

FILED

FEB 02 2024

JEANNIE GOFF
COUNTY CLERK, JEFFERSON COUNTY, MO

BILL NO.: 24-0114

ORDINANCE NO.: 24- 0112

INTRODUCED BY: COUNCIL MEMBER(s) Groetelke

1 **AN ORDINANCE TO AUTHORIZE JEFFERSON COUNTY TO REQUEST**
2 **FUNDING FOR BRIDGE PRESERVATION PROJECTS AND A ROADWAY**
3 **SAFETY PROJECT AND TO AUTHORIZE THE COUNTY EXECUTIVE, AS**
4 **THE AUTHORIZED COUNTY REPRESENTATIVE, TO EXECUTE THE**
5 **NECESSARY DOCUMENTS FOR THE 2025-2028 SURFACE**
6 **TRANSPORTATION BLOCK GRANT PROGRAM - SUBALLOCATED (STP-S)**
7 **APPLICATIONS IN COUNCIL DISTRICTS 1, 2, AND 7.**

8 **WHEREAS,** the Jefferson County, Missouri Council desires to apply for funding
9 for the projects listed below for the 2025-2028 Transportation Improvement Program by
10 completing the STP-S applications from the East-West Gateway Council of Governments;
11 and

12 **WHEREAS,** the Jefferson County, Missouri, Council finds that it is now necessary
13 and in the best interest of the County to not only apply for, but to enter into the 2025-2028
14 STP-S Agreements with the Missouri Highways and Transportation Commission for the
15 approved funding of said improvements as set forth herein which includes federal
16 reimbursements of up to 80% for design, right-of-way acquisition, construction, and
17 construction engineering, up to a maximum of \$5,850,000 subject to budgetary limitations;
18 and

1 **WHEREAS**, the Jefferson County, Missouri, Council finds it now necessary and
2 in the best interest of the County for the County Executive to execute the necessary
3 documents or agreements for the funding of the following:

4 Browns Ford Road Bridge Preservation

5 Bridge Preservation Project (Council District 7)

6 Cedar Hill Road Bridge Preservation

7 Bridge Preservation Project (Council District 7)

8 Twin River Road Bridge Preservation

9 Bridge Preservation Project (Council District 1)

10 Saline Road – from 400 feet south of Memory Lane to Diehl Road -

11 Safety Improvement Project (Council Districts 1 & 2)

12 **BE IT ENACTED BY THE JEFFERSON COUNTY, MISSOURI, COUNCIL,**
13 **AS FOLLOWS:**

14 Section 1. Jefferson County, Missouri shall request funding for the various Surface
15 Transportation Block Grant Program – Suballocated (STP-S) applications and the County
16 Executive shall execute the required documents for the 2025-2028 Transportation
17 Improvement Program Applications and any subsequent Agreements for the following
18 projects up to a maximum of \$5,850,000 and subject to budgetary limitations:

19 Browns Ford Road – Bridge Preservation Project

20 Cedar Hill Road – Bridge Preservation Project

21 Twin River Road – Bridge Preservation Project

22 Saline Road - Safety Improvement Project

23 Section 2. The Jefferson County, Missouri, Council authorizes the County

1 Executive to furnish such information as may be reasonably requested in connection with
2 the applications, to sign all necessary documents on behalf of the County and to furnish
3 such assurances as may be required by law or regulation necessary to carry out the intent
4 of this Ordinance. A blank copy of the Bridge Preservation and Safety Improvement
5 Project applications are attached hereto as Exhibits "A" and "B," respectively, and are
6 incorporated by reference.

7 Section 3. Copies of all Invitations for Bid, response thereto, any contract
8 agreements and Change Orders shall be maintained by the Department of the County Clerk
9 consistent with the rules and procedures for the maintenance and retention of records as
10 promulgated by the Secretary of State.

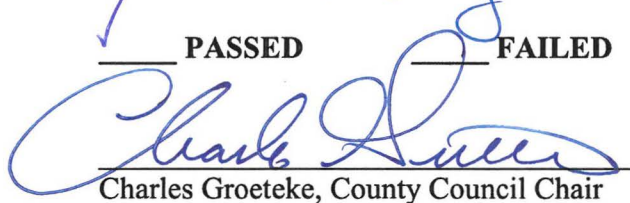
11 Section 4. This Ordinance shall be in full force and effect from and after its date
12 of approval. If any part of this Ordinance is invalid for any reason, such invalidity shall
13 not affect the remainder of this Ordinance.

THIS BILL BEING DULY INTRODUCED, THE MEMBERS OF THE JEFFERSON COUNTY, MISSOURI, COUNCIL VOTED AS FOLLOWS:

Council Member District 1, Brian Haskins	<u>yes</u>
Council Member District 2, Gene F. Barbagallo	<u>yes</u>
Council Member District 3, <u>Mrs. Lois Arons</u>	<u>yes</u>
Council Member District 4, Charles Groeteke	<u>yes</u>
Council Member District 5, Scott Seek	<u>yes</u>
Council Member District 6, Daniel Stallman	<u>yes</u>
Council Member District 7, Bob Tullock	<u>yes</u>

THE ABOVE BILL ON THIS 29 DAY OF January, 2024:

 PASSED FAILED


Charles Groeteke, County Council Chair


Cherylann Boyer, Council Executive Assistant

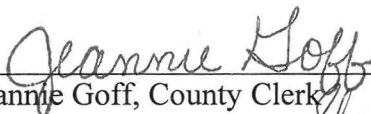
THIS BILL WAS ✓ APPROVED BY THE JEFFERSON COUNTY EXECUTIVE AND ENACTED AS AN ORDINANCE OF JEFFERSON COUNTY, MISSOURI, THIS 2 DAY OF February, 2024.

THIS BILL WAS _____ VETOED AND RETURNED TO THE JEFFERSON COUNTY, MISSOURI, COUNCIL WITH WRITTEN OBJECTIONS BY THE JEFFERSON COUNTY EXECUTIVE, THIS _____ DAY OF _____, 2024.




Dennis Gannon, County Executive

ATTEST:



Jeannie Goff, County Clerk



Reading Date: 1/29/2024



ORDINANCE NO.

24-0112

Project Application Form



EXHIBIT A

Surface Transportation Block Grant Program

2024 Call for Projects

For the St. Louis Region

Bridge Preservation Project Type

Sponsoring Agency:

Project Title:

Federal Amount Requested:

Applications Due: February 8, 2024 by 4:00 pm

* If applying for Off-System Bridge/Bridge Formula Program (BRO/BFP) funds, fill out this application. More information on BRO/BFP is provided in Appendix B of the STP-S Project Development Workbook.



Approved as to Form:

[Signature]
County Counselor
Jefferson County, Missouri



EAST-WEST GATEWAY
Council of Governments

Creating Solutions Across Jurisdictional Boundaries

November 2023

SURFACE TRANSPORTATION BLOCK GRANT PROGRAM (STP-S)
BRIDGE PRESERVATION – PROJECT APPLICATION FORM

Please refer to the STP-S Project Development Workbook and the STP-S Scoring Criteria Guide for more information on the program requirements, available funding, and scoring criteria. The STP-S Project Development Workbook, STP-S Scoring Criteria Guide, and supplement materials are available on the East-West Gateway Council of Governments (EWG) [STP-S Call for Projects](http://www.ewgateway.org/transportation-planning/transportation-improvement-program/competitive-transportation-programs/call-for-projects-stp-s/) web page: <http://www.ewgateway.org/transportation-planning/transportation-improvement-program/competitive-transportation-programs/call-for-projects-stp-s/>

PLEASE NOTE:

This project application form is for the bridge preservation project type. There are separate project application forms for the other project types, including: road preservation, traffic flow, safety, active transportation, transit, and freight/economic development. If your agency is interested in applying for those project types, please obtain the application form from the EWG STP-S Call for Projects web page, or contact EWG staff for more information.

The call for projects begins on **November 3, 2023** and ends on **February 8, 2024** at 4:00 pm. Applications received after the deadline will not be accepted. Submit the completed application and necessary attachments electronically to EWG at stps@ewgateway.org. Save the electronic copy as a PDF file using the following format: 2024STPS_[Sponsor]_[Project Name].pdf. The electronic submission must include scanned signatures and attachments. Please submit one application per email. You will receive an email confirmation within one business day of submittal. If you do not receive confirmation or have questions about the application, contact EWG staff. The information provided in this application is public record.

APPLICATION FEE

An application fee is required for each project that is submitted for consideration. The application fee is ½ of one percent of the federal funds being requested. For example, a project sponsor requesting \$800,000 in federal funding would be required to pay a \$4,000 application fee. Counties make annual contributions to EWG and, as such, a credit equal to their annual contribution is applied against their application fee. Counties will be invoiced for any amount above the annual contribution credit.

The TIP Application Fee Payment Information Form must be included with the TIP application fee. This form is available on the STP-S Call for Projects web page. Application fees may be submitted by check via mail or through electronic funds transfer (EFT). Mailed application fees must be postmarked by February 8, 2024. For check payments, send the TIP Application Fee Payment Information Form and check to:

TIP Application
East-West Gateway Council of Governments
1 S. Memorial Drive, Suite 1600
St. Louis, MO 63102-2451

For EFT payments, send the TIP Application Fee Payment Information Form via email to tipappfees@ewgateway.org. EFT payments are due by February 15, 2024.

CONTACT INFORMATION

Jason Lange, TIP Coordinator
East-West Gateway Council of Governments
1 S. Memorial Drive, Suite 1600
St. Louis, MO 63102-2451
E-mail: stps@ewgateway.org

PROJECT CHECKLIST AND SUBMITTAL REQUIREMENTS

The evaluation and scoring of all projects will be based on the answers provided in the application and the attachments submitted. **The materials should be submitted in the following order.**

Project Application:

- Completed STP-S application**
- Scanned required signatures** – Notification of Title VI & Nondiscrimination Requirements, Financial Certification of Matching Funds, Person of Responsible Charge Certification, Right-of-Way Acquisition Certification Statement, Policy on Reasonable Progress Certification (Missouri only).

Attachment A:

- Project location map** – depict the location of the project on a base map such as a town road map, GIS map, aerial photo, or another base map suitable to clearly show the project’s overall location. Provide on an 8 ½ x 11 page. Project location is used by EWG to determine:
 - geographic scale project categorization (i.e., ‘within community’ or ‘outside community’)
 - score for Environmental Justice
 - score for employment density
- Detailed cost estimate** – use Estimate of Project Costs excel file provided by EWG.
- Letter of permission from facility owner** – provide if sponsor does not own roadway.
- Letter of support from match source** – provide if individual, business, other local public agency, or other third-party is providing matching funds.
- Coordination letter(s)** – provide if sponsor requires coordination with other agencies to implement the project (e.g., Bi-State Development, Madison County Transit District, St. Clair County Transit District).

Attachment B:

- Photographs** – attach photo(s) of the current bridge.
- Detailed map** – if applicable, provide a map showing:
 - community resources within ½ mile of project limits (e.g., park/trail, full service grocery store, civic building, library, health center, recreation center)
 - schools located within ½ mile of project limits
 - detour route if bridge would be closed (*see Appendix B in STP-S Scoring Criteria Guide for calculation instructions*)
- Roadway realignment diagram** – if applicable, provide a diagram showing existing and proposed vertical or horizontal realignment of the connecting roadway.
- Typical bridge section** – show details of before and after bridge improvements.
- Bridge condition** – attach state-issued inspection report or other documentation from state DOT showing bridge condition.

Attachment C: (optional)

- Documentation of an approved or adopted plan, ordinance, and/or policy that supports the project** – do not attach entire plan documents, only include the necessary pages.
- Letters of support** – endorsements or petitions from associations, boards, school districts, citizens, businesses, etc. Only attach letters of support that pertain to specific project.
- Documentation of public involvement process** – public meeting minutes, newspaper clippings, press announcements, etc.

Attachment D:

- ITS architecture consistency** – submit ITS Architecture Project Consistency Statement Form provided by EWG if project includes ITS elements or modifies existing ITS.

SPONSOR INFORMATION						
Sponsoring agency:						
Secondary sponsor agency (if applicable):						
Chief Elected Official/Chief Executive Director:						
Name:					Title:	
Street address:						
City:		State:		County:		ZIP code:
Project contact:						
Name:					Title:	
Agency:						
Street address:						
City:		State:		County:		ZIP code:
Phone Number:					E-mail address:	
Application contact:						
Name:					Phone Number:	
E-mail address:						
PROJECT INFORMATION						
Project title:						
Project status:				Is this application request for a piece of a larger project (phase) or the entire length of project?		
<input type="checkbox"/> New project				<input type="checkbox"/> Phase		
<input type="checkbox"/> Continuation of STP-S/CMAQ/TAP project				<input type="checkbox"/> Full project		
<input type="checkbox"/> Add to existing non-federally funded project						
If project is a continuation of another project that was previously programmed in the TIP, provide TIP ID # of existing project and also explain this relationship:						
If this project is a phase of a full project, how many phases are left to complete the project? Briefly explain each phase (i.e., project limits and general improvements):						
Has your agency previously competed for funds for this specific project?						
<input type="checkbox"/> Yes <input type="checkbox"/> No						
If yes, when?						
Does this project touch MoDOT or IDOT right-of-way?						
<input type="checkbox"/> Yes <input type="checkbox"/> No						
<i>If yes, a letter of support for this project is required from the state DOT.</i>						
Does the sponsoring agency own and maintain this facility?						
<input type="checkbox"/> Yes <input type="checkbox"/> No						
<i>If no, a letter of support for this project is required from the facility owner.</i>						
If no, who owns the facility?						

ROADWAY INFORMATION			
Name of street or facility to be improved:			
Project length (miles):			
Feature crossed (e.g., Fee Fee Creek):			
Federal functional classification of road (per EWG) ¹ :			
Deck condition rating (0-9)?			
Superstructure condition rating (0-9)?			
Substructure condition rating (0-9)?			
Culvert condition rating, if applicable (0-9)?			
Bridge identification number (federal ID):			
	CURRENT:	DESIGN YEAR²:	
Traffic volumes (AADT):	Year:	Year:	
Identify source of AADT ³ :			
Speed limit of street (mph):			
Bridge width (feet):			
Deck width (curb to curb):			
Number of through lanes (both directions):			
Number of turn lanes:			
Two-way left turn lanes?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Typical lane width (feet):			
Outside lane width (feet):			
Shoulder width (feet):			
On-street parking allowed?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Curb and gutter?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Sidewalks?	<input type="checkbox"/> One side <input type="checkbox"/> Both sides <input type="checkbox"/> None	<input type="checkbox"/> One side <input type="checkbox"/> Both sides <input type="checkbox"/> None	
Sidewalk width (feet):			
Existing sidewalk surface condition ⁴ :	<input type="checkbox"/> Poor <input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent <input type="checkbox"/> None	n/a	
On-road bicycle facility ⁵ ?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
On-road bicycle facility width:			
Shared-use path/sidepath?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Shared-use path/sidepath width (feet):			
Explain how the design year AADT was calculated:			

¹ EWG Functional Classification maps: <http://www.ewgateway.org/transportation-planning/roadway-functional-classification/>.

² Design year is 20 years after construction.

³ If source is state DOT, use data from most recent available year. If source is a count conducted by the local agency, must be within five years.

⁴ **Poor**: the sidewalk has deep cracking and buckling, poor drainage, or a bulging surface (due to tree roots). Impassable to mobility impaired pedestrians. **Fair**: the sidewalk contains cracks or an uneven and distressed surface. Hinders mobility of the average pedestrian. **Good**: the sidewalk is free from significant cracking, buckling, or gravel surfaces. Unlikely to hinder mobility of the average pedestrian. **Excellent**: the sidewalk is in like new condition and contains no cracking or buckling. Does not hinder mobility of the average pedestrian. **None**: no sidewalk is present.

⁵ On-road bicycle facility includes: bike lanes (separated, buffered, and standard). Shared-lane markings (sharrows) and share the road/bikes may use full lane signage are not bicycle facilities. View the EWG Bicycle Planning Guide for a description on bicycle facilities: https://www.ewgateway.org/wp-content/uploads/2018/07/BicyclePlanningGuide_June2018.pdf.

LAND ACQUISITION INFORMATION

Status of right-of-way acquisition (all properties, permanent and/or temporary easements, Temporary Slope Construction License (TSCL), and other rights-of-way):

- All acquired or none needed
- In process
- Not started

If applicable, list the number of parcels to be acquired (all properties, permanent and/or temporary easements, TSCL, and other rights-of-way):

If any residential or commercial displacements are anticipated, give details on how many and if they are residential and/or commercial:

Right-of-way acquisition by:

Right-of-way condemnation by:

Will the project traverse any public property, such as a public park that has used federal funds (e.g., Land and Water Conservation Funds) in the past?

- Yes No Unknown

UTILITY COORDINATION

Note: project sponsor must coordinate with utilities prior to construction.

Will the project involve any coordination with utilities?

- Yes No

If yes, check the appropriate box to select the type of utility. Then give the names of the utility companies.

- Electric
- Phone
- Gas
- Water
- Cable TV
- Storm sewer
- Sanitary sewer
-
-

Give details concerning potential utility conflicts, problems, or issues:

Utility coordination completed by:

Designed by:

Inspected by:

RAILROAD COORDINATION	
Does the project traverse any property owned by a railroad? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Is there a railroad within 500' of project limits? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Name of railroad:	
Number of crossings impacted:	
Are the crossings active?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Width of crossing:	
What is the crossing type? <input type="checkbox"/> Timber <input type="checkbox"/> Rubberized <input type="checkbox"/> Asphalt <input type="checkbox"/> Concrete <input type="checkbox"/> Other	
Describe other:	
PROJECT MAINTENANCE	
List any regular maintenance tasks anticipated over the next 25 years:	
Estimated annual cost to maintain facility and funding source(s):	
AMERICANS WITH DISABILITIES ACT	
Under the 1990 Americans with Disabilities Act (ADA), Title II requires public entities with more than 50 employees to complete a self-evaluation and create an effective ADA transition plan ⁶ .	
Does your local public agency have more than 50 employees? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, does your agency have an adopted ADA transition plan? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If your agency has an ADA transition plan, when was it adopted?	
If ADA transition plan is not adopted, when is it expected to be adopted?	

⁶ FHWA Questions and Answers about ADA/Section 504: https://www.fhwa.dot.gov/civilrights/programs/ada/ada_sect504qa.cfm.

EQUITY

Transportation equity populations (TEPs) are population groups that face barriers related to transportation or are disproportionately affected by negative effects of past transportation decisions. They are people of minority races and ethnicities, those with income below the poverty level, seniors (aged 65+), those with limited English proficiency (LEP), persons with disabilities, and no-vehicle households. See EWG's Transportation Equity Assessment for additional details: <https://www.ewgateway.org/transportation-planning/long-range-transportation-planning/connected-2050/trans-equity-assessment/>

Are you familiar with EWG's Transportation Equity Assessment?

Yes No

Have you considered how this project would affect one or more of these groups that travel in or through your community?

Yes No

If yes, please describe either positive or negative impacts on TEP populations that would be associated with this project.

How can EWG help you incorporate equity into your transportation projects?

PROJECT DESCRIPTION

Define the **scope** and **specific elements** of the project. Describe current conditions / problems / issues that the project will address. Be as specific as possible.

COMMUNITY SUPPORT

Describe the public involvement activities to date on the proposed project:

PROJECT DEVELOPMENT SCHEDULE
 Note: many stages can occur concurrently.

Activity Description	Start Date (MM/YYYY)	Finish Date (MM/YYYY)	Time Frame (Months)
Receive notification letter	10/2024	10/2024	1
Execute agreement (project sponsor and DOT)			
Engineering services contract submitted and approved*			
Obtain environmental clearances (106, CE2, T&E, etc.)			
Public meeting/hearing			
Develop and submit preliminary plans			
Preliminary plans approved			
Develop and submit right-of-way plans			
Review and approval of right-of-way plans			
Submit and receive approval for notice to proceed for right-of-way acquisition (A-Date)*			
Right-of-way acquisition			
Utility coordination			
Develop and submit PS&E			
District approval of PS&E/advertise for bids*			
Submit and receive bids for review and approval			
Project implementation/construction			

* Finish date must match fiscal year for each milestone shown in **bold** text.

FINANCIAL PLAN
 Note: federal participation for a phase of work must not exceed 80% in Missouri for all phases of work and 80% in Illinois for construction/construction engineering phase only. In Illinois, PE and right-of-way must be paid with local funds.

Activity ⁷	Starting Federal Fiscal Year ⁸	Total Phase Cost	Federal Funds Requested	Sponsor Share	Sponsor Share Percentage
PE / Planning / Environmental Studies	FY	\$ 0			0.00%
Right-of-Way (ROW)	FY	\$ 0			0.00%
Construction Engineering	FY	\$ 0			0.00%
Construction / Implementation	FY	\$ 0			0.00%
TOTAL PROJECT COST		\$ 0	\$ 0	\$ 0	0.00%

Identify the source(s) of local matching funds (e.g., state DOT, city, county, county road board, county motor fuel tax, private entity), and the amount for each source:

⁷ **Illinois:** construction/construction engineering funds are available in FY 2028.
Missouri: preliminary engineering (PE) funds are available in FY 2025, right-of-way (ROW) in FY 2025 (only if PE is locally funded) OR FY 2026, and construction/construction engineering in FY 2027 OR FY 2028.
⁸ Fiscal years are federal fiscal years (October 1 through September 30).

SAFE & SECURE

Length of detour (in miles) if bridge was closed:
Note: see Appendix B in STP-S Scoring Criteria Guide for calculation instructions.

CHOICES & ACCESS FOR ALL

Does the proposed project incorporate any of the following bicycle-related improvements?

- Separated bike lane/cycle track/protected bike lane
- Shared-use path/trail
- Buffered bike lane
- Standard bike lane (not buffered)
- Marked shared roadway (shared-lane markings, "sharrow")
- Paved shoulder
- Other
- None

Describe the bicycle-related improvements (including 'other') in detail:

Does the proposed project incorporate any of the following pedestrian-related improvements?

- New sidewalks (where none currently exist)
- Sidewalk spot slab improvements
- Sidewalk reconstruction
- Construction of new curb ramps (where none currently exist)
- Curb ramp reconstruction
- Railing or protective screening/concrete barrier
- Pedestrian-scale lighting (e.g., glare shielded, lower height (12' to 16'), in-pavement)
- Other
- None

Describe the pedestrian-related improvements (including 'other') in detail:

Is the project within ½ mile of a school (grades K-12 and college/university)?

- Yes No

If yes, identify the school(s):

Is the project within ½ mile of a community resource (e.g., park/trail, full service grocery store, civic building, library, health center, recreation center)?

Yes No

If yes, identify all community resources (planned or existing):

ECONOMIC VITALITY

Does the facility have a posted weight limit?

Yes No

If yes, what is the posted weight limit?

NOTIFICATION OF TITLE VI & NONDISCRIMINATION REQUIREMENTS

Title VI

A recipient of any federal funds from the U.S. Department of Transportation (“DOT”) must comply with federal statutes, regulations, executive orders, and other pertinent directives that govern nondiscrimination in federally assisted programs. Below is a list of the statutes and regulations that may apply to a recipient’s program; however, other federal requirements regarding nondiscrimination may be imposed by DOT.

- A. Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. §§ 2000d *et seq.*
- B. All requirements imposed by or pursuant to the Code of Federal Regulations, Title 49: Transportation, Subtitle A: Office of the Secretary of Transportation, Part 21: *Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964.*

As part of federal requirements, a recipient of funds from DOT must ensure that it has written policies and procedures in place to ensure nondiscrimination in its programs, up to and including, developing a Title VI Plan.

Nondiscrimination

A recipient of any federal funds from the U.S. Department of Transportation (“DOT”) must comply with federal statutes, regulations, executive orders, and other pertinent directives that govern nondiscrimination in federally assisted programs. Below is a list of the statutes and regulations that may apply to a recipient’s program; however, other federal requirements regarding nondiscrimination may be imposed by DOT.

- A. Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, and implementing regulations at 49 CFR Part 21 – *Nondiscrimination in Federally Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act.*
- B. The equal employment opportunity provisions of 49 U.S.C. § 5332 and Title VII of the Civil Rights Act of 1964, 42 U.S.C. §§ 2000e *et seq.*, and implementing regulations, including;
 - 1. 41 CFR Part 60 – *Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.*
- C. Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. §§ 1681 *et seq.*, and implementing regulations at 49 CFR Part 25 – *Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance.*
- D. Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, and the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. §§ 12101 *et seq.*, and implementing regulations, including:
 - 1. 49 CFR Part 27—*Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance.*
 - 2. 49 CFR Part 37—*Transportation Services for Individuals with Disabilities (ADA).*
 - 3. 36 CFR Part 1192 and 49 CFR Part 38—*Americans with Disabilities (ADA) Accessibility Specifications for Transportation Vehicles.*
 - 4. 28 CFR Part 35—*Nondiscrimination on the Basis of Disability in State and Local Government Services.*
 - 5. 28 CFR Part 36—*Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities.*
 - 6. 41 CFR Subpart 101 – 119—*Accommodations for the Physically Handicapped.*
 - 7. 29 CFR Part 1630—*Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act.*
 - 8. 47 CFR Part 64, Subpart F—*Telecommunications Relay Services and Related Customer Premises Equipment for the Hearing and Speech Disabled.*
 - 9. 36 CFR Part 1194—*Electronic and Information Technology Accessibility Standards.*

- 10. 49 CFR Part 609—*Transportation for Elderly and Handicapped Persons*.
- 11. Federal civil rights and nondiscrimination directives implementing those federal laws and regulations, unless the federal government determines otherwise in writing.
- E. The Age Discrimination Act of 1975, as amended, 42 U.S.C. §§ 6101 *et seq.*
- F. The Age Discrimination in Employment Act, 29 U.S.C. §§ 621 through 634, and implement regulations of the U.S. Equal Employment Opportunity Commission at 29 CFR Part 1625—*Age Discrimination in Employment Act*.
- G. The Drug Abuse Office and Treatment Act of 1972, as amended, 21 U.S.C. §§ 1101 *et seq.*, the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, as amended, 42 U.S.C. §§ 4541 *et seq.*, and the Public Health Service Act of 1912, as amended, 42 U.S.C. §§ 290dd through 290dd-2.
- H. Executive Order 12898—Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, 42 U.S.C. § 4321 note, and DOT Order 5620.3 at Federal Register Vol. 62 No. 18377—*Department of Transportation Actions to Address Environmental Justice in Minority Populations and Low-Income Populations*.
- I. Executive Order 13166 – Improving Access to Services for Persons with Limited English Proficiency, 42 U.S.C. § 2000d – 1 note, and implementing policy guidance at Federal Register Vol. 70 No. 74087—*DOT Policy Guidance Concerning Recipients’ Responsibilities to Limited English Proficiency (LEP) Person*.

By submitting its application as part of the TIP process and signing below, the Project Sponsor certifies that it has reviewed the federal requirements regarding nondiscrimination in federally assisted programs and believes that the Project Sponsor complies with the required policies and procedures.

Also, the Project Sponsor acknowledges its understanding that if the Project Sponsor does not have the required policies and procedures in place prior to federal funds being obligated, then the Project Sponsor’s project may become ineligible for federal funding.

Name (print)

Title

Signature

Date

FINANCIAL CERTIFICATION OF MATCHING FUNDS

This is to ensure sufficient funds are available to pay the non-federal share of project expenditures for the following project to be funded under the provisions of the Infrastructure Investment and Jobs Act (IIJA).

Project Title: _____

Local Match Amount: _____

Sponsoring Agency: _____

Chief Elected Official (or Chief Executive Officer):

Name (print): _____

Signature: _____

Date: _____

Chief Financial Officer:

Name (print): _____

Signature: _____

Date: _____

PERSON OF RESPONSIBLE CHARGE CERTIFICATION

The key regulatory provision, 23 CFR 635.105 – Supervising Agency, provides that the State Transportation Agency (STA) is responsible for construction of federal-aid projects, whether it or a local public agency (LPA) performs the work. The regulation provides that the STA and LPA must provide its full-time employee to be in “responsible charge” of the project.

The undersigned employee(s) of the Project Sponsor will act as person of responsible charge. If at any point the employee leaves the LPA, the LPA is responsible for finding a suitable replacement and notifying EWG. If the person of responsible charge is found to not be a full-time employee of the LPA, it will result in the loss of federal funds for this project. One employee can act as person of responsible charge for all three phases. All three phases must be signed.

Person of Responsible Charge – Design Phase

Name (print): _____

Title: _____ Email: _____

Signature: _____

Date: _____

Person of Responsible Charge – Right-of-Way Acquisition Phase

Name (print): _____

Title: _____ Email: _____

Signature: _____

Date: _____

Person of Responsible Charge – Construction/Implementation Phase

Name (print): _____

Title: _____ Email: _____

Signature: _____

Date: _____

RIGHT-OF-WAY ACQUISITION CERTIFICATION STATEMENT

The State Department of Transportation and the Federal Highway Administration (FHWA) have the right and responsibility to review and monitor the acquisition procedures of any federally funded transportation project for adherence to The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970. Those projects found in non-compliance may jeopardize all or part of their federal funding.

A. The Project Sponsor hereby certifies that any right-of-way, and/or permanent or temporary easements necessary for this project, obtained prior to this application, were acquired in accordance with The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

B. The Project Sponsor also certifies that any additional right-of-way, and/or permanent or temporary easements, subsequently required to complete the project, will be acquired according to The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

Name (print)

Title

Signature

Date

POLICY ON REASONABLE PROGRESS CERTIFICATION – MISSOURI SPONSORS ONLY

Following on the next page is a copy of the policy on reasonable progress adopted by the East-West Gateway Council of Governments Board of Directors.

The undersigned representative of the Project Sponsor hereby certifies that s/he has read this policy and understands its requirements. The representative acknowledges that failure to meet all of the reasonable progress requirements could result in federal funds being revoked and returned to the regional funding pool, as dictated by the policy.

Name (print)

Title

Signature

Date

POLICY ON REASONABLE PROGRESS – MISSOURI SPONSORS ONLY

Reasonable Progress

For projects or programs included in the Transportation Improvement Program (TIP), “reasonable progress” will have been made if the project has advanced to the point of obligating all federal funds programmed for that project in the current fiscal year, regardless of the phase of work (*i.e., preliminary engineering, right-of-way acquisition, or plans, specifications, and estimates*). If a project fails to obligate the programmed federal funds by September 30 of the current year, the funding will be forfeited and returned to the regional funding pot. Actual progress toward implementation is measured against the schedule submitted by the Project Sponsor in the project application.

Policy Procedures and Enforcement

Projects that do not obligate all federal funds by the Board-approved suspense date will be removed from the TIP and the federal funds associated with those projects will be returned to the regional funding pool for redistribution. The removal of projects from the TIP will require no further Board action and the sponsor will have to repay any federal funds already spent if the funding is forfeited.

If a project is realizing delays that will put the federal funding at risk of forfeiture (*i.e., not meet a September 30 deadline*), the Project Sponsor will have the opportunity to ask for consideration of a “one-time extension” in their project schedule. The one-time extension can only be requested for the implementation/construction phase of the project. The extension request will only be considered once a year, and has to be made before June 1 of the current fiscal year of the TIP.

To be considered for this extension the Project Sponsor has to demonstrate on all counts: a) the delay is beyond their control and the sponsor has done due diligence in progressing the project; b) federal funds have already been obligated on the project or in cases that no federal funds are used for PE and/or ROW acquisition, there has been significant progress toward final plan preparation; and c) there is a realistic strategy in place to obligate all funds.

One-time extensions of up to three (3) months may be granted by EWG staff and one-time extensions greater than three (3) months, but not more than nine (9) months, will go to the Board of Directors for their consideration and approval. Projects requesting schedule advancements will be handled on a case-by-case basis, subject to available funding, and are subject to the Board-adopted rules for TIP modifications.

Project Monitoring

An extensive monitoring program has been developed to help track programmed projects and ensure that funding commitments and plans are met. Monthly tracking reports are developed and posted on the EWG website, utilizing project information provided by the Project Sponsor, IDOT, and MoDOT district offices. Additionally, project sponsors are contacted at least every three (3) months by EWG staff for project status updates



ORDINANCE NO.

21-0112

Project Application Form



Exhibit B

Surface Transportation Block Grant Program

2024 Call for Projects

For the St. Louis Region

Safety Project Type

Sponsoring Agency:

Project Title:

Federal Amount Requested:

Applications Due: February 8, 2024 by 4:00 pm



Approved as to Form:

[Signature]
County Counselor
Jefferson County, Missouri



EAST-WEST GATEWAY
Council of Governments

Creating Solutions Across Jurisdictional Boundaries

November 2023

SURFACE TRANSPORTATION BLOCK GRANT PROGRAM (STP-S)
SAFETY – PROJECT APPLICATION FORM

Please refer to the STP-S Project Development Workbook and the STP-S Scoring Criteria Guide for more information on the program requirements, available funding, and scoring criteria. The STP-S Project Development Workbook, STP-S Scoring Criteria Guide, and supplemental materials are available on the East-West Gateway Council of Governments (EWG) [STP-S Call for Projects](http://www.ewgateway.org/transportation-planning/transportation-improvement-program/competitive-transportation-programs/call-for-projects-stp-s/) web page: <http://www.ewgateway.org/transportation-planning/transportation-improvement-program/competitive-transportation-programs/call-for-projects-stp-s/>

PLEASE NOTE:

This project application form is for the safety project type. There are separate project application forms for the other project types, including: road preservation, bridge preservation, traffic flow, active transportation, transit, and freight/economic development. If your agency is interested in applying for those project types, please obtain the application form from the EWG STP-S Call for Projects web page, or contact EWG staff for more information.

The call for projects begins on **November 3, 2023** and ends on **February 8, 2024** at 4:00 pm. Applications received after the deadline will not be accepted. Submit the completed application and necessary attachments electronically to EWG at stps@ewgateway.org. Save the electronic copy as a PDF file using the following format: 2024STPS_[Sponsor]_[Project Name].pdf. The electronic submission must include scanned signatures and attachments. Please submit one application per email. You will receive an email confirmation within one business day of submittal. If you do not receive confirmation or have questions about the application, contact EWG staff. The information provided in this application is public record.

APPLICATION FEE

An application fee is required for each project that is submitted for consideration. The application fee is ½ of one percent of the federal funds being requested. For example, a project sponsor requesting \$800,000 in federal funding would be required to pay a \$4,000 application fee. Counties make annual contributions to EWG and, as such, a credit equal to their annual contribution is applied against their application fee. Counties will be invoiced for any amount above the annual contribution credit.

The TIP Application Fee Payment Information Form must be included with the TIP application fee. This form is available on the STP-S Call for Projects web page. Application fees may be submitted by check via mail or through electronic funds transfer (EFT). Mailed application fees must be postmarked by February 8, 2024. For check payments, send the TIP Application Fee Payment Information Form and check to:

TIP Application
East-West Gateway Council of Governments
1 S. Memorial Drive, Suite 1600
St. Louis, MO 63102-2451

For EFT payments, send the TIP Application Fee Payment Information Form via email to tipappfees@ewgateway.org. EFT payments are due by February 15, 2024.

CONTACT INFORMATION

Jason Lange, TIP Coordinator
East-West Gateway Council of Governments
1 S. Memorial Drive, Suite 1600
St. Louis, MO 63102-2451
E-mail: stps@ewgateway.org

PROJECT CHECKLIST AND SUBMITTAL REQUIREMENTS

The evaluation and scoring of all projects will be based on the answers provided in the application and the attachments submitted.

The materials should be submitted in the following order.

Project Application:

- Completed STP-S application**
- Scanned required signatures** – Notification of Title VI & Nondiscrimination Requirements, Financial Certification of Matching Funds, Person of Responsible Charge Certification, Right-of-Way Acquisition Certification Statement, Policy on Reasonable Progress Certification (Missouri only).

Attachment A:

- Project location map** – depict the location of the project on a base map such as a town road map, GIS map, aerial photo, or another base map suitable to clearly show the project's overall location. Provide on an 8 ½ x 11 page. Project location is used by EWG to determine:
 - score for Environmental Justice
 - score for intermodal connections
- Detailed cost estimate** – use Estimate of Project Costs excel file provided by EWG.
- Letter of permission from facility owner** – provide if sponsor does not own roadway.
- Letter of support from match source** – provide if individual, business, other local public agency, or other third-party is providing matching funds.
- Coordination letter(s)** – provide if sponsor requires coordination with other agencies to implement the project (e.g., Bi-State Development, Madison County Transit District, St. Clair County Transit District).

Attachment B:

- Photographs** – attach photo(s) of the current roadway.
- Detailed map** – if applicable, provide a map showing:
 - locations of all proposed safety countermeasures along project limits (i.e., if chevrons are being added to a curve, mark the curve where the chevrons will be added)
 - transit routes along project limits
 - community resources within ¼ mile of project limits (e.g., park/trail, full service grocery store, civic building, library, health center, recreation center)
 - schools (grades K-12 and college/university) located within ½ mile of project limits
 - freight facilities along project limits (e.g., intermodal freight facility, major freight generator, logistic center, manufacturing or warehouse industrial land, port facility)
- Roadway realignment diagram** – if applicable, provide a diagram showing existing and proposed vertical or horizontal realignment of the roadway.
- Typical section** – show details of before and after roadway improvements.
- Road or bridge condition** – if applicable, include:
 - Road condition: use Road Condition Evaluation Form provided by EWG.
 - Bridge condition: include state-issued inspection report or other documentation from state DOT showing bridge condition.

Attachment C:

- Benefit/cost ratio** – use the Safety Calculator sheet in the Safety Supplement excel file provided by EWG. This form calculates the project's **benefit/cost ratio**.
- Crash reports** – attach full crash reports for all fatal and serious injury crashes and up to 10 minor injury and/or property damage only crashes that coincide with the safety countermeasure within the project limits from 2017-2021. Redact any personal information (e.g., names, addresses, etc.).
- Safety plans/study** – if applicable, include page(s) from relevant state and/or local safety plan or study.

Attachment D: (optional)

- Documentation of an approved or adopted plan, ordinance, and/or policy that supports the project** – do not attach entire plan documents, only include the necessary pages.
- Letters of support** – endorsements or petitions from associations, boards, school districts, citizens, businesses, etc. Only attach letters of support that pertain to specific project.
- Documentation of public involvement process** – public meeting minutes, newspaper clippings, press announcements, etc.

Attachment E:

- ITS architecture consistency**– submit ITS Architecture Project Consistency Statement Form provided by EWG if project includes ITS elements or modifies existing ITS.

SPONSOR INFORMATION						
Sponsoring agency:						
Secondary sponsor agency (if applicable):						
Chief Elected Official/Chief Executive Director:						
Name:					Title:	
Street address:						
City:		State:		County:		ZIP code:
Project contact:						
Name:					Title:	
Agency:						
Street address:						
City:		State:		County:		ZIP code:
Phone Number:					E-mail address:	
Application contact:						
Name:					Phone Number:	
E-mail address:						
PROJECT INFORMATION						
Project title:						
Project status: <input type="checkbox"/> New project <input type="checkbox"/> Continuation of STP-S/CMAQ/TAP project <input type="checkbox"/> Add to existing non-federally funded project				Is this application request for a piece of a larger project (phase) or the entire length of project? <input type="checkbox"/> Phase <input type="checkbox"/> Full project		
If project is a continuation of another project that was previously programmed in the TIP, provide TIP ID # of existing project and also explain this relationship: 						
If this project is a phase of a full project, how many phases are left to complete the project? Briefly explain each phase (i.e., project limits and general improvements): 						
Has your agency received federal funds for this specific road segment within the last 10 years? <input type="checkbox"/> Yes <input type="checkbox"/> No						
If yes, when?						
Does this project touch MoDOT or IDOT right-of-way? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, a letter of support for this project is required from the state DOT.</i>						
Does the sponsoring agency own and maintain this facility? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If no, a letter of support for this project is required from the facility owner.</i>						
If no, who owns the facility?						

ROADWAY INFORMATION			
Name of street or facility to be improved:			
Project length (miles):			
Project limits – north/west reference point, cross street, or intersection:			
Project limits – south/east reference point, cross street, or intersection:			
Federal functional classification of road (per EWG) ¹ :			
Average roadway pavement condition (PASER):			
Is bridge work included (i.e., rehabilitation, replacement)?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
	CURRENT:		PROPOSED:
Traffic volumes (AADT):	Year:		Year:
Identify source of AADT ² :			
Speed limit of street (mph):			
Number of through lanes (both directions):			
Number of turn lanes:			
Two-way left turn lanes?	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Typical lane width (feet):			
Outside lane width (feet):			
Shoulder width (feet):			
On-street parking allowed?	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Curb and gutter?	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Sidewalks?	<input type="checkbox"/> One side <input type="checkbox"/> Both sides <input type="checkbox"/> None		<input type="checkbox"/> One side <input type="checkbox"/> Both sides <input type="checkbox"/> None
Sidewalk width (feet):			
Existing sidewalk surface condition ³ :	<input type="checkbox"/> Poor <input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent <input type="checkbox"/> None		n/a
Estimated sidewalk to be built (square yards):	n/a		
Sidewalk/roadway separation width (feet):			
On-road bicycle facility ⁴ ?	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
On-road bicycle facility width:			
Shared-use path/sidepath?	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Shared-use path/sidepath width (feet):			
Estimated shared-use path to be built (square yards):	n/a		
Number of new and/or reconstructed curb ramps:		n/a	

¹ EWG Functional Classification maps: <http://www.ewgateway.org/transportation-planning/roadway-functional-classification/>.

² If source is state DOT, use data from most recent available year. If source is a count conducted by the local agency, must be within five years.

³ **Poor**: the sidewalk has deep cracking and buckling, poor drainage, or a bulging surface (due to tree roots). Impassable to mobility impaired pedestrians. **Fair**: the sidewalk contains cracks or an uneven and distressed surface. Hinders mobility of the average pedestrian. **Good**: the sidewalk is free from significant cracking, buckling, or gravel surfaces. Unlikely to hinder mobility of the average pedestrian. **Excellent**: the sidewalk is in like new condition and contains no cracking or buckling. Does not hinder mobility of the average pedestrian. **None**: no sidewalk is present.

⁴ On-road bicycle facility includes: bike lanes (separated, buffered, and standard). Shared-lane markings (sharrows) and share the road/bikes may use full lane signage are not bicycle facilities. View the EWG Bicycle Planning Guide for a description on bicycle facilities: https://www.ewgateway.org/wp-content/uploads/2018/07/BicyclePlanningGuide_June2018.pdf.

LAND ACQUISITION INFORMATION

Status of right-of-way acquisition (all properties, permanent and/or temporary easements, Temporary Slope Construction License (TSCL), and other rights-of-way):

- All acquired or none needed
- In process
- Not started

If applicable, list the number of parcels to be acquired (all properties, permanent and/or temporary easements, TSCL, and other rights-of-way):

If any residential or commercial displacements are anticipated, give details on how many and if they are residential and/or commercial:

Right-of-way acquisition by:

Right-of-way condemnation by:

Will the project traverse any public property, such as a public park that has used federal funds (e.g., Land and Water Conservation Funds) in the past?

- Yes No Unknown

UTILITY COORDINATION

Note: project sponsor must coordinate with utilities prior to construction.

Will the project involve any coordination with utilities?

- Yes No

If yes, check the appropriate box to select the type of utility. Then give the names of the utility companies.

- Electric
- Phone
- Gas
- Water
- Cable TV
- Storm sewer
- Sanitary sewer
-
-

Give details concerning potential utility conflicts, problems, or issues:

Utility coordination completed by:

Designed by:

Inspected by:

RAILROAD COORDINATION	
Does the project traverse any property owned by a railroad? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Is there a railroad within 500' of project limits? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Name of railroad:	
Number of crossings impacted:	
Are the crossings active?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Width of crossing:	
What is the crossing type? <input type="checkbox"/> Timber <input type="checkbox"/> Rubberized <input type="checkbox"/> Asphalt <input type="checkbox"/> Concrete <input type="checkbox"/> Other	
Describe other:	
PROJECT MAINTENANCE	
List any regular maintenance tasks anticipated over the next 25 years:	
Estimated annual cost to maintain facility and funding source(s):	
AMERICANS WITH DISABILITIES ACT	
Under the 1990 Americans with Disabilities Act (ADA), Title II requires public entities with more than 50 employees to complete a self-evaluation and create an effective ADA transition plan ⁵ .	
Does your local public agency have more than 50 employees? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, does your agency have an adopted ADA transition plan? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If your agency has an ADA transition plan, when was it adopted?	
If ADA transition plan is not adopted, when is it expected to be adopted?	

⁵ FHWA Questions and Answers about ADA/Section 504: https://www.fhwa.dot.gov/civilrights/programs/ada/ada_sect504qa.cfm.

EQUITY

Transportation equity populations (TEPs) are population groups that face barriers related to transportation or are disproportionately affected by negative effects of past transportation decisions. They are people of minority races and ethnicities, those with income below the poverty level, seniors (aged 65+), those with limited English proficiency (LEP), persons with disabilities, and no-vehicle households. See EWG's Transportation Equity Assessment for additional details: <https://www.ewgateway.org/transportation-planning/long-range-transportation-planning/connected-2050/trans-equity-assessment/>

Are you familiar with EWG's Transportation Equity Assessment?

Yes No

Have you considered how this project would affect one or more of these groups that travel in or through your community?

Yes No

If yes, please describe either positive or negative impacts on TEP populations that would be associated with this project.

How can EWG help you incorporate equity into your transportation projects?

PROJECT DESCRIPTION

Define the **scope** and **specific elements** of the project. Describe current conditions / problems / issues that the project will address. Be as specific as possible.

COMMUNITY SUPPORT

Describe the public involvement activities to date on the proposed project:

PROJECT DEVELOPMENT SCHEDULE

Note: many stages can occur concurrently.

Activity Description	Start Date (MM/YYYY)	Finish Date (MM/YYYY)	Time Frame (Months)
Receive notification letter	10/2024	10/2024	1
Execute agreement (project sponsor and DOT)			
Engineering services contract submitted and approved*			
Obtain environmental clearances (106, CE2, T&E, etc.)			
Public meeting/hearing			
Develop and submit preliminary plans			
Preliminary plans approved			
Develop and submit right-of-way plans			
Review and approval of right-of-way plans			
Submit and receive approval for notice to proceed for right-of-way acquisition (A-Date)*			
Right-of-way acquisition			
Utility coordination			
Develop and submit PS&E			
District approval of PS&E/advertise for bids*			
Submit and receive bids for review and approval			
Project implementation/construction			

* Finish date must match fiscal year for each milestone shown in **bold** text.

FINANCIAL PLAN

Note: federal participation for a phase of work must not exceed 80% in Missouri for all phases of work and 80% in Illinois for construction/construction engineering phase only. In Illinois, PE and right-of-way must be paid with local funds.

Activity ⁶	Starting Federal Fiscal Year ⁷	Total Phase Cost	STP-S Funds Requested	Sponsor Share	Sponsor Share Percentage
PE / Planning / Environmental Studies	FY	\$ 0			0.00%
Right-of-Way (ROW)	FY	\$ 0			0.00%
Construction Engineering	FY	\$ 0			0.00%
Construction / Implementation	FY	\$ 0			0.00%
TOTAL PROJECT COST		\$ 0	\$ 0	\$ 0	0.00%
Identify the source(s) of local matching funds (e.g., state DOT, city, county, county road board, county motor fuel tax, private entity), and the amount for each source:					

⁶ **Illinois:** construction/construction engineering funds are available in FY 2028.

Missouri: preliminary engineering (PE) funds are available in FY 2025, right-of-way (ROW) in FY 2025 (only if PE is locally funded) OR FY 2026, and construction/construction engineering in FY 2027 OR FY 2028.

⁷ Fiscal years are federal fiscal years (October 1 through September 30).

SAFE & SECURE

Note: use the Safety Calculator sheet in the Safety Supplement excel file provided by EWG. This form calculates the project's benefit/cost ratio.

Were there any crashes along project limits from 2017-2021? **Note:** a project can still potentially receive partial points if it does not have crashes, but includes a preventive safety countermeasure.

Yes No

Total number of crashes by severity type along project limits:

Fatal (K on the KABCO scale):	
Serious injury (A on the KABCO scale):	
Minor injury (B and C on the KABCO scale):	
Property damage only (O on the KABCO scale):	
Total number of crashes from 2017-2021 along project limits:	

Does the project include safety countermeasure(s)?

Yes No

If yes, identify the safety countermeasure(s) proposed, its Crash Modification Factor (CMF), and the CMF ID below (e.g., installation of safety edge treatment – CMF: 0.92 – CMF ID: 4303):

Countermeasure (see notes below)	CMF	CMF ID

Note: a list of safety countermeasures and their CMFs is provided in Appendix C of the STP-5 Scoring Criteria Guide. In addition, the FHWA Crash Modification Factors Clearinghouse provides a searchable database of safety countermeasures: <http://www.cmfclearinghouse.org/>.

Note: a project can incorporate multiple countermeasures, however, only one countermeasure can be used in the benefit/cost ratio (BCR). Please insert the countermeasure used in the BCR in the first row above with the bold border.

Provide the maintenance cost of the countermeasure used in the BCR. The breakdown should show the cost to maintain the countermeasure for one year. If there is no maintenance cost associated with the countermeasure, enter 'n/a' in the table below.

Item	Cost
TOTAL:	\$ 0.00

Provide the safety countermeasure and lifespan of the countermeasure used in the BCR. **Note:** to find the lifespan, use the 'Lifespan-Safety Countermeasure' tab in the Safety Supplement. If a different resource is used, also provide a copy of or a link to the resource.

Describe how the proposed safety countermeasure(s) will address the crashes occurring along the project limits:
Are there any undocumented safety issues? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, describe the undocumented safety issue(s) and explain how the preventive safety countermeasure(s) will address the issue:
Are the proposed countermeasures listed in the State or County Strategic Highway Safety Plan? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, identify the plan(s):
Was a safety study completed for this project? <input type="checkbox"/> Yes <input type="checkbox"/> No
Does the project limits contain safety hardware that requires repairs, improvements, or upgrades? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, identify the insufficient safety hardware and describe the improvements:

CHOICES & ACCESS FOR ALL

Does the proposed project incorporate any of the following bicycle-related improvements?

- Separated bike lane/cycle track/protected bike lane
- Shared-use path/trail/arterial sidepath
- Buffered bike lane
- Standard bike lane (not buffered)
- Marked shared roadway (shared-lane markings, "sharrow")
- Paved shoulder
- Wayfinding or end of trip facilities
- Other
- None

Describe the bicycle-related improvements (including 'other') in detail:

Does the proposed project incorporate any of the following pedestrian-related improvements?

- New sidewalks (where none currently exist)
- Sidewalk spot slab improvements
- Sidewalk reconstruction
- Construction of new curb ramps (where none currently exist)
- Curb ramp reconstruction
- Sidewalk/roadway separation
- Wayfinding, furniture, or other end of trip facilities
- Pedestrian-scale lighting (e.g., glare shielded, lower height (12' to 16'), in-pavement) along facility
- Other
- None

Describe the pedestrian-related improvements (including 'other') in detail:

Approximately what percentage of the project limits includes new or reconstructed sidewalk or shared-use path?

Does the proposed project incorporate any of the following new safety countermeasures?

- Leading pedestrian interval (LPI)
- Bicycle signals or bicycle detection
- Rectangular Rapid-Flashing Beacon (RRFB)
- Pedestrian Hybrid Beacon (PHB or HAWK)
- Crosswalk visibility enhancements - -
 - High-visibility crosswalks (e.g., ladder, zebra, or continental crosswalk markings)
 - Improved lighting
 - Enhanced signing and pavement markings
- Raised crosswalks
- Midblock crossings
- Pedestrian refuge islands
- Curb radius reduction
- Curb extension or bulb-outs
- Bicycle boxes
- Colored pavement crossings for bicycles lanes marked through intersection
- Road diet
- Improvements to at-grade rail crossing
- Other
- None

Describe the safety countermeasures (including 'other') in detail and identify locations (note: provide locations on detailed map as well):

Does the project address a location with a history of crashes involving pedestrians and/or bicyclists along the project limits from 2017-2021?

- Yes No

If yes, provide the summary for each crash involving a pedestrian or bicyclist in the table below using crash data from 2017-2021. Provide the crash reports in Attachment C.

Date	Time of Day	Location (i.e., street name, cross street, intersection)	Collision Type (i.e., bicyclist or pedestrian)	Severity (i.e., fatal, serious injury, minor injury)

<p>Does the project improve access to transit stops, stations, park-and-ride lots, or other major transit facilities? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>If yes, identify the bus route and/or transit facility:</p>
<p>Does the project incorporate improvements to existing transit stops or stations (e.g., 5' x 8' ADA landing pads, benches, shelters)? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>If yes, identify the improvements:</p>
<p>Is the project within ½ mile of a school (grades K-12 and college/university)? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><i>If yes, identify the school(s):</i></p>
<p>Does the project provide access (i.e., within ¼ mile) to a community resource (e.g., park/trail, full service grocery store, civic building, library, health center, recreation center)? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>If yes, identify all community resources (planned or existing) that the project directly serves:</p>

SEAMLESS, EFFICIENT, & RELIABLE

Does the project include management and operations strategies that optimize the performance of the road (e.g., ITS technologies, traffic operational improvements)?

Yes No

If yes, explain the strategy and how it improves the reliability of the transportation system:

Are there ITS components that are inoperable or require repairs, improvements, or upgrades within the project limits?

Yes No

If yes, identify the insufficient ITS components and describe the improvements:

ECONOMIC VITALITY

Is the project located within an industrial site area (per St. Louis Regional Freight Study)?

Yes No

If yes, what is the name of the industrial site area (e.g., Broadway-Arsenal, Earth City, GM Plant)?

Is the project adjacent to or does it directly impact an intermodal freight facility, major freight generator, logistic center, manufacturing and warehouse industrial facility, or port facility?

Yes No

If yes, identify the facility or major freight generator:

Identify any commercial vehicle countermeasures proposed, and explain how the project provides improvement to the movement of freight to and from the industrial site area, facility, or major freight generator:

NOTIFICATION OF TITLE VI & NONDISCRIMINATION REQUIREMENTS

Title VI

A recipient of any federal funds from the U.S. Department of Transportation (“DOT”) must comply with federal statutes, regulations, executive orders, and other pertinent directives that govern nondiscrimination in federally assisted programs. Below is a list of the statutes and regulations that may apply to a recipient’s program; however, other federal requirements regarding nondiscrimination may be imposed by DOT.

- A. Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. §§ 2000d *et seq.*
- B. All requirements imposed by or pursuant to the Code of Federal Regulations, Title 49: Transportation, Subtitle A: Office of the Secretary of Transportation, Part 21: *Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964.*

As part of federal requirements, a recipient of funds from DOT must ensure that it has written policies and procedures in place to ensure nondiscrimination in its programs, up to and including, developing a Title VI Plan.

Nondiscrimination

A recipient of any federal funds from the U.S. Department of Transportation (“DOT”) must comply with federal statutes, regulations, executive orders, and other pertinent directives that govern nondiscrimination in federally assisted programs. Below is a list of the statutes and regulations that may apply to a recipient’s program; however, other federal requirements regarding nondiscrimination may be imposed by DOT.

- A. Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, and implementing regulations at 49 CFR Part 21 – *Nondiscrimination in Federally Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act.*
- B. The equal employment opportunity provisions of 49 U.S.C. § 5332 and Title VII of the Civil Rights Act of 1964, 42 U.S.C. §§ 2000e *et seq.*, and implementing regulations, including:
 1. 41 CFR Part 60 – *Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.*
- C. Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. §§ 1681 *et seq.*, and implementing regulations at 49 CFR Part 25 – *Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance.*
- D. Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, and the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. §§ 12101 *et seq.*, and implementing regulations, including:
 1. 49 CFR Part 27—*Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance.*
 2. 49 CFR Part 37—*Transportation Services for Individuals with Disabilities (ADA).*
 3. 36 CFR Part 1192 and 49 CFR Part 38—*Americans with Disabilities (ADA) Accessibility Specifications for Transportation Vehicles.*
 4. 28 CFR Part 35—*Nondiscrimination on the Basis of Disability in State and Local Government Services.*
 5. 28 CFR Part 36—*Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities.*
 6. 41 CFR Subpart 101 – 119—*Accommodations for the Physically Handicapped.*
 7. 29 CFR Part 1630—*Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act.*
 8. 47 CFR Part 64, Subpart F—*Telecommunications Relay Services and Related Customer Premises Equipment for the Hearing and Speech Disabled.*
 9. 36 CFR Part 1194—*Electronic and Information Technology Accessibility Standards.*

- 10. 49 CFR Part 609—*Transportation for Elderly and Handicapped Persons*.
- 11. Federal civil rights and nondiscrimination directives implementing those federal laws and regulations, unless the federal government determines otherwise in writing.
- E. The Age Discrimination Act of 1975, as amended, 42 U.S.C. §§ 6101 *et seq.*
- F. The Age Discrimination in Employment Act, 29 U.S.C. §§ 621 through 634, and implement regulations of the U.S. Equal Employment Opportunity Commission at 29 CFR Part 1625—*Age Discrimination in Employment Act*.
- G. The Drug Abuse Office and Treatment Act of 1972, as amended, 21 U.S.C. §§ 1101 *et seq.*, the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, as amended, 42 U.S.C. §§ 4541 *et seq.*, and the Public Health Service Act of 1912, as amended, 42 U.S.C. §§ 290dd through 290dd-2.
- H. Executive Order 12898—Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, 42 U.S.C. § 4321 note, and DOT Order 5620.3 at Federal Register Vol. 62 No. 18377—*Department of Transportation Actions to Address Environmental Justice in Minority Populations and Low-Income Populations*.
- I. Executive Order 13166 – Improving Access to Services for Persons with Limited English Proficiency, 42 U.S.C. § 2000d – 1 note, and implementing policy guidance at Federal Register Vol. 70 No. 74087—*DOT Policy Guidance Concerning Recipients’ Responsibilities to Limited English Proficiency (LEP) Person*.

By submitting its application as part of the TIP process and signing below, the Project Sponsor certifies that it has reviewed the federal requirements regarding nondiscrimination in federally assisted programs and believes that the Project Sponsor complies with the required policies and procedures.

Also, the Project Sponsor acknowledges its understanding that if the Project Sponsor does not have the required policies and procedures in place prior to federal funds being obligated, then the Project Sponsor’s project may become ineligible for federal funding.

Name (print)

Title

Signature

Date

FINANCIAL CERTIFICATION OF MATCHING FUNDS

This is to ensure sufficient funds are available to pay the non-federal share of project expenditures for the following project to be funded under the provisions of the Infrastructure Investment and Jobs Act (IIJA).

Project Title: _____

Local Match Amount: _____

Sponsoring Agency: _____

Chief Elected Official (or Chief Executive Officer):

Name (print): _____

Signature: _____

Date: _____

Chief Financial Officer:

Name (print): _____

Signature: _____

Date: _____

PERSON OF RESPONSIBLE CHARGE CERTIFICATION

The key regulatory provision, 23 CFR 635.105 – Supervising Agency, provides that the State Transportation Agency (STA) is responsible for construction of federal-aid projects, whether it or a local public agency (LPA) performs the work. The regulation provides that the STA and LPA must provide its full-time employee to be in “responsible charge” of the project.

The undersigned employee(s) of the Project Sponsor will act as person of responsible charge. If at any point the employee leaves the LPA, the LPA is responsible for finding a suitable replacement and notifying EWG. If the person of responsible charge is found to not be a full-time employee of the LPA, it will result in the loss of federal funds for this project. One employee can act as person of responsible charge for all three phases. All three phases must be signed.

Person of Responsible Charge – Design Phase

Name (print): _____

Title: _____ Email: _____

Signature: _____

Date: _____

Person of Responsible Charge – Right-of-Way Acquisition Phase

Name (print): _____

Title: _____ Email: _____

Signature: _____

Date: _____

Person of Responsible Charge – Construction/Implementation Phase

Name (print): _____

Title: _____ Email: _____

Signature: _____

Date: _____

RIGHT-OF-WAY ACQUISITION CERTIFICATION STATEMENT

The State Department of Transportation and the Federal Highway Administration (FHWA) have the right and responsibility to review and monitor the acquisition procedures of any federally funded transportation project for adherence to The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970. Those projects found in non-compliance may jeopardize all or part of their federal funding.

A. The Project Sponsor hereby certifies that any right-of-way, and/or permanent or temporary easements necessary for this project, obtained prior to this application, were acquired in accordance with The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

B. The Project Sponsor also certifies that any additional right-of-way, and/or permanent or temporary easements, subsequently required to complete the project, will be acquired according to The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

Name (print)

Title

Signature

Date

POLICY ON REASONABLE PROGRESS CERTIFICATION – MISSOURI SPONSORS ONLY

Following on the next page is a copy of the policy on reasonable progress adopted by the East-West Gateway Council of Governments Board of Directors.

The undersigned representative of the Project Sponsor hereby certifies that s/he has read this policy and understands its requirements. The representative acknowledges that failure to meet all of the reasonable progress requirements could result in federal funds being revoked and returned to the regional funding pool, as dictated by the policy.

Name (print)

Title

Signature

Date

POLICY ON REASONABLE PROGRESS – MISSOURI SPONSORS ONLY

Reasonable Progress

For projects or programs included in the Transportation Improvement Program (TIP), “reasonable progress” will have been made if the project has advanced to the point of obligating all federal funds programmed for that project in the current fiscal year, regardless of the phase of work (*i.e., preliminary engineering, right-of-way acquisition, or plans, specifications, and estimates*). If a project fails to obligate the programmed federal funds by September 30 of the current year, the funding will be forfeited and returned to the regional funding pot. Actual progress toward implementation is measured against the schedule submitted by the Project Sponsor in the project application.

Policy Procedures and Enforcement

Projects that do not obligate all federal funds by the Board-approved suspense date will be removed from the TIP and the federal funds associated with those projects will be returned to the regional funding pool for redistribution. The removal of projects from the TIP will require no further Board action and the sponsor will have to repay any federal funds already spent if the funding is forfeited.

If a project is realizing delays that will put the federal funding at risk of forfeiture (*i.e., not meet a September 30 deadline*), the Project Sponsor will have the opportunity to ask for consideration of a “one-time extension” in their project schedule. The one-time extension can only be requested for the implementation/construction phase of the project. The extension request will only be considered once a year, and has to be made before June 1 of the current fiscal year of the TIP.

To be considered for this extension the Project Sponsor has to demonstrate on all counts: a) the delay is beyond their control and the sponsor has done due diligence in progressing the project; b) federal funds have already been obligated on the project or in cases that no federal funds are used for PE and/or ROW acquisition, there has been significant progress toward final plan preparation; and c) there is a realistic strategy in place to obligate all funds.

One-time extensions of up to three (3) months may be granted by EWG staff and one-time extensions greater than three (3) months, but not more than nine (9) months, will go to the Board of Directors for their consideration and approval. Projects requesting schedule advancements will be handled on a case-by-case basis, subject to available funding, and are subject to the Board-adopted rules for TIP modifications.

Project Monitoring

An extensive monitoring program has been developed to help track programmed projects and ensure that funding commitments and plans are met. Monthly tracking reports are developed and posted on the EWG website, utilizing project information provided by the Project Sponsor, IDOT, and MoDOT district offices. Additionally, project sponsors are contacted at least every three (3) months by EWG staff for project status updates.