1.0 | Project Summary Information

1.1 Project Name (35 letters max) **Utah County Disadvantaged Transit Pass Pilot Program**

1.2 Project Type Transit - New Service

1.3 Limits (descriptions should be identifiable. i.e: intersections, place names, landmarks, 35 characters max) **N/A**

1.4 Project Description (summary of project) **We are proposing to use CMAQ funding for a pilot program to reduce vehicle trips by switching transportation challenged individuals from private vehicles to public transit by paying for monthly UTA passes. This group who would receive the passes would include disabled veterans, graduates from the Utah County Jail’s RISE program, and unsheltered victims of domestic violence.**

1.5 Sponsor (jurisdiction, agency name) **Utah Transit Authority and Utah County**

1.6 Contact Information
   - Project Manager Click here to enter text.
   - Office Phone Click here to enter text.
   - Cell Phone Click here to enter text.
   - Fax Click here to enter text.
   - Email Click here to enter text.

1.7 Cost Estimate
   - **Total Project Cost** (include matches, pledged funds, etc.) $135,000.
   - **MPO funding request** (include any match) $125,860
     - PE Cost n/a
     - ROW Cost n/a
     - Construction Cost n/a
     - Soft Match proposed for project n/a

1.8 Project Rank (rank this project compared to your other submittals) **1**
1.9 Air Quality Benefit (summarize CM/AQ Report, NA for non-CM/AQ eligible projects)

The benefit is in the reduction of overall trips which reduce both congestion and improve air quality. As an example, if a graduate of the RISE program needs someone to take him/her to work, it could require 7 trips (leave house, pick up individual, drop off at work, go home, leave home, drop off the individual, return home) could be accomplished with two transit trips.
2.0 | Project Scope
Always enter “NA” rather than leave an answer blank...

2.1 Describe purpose and need of project.
The purpose of this project is to provide mobility options to disadvantaged populations who would otherwise need to rely on others to drive their vehicles and make more trips to get them to needed destinations. This pass would encourage self-sustainability and increased transit usage at this time of need and perhaps into the future as transit becomes an integral part of their functioning.

2.2 Describe existing service/conditions
Currently we have limited means to provide for the transit passes and some don’t receive the ability to use transit for their day to day needs.

2.3 Highway Project Information (for non-highway projects go to 2.4)

2.3.1 State Route # or Federal Aid Route #
n/a

2.3.2 Beginning Mile Post
n/a

2.3.3 End Mile Post
n/a

2.3.4 Length of project
n/a

2.3.5 Existing and proposed number of Travel Lanes
n/a

2.3.6 Current and proposed width of facility (detail ROW, lanes, shoulders, ped/planter).
n/a

2.3.7 Facility surface type.
n/a

2.3.8 Describe how project is consistent with local or agency plans.
n/a

2.3.9 Describe how project incorporates ITS needs.
n/a

2.3.10 If phased or segmented, describe how the phase has logical termini and what will future phases consist of.
n/a
2.3.11 Is project being coordinated with or constructed with a larger project?
n/a

2.3.12 Describe how project will alleviate congestion on this or other facilities.
n/a

2.3.13 Describe any traffic improvements. (i.e lanes, signal coordination, ITS, turn lanes, bus pullouts, etc.)
n/a

2.3.14 Describe any safety improvements for vehicular and pedestrian traffic. (i.e. raised median, channelization of turn movements, barriers, parkway strips, etc.)
n/a

2.3.15 How are complete streets addressed with this project? (plan for pedestrians, bikes, transit, trails, ITS)
n/a

2.3.16 Describe traffic control changes at intersections. (include info to warrant changes)
n/a

2.3.17 What right-of-way is already secured?
n/a

2.3.18 What additional right-of-way is needed?
n/a

2.3.19 Describe utility work to be performed and indicate who will do the work.
n/a

2.3.20 What type of environmental work will most likely be needed?
Choose an item.

2.4 Non-Highway Projects (Transit / ITS / Active Transportation, Park and Ride, etc.)

2.4.1 Transit Route #
n/a

2.4.2 Length of project
n/a

2.4.3 What is the expected use of the facility or program?
It is expected to provide bus passes and thereby increase mobility in disadvantaged populations.
2.4.4 What services are provided in the operating of this project?
Bus passes

2.4.5 Describe any equipment to be purchased (buses, ITS, etc.).
n/a

2.4.6 Describe how project is consistent with local or agency plans.
n/a

2.4.7 Describe how project incorporates ITS needs.
n/a

2.4.8 If phased or segmented, describe how the phase has logical termini and what will future phases consist of.
n/a

2.4.9 Is project being coordinated with or constructed with a larger project?
n/a

2.4.10 Describe how project will alleviate congestion on this or other facilities.
n/a

2.4.11 Describe any traffic improvements. (i.e. lanes, signal coordination, ITS, turn lanes, bus pullouts, etc.)
n/a

2.4.12 Describe any safety improvements for transit and pedestrian traffic. (i.e. raised median, channelization of turn movements, barriers, parkway strips, bridges, etc.)
n/a

2.4.13 How are complete streets addressed with this project? (plan for pedestrians, bikes, transit, trails, ITS)
n/a

2.4.14 What right-of-way is already secured?
n/a

2.4.15 What additional right-of-way is needed?
n/a

2.4.16 Describe utility work to be performed and indicate who will do the work.
n/a

2.4.17 What type of environmental work will most likely be needed?
Choose an item.
### 2.5 Facility Design

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<thead>
<tr>
<th></th>
<th>Current Conditions</th>
<th>Design Year Click here to enter</th>
<th>Design Year w/o Improvements</th>
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<tbody>
<tr>
<td>Average Daily Traffic</td>
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<tr>
<td>Functional Class</td>
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<td>Design Speed</td>
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<td>*Accident Rate</td>
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<tr>
<td>Park and Ride Usage</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
</tr>
</tbody>
</table>
3.0 | Project Ranking
The following categories will be used by MPO staff to score each project. The points associated with each category show what total points MPO staff can give. MPO staff’s recommendations will be made available to the MPO TAC Committee for their use in making final project selection recommendations. MPO staff ranking is a tool to aid the MPO TAC Committee in their final selection. The committee is not required to pick projects solely on MPO staff ranks. Please note, if questions pertinent to the project are not answered, zero points will be given.

3.1 Congestion Relief (25 Points)
Explain if the project...

a) Provides an alternate transportation facility that corrects an identified congested problem?
   n/a

b) Reduces congestion by reducing the number of vehicles.
   Reduction in the need of this population to acquire rides to their destinations

c) Reduces the need for additional highway lanes for peak hour capacity.
   n/a

d) Increases the efficiency of transportation system through traffic management measures.
   n/a

e) Adds turning movements to relieve a congested intersection.
   n/a

3.2 Mode Choice (25 points)
Explain if the project...

a) Benefits multiple transportation systems (transit and highway, pedestrian and transit).
   *It has a benefit to transit in that more people would be able to use the transit system we have in place to provide a sense of self-sustainability for themselves.*

b) Promotes alternative transportation solution to SOV use.
   *Encourages greater transit use or increased ridership.*

c) Creates or improves linkages between transportation modes.
   *It increases the likelihood that those who receive passes will use transit and perhaps couple their trip with bike or pedestrian options.*

d) Reduces physical, psychological, or economic barriers to carpool, bike, walk, or transit use.
This project reduces the economic and potential psychological barrier to use transit as where they without this program they would not have the means and/or opportunity to provide this for themselves.

e) Provides incentives to carpool, bike, walk, or transit use.

Incentivizes and provides the opportunity for these individuals to use transit

3.3 Environmental Quality (15 points)

Explain if the project...

a) Provides cost effective emission reductions (air quality score).

By encouraging trips on transit, it will reduce vehicular emissions by that use.

b) Minimizes environmental impacts or reduces existing impacts (e.g. air/water/noise pollution).

n/a

c) Enhances the natural, cultural, or historic environment.

n/a

d) Mitigates invasive impacts to existing neighborhoods/commercial areas (minimal relocations).

n/a

3.4 Safety (20 points)

Explain if the project...

a) Corrects/improves a verified or potential safety or accident problem.

n/a

b) Improves information/communications for traffic operations and emergency responders.

n/a

c) Reduces severity of crashes.

n/a

d) Enhances safe movement of pedestrian, bicycle traffic.

n/a

e) Provides an intermodal safety improvement (e.g. separation of vehicles-trains, vehicles-pedestrian).

n/a

3.5 Other Considerations (15 points)

Explain if the project...

a) Effectively distributes funding throughout the MPO area.
This funding would be available to those of these disadvantaged groups

b) Phases project in a manner that the MPO can use limited funds efficiently.
   n/a

c) Additional funding above required match is pledged toward project (including any soft match).
   Additional money from UTA, Utah County, The Church of Jesus Christ of Latter-day Saints, and other faith-based organizations have provided funding and support and there is the intention to continue to do so in the future.

d) Project sponsor ranking of project.
   Choose an item.

e) Project is numbered project within the current RTP.
   n/a
4.0 | Air Quality Report

All projects that are eligible for CM/AQ and CM/AQ-PM2.5 funds must complete this report. These funds are eligible for projects and programs countywide. Contact Susan Hardy at Mountainland AOG if you need help completing 4.4 Quantitative Analysis below, 801/229-3842 or shardy@mountainland.org.

4.1 Eligibility
CM/AQ funds can only be used for projects and programs that a direct benefit to air quality can be demonstrated. Highway expansion, such as new single occupancy vehicle lanes, is not eligible. Turn lanes at congested intersections, transit programs, pedestrian and trail projects, signal modernization, ITS, and IM programs are typical eligible CM/AQ projects.

4.2 CM/AQ Program
The purpose of the CM/AQ program is to fund transportation projects or programs that will contribute to attainment or maintenance of the National Ambient Air Quality Standards (NAAQS) in Ozone (O₃), Carbon monoxide (CO), Particulate Matter – 10 microns (PM₁₀), and PM₂.₅ non-attainment and maintenance areas. The city of Provo is a maintenance area for CO and Utah County is a non-attainment area for PM₁₀ and PM₂.₅.

4.3 Completing this Report
All projects eligible for CM/AQ funds must complete this report. Completing this report can be quite technical, Susan Hardy, Air Quality Coordinator at Mountainland, can help with filling out this report. Contact her at 801/229-3842 or shardy@mountainland.org.

4.4 Quantitative Analyses
A quantitative assessment of how a proposed project or program is expected to reduce emissions is important to assist in selecting the most effective use of this fund. List below all travel benefits directly related to this project. Air quality benefit calculations must utilize the latest EPA approved emission model. The air quality analysis should include assessing emission reductions of transit, traffic flow improvements, ITS projects and programs, ridesharing, bicycle and pedestrian improvements. Complete at least one of the sections below. If quantitative analyses cannot be done, do a qualitative assessment in 4.3.

a) Vehicle Miles Traveled
Number of Vehicle Miles Traveled reduced (VMT): Click here to enter text.
Average distance of trips reduced: Click here to enter text.
Emission reduction per average weekday: Click here to enter text.

b) Idling Time
Average idling time per vehicle reduced: Click here to enter text.
Number of vehicles with reduced idling time: Click here to enter text.
Emission reduction per average weekday: Click here to enter text.

C) Vehicle Speed
Average change in vehicle speed (speed before and after): Click here to enter text.
Number of vehicles affected: Click here to enter text.
4.5 Qualitative Assessment
Although a quantitative analyses of air quality impacts is required whenever possible, some improvements may not lend themselves to rigorous quantitative analysis, because of the projects characteristics or because practical experience is lacking to adequately analyze the project. In these cases, a qualitative assessment based on a reason and logical examination of how the project or program will decrease emissions and contribute to attainment or maintenance of a NAAQS is appropriate.
This is a pilot program to provide disadvantaged populations with transit passes to assist with efforts to be self-sustaining and to reduce overall trips. This would be available to individuals in battered women’s shelters, those released from the Utah County Jail RISE program among other groups. It is a joint supported program by many community partners and would use money currently programed for van pool.
5.0 | Project Cost Estimate

To develop a project cost estimate, please supply a detailed cost breakdown of your unit costs, inflation, equipment, right-of-way, contingency, etc. To do so, use the Concept Costs Estimate Excel form provided by UDOT (available on Mountainland.org website). Non-construction projects such as equipment purchases, operations, administration programs, studies, etc. can use other methods to show their estimated costs. All sheets or methods used should be submitted as part of the Supplemental Information accompanying the Concept Report.

5.1 Cost Summary

Summarize the information from the Costs Estimate Excel form or other method. Enter NA for items that do not apply to the project.

a) Preliminary Engineering n/a
b) Environmental Work n/a
c) Construction n/a
d) UDOT Review (project cost <$500k = $5k, >500K = $10k) n/a
e) Construction Engineering n/a
f) Subtotal (in today’s dollars) n/a
g) Inflated Cost Factor (inflate to 2022) n/a
h) Total 2022 Cost 135,000.
i) Non-MPO Funds Available to Project local match at least would be paid by community partners
j) MPO Funding Request (includes 6.77% local match) $125,860

6.0 | Supplemental Information

Please submit any supporting documentation including maps, diagrams, charts, cost estimates, etc. that will allow MPO and UDOT staff and any Technical Advisory Committee to make an informed decision regarding the proposed project. Keep Supplemental Information submittals to 8 pages total.

6.1 Concept Report Submittal

In order to facilitate the distribution of the Concept Reports and any supplemental information, all Concept Reports shall be combined with any supplemental information and saved in PDF format as one document. Please note that this might create a large data file that might be too large to emailed. Plan accordingly to submit your report in electronic format (CD, DVD, Flash Drive) by the required due date. Concept Reports are due by March 29, 2018 at 6pm.

6.2 Contacts, Questions

For help with the Concept Report or questions, please contact:

Bob Allen
801/229-3813
rallen@mountainland.org

Shawn Eliot, AICP
801/229-3841
seliot@mountainland.org