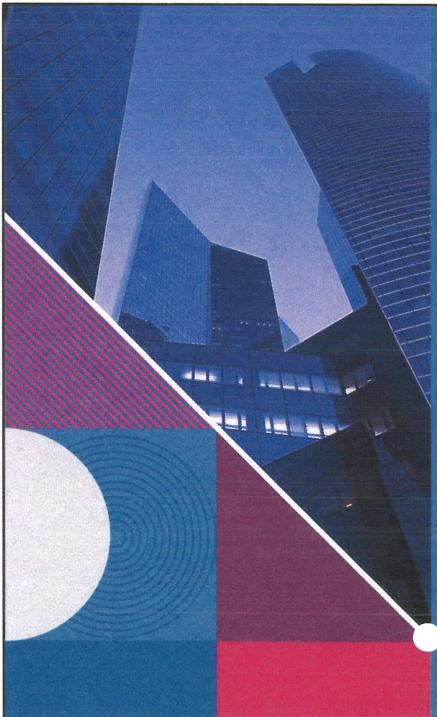
DBE CERTIFICATION OVERVIEW

- ❖ Regulated by 49 CFR Part 26 - Applicable to USDOT Contracts through the FTA
- ❖ Remove barriers to participation in federally funded contracts
- ❖ Application through Nevada Unified Certification Program
 - ❖ Ndot.dbesystem.com



Nevada Unified Certification Program

3



DBE CERTIFICATION REQUIREMENTS

Basic Requirements

1. **Business Size** - Gross receipts for the last three (3) years must average \$31,840,000 or less. (49 CFR Part 26, USDOT Final Rule 12/14/2020)
2. **Personal Net Worth** - The majority owner's net worth must be less than \$2,047,000. This does not include the owner's primary residence or assets/liabilities involved with the business. (49 CFR Part 26.68)
3. **Control & Ownership** - Majority (at least 51%) ownership and management of the company must be held by an individual who can prove historical, social or economic disadvantage. (49 CFR Part 26.69)

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3-YEAR DBE GOAL FFY 2026 - 2028: 0.82%

❖ Factors

- ❖ **49 CFR Part 26 - Guidelines**
- ❖ **FTA Funding Allocation**
- ❖ **Upcoming or Ongoing Local Projects**
- ❖ **Availability of Certified DBE agencies in the market area**



5

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Table 1 - Anticipated Projects and Expenditures by Trade Classification FFY 2026-2028				
Project Type	NAICS Code	NAICS Description	Dollar Amount	% of Total
Operating	485113	Transit Operators	\$5,385,000	81.52%
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	335132; 238210	Street Lighting Vendors; Electrical contractors	\$307,000	4.65%
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Bus and Bus Facility Sidewalk and Bus Stop Construction	237310; 484220	Streets, Roads, Public Sidewalks, Construction; Specialized Freight (except Used Goods) Trucking, Local	\$300,000	4.54%
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Software - Vehicle Cameras	561621	Security system monitoring services	\$65,000	0.98%
Professional Services - Public Outreach	541820	Public Relations Agencies	\$49,000	0.74%
Total			\$6,606,000	

GOAL SETTING METHODOLOGY

To determine a goal, we begin with listing our tentative projects for the next three years.

- Transit Operating Contract
- Bus Stop Signing & Solar Lighting
- Downtown Transit Center
- Admin Parking Lot
- Sidewalk and Bus Stop Construction
- CAD/AVL Computer Software
- Vehicle Camera Software
- Professional Services - Public Outreach

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Table 2 - DBE Availability by NAICS Code and Project Weight					
Project	NAICS	Total DBEs	Total Businesses	DBE %	Weighted
Operating	485113	0	0	0	0.00%
Bus and Bus Facility Upgrades - Bus stop signing and Solar Lighting	335132; 238210	3	205	1.46%	0.07%
Bus and Bus Facility Upgrades - Bus stop signing and Solar Lighting	339950	0	16	0.00	0.00
Bus and Bus Facility Upgrades - Downtown Transit Center	236220	1	107	0.93%	0.03%
Bus and Bus Facility Upgrades - Downtown Transit Center	238210	3	205	1.46%	0.01%
Bus and Bus Facility Admin Parking Lot	238990	3	102	2.94%	0.07%
- Bus and Bus Facility Sidewalk and Bus Stop Construction	237310; 484220	10	81	12.35%	0.56%
Software - CAD/AVL Computer Software	423430	0	7	0.00%	0.00%
Software - Vehicle Cameras	561621	0	10	0%	0.00%
Professional Services - Public Outreach	541820	3	26	11.54%	0.09%

GOAL SETTING METHODOLOGY

Once a list of projects has been defined, the appropriate North American Industry Classification System (NAICS) code for each project is assigned.

With a complete list of NAICS codes staff then determines the number of DBE's available for each project within the area.

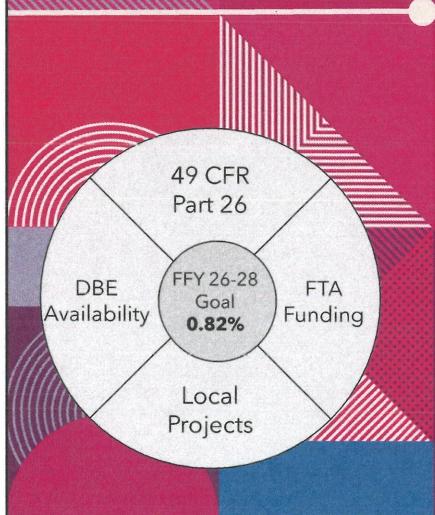
Next, staff multiplies the total % of funding for each project (Table 1) by the % of DBE's available (Table 2) for each project to determine the weighted % for each project.

Sum of all weighted % = Overall DBE Goal

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3-YEAR GOALS - RELEVANT AGENCIES



- ❖ FTA Nationwide Goal: **10%**
- ❖ NDOT 2026 -2028: **10.2%**
- ❖ Reno/Tahoe International Airport 2023 - 2025: **12.5%**
- ❖ Washoe RTC 2023 - 2025: **1.3%**
- ❖ Tahoe Transportation District 2024 - 2026: **4.8%**
- ❖ JAC Previous Goal (2023-2025): **1.43%**

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LIST OF SUBCONTRACTORS / SUBCONSULTANTS & SUPPLIERS

FORM 1

Prime Contractor / Consultant	Phone	NAICS Code for scope of project work	NAV Contractor License # (if Applicable)	License Limit (if Applicable)	DBE or non-DBE	Minority Owner Race
Address					Age of DBE Firm	Minority Owner Sex

List all Subcontractors, Subconsultants, and Suppliers providing bids to you for this contract:

Name	Phone	NAV Contractor License # (if Applicable)	License Limit (if Applicable)	DBE or non-DBE	Minority Owner Race
Address	Subcontractor or Supplier	NAICS Code for scope of project work		Age of Firm	Minority Owner Sex

Name	Phone	NAV Contractor License # (if Applicable)	License Limit (if Applicable)	DBE or non-DBE	Minority Owner Race
Address	Subcontractor or Supplier	NAICS Code for scope of project work		Age of DBE Firm	Minority Owner Sex

Name	Phone	NAV Contractor License # (if Applicable)	License Limit (if Applicable)	DBE or non-DBE	Minority Owner Race
Address	Subcontractor or Supplier	NAICS Code for scope of project work		Age of DBE Firm	Minority Owner Sex

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Address	Subcontractor or Supplier	NAICS Code for scope of project work		Age of DBE Firm	Minority Owner Sex

Name	Phone	NAV Contractor License # (if Applicable)	License Limit (if Applicable)	DBE or non-DBE	Minority Owner Race
Address	Subcontractor or Supplier	NAICS Code for scope of project work		Age of DBE Firm	Minority Owner Sex

Use additional sheets as necessary.

** This form is due at the time of bid. **

REQUIRED FORMS

List of Subcontractor / Sub consultants & Suppliers

All contractors and consultants who submit bids or proposals on a project must complete and submit this form at the time of submission regardless of if the firm is a DBE or is using DBE vendors as subcontractors or subconsultants.

(USDOT Final Rule 4/9/2024)

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REQUIRED FORMS

List of Subcontractor / Sub consultants & Suppliers

All contractors and consultants who submit bids or proposals on a project must complete and submit this form at the time of submission regardless of if the firm is a DBE or is using DBE vendors as subcontractors or subconsultants.

(USDOT Final Rule 4/9/2024)

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REQUIRED FORMS

 NDOT Regular Dealer/ Distributor Affirmation Form	<input type="checkbox"/> State Home <input type="checkbox"/> Current Home/Address
<p>Section 16.52(e) of Title 15 of Code of Federal Regulations requires contractors to make a preliminary survey of their subcontractors for work DBE based on a regular dealer or distributor to verify that the subcontractor is a small business and that the subcontractor's performance will satisfy the requirements for a regular dealer or distributor. The regular dealer or distributor must be selected by the DBE vendor rather than the prime contractor. The regular dealer or distributor must be selected by the DBE vendor rather than the prime contractor.</p> <p>The U.S. Department of Transportation is providing this form as a tool for requesters when conducting regular dealer and distributor surveys to verify their subcontractor's compliance with 16 CFR part 160, 49 CFR part 26, and 49 CFR part 26.105. This form is not a substitute for the regular dealer and distributor survey forms provided by the U.S. Department of Transportation. It is the responsibility of the prime contractor to verify the subcontractor's performance and creditworthiness. If the prime contractor has a need to be exempted by the bidder's subcontractors, vendors, or suppliers under the provisions of 49 CFR part 26.105, the prime contractor must provide a written request to the U.S. Department of Transportation. A written request that includes the following information is required:</p> <p>1. The name of the prime contractor.</p> <p>2. The name of the subcontractor.</p> <p>3. The name of the subcontractor's project or DBE (for state funded projects) supplier or distributor.</p> <p>4. A statement that the subcontractor is not in the DBE Program.</p> <p>5. A statement that the subcontractor is not a prime contractor using DBE (for federally funded projects) or DBE (for state funded projects) suppliers or distributors.</p> <p>6. A statement that the subcontractor is not a prime contractor using DBE (for federally funded projects) or DBE (for state funded projects) suppliers or distributors regarding its credit status. Failure to submit the completed form may result in rejection of the bid.</p>	
<input type="checkbox"/> Find Subcontractor/Purchase Order Amount <input type="checkbox"/> NAICS Code(s) Related to the items to be Sold/Used	

Authorized DBE Representative (Name & Title)
 DBE Representative

1. Will all items sold or delivered to you be from the on-hand inventory of your establishment? YES NO
 If "NO", you have indicated that your performance will satisfy the regular dealer requirements as they are measured at 60% **STDB** items, Read and sign the affirmation below. If "NO" Continue.
 a) Are you selling bulk items (e.g., petroleum products, sand, concrete products, sand, gravel, asphalt, etc.) or items not typically stocked due to their unique characteristics (like lumber)? YES NO (If "YES", Go to Question 2. If "NO" Continue.)

b) Will at least 50% of the items you are selling be provided from the inventory maintained at your establishment, and will the minor quantities of items delivered from the other sources be of the same character as those provided from your inventory? YES NO (If "NO", Go to Question 2. If "YES", Continue.)

c) Will at least 50% of the items you are selling be provided from the inventory maintained at your establishment, and will the minor quantities of items delivered from the other sources be of the same character as those provided from your inventory? YES NO (If "NO", Go to Question 2. If "YES", Continue.)

2. Will you deliver all or specialty items using distribution equipment you own (or under a long-term lease) and operated by you? YES NO
 If "YES", you have indicated that your performance will satisfy the requirements for a regular dealer and may be counted as 40% **STDB** items. Read and sign the affirmation below.
 If "NO", you have indicated that your performance will satisfy the requirements for a regular dealer of bulk items; the value of items to be sold or delivered cannot be counted as 40% (See Question 3.)

3. Will the vendor/supplier of your purchase order or bill of lading have a third party transfer responsibility, including risk for loss or damage, to your company at the point of origin (e.g., a manufacturer's facility)? YES NO
 a) Will you be using sources other than the manufacturer (or other seller) to deliver or transport the items? YES NO

2 If your responses to 2 and 3 are "YES", you have indicated that your performance will satisfy the requirements of a distributor; therefore, the value of items sold or leased may be counted as 40%.

2 If your responses to 2 and 3 are "NO", you have indicated that your performance is treated as the measurable cost of your contributions, etc. If you are being compensated for the delivery of materials or supplies the cost of materials or supplies may not be counted.

I affirm that the information that I provided above is true and correct and that my company's subsequent performance of a commercially sound function will be measured by the quality of my company's performance of such function and not by the quality of such function as performed by the subcontractor or supplier. I further affirm that my company's responsibility for the quality of such items in terms of necessary repairs, exchanges, or replacement will be the sole responsibility of my company. I further affirm that my company will not be liable for any damage or loss resulting from the use of such items. I further affirm that my company will not be liable for any damage or loss resulting from the use of such items.

The bidder acknowledges its responsibility for verifying the information provided by the DBE named above and certifying that the information is true and correct. Any false statement caused by errors in certifying the responsibility of the bidder.

DBE Regular Dealer/Distributor
Affirmation Form

Revised April 2025
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ATTACHMENT 2

CARSON CITY / CAMPO - MONTHLY REPORT OF PAYMENTS TO DBE SUBCONTRACTORS AND SUBCONSULTANTS

Carson City and CAMPO require each prime Contractor/Consultant to submit to Carson City a monthly report of payments to its DBE subcontractors/subconsultants. This applies to all tiers of subcontracting. Monthly updates are to be submitted on this form and submitted as part of the monthly invoice for payments made to DBE subcontractors/subconsultants the prior month.

Business name and address of the contractor making payment:		PRIME'S CONTRACT NUMBER: _____	COMMITTED DBE PROJECT GOAL: _____	INVOICE No.: _____		INVOICE Date: _____
Subcontractor / Subconsultant name:	Date Invoiced by Sub.	Amount Invoiced by Sub.	Date Sub. was Paid	Amount Paid to Sub.	Total Paid to Sub to date	% of DBE Goal to date
Total subcontract amount: \$						
Subcontractor / Subconsultant name:						
Total subcontract amount: \$						
Subcontractor / Subconsultant name:						
Total subcontract amount: \$						
Subcontractor / Subconsultant name:						
Total subcontract amount: \$						
Subcontractor / Subconsultant name:						
Total subcontract amount: \$						
Signature and Printed Name of authorized representative of the Contractor/Consultant:			Title of person signing:		Date Submitted:	
The contractor attests that the information provided is accurate.						

Table 5.1 CAMPO FY 2025 and FY 2026 UPWP Cost/Funding Summary

Activity					Funding Breakdown, Overall FY 25 & FY 26					
Work Element	#	Description	Milestones (Excludes Ongoing/Recurring Milestones)	Estimated Completion Date	FY 2025	FY 2026	Total Work Element Cost			
1.0 MPO Administration	1.1	MPO Administration and Work Program Oversight			\$125,491	\$131,590	\$257,081			
	1.2	Unified Planning Work Program Oversight and Development	FY 2026 / FY 2027 Monetary Agreements FY 2027-2028 UPWP (Draft/ Final)	June 2025; May 2026 April 2026						
	1.3	Transportation Improvement Program (TIP) Administration	FFY 2025-2028 TIP	December 2024						
			Annual Federal Obligations Report	December 2024; December 2025						
	1.4	Professional Development								
2.0 RTP	2.1	Regional Transportation Plan (RTP)*	2050 RTP Update and Adoption*	January 2026	\$77,546	\$152,778	\$230,324			
3.0 Outreach, Engagement, and Representation	3.1	MPO Representation			\$37,699	\$74,355	\$112,054			
	3.2	Public Participation								
	3.3	Regional Transit Coordination & Engagement	Transit Rider Survey	June 2026						
4.0 Multimodal Planning	4.1	Transit Planning	Update to JAC Transit Coordinated Human Services Plan	January 2026	\$55,078	\$63,365	\$118,443			
			JAC Title VI Program Update	September 2025						
			CAMPO DBE Program Goal Update	September 2025						
			FY 2024 & 2025 JAC Monitoring Report	July 2025; February 2026						
	4.2	ITS and Alternative Fuels Planning								
	4.3	Active Transportation Planning	Updated CAMPO Bicycle Map	February 2026						
	4.4	Regional Consistency Review & Planning Updates								
5.0 Transportation Performance & Asset Management	5.1	Performance Measure Implementation & Management	Safety Performance Measure Targets	February 2025; February 2026	\$208,151	\$139,150	\$347,301			
			Public Transit Agency Safety Targets	December 2024; December 2025						
			FTA Transit Asset Management Targets	October 2024; October 2025						
			Supporting Nevada's CMAQ Targets	October 2024; October 2025						
	5.2	Maintain Travel Demand Model								
	5.3	Data Management, Collection, and Performance Measurement	Annual CAMPO Monitoring Report	September 2024; September 2025						
			CAMP Crash Dashboard	June 2025						
	5.4	Maintain Pavement Management System	Complete pavement survey for participating agencies	March 2025						
			Annual performance reporting of pavement condition within the CAMPO planning area to support development of pavement maintenance projects by partner agencies	September 2024; December 2025						
6.0 Complete Streets_CS	6.1	Complete Streets Design Guide & Toolbox_CS	Complete Streets Design Guide and Toolbox_CS	June 2026	\$50,816	\$226,789	\$277,605			
	6.2	Complete Streets Corridor Studies_CS	US 50 East Carson Complete Streets Study_CS	September 2025						
			N. Carson Complete Streets Feasibility Study_CS	December 2026						
					Total UPWP CPG/Local	\$554,781	\$788,028	\$1,342,809		
					Total Other Federal/Local*	\$180,000	\$125,000	\$305,000		
					Total 2-Year UPWP	\$734,781	\$913,028	\$1,647,809		

*Other Funding Sources (US 50 E. Carson Complete Streets Study, TAP; N. Carson Street Study, Carson City local)



STAFF REPORT

Report To:	Carson Area Metropolitan Planning Organization	Meeting Date:	July 9, 2025
Staff Contact:	Marcus Myers, Transit Coordinator		
Agenda Title:	For Possible Action: Discussion and possible action regarding the submission of a Federal Transit Administration (“FTA”) Section 5339(b) Buses and Bus Facilities Program grant application to the FTA for a total of \$111,141, subject to a 20 percent local match, estimated to be \$22,228 to be provided by the Carson City Regional Transportation Commission (“RTC”), to partially fund the replacement of a Jump Around Carson (“JAC”) transit system fixed route vehicle.		
Agenda Action:	Formal Action / Motion	Time Requested:	5 minutes

Proposed Motion

I move to approve submission of the grant application, as presented.

Board's Strategic Goal

N/A

Previous Action

Background/Issues & Analysis

On May 15, 2025, the FTA released a notice of funding opportunity for Federal Fiscal Year (“FFY”) 2025 Buses and Bus Facilities Program grants under Section 5339(b) Title 49, United States Code. Section 5339(b) program funds are competitive grants. The grant application will request funding to replace one JAC transit system fixed route vehicle that will meet the federally defined minimum useful life in Fiscal Year (“FY”) 2027. The grant application is due July 14, 2025.

The estimated cost of the vehicle is \$255,000. RTC staff submitted a Section 5339(a) program grant to CAMPO in June 2025 in the amount of \$143,859 to partially fund the purchase of this vehicle. Since this amount is less than the estimated cost of the vehicle, RTC staff requested that CAMPO submit a Section 5339(b) Buses and Bus Facilities Program grant application in the amount of \$111,141 to cover the remaining cost of the vehicle. The RTC Board approved the local match amount of \$22,228 for this Section 5339(b) program grant at their meeting on June 11, 2025.

Section 5339(b) program grants are typically highly competitive, with only 55 out of 263 projects being funded during the FFY 2024 grant cycle. To improve the chances for award of the grant funding, a slightly larger local match of 20% (\$22,228) rather than the minimum 15% is proposed. The larger local

match is modeled after previous successful grant applications in FFY 2017 and FFY 2019. The cost of the replacement vehicle will be budgeted in FY 2027. If the grant is not awarded, CAMPO will include the cost of the transit vehicle in a future FTA program apportionment.

Applicable Statute, Code, Policy, Rule or Regulation

49 U.S.C. 5339(b)

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: For revenues - Transit Fund, Federal Grants revenue account / 2253082-431010. For expenses - Transit Fund, Vehicle Replacement account / 2253026-507705. General Fund Transfer to JAC Transit Fund - CC OPS MATCH revenue account 2250091-481013.

Is it currently budgeted? Yes

Explanation of Fiscal Impact: A total of \$255,000 is to be added to the Transit Fund Equipment Purchase expense account 2253026-507705. Federal Grants revenue account 2253082-431010 would be augmented by \$211,193 in FTA Section 5339 Program funds, which includes \$88,913 in federal funding from this Section 5339(b) program grant and \$122,280 in federal funding from a separate CAMPO Section 5339(a) program grant. Additionally, \$43,807 in total required local match is required which includes \$22,228 from this request and \$21,579 from a separate CAMPO Section 5339(a) program grant, and will be included as part of the FY 2027 budget. Matching funds for vehicle purchases would be used in FY 2027 or FY 2028 (it is likely this vehicle would not be received until 2028, due to possible 12-18 month lag time).

Alternatives

Decline to approve the grant application and provide alternate direction to staff.

Attachment(s):

[5C_CAMPO_Exhibit 1 - FY25 FTA Bus and Bus Facilities Notice of Funding.pdf](#)

Motion: _____

1) _____

Aye/Nay

2) _____

(Vote Recorded By)

FY 2025 Notice of Funding Opportunity: Low or No Emission Grant Program and the Grants for Buses and Bus Facilities Competitive Program

Date Posted: MAY 14, 2025

Date Closed: JULY 14, 2025

Opportunity IDs: FTA-2025-008-TPM-LWNO and FTA-2025-007-TPM-BUS

Grant Program: [Low or No Emission Grant Program \(Low-No Program\)](#) and [Buses and Bus Facilities Competitive Program \(Bus Program\)](#)

Opportunity Announcement PDF: <https://www.govinfo.gov/content/pkg/FR-2025-05-15/pdf/2025-08571.pdf>

Opportunity Announcement TXT: <https://www.govinfo.gov/content/pkg/FR-2025-05-15/html/2025-08571.htm>

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1) Basic Information

The Federal Transit Administration (FTA) announces the opportunity to apply for \$1.1 billion in competitive grants for the fiscal year (FY) 2025 Low or No Emission Grant Program (Low-No Program) under Federal Assistance Listing Number 20.526 and approximately \$398 million in competitive grants for the FY 2025 Grants for Buses and Bus Facilities Program (Bus Program) under Federal Assistance Listing Number 20.526.

- This is an initial announcement for the FY 2025 round of these programs.
- FTA is publishing a joint NOFO because these two programs have overlapping eligibilities and must be implemented on the same timeline ([49 U.S.C. 5339](#)).
- As required by Federal public transportation law:
 - a. Low-No Program funds will be awarded competitively for the purchase or lease of buses that use low- or no-emission propulsion technologies, including related equipment or facilities.

- b. Bus Program funds will be awarded competitively to purchase, rehabilitate, or lease buses and related equipment, and to construct, purchase, rehabilitate, or lease bus-related facilities.
- c. Any zero-emission project or components of a zero-emission project must use 5 percent of Federal funds for workforce development, unless the applicant certifies less or no funding is needed for this purpose.
- Per statute, FTA will make selections for these programs within 75 days of the application due date.
- If more funding becomes available before projects are selected, FTA may award it under this NOFO.

Topic	Description
Prior Awards	<p>Low-No Program</p> <ul style="list-style-type: none"> • In FY 2024, the program received applications for 214 eligible projects requesting a total of \$4.7 billion. • 62 projects were funded to 61 recipients totaling \$1.1 billion. • Award sizes ranged from \$1,215,776 to \$99,499,531. <p>Bus Program</p> <ul style="list-style-type: none"> • In FY 2024, the program received applications for 263 eligible projects requesting a total of \$4.4 billion. • 55 projects were funded to 47 recipients totaling \$390 million. • Award sizes ranged from \$131,168 to \$26,880,000.
Dates	<ul style="list-style-type: none"> • Complete proposals must be submitted electronically through the Grants.gov Bus and Low-No pages’ “APPLY” function by 11:59 pm Eastern time July 14, 2025.
Eligible Activities	<p>Low-No Program</p> <ul style="list-style-type: none"> • Eligible activities include capital projects to purchase or lease zero-emission or low-emission transit buses; and acquire, construct, rehabilitate, and lease required supporting facilities such as recharging, refueling, and maintenance facilities. <p>Bus Program</p> <ul style="list-style-type: none"> • Eligible activities include capital projects to purchase, lease, or rehabilitate buses and related equipment; and acquire, construct, lease, or rehabilitate bus-related facilities.
Application Instructions	<ul style="list-style-type: none"> • Instructions for applying can be found on FTA’s website and in the “FIND” module of Grants.gov. • The Low-No Program funding opportunity ID is FTA-2025-008-TPM-LWNO.

	<ul style="list-style-type: none"> • The Bus Program funding opportunity ID is FTA-2025-007-TPM-BUS. • Mail and fax submissions will not be accepted.
For Further Information, Contact:	<ul style="list-style-type: none"> • Email Kirsten Wiard-Bauer, Office of Program Management, at FTALowNoBusNOFO@dot.gov.

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2) Eligibility

Topic	Description
Eligible Applicant Type	<p>Low-No Program</p> <ul style="list-style-type: none"> • Eligible recipients and subrecipients are designated recipients, states (including territories and Washington, D.C.), local government entities, and federally recognized Indian tribes. <p>Bus Program</p> <ul style="list-style-type: none"> • Eligible recipients are designated recipients, states (including territories and Washington, D.C.), local government entities, and federally recognized Indian tribes. Except for Indian tribes, eligible recipients must allocate funds to or operate fixed-route bus service. • Eligible subrecipients are all otherwise eligible recipients and private nonprofit organizations engaged in public transportation. Eligible subrecipients are not required to allocate funds to or operate fixed route bus service.
Additional Applicant Eligibility Requirements	<ul style="list-style-type: none"> • Applicants must have sufficient legal, financial, and technical capabilities to receive and administer Federal funds under this program. • Except for projects proposed by Indian tribes, all projects in rural areas (see 49 U.S.C. 5302(17)) must be submitted by a State either individually or as part of a consolidated State application. • States and other eligible applicants may also submit consolidated applications for projects in urbanized areas. The same project may not be submitted in multiple applications.

Eligible Projects	<p>Low-No Program</p> <ul style="list-style-type: none"> • Purchasing or leasing low-emission buses (See 49 U.S.C. 5339(c)(1)(E)), which include, but are not limited to: <ul style="list-style-type: none"> ○ Propane buses ○ CNG buses ○ Hybrid-electric buses • Purchasing or leasing zero-emission buses, which include, but are not limited to: <ul style="list-style-type: none"> ○ Hydrogen fuel-cell buses ○ Battery-electric buses ○ Rubber tire trolley buses powered by overhead catenaries • Acquiring low- or zero-emission buses with a leased power source. • Leasing, constructing, or rehabilitating public transportation facilities and related equipment to accommodate low- or zero-emission buses. <p>Bus Program</p> <ul style="list-style-type: none"> • Purchasing, leasing, or rehabilitating buses regardless of propulsion type or emissions. • Purchasing, leasing, rehabilitating, or constructing bus-related facilities and equipment, regardless of propulsion type or emissions. <p>Both Programs</p> <ul style="list-style-type: none"> • For low- and standard-emission projects, 0.5% of the Federal request may optionally be used for workforce development training (See 49 U.S.C. 5314(b)) and an additional 0.5% may optionally be used for training at the National Transit Institute (NTI) (See 49 U.S.C. 5314(c)). • 5% of the Federal request for zero-emission projects, or 5% of just the Federal request associated with the part of a project that is zero emission (zero-emission components) when the project contains both zero-emission and low- or standard propulsion types, must be used for workforce development. <ul style="list-style-type: none"> ○ This is mandatory unless you certify in your application that less funding is needed to carry out your Zero-Emission Fleet Transition Plan. You must include an explanation of why less or no such funds are needed. ○ These amounts should be budgeted in addition to, not as a take-down from, other eligible project expenses. <ul style="list-style-type: none"> ▪ For example, if you include a Federal request of \$3,000,000 for zero-emission vehicles and
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	<p>associated equipment, you should include an additional Federal request of \$157,895 in the budget for workforce development expenses for a total Federal request of \$3,157,895. (To calculate = \$3,000,000/0.95)</p> <ul style="list-style-type: none"> ▪ Local match must be adjusted accordingly, so that the Federal amount does not exceed the maximum Federal share (see below). ○ You must identify the proposed use of funds for these activities in the project proposal and identify them separately in the project budget. ○ Eligible workforce development activities include but are not limited to: retraining the existing workforce, registered apprenticeships, and other joint labor-management training programs. Activities should be outlined in your Zero-Emission Fleet Transition Plan. • Projects may include incidental costs, such as administration expenses, if the project includes and results in an eligible capital asset being leased, purchased, or built.
Additional Project Eligibility Information	<ul style="list-style-type: none"> • The development or deployment of prototype vehicles is not eligible. • All new transit bus models must successfully complete FTA bus testing in accordance with FTA's Bus Testing regulation (See 49 CFR part 665). • All buses must be procured from certified transit vehicle manufacturers in accordance with the Disadvantaged Business Enterprise (DBE) regulations (See 49 CFR part 26). • Proposals may contain projects to be implemented by the recipient or its subrecipients. • If a single project proposal involves multiple public transportation providers, such as when an agency acquires vehicles that will be operated by another agency, the proposal must include a statement detailing the role of each agency.
Cost Sharing	<ul style="list-style-type: none"> • In general, the maximum Federal share is 80%. There are two exceptions (See 49 U.S.C. 5323(i)): <ul style="list-style-type: none"> ○ The Federal share is 85% for transit buses that are compliant with the Clean Air Act or are accessible to people with disabilities. ○ The Federal share is 90% for equipment and components of facilities related to low- or zero-emission buses or are to make the facility accessible to people with disabilities. Applicants must itemize

	<p>the cost of specific, discrete, equipment or facility components that perform these functions to be eligible for this higher Federal share.</p> <ul style="list-style-type: none"> More information about eligible sources of local match can be found in FTA Circular 9050.1A (urban applicants) and FTA Circular 9040.1H (rural applicants).
Other	<p>Low-No Program</p> <ul style="list-style-type: none"> A minimum of 25% of awarded funds will go to low-emission projects that are not zero emission (see 49 U.S.C. 5339(c)(5)). <p>Bus Program</p> <ul style="list-style-type: none"> A minimum of 15% of awarded funds will go to projects located in rural areas (see 49 U.S.C. 5339(b)(5)). No single grant recipient will be awarded more than 10% of the amount made available (see 49 U.S.C. 5339(b)(8)). <p>Both Programs</p> <ul style="list-style-type: none"> You may submit a project to both programs or to just one program. You are encouraged to submit projects under both programs when practicable. A project submitted to both programs must be eligible in its entirety under both programs, which means: <ul style="list-style-type: none"> All buses must be low- or zero-emission and all facilities and equipment must directly support low- or zero-emission buses. The full request or scalable amount must be no more than 10% of the funding available under the Bus Program. If a project submitted under both programs is selected for funding, FTA will decide under which program the project is awarded. If there are not enough eligible requests for either program's statutory set-aside and there are eligible applications submitted only to the other program, FTA may request additional information and consider the application under the other program. FTA may cap the amount a single recipient or State may receive as part of the selection process for either program.

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3) Program Descriptions

Purpose, Program Goals and Objectives, and Legislative Authority

- This is a joint NOFO that announces the availability of FY 2025 funding for both the Low-No Program and the Bus Program.
- [49 U.S.C. 5339\(c\)](#) authorizes FTA to competitively award Low-No Program grants to State (including territories and Washington, D.C.), local, and tribal governments for capital projects to purchase or lease zero-emission and low-emission transit buses, including acquisition, construction, and leasing of required supporting facilities such as recharging, refueling, and maintenance facilities.
- [49 U.S.C. 5339\(b\)](#) authorizes FTA to competitively award Bus Program grants to State (including territories and Washington, D.C.), local, and tribal governments that operate fixed-route bus services for capital projects to replace, rehabilitate, purchase, or lease buses and related equipment, or to rehabilitate, purchase, construct, or lease bus-related facilities.
- The Low-No Program and Bus Program goals are to enhance safety and renew our transit systems through the deployment of modern buses and associated equipment and facilities. The objective is to maximize benefits for families and communities by increasing access to jobs, healthcare facilities, recreational activities, and commercial activity.

Allowable and Unallowable Costs

- There is no minimum grant award amount.
- The maximum award amount under the Bus Program is 10% of the total available amount. There is no maximum award amount under the Low-No Program.
- Projects may be awarded less than the amount applied for.
- Refer to the table in Section 2, [Eligibility](#), for information on activities that are allowable in these grant programs.
- Allowable direct and indirect expenses must be consistent with the Government-wide Uniform Administrative Requirements and Cost Principles ([2 CFR 200](#)) and the guidance in [FTA Circular 5010.1F](#).

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4) Application Contents and Format

A complete proposal submission consists of two forms and any supporting attachments:

1) SF-424 Application for Federal Assistance

- Available at the Grants.gov [Bus](#) and [Low-No](#) pages
- You must complete all sections of the SF-424 unless the form states a section is optional.

2) Supplemental Form for the FY 2025 Low-No and Bus Programs

- Available at the Grants.gov [Bus](#) and [Low-No](#) pages or the [FTA website](#).
- You must attach the Supplemental Form and any supporting documents to the “Attachments” section of the SF-424.
 - If you are applying for a zero-emission project, you must attach the Zero-Emission Fleet Transition Plan.
 - You must describe and reference supporting documentation by file name in the Supplemental Form, or FTA may not review it.
- FTA will use the information entered into the Supplemental Form to evaluate the project and determine whether or not the proposal will be funded according to the selection criteria described in Section 6 ([Application Review Information](#)) below.
- You must complete all sections of the Supplemental Form unless the form states a section is optional.
- You will use the same Supplemental Form to apply to either program or both programs.
- If you are applying to both programs, you must submit the materials twice, once through each of the GRANTS.GOV opportunity IDs listed for the programs.
- Failure to submit the information as requested can delay review or disqualify the application.

Information required on the SF-424 and Supplemental Form, as indicated on each form, includes:

Topic	Description
Name	Name of Agency applying for funding.
UEI	Unique Entity ID (UEI) assigned by SAM.gov .
Contact	Contact information, including contact name, title, address, phone number, and email address.
District	Congressional district(s) where project will take place.

The Supplemental Form also requires the following information:

Topic	Description
Description of Transit Service Provided and Area Served	Describe the transit service and coverage area.
Project Title	A brief descriptive title of the project.
Project Executive Summary	A short paragraph describing the proposed project.
Project Type	Select project type (e.g., vehicle, facility, and/or equipment) and propulsion type (e.g., zero, low, or standard emission).
Evaluation Review Criteria	The form includes text boxes for you to address each of the evaluation review criteria identified in Section 6 (Application Review Information).

Additional details about how to fill out the SF-424 and Supplemental Form are available at the Grants.gov [Bus](#) and [Low-No](#) pages.

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5) Submission Requirements and Deadlines

How to Obtain Forms

- Visit Grants.gov [Bus](#) and [Low-No](#) pages.
- The Supplemental Form is also available [here](#) and on Grants.Gov.

Application Deadline and How to Submit

Submission Requirements

Project proposals must be submitted through Grants.gov by 11:59 p.m. Eastern time on July 14, 2025.

- Proposals submitted after the deadline will only be considered under extraordinary circumstances not under the applicant's control.
- Applications are time and date stamped by [Grants.gov](#) upon successful submission.
- Mail and fax submissions will not be accepted.

Submission Confirmation

Within 48 hours after submitting an electronic application, you should receive an email confirmation message from [Grants.gov](#) that the application has been received by [Grants.gov](#) and sent to the "receiving agency". FTA is the receiving agency for this NOFO.

- If you receive a rejection email from Grants.gov or FTA indicating the application is incomplete, then you must fix the application and resubmit it before the submission deadline. FTA’s rejection email will come from the email address “noreplyFACES”.
- To avoid processing errors when re-submitting, you must include all original attachments (even if only some of them were updated) and you must check the resubmission box on the updated Supplemental Form.

Submission Tips

- Register on the [Grants.gov](#) website well before the application deadline. [Grants.gov](#) registration is a multi-step process that may take several weeks to complete.
- If you have already registered in [Grants.gov](#), you may still need to update your registration before you can apply.
- FTA strongly recommends you submit your proposal at least 72 hours before the due date. This allows time to correct any submission problems.
- Our system cannot accept Supplemental Forms that are: 1) scanned, a “print” to PDF, or a converted version using another text editor, etc.; or 2) from prior years. Use this year’s form and fill it out on your computer.
- You can find more information on how to navigate [Grants.gov](#) on [DOT Navigator](#).

Unique Entity Identifier and System for Award Management (SAM)

You are required to:

1. Be registered in SAM before submitting an application;
2. Provide a valid unique entity identifier in its application; and
3. Continue to maintain an active SAM registration with current information at all times when you are applying for a grant or have an active grant from a Federal Agency.

SAM Tips

- SAM registration usually takes about 3-5 business days.
- However, FTA recommends allowing several weeks for the registration process because there could be unexpected delays (such as needing to get an Employer Identification Number).
- For additional information on obtaining a unique entity identifier, please visit [SAM.gov](#).

Intergovernmental Review

This program is not subject to Executive Order 12372, “[Intergovernmental Review of Federal Programs](#)”.

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6) Application Review Information

Responsiveness Review

FTA will reject any applications from ineligible applicants or for ineligible projects. Also see Section 2, [Eligibility](#), above.

Review Criteria

FTA will evaluate applications using the criteria below.

- Projects will be rated based on the information provided in the Supplemental Form. Additional information may also be provided as attachments to support the responses in the Supplemental Form.
- Any additional documentation must be directly referenced on the Supplemental Form, including the file name and page number where the additional information can be found.
- Indian tribes requesting less than \$1 million in Federal funds only need to provide complete narrative responses to the Demonstration of Need and Local Financial Commitment criteria. They must also provide a partial response to the Project Implementation Strategy criterion, consisting of a project timeline and (if applicable) a discussion of their proposed partner's qualifications.
- All applicants proposing a zero-emission project, including tribes requesting less than \$1 million, are required by law to submit a Zero-Emission Fleet Transition Plan.

Evaluation Criteria	To address each criterion, you should:
Demonstration of Need	<p>Vehicle Projects</p> <ul style="list-style-type: none">• For replacement requests: Describe the age, condition, and performance of the vehicles the project would replace. Replaced vehicles must have met their minimum useful life at the time of project completion.• For fleet expansion requests: Describe the service expansion and how it benefits transit riders and the community.• Address how the project conforms to FTA's spare ratio guidelines. If you are adding zero-emission vehicles to your fleet, you may move vehicles that have met their minimum useful life to your contingency fleet. Contingency fleets are not included in the spare ratio calculation.• If you need to exceed the spare ratio for a temporary period, work with your FTA Regional Office to determine what flexibilities may be available to you. Include reference to any Regional Office guidance in your application.

	<p>Facility and Equipment Projects</p> <ul style="list-style-type: none"> For replacement or rehabilitation requests: Describe the age and condition of the existing asset relative to its minimum useful life. For expansion requests: Describe the new or expanded facility or equipment and how it benefits transit riders and the community.
<p>Demonstration of Benefits</p>	<p>Low-No Program</p> <ul style="list-style-type: none"> Describe how the project will support the program's statutory objectives to: <ul style="list-style-type: none"> Reduce energy consumption, Reduce harmful emissions, and Reduce direct carbon emissions. Describe reductions compared to standard buses and facilities or other low or no emission buses and facilities (see 49 U.S.C. 5339(c)(5)(A)). <p>Bus Program</p> <ul style="list-style-type: none"> Describe how the project will support the program's goals to: <ul style="list-style-type: none"> Improve or modernize system condition. Describe benefits such as: <ul style="list-style-type: none"> Reduced breakdowns and service interruptions, Increased service performance; or Reduced maintenance costs. Improve safety. Describe benefits such as: <ul style="list-style-type: none"> Reduced frequency of safety events; or Improved outcomes of safety events. Enhance access and mobility. Describe benefits such as: <ul style="list-style-type: none"> Improved headways and reliability; Creation of new transportation choices; or Elimination of gaps in the current route network. For each benefit your project would provide, include relevant documentation such as vehicle or facility age and condition, safety event outcomes, or route planning proposals showing ridership demand or indicators like area population density, and existing and planned affordable housing in the corridor. <p>Both Programs</p> <ul style="list-style-type: none"> If you apply to both programs, you must address the requirements of both programs as described above.

Planning and Local or Regional Prioritization	<ul style="list-style-type: none"> Describe how the project is consistent with local and regional long-range planning documents and local government priorities. You may support your application by: <ul style="list-style-type: none"> Submitting copies of relevant planning document pages; Submitting letters of support for the project from local government officials, public agencies, or non-profit or private sector supporters; or Demonstrating how the proposed project will address local and regional planning priorities by improving overall system performance, asset management performance, or other specific performance measures that you track and monitor. If you request zero-emission vehicles, or facilities and equipment that directly support zero-emission vehicles, you are required by law to submit a Zero-Emission Fleet Transition Plan (See 49 U.S.C. 5339(c)(3)(D)). This includes tribes that are requesting less than \$1 million. <ul style="list-style-type: none"> The plan must be a separate document from other local or regional planning documents and must include all six plan components defined in statute. FTA has developed resources for applicants regarding the development of this plan. Plans do not need to be complex and should be tailored as needed. State departments of transportation may provide a plan that covers multiple subrecipients, attach individual plans developed by each subrecipient, or a combination of both.
Local Financial Commitment	<ul style="list-style-type: none"> Identify the amount and source of the local cost share. Describe if local funds are currently available for the project or will need to be secured after the project is selected for funding. Submit evidence of local funds commitment and when the funds will be available. For example, include a board resolution, letter of financial support from the State, or a budget document highlighting the line item or section committing funds to the proposed project. Identify other Federal funds you are applying for or have been awarded, if any, that you intend to use for the project. FTA will favorably view projects that use grant funds only for the incremental cost of new technologies over the cost of replacing vehicles with standard propulsion technologies. If the project is scalable, include the minimum funding amount required for a viable project and explain how a reduced award would affect the project.

<p>Project Implementation Strategy</p>	<ul style="list-style-type: none"> ● Include a detailed and reasonable implementation schedule that includes: <ul style="list-style-type: none"> ○ Grant obligation. FTA will rate projects higher if the grant can be obligated within 12 months of the project selection announcement. ○ Design. Note any already completed design work that will allow for quicker implementation. ○ Procurement and construction phases. ○ Metropolitan Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP) amendments to include the proposed project. ○ Environmental review. Note if the project qualifies for a Categorical Exclusion under the National Environmental Policy Act (NEPA). ● If the project requires formal coordination, approvals, or permits, you must demonstrate coordination and support with other agencies and project partners, such as through letters of support. ● If a low- or zero-emission project is submitted under both programs or just the Low-No Program, you may include named partnerships with other entities. If naming a project partner, describe the experience, capacity, and qualifications of the named partner to successfully implement the project. <ul style="list-style-type: none"> ○ These entities may include, but are not limited to, specific vehicle manufacturers, equipment vendors, owners or operators of related facilities, and project consultants. ○ If selected for funding, projects with named partnerships will satisfy the requirement for a competitive procurement under 49 U.S.C. 5325(a) for the named entities. ○ Any partnership changes will require FTA written approval, must be consistent with the scope of the project, and may necessitate a competitive procurement (see 49 U.S.C. 5339(b)(10), (c)(8)). ○ Entities not named in the application must be selected through standard competitive procurement processes.
<p>Technical, Legal, and Financial Capacity</p>	<ul style="list-style-type: none"> ● Describe your technical, legal, and financial capacity to undertake the project. ● Explain your ability to carry out the proposed project successfully (for example, adequate staffing levels or similar projects that have been carried out successfully). ● Explain if you have any outstanding legal, technical, or financial compliance issues from an FTA compliance review or

	FTA grant-related Single Audit finding. As relevant, explain how corrective actions will mitigate negative impacts on the proposed project.
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Review and Selection Process

An evaluation committee will rate applications based on how well they respond to the evaluation criteria above. FTA may contact you for additional information or clarification about your application. Applications will be rated as Highly Recommended, Recommended, or Not Recommended. After considering the findings of the evaluation committee, the FTA Administrator will determine the final selection and amount of funding for each project.

As part of the selection process, the Administrator may also consider:

- Geographic diversity;
- Diversity in the size of the transit systems receiving funding;
- Propulsion types receiving funding;
- Whether an applicant is from an urban, small urban, or rural area or is a tribal government; and
- If the applicant has received other Federal transit funds and the management of those funds.

Within the Low-No Program, FTA intends to prioritize low-emission projects over zero-emission projects, to the maximum extent permitted by law.

The Department also intends to apply principles from [DOT Order 2100.7, Ensuring Reliance Upon Sound Economic Analysis in DOT's Policies, Programs and Activities](#) when evaluating applications and making award selections. To the maximum extent permitted by law, FTA will prioritize projects that are in alignment with the principles outlined in DOT Order 2100.7.

Additional considerations include the following and should be addressed in the Supplemental Form:

Topic	Description
Opportunity Zone	To receive credit, you must: <ul style="list-style-type: none"> • Identify whether the project is located in or supports public transportation service in one or more qualified opportunity zones designated pursuant to 26 U.S.C. 1400Z-1; • Identify the Census Tract Numbers of the opportunity zones at the time of designation (Internal Revenue Service (IRS) Notice 2018-48). The 2020 Census did not impact the boundaries of opportunity zones. More information and a link to a map of Opportunity Zones can be found on the IRS Opportunity Zone website; and

	<ul style="list-style-type: none"> Describe how the proposed project will impact the opportunity zones.
Cost-Effective Vehicle Procurements	<p>For vehicle projects only. To receive credit, you must:</p> <ul style="list-style-type: none"> Commit to procuring vehicles from a state schedule without selecting customization options; or Commit to participating in a joint procurement with at least three total transit agencies using a common specification; or For low- or zero-emission projects that identify a partnership with a vehicle manufacturer, commit to buying a standard vehicle model without customizations. Include a letter from the manufacturer that confirms this.
Strengthen U.S. Vehicle Manufacturing Industry	<p>For vehicle projects only. To receive credit, you must:</p> <ul style="list-style-type: none"> Commit to using advance payments or progress payments; and Describe how contracting terms will expedite payments to vehicle original equipment manufacturers.
Benefits for Families and Communities	<p>To receive credit, you must:</p> <ul style="list-style-type: none"> Describe how the project will improve the accessibility of transportation to families with young children, to include improved access to jobs, healthcare facilities, recreational activities, and commercial activity. Describe how the project will improve the quality of life, raise the standard of living, or enable fuller participation in the economy by families.
Buy America	<p>To receive credit, you must:</p> <ul style="list-style-type: none"> Assure that your project will not request a waiver of any domestic preference requirement. FTA's Buy America (49 U.S.C. 5323(j)) and the Build America, Buy America Act (Pub. L. 117-58, §§ 70901 – 70927) require all steel, iron, manufactured products, and construction materials used in a project to be produced in the United States, unless a waiver applies. If your project will require a waiver under 49 U.S.C. 5323(j)(2)(A)-(B), or (D) (other than waivers the U.S. Department of Transportation or FTA already have provided), identify in your application the items that will need a waiver. You should not anticipate waivers will be granted. Applications for projects that require waivers will receive lower priority than applications that do not require waivers.

FTA intends to fund as many projects as possible. Applicants may receive less than the amount originally requested. In those cases, applicants must show that the proposed project or subset of proposed activities can still be completed with the amount awarded.

Risk Review

- FTA analyzes risk for all recipients through the Financial Commitment and Capacity Evaluation criterion described above.
- Before making a Federal award with a total amount of Federal share greater than the simplified acquisition threshold, FTA must review and consider any information about the applicant that is in the Responsibility/Qualification records available in [SAM.gov](#) (see [41 U.S.C. 2313](#)).
- You can review and comment on any information in the Responsibility/Qualification records available in [SAM.gov](#).
- Before making decisions in the risk review required by [2 CFR 200.206](#), FTA will consider any comments by the applicant, along with information available in the Responsibility/Qualification records in [SAM.gov](#).

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7) Award Notices

How Project Selections Are Announced

FTA will publish a list of the selected projects, including Federal dollar amounts, award recipients, and discretionary IDs associated with the projects, on the [Low-No Program](#) and [Bus Program](#) websites and in the Federal Register.

- Discretionary IDs are used to track competitive awards in FTA's grant management system.
- FTA does not notify unsuccessful applicants separately. If you are unsuccessful, you may request an application debrief within a certain timeframe after project selections are posted. See the Implementation Guidance document that will be published on FTA's website after selections are announced for details.

Pre-Award Costs

If you are selected for an award, FTA authorizes you to incur costs for project expenses beginning after your selection is announced, but before a grant award is formally executed in FTA's Transit Award Management System (TrAMS). These are called "pre-award" costs.

- Pre-award costs are incurred at the recipient's own risk and Federal requirements must be met for future reimbursement.
- Project costs incurred before project selections are announced are not eligible for reimbursement.
- Funds must be used only for the specific purposes requested in the application and described in the resulting award.
- Applicants are encouraged to discuss use of pre-award authority with their FTA Regional Office.

For more information about FTA's policy on pre-award authority, please see the most recent [Apportionment Notice](#).

How Funds Are Obligated

If selected, you will apply for a grant through TrAMS. The appropriate FTA Regional Office will award the grant in TrAMS, obligating the funds.

Applicant Certification

The applicant assures and certifies, with respect to any application and awarded Project under this NOFO, that it will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance, and use of Federal funds and will cooperate with Federal officials in the enforcement of Federal law, including cooperating with and not impeding U.S. Immigration and Customs Enforcement (ICE) and other Federal offices and components of the Department of Homeland Security in and the enforcement of Federal immigration law.

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8) Post-Award Requirements and Administration

Administrative and National Policy Requirements

- Except as otherwise provided in this NOFO, Low-No Program and Bus Program grants are subject to the requirements of [49 U.S.C. 5339](#) and the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at [2 CFR part 200](#).
- Recipients of funding in urban areas are subject to the grant requirements of the Urbanized Area Formula Grants program ([49 U.S.C. 5307](#)). For guidance on these requirements, refer to FTA Circular “Urbanized Areas Formula Grant Programs Guidance” ([FTA Circular 9050.1A](#)).
- Recipients of funding in rural areas are subject to the grant requirements of the Formula Grants for Rural Areas Program ([49 U.S.C. 5311](#)). For guidance on these requirements, refer to FTA Circular “Formula Grants for Rural Areas: Program Guidance and Application Instructions” ([FTA Circular 9040.1H](#)).
- All recipients must follow applicable award management requirements. For guidance on these requirements refer to FTA Circular, “[Award Management Requirements](#)” ([FTA Circular 5010.1F](#)).
- Awards will incorporate by reference the terms of [FTA’s most recent Master Agreement](#).
- As a condition of award, a recipient must have completed FTA’s most recent [Certifications and Assurances](#).
 - Applicants for the Bus Program are encouraged to utilize the innovative procurement practices found in [Section 3019 of the Fixing America’s Surface Transportation Act \(49 U.S.C. 5325, note\)](#). If selected for funding, any project that purchases fewer than five buses through a standalone procurement must provide a written explanation why the tools authorized under Section 3019 were not utilized.

Reporting Requirements

Post-award reporting requirements include submitting Federal Financial Reports (FFR) and Milestone Progress Reports (MPR) in TrAMS, and FTA's National Transit Database (NTD) reporting (see [FTA Circular 9050.1A](#) and [FTA Circular 9040.1H](#)). Applicants should include any goals, targets, and indicators referenced in their application for the project in the Executive Summary of the TrAMS application.

As part of completing the annual Certifications and Assurances required of FTA grant recipients, a successful applicant must report on the suspension or debarment status of its organization and principals. If a recipient's active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceed \$10,000,000 for any period of time during the period of performance of an award made pursuant to this Notice, the recipient must ensure the information available in the responsibility/qualification records through the System for Award Management ([SAM.gov](#)), about civil, criminal, or administrative proceedings is current and complete. This requirement is in addition to the requirement that an applicant maintain an active SAM registration.

For more information on these reporting requirements, please see [2 CFR Part 200, Appendix XII](#).

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STAFF REPORT

Report To: Carson Area Metropolitan Planning Organization **Meeting Date:** July 9, 2025

Staff Contact: Chris Martinovich, Transportation Manager

Agenda Title: Transportation Manager's Report

Agenda Action: Other / Presentation **Time Requested:** 5 minutes

Proposed Motion

N/A

Board's Strategic Goal

N/A

Previous Action

Background/Issues & Analysis

Applicable Statute, Code, Policy, Rule or Regulation

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? No

Explanation of Fiscal Impact:

Alternatives

Motion: _____

1) _____

Aye/Nay

2) _____

(Vote Recorded By)



STAFF REPORT

Report To: Carson Area Metropolitan Planning Organization **Meeting Date:** July 9, 2025

Staff Contact: Chris Martinovich, Transportation Manager

Agenda Title: Nevada Department of Transportation Report

Agenda Action: Other / Presentation **Time Requested:** 5 minutes

Proposed Motion

N/A

Board's Strategic Goal

N/A

Previous Action

Background/Issues & Analysis

Applicable Statute, Code, Policy, Rule or Regulation

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? No

Explanation of Fiscal Impact:

Alternatives

Motion: _____

1) _____

Aye/Nay

2) _____

(Vote Recorded By)



STAFF REPORT

Report To: Carson Area Metropolitan Planning Organization **Meeting Date:** July 9, 2025

Staff Contact: Chris Martinovich, Transportation Manager

Agenda Title: Other comments and reports which may include future agenda items, status review of additional projects, internal communications and administrative matters, correspondence to CAMPO, project status reports, and comments or other reports from the CAMPO members or staff.

Agenda Action: Other / Presentation **Time Requested:** 5 minutes

Proposed Motion

N/A

Board's Strategic Goal

N/A

Previous Action

Background/Issues & Analysis

Applicable Statute, Code, Policy, Rule or Regulation

Financial Information

Is there a fiscal impact? No

If yes, account name/number:

Is it currently budgeted? No

Explanation of Fiscal Impact:

Alternatives

Motion: _____

1) _____
2) _____

Aye/Nay

(Vote Recorded By)
