



2022-2024 Regional Flexible Funds Project Application

INTRODUCTION

This application is organized to consider, assess, screen, and select Regional Flexible Fund Allocation (RFFA) projects. The assessment is focused on first determining a candidate project's applicability to the RFFA program and their technical feasibility. Upon that assessment, promising projects will be assessed on the merits of their intended project outcomes that will be used for project scoring.

To be applicable to the RFFA program, a project must be at least one of the following project types:

- **Active Transportation and Complete Streets, or**
- **Freight and Economic Development Initiatives**

Each project should demonstrably support the four 2018 Regional Transportation Plan (RTP) investment priorities:

- Advancing **Equity**
- Improving **Safety**
- Implementing the region's **Climate Smart Strategy**
- Managing **Congestion**

Although information from the entire application may be used to inform project scoring, the questions presented in the section, "Project Outcomes" are directly related to scoring and evaluation criteria and the answers to these questions will directly inform the project scoring.

After all relevant questions are completed, please secure the required signatures as indicated at the end of this application form, and email it, along with other required information and supporting documentation to rffa@oregonmetro.gov. Applications **MUST be received by 4:00 p.m. on Friday, June 21, 2019 in order to be considered.**

APPLICANT INFORMATION

1. Jurisdiction name: **City of Tigard**
2. Contact info: Name, phone #, email **Dave Roth, Senior Transportation Planner, 503-718-2457, daver@tigard-or.gov**
3. Funding category (check one) ☒ **Active Transportation** ☐ Freight ☐ Both
4. Project name. **Bull Mountain Complete Street**
5. Describe the project purpose. What problems or issues is the project intended to address? **This project would fill critical gaps in Tigard's pedestrian and bicycle network by completing missing bike lane/shoulder sections and by filling in missing sidewalk gaps and bike lanes on Bull Mountain Road. Additionally, the project would provide pedestrian crossing safety improvements in key high demand locations near parks and schools.**

PROJECT READINESS

The following questions intend to gather information about how developed the project is and the steps that will still be required to complete the project. This section will be used for screening project feasibility.

Project Detail

6. Is this project on the 2018 RTP Constrained list?¹ ☒ **Yes** ☐ No
7. What is the RTP Project ID #? **12002**
8. In which RTP network and policy map(s) is the project included? Check all that apply, indicate specific functional classification.
 - ☐ High Injury Corridor (or ODOT ARTS Hotspot map) [Click here to enter text.](#)
 - ☒ **Bicycle Regional Bikeway**
 - ☒ **Pedestrian Regional Pedestrian Corridor**
 - ☐ Freight [Click here to enter text.](#)
 - ☐ Transit [Click here to enter text.](#)
9. List the project beginning and ending points. What specific streets/intersections are included in the project area? **Bull Mountain Road between Pacific Highway to the east and Benchview Terrace to the west.**
10. Is the project included in an adopted local transportation safety plan or audit? ☒ **Yes** ☐ No
Please describe. **This project is identified in Tigard's adopted Transportation System Plan (B18 & P6).**
11. Describe the non-RFFA funding sources available and amounts necessary for the project to be completed. How secured is the funding for each funding source (Certain, Probable, or Competitive?) **Tigard requested and was awarded \$513,500 in Washington County MSTIP Opportunity Funds to cover the local match requirement (10.27%) of the overall \$5,000,000 project cost. Award was made at the WCCC meeting on 6/17/19. Additional local match will come from Tigard internal staff time.**
12. Which Project Development Stages are to be considered for RFFA funding?² **Engineering, Construction, and ROW.**

¹ Project must be on the 2018 RTP Constrained list, available for download at: oregonmetro.gov/RTP or oregonmetro.gov/sites/default/files/2019/04/02/2018-RTP-Master-Project-List-All-Projects-20190315.xls

² Please refer to guidance found in the RFFA nomination process handbook.

13. If your project is found to not be as far along as indicated or has specific challenges that need to be (re)addressed to improved technical feasibility, are you interested in RFFA funding for project development activities? **X Yes** ☐ No
14. Attach or describe the project schedule and include information about important schedule considerations or drivers. **If awarded RFFA funding, project would be amended into Tigard's Capital Improvement Plan (CIP). City-staff led public engagement would begin in late FY20. Engineering work would begin in FY21, with construction to follow in FY22/23.**

Project Completeness

15. At what stage of the project development process is the project, and what is the status of each project stage (refer to Defining Project Development Stages above)? **Of the 5 stages (Planning, Alternatives, Preliminary Design, Final Design, Construction), the project is in the Planning stage. If awarded, the City would commit to starting public engagement and alternatives analysis in late FY20.**
16. Is right of way (ROW) acquisition likely? Will the project need any unique ROW requirements such as temporary easements, special coordination with other agencies? What is the status of the ROW acquisition task of the project? **Yes, some ROW acquisition will be required depending on the results of the alternatives analysis. We've scoped up to 20 properties on the route for ROW purchase. The City will use a context-sensitive design process to minimize impacts to adjacent property owners and to natural resources, while also meeting City design guidelines & development code to effectively serve non-motorized transportation modes.**
17. What project development (project study reports, transportation safety plan, safety audit, feasibility studies) has been completed? How recent are these reports or this project development, and are they still relevant? Are they in digital format for possible transfer? **The project is identified in Tigard's Transportation System Plan. Further, Tigard's Safe Routes to School program has worked with nearby schools to identify barriers and opportunities for infrastructure improvements – specifically crossing needs and sidewalk gaps on the corridor.**
18. Does the project area intersect with Title 13 resource areas³, wetlands, cemeteries, railroad tracks, Native American burial grounds, protected species habitat, or any other qualifiers that would require permitting? **No.**
19. To what extent has environmental permitting been scoped or completed? **None to date. If awarded, the grant would fund required permitting work.**

Community Support

20. What needs expressed by community members (e.g., unsafe crossing; egregiously long red lights) does the project address? **The City frequently fields calls from residents adjacent to and taking access from Bull Mountain Road who are concerned about a lack of continuous pedestrian and bicycle facilities.**
21. Which community partners are involved? **Tigard-Tualatin School District (TTSD) Transportation Services, Tigard Transportation Advisory Committee (TTAC)**
22. Describe the agency and community support (and any opposition) for the project. Discuss the focus on equity and stakeholder engagement process. **If awarded, city staff will engage the surrounding neighborhoods and property owners working through a context-sensitive design**

³ Available for download at: oregonmetro.gov/urban-growth-management-functional-plan

process. We anticipate minimal, if any, opposition to this project. The project aligns with Tigard's Strategic Vision of being the most walkable community in the Pacific Northwest.

Interagency Connections

23. Are TriMet, SMART, or adjacent or overlapping jurisdictions (counties, cities) involved in and supportive of the project? **The Washington County Coordinating Committee has shown strong support for this project by awarding MSTIP Opportunity Funds to the City of Tigard. The City is using a recently completed Washington County sidewalk project to the west of our project limits as an example/comparable.**
24. Is the project on or does it connect with a separate agency facility? Indicate all potentially involved agencies' awareness of and cooperation with the project. Potential agencies include Oregon Department of Transportation (ODOT) (Highway, Rail divisions and others as required), railroads, utilities, Bonneville Power Administration, or Port of Portland. **This project will connect with Washington County facilities. The City will coordinate closely with Washington County.**
25. Will utilities need to be relocated? Who owns the utilities and what is their level of awareness and support for the utility relocation? **Some utilities may require relocation. The City will conduct meetings and coordinate with utilities once the project is initiated.**
26. Do you have design control consistently across the project area? If other agencies are affected by this project, do you have the necessary documentation of agreement regarding design elements reflected within this project? (Please obtain signatures as indicated on the Signature Page of this application.) **The City has design control over the roadway within project limits.**

PROJECT RISKS

The following questions intend to identify potential risks to project completion.

27. Has a person(s) with the proper authority reviewed and agreed to the project design, and signed off on this application?⁴ ☒ Yes ☐ No
28. Are there any anticipated risks for the following:
 - a. Right of way (ROW)
 - i. Are ROW acquisition costs included in the cost estimate? **Yes, the conceptual cost estimate scopes ROW acquisition for up to 20 properties.**
 - ii. Were the federal Right of Way Uniform Act's acquisition and negotiation processes performed during the ROW acquisition stage or considered in the schedule and budget, for those projects which have not yet performed ROW acquisition? **The project will comply with all Federal and State requirements for ROW acquisition.**
 - b. Utility Relocation
 - i. Are utility relocation costs included in the cost estimate? **The conceptual cost estimate includes utility relocation costs.**
 - c. Stormwater considerations
 - i. Water quantity **Project will meet Tigard and CWS requirements.**
 - ii. Water quality **Project will meet Tigard and CWS requirements.**
 - d. Environmental and Permitting

⁴ As indicated on final page of application.

- i. Have potential State environmental (SEPA)/ National Environmental Policy Act (NEPA) impacts been identified? **Not yet.**
- e. Schedule **If awarded RFFA funding, project would be amended into Tigard's Capital Improvement Plan (CIP). City-staff led public engagement would begin in late FY20. Engineering work would begin in FY21, with construction to follow in FY22/23.**
- f. Budget **See attached conceptual cost estimate**
- g. Staff availability
 - i. Does the agency have sufficient and qualified staffing resources to lead, manage, and deliver the project? Please describe. **Yes. City of Tigard Engineering and Community Development staff have demonstrated capacity to successfully lead, manage and deliver on Federal and State grant-funded projects.**

PROJECT DESIGN

Project designs will be scored on the level of safety and environmental improvements they can provide. A project that includes as many safety and environmental mitigation elements as feasible will more completely meet the criteria.

- 29. Describe the project elements and countermeasures that address safety. **This project will provide pedestrian and bicycle facilities on Bull Mtn Road between Highway 99W to the east and Benchview Terrace to the west. While not a complete upgrade to urban standards, completion of the project will allow pedestrians and bicyclists to safely use the roadway/corridor for transportation and recreational needs. In addition to sidewalks and bike lanes, the project will provide several designated marked crosswalks in high need locations with rectangular rapid flash beacons.**
- 30. What countermeasures are included that reduce conflicts between modes (vehicles, pedestrians, bicycles, railroad crossings) and improve safety? (Use Appendix C design checklist, check all that apply) **At present, there are significant gaps in the sidewalks and bike lanes on Bull Mtn road. These gaps force pedestrians and cyclists to mix with auto traffic – sometimes in areas with limited visibility and/or steep grades. Providing complete pedestrian and bicycling facilities will reduce potential conflict between modes. From Appendix C. Section A., the project will: add sidewalks and improve vertical delineation, remove obstructions and add missing curb ramps, add enhanced pedestrian crossings, narrow travel lanes, and add RRFBs. From Appendix C. Section B., buffered bikes lanes where possible, and other bicycle priority measures as required.**
- ~~31. What specific project design elements are aimed at reducing environmental impacts (street trees, bioswales, etc.)?~~⁵
- 32. Are there additional design elements or countermeasures not on the checklist that are included in the project design that will improve safety and environmental outcomes? **Not envisioned today.**

PROJECT OUTCOMES

Projects will be scored in terms of their ability to create positive outcomes that align with RFFA priorities and regional goals. The following questions aim to gather details directly related to those potential

⁵ 2018 RTP Environmental Assessment and Potential Mitigation Strategies (Table 4 summarizes potential strategies by resource areas and pages 34 to 59 identify all RTP Projects that intersect with one or more environmental resource area)
oregonmetro.gov/sites/default/files/2019/03/01/RTP-Appendix_F_EnvironmentalAnalysisMitigationStrategies190301.pdf

outcomes. Please provide all relevant data to support your response, using Metro-provided data or additional sources. Metro staff will provide data to the scoring committee to confirm

Affordability/Equity

33. Is the project in an Equity Focus Area? ☒ Yes ☐ No Please indicate which Focus Area.
According to Metro staff and the RTP project list, this project is in a POC/LEP Equity Focus Area.
34. List the community places⁶, affordable housing, and Title 1 schools within ¼ mile of project.
Schools: Alberta Rider Elementary School, Bull Mountain Montessori School, Gaarde Christian School, Deer Creek Elementary School. Parks/Greenspaces: Elizabeth Price Park, Bull Mountain Park. Other Key Services/Places: Several churches, BottleDrop Redemption Center, Canterbury Square Shopping Center, TriMet Transit Stops on HWY99W
35. What are the estimated totals of low-income, low-English proficiency, non-white, seniors and youth, and persons with disabilities who will benefit from this project? **Directly to the south of Bull Mountain Road is a Metro-identified marginalized community with a significant number of Tigard taxlots specifically identified. This area is highlighted on the project map included with this application.**
36. What are the barriers faced by these communities that the project addresses or overcomes, and how will these populations benefit from this project? **These communities are often transportation-disadvantaged and would stand to benefit from a complete roadway with facilities to safely accommodate pedestrians and bicyclists. At present, pedestrians and bicyclists are forced to walk in the roadway mixing with auto traffic. In addition to creating more walking and bicycling opportunities, the project would better provide safe walking access to transit stops on HWY99W.**
37. What contracting opportunities are available to Office for Business Inclusion and Diversity (COBID) firms through this project? What is your agency's policy, history, or removing of barriers to hire and advance COBID firms in infrastructure projects? **Tigard follows State and Federal rules and qualifications requirements for infrastructure projects.**

Safety

38. How many fatal or serious injury crashes have occurred in the project area in the last 5 years (or most recent 5 years of available crash data)? **There were 20 reported crashes on this section of roadway between 2012 and 2016, however they were all limited to minor injuries and/or property damage. There were no severe injuries or deaths during this period.**
39. How does the project aim to reduce the number of fatal or serious injury crashes? **Although there were no fatal or serious injury crashes, the project will provide preventative measures and safety improvements to reduce crashes in general with a focus on vulnerable roadway users.**
40. How does the project remove or mitigate conflicts, with (including) active transportation, railroad crossings, turning movements, and others? (Use Appendix C design checklist, indicate all that apply) **As previously described, the project will provide continuous bicycle and pedestrian facilities to reduce potential conflicts between users.**

System Completion

41. What network gap(s) will be completed by this project? How will system connectivity or network deficiencies be improved? **This roadway has been identified as a network gap in Tigard's**

⁶ Community places are defined as key local destinations such as schools, libraries, grocery stores, pharmacies, hospitals and other medical facilities, general stores, parks, greenspaces, and other places that provide key services and/or daily needs.

adopted TSP since at least 2010. Funding and completion of this project would fill an important gap in Tigard's bicycle and pedestrian network.

42. How will access to active transportation be improved? What specific barriers in addition to the network gaps identified above will the project eliminate? **In addition to providing specific complete facilities for pedestrians and bicyclists, the project will also provide safer roadway crossing opportunities and ADA accessible curb ramps.**

Multimodal Travel, Mode Share, and Congestion

43. How will the project reduce transit delay and improve transit reliability? **This project will have no impact to transit operations.**
44. How does the project improve connections to transit and employment or residential sites/areas? **This project will provide better 1st/last mile pedestrian connectivity to transit on HWY 99W by offering a complete sidewalk to residents on and nearby Bull Mtn Road.**
45. How will the project reduce vehicle trips or VMT (other than freight-related trips)? **The City of Tigard fields many complaints from residents on and nearby Bull Mtn Road about their inability to walk on or along the roadway due to gaps in the sidewalk. By providing complete sidewalks and bike lanes, residents will be offered a legitimate alternative to driving whereas many people feel there is no alternative today.**
46. How does the project reduce the need for throughway expansion? **Roadway capacity will be increased for pedestrians and bicyclists thus reducing future need to expand this corridor.**

Climate Change and Environmental Impact

47. Describe the measures included to specifically mitigate the project's greenhouse gas emissions and environmental impact. **The context-sensitive nature of this project is minimizing the overall footprint and thus the climate impacts of the overall project. Further, the project has the potential to reduce VMT by offering residents a safe alternative to driving.**
48. What specific project design elements are aimed at reducing environmental impacts (street trees, bioswales, etc.)? **The project will include natural stormwater treatment and will attempt to minimize impacts to trees and other natural features. Where possible, the project will use pervious concrete to reduce runoff impacts.**

Freight Related Impact

49. How does the project address freight travel time reliability and reoccurring or nonrecurring congestion affecting freight goods movement? **There is no impact to freight.**
50. Is this project on a "Reduction Review Route" (defined and stipulated by statute; OAR 731-012 and ORS 366.215) and to what extent has coordination occurred with the freight industry? **No.**
51. If there is freight delay along the corridor, when does this delay occur, to what extent is there delay, and how does this project address that delay? **No freight delays.**

Employment/Economic Development

52. Describe the employment area(s) served by this project. What is the number of current and projected jobs in traded sectors?⁷ **Bull Mtn Road is the dividing line between two tracts. The northern tract includes 61 tradable jobs and the southern tract includes 111 tradable jobs.**

⁷ Traded sector industries as indicated in the Economic Value Atlas, available at: oregonmetro.gov/tools-partners/guides-and-tools/economic-value-atlas

53. Describe how the project supports and catalyzes low-carbon and resource efficient economic sectors.⁸ **The project could potentially positively impact and certainly would not preclude Clean Technology Industry Clusters as defined by the Oregon Business Plan.**

Project Leverage

54. How does this project leverage other funding sources? **A successful RFFA grant award for this project would leverage \$513,000 from Washington County's MSTIP Opportunity Fund.**
55. Will the receipt of RFFA funding position the region to take advantage of federal and state funding opportunities as they arise? If so, explain. **With Tigard's track record of successful grant-funded project implementation, the receipt of RFFA funding for this project would reflect well on the City and on Metro. This project would efficiently use funds to support local and regional goals around multi-modal transportation systems and facilities.**
56. Will this help advance any Transportation Systems Management and Operations (TSMO) goals and strategies? **Not as a standalone project. This project is not on Tigard's TSMO priority project list.**
57. Is this project on the Regional Emergency Transportation Network?⁹ Will this project help improve resiliency of the transportation network? If so, describe how. **No, it is not.**

PROJECT COST ESTIMATE

58. What is the source of the project cost estimate?
- ☒ **Conceptual:** These cost estimates are used where a significant need has been identified but a detailed project scope has not been developed. These cost estimates have the potential to change significantly as the project scope becomes more defined.
- ☐ **Planning level:** These cost estimates are based on a generally defined scope. Cost estimates are usually based on limited field-work and general cost assumptions. No actual design work has been done prior to the development of these cost estimates. The cost estimate could still change significantly as design work begins, but the estimate is more reliable than the conceptual estimates. (e.g., comprehensive plan, TSP, Metro cost estimate worksheet, corridor plan).
- ☐ **Engineering level:** These cost estimates are based on actual preliminary design work. If done for all facets of the project and there are no further additions to the project scope, these estimates should represent a fairly accurate cost for the project. (e.g. detailed planning report, preliminary engineering, final design, NEPA documentation, etc.)
59. During what project development stage (refer to page 9 of the RFFA application guidebook) was the cost estimate created?
- ☒ Planning
- ☐ Alternatives Identification and Evaluation
- ☐ Preliminary Design
- ☐ Final Design
60. What year was the cost estimate created? Does it include any escalation factors and to what year? **The RTP cost estimate was updated during the development of Metro's 2018 RTP (in 2016/17). In creating a more detailed cost estimate for this RFFA grant application, City staff reached out to Washington County to use their recently constructed sidewalk project (spring**

⁸ Clean Technology industry sectors as defined in the Oregon Business Plan, <https://oregonbusinessplan.org/about-the-plan/industry-clusters/>

⁹ oregonmetro.gov/sites/default/files/2019/04/05/Regional_Emergency_Transportation_Routes_2006.pdf

2019) on Bull Mountain Road between SW Nemarnik Dr. to Grandview Ln. as a comparable project.

61. To what extent were the following considered during cost estimating? **All the below items were included in the development of the conceptual cost estimate for this project.**
- a. Right of way (ROW)
 - b. Utility relocation or underground
 - c. Stormwater considerations
 - d. Environmental mitigation strategies
 - e. Bridge, railroad, or major facility impacts
 - f. Retaining walls
 - g. Clearing and grading
 - h. Removal of current pavement or facilities
 - i. Signing and pavement markings
 - j. Sidewalk and street furniture
 - k. Street trees, landscaping, irrigation
 - l. Mobilization, staging, and traffic control
 - m. Staff availability or need for outside services
62. Please attach your cost estimate. Verify that it includes the following items:
- a. Unit cost assumptions
 - b. Contingency assumptions

SIGNATURE PAGE

All relevant applicant agency and other agency staff with authority must attest to the design and cost estimates of the project, and that proper coordination and cooperation exists between all parties. Please attach additional signature pages as warranted.

Applicant agency staff signatures:

Project manager  Dave Roth, Senior Transportation Planner

Engineering  Lori Faha, City Engineer

Right of Way _____

Environmental _____

Other agency signatures (as required):

ODOT Highway _____

ODOT Rail _____

TriMet _____

SMART _____

Utilities _____

Railroads _____










Other (please indicate) _____

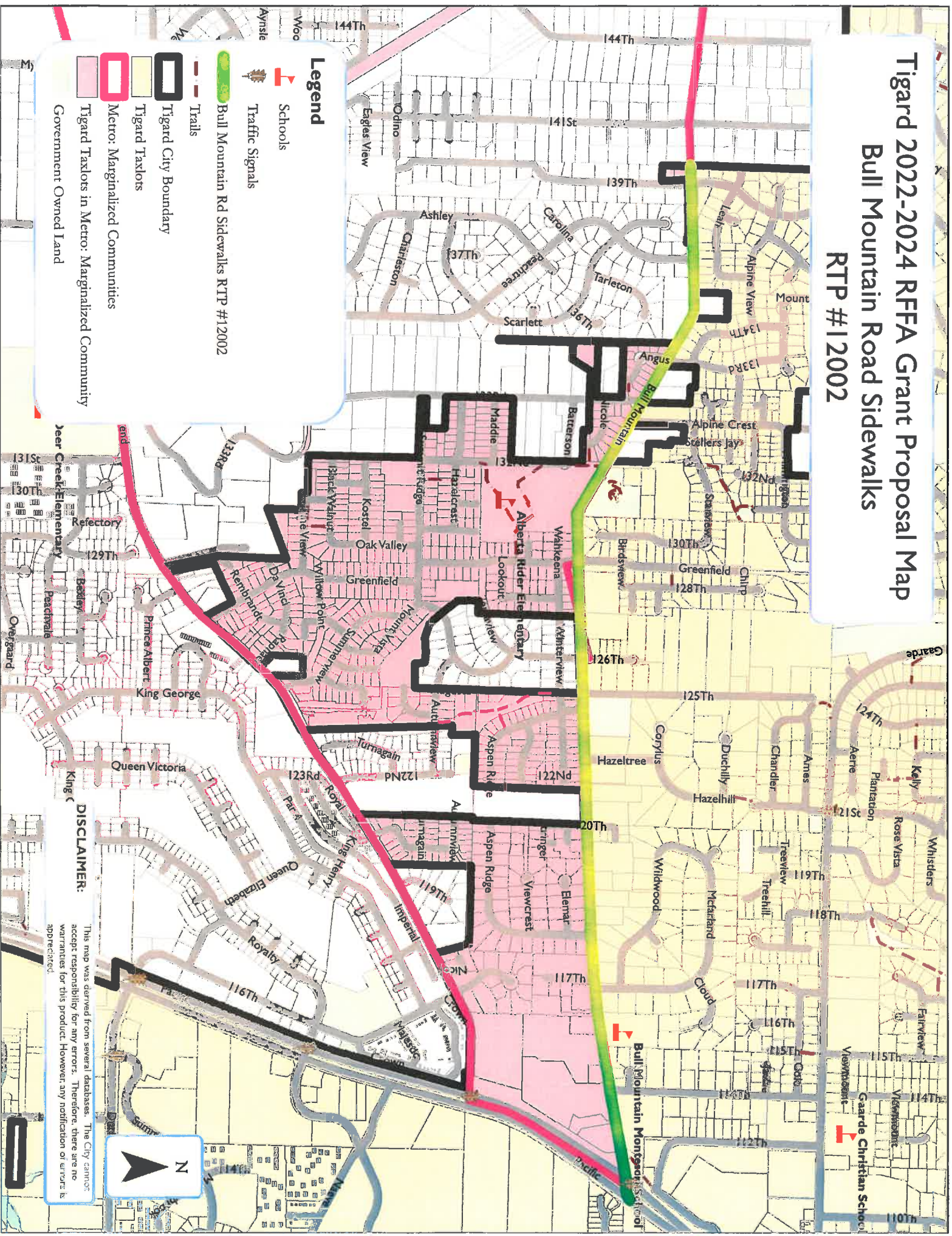
Tigard 2022-2024 RFFA Grant Proposal Map

Bull Mountain Road Sidewalks

RTP #12002

Legend

-  Schools
-  Traffic Signals
-  Bull Mountain Rd Sidewalks RTP #12002
-  Trails
-  Tigard City Boundary
-  Tigard Taxlots
-  Metro: Marginalized Communities
-  Tigard Taxlots in Metro: Marginalized Community
-  Government Owned Land



DISCLAIMER:

This map was derived from several databases. The City cannot accept responsibility for any errors. Therefore, there are no warranties for this product. However, any notification of errors is appreciated.

PROJECT NAME: Bull Mountain Road Complete Streets (RFFA Grant)								
RTP Project ID# 12002						Conceptual Cost Estimate		
ITEM DESCRIPTION							TOTAL	
COT PROJECT MGMT & ADMIN, DESIGN & ENG, ROW FILES & PURCHASE								
						Subtotal	\$1,830,000.00	
EXTRA WORK CONTINGENCY								
						Subtotal	\$165,000.00	
TEMPORARY FEATURES AND APPURTENANCES								
						Subtotal	\$ 516,000.00	
ROADWORK								
						Subtotal	\$ 269,000.00	
BRIDGES/RETAINING WALLS								
						Subtotal	\$ 80,000.00	
BASES								
						Subtotal	\$ 210,000.00	
WEARING SURFACES, STORMWATER, DRAINAGE, SEWERS								
						Subtotal	\$ 1,794,000.00	
PERMANENT TRAFFIC SAFETY, TRAFFIC CONTROL, AND GUIDANCE DEVICES								
						Subtotal	\$ 117,000.00	
RESTORATION								
						Subtotal	\$ 19,000.00	
CONSTRUCTION CONTRACT TOTAL						\$ 1,830,000.00		
Project TOTAL						\$5,000,000.00		

2022-2024 RFFA Public Engagement and Non-Discrimination Certification

Submitting agency name City of Tigard

Project name Bull Mountain Complete Street (RTP#12002)

Background and purpose

Use of this checklist is intended to ensure project applicants have offered an adequate opportunity for public engagement, including identifying and engaging historically marginalized populations. Applications for project implementation (construction) are expected to have analyzed the distribution of benefits and burdens for people of color, people with limited English proficiency and people with low income compared to those for other residents. The checklist demonstrates:

- project sponsors have performed plan-level public engagement, including identifying and engaging historically marginalized communities, during development of local transportation system plans, subarea plans or strategies, topical plans or strategies (e.g., safety), modal plans or strategies (e.g., freight) and transit service plans from which the applicant project is drawn.
- if project development is completed, project sponsors have performed project-level public engagement, including identifying and engaging historically marginalized populations, and have analyzed potential inequitable impacts for people of color, people with limited English proficiency and people with low incomes compared to those for other residents.
- if project development is not completed, project sponsors attest the intent to perform project-level public engagement, including identifying and engaging historically marginalized populations, and to analyze potential inequitable impacts for people of color, people with limited English proficiency and people with low income compared to those for other residents.

Metro is required to comply with federal (US. Department of Transportation, Federal Highways Administration and Federal Transit Administration) and state (ODOT) guidance on public engagement and on Title VI of the Civil Rights Act and other civil rights requirements. Documentation of the local actions described below may be requested by regulators; if such a request is unable to be met, the allocation may be found to be out of compliance, requiring regional and local corrective action.

The completed checklist will aid Metro in its review and evaluation of projects for the 2022-2024 regional flexible funds allocation.

Instructions

Applicants must complete this certification, including a summary of non-discriminatory engagement (see Section 2) and certification statement (see Section 3), for projects submitted to Metro for consideration for 2022-2024 regional flexible funding.

Project sponsors should keep referenced records on file in case of a dispute. Retained records are not submitted to Metro unless requested.

A public engagement quick guide is available at oregonmetro.gov/rffa. Please forward questions regarding the public involvement checklist to regional flexible funds allocation project manager Dan Kaempff at daniel.kaempff@oregonmetro.gov or 503-813-7559.

1. Checklist

Transportation or service plan development (from which the applicant project was drawn)

- ☒ At the beginning of the agency's transportation system, topical modal, subarea or transit service plan, a public engagement plan was developed to encourage broad-based, early and continuing opportunity for public involvement.

Retained records: public engagement plan and/or procedures

- ☒ During the development of the agency's transportation system, topical, modal, subarea or transit service plan, a jurisdiction-wide demographic analysis was completed to understand the locations of communities of color, people with limited English proficiency, people with low income and, to the extent reasonably practicable, people with disabilities, older adults and youth in order to include them in engagement opportunities.

Retained records: summary of or maps illustrating jurisdiction-wide demographic analysis

- ☒ Public notices included a statement of non-discrimination (Metro can provide a sample).

Retained records: public engagement reports including/or dated copies of notices

- ☒ Throughout the process, timely and accessible forums for public input were provided.

Retained records: public engagement reports including/or descriptions of opportunities for ongoing engagement, descriptions of opportunities for input at key milestones, public meeting records, online or community survey results

- ☒ Throughout the process, appropriate interested and affected groups were identified and contact information was maintained in order to share project information, updates were provided for key decision points, and opportunities to engage and comment were provided.

Retained records: public engagement reports including/or list of interested and affected parties, dated copies of communications and notices sent, descriptions of efforts to engage the public, including strategies used to attract interest and obtain initial input, summary of key findings; for announcements sent by mail or email, documented number of persons/groups on mailing list

- ☒ Throughout the process, focused efforts were made to engage underrepresented populations such as communities of color, limited English proficient and low-income populations, disabled, seniors and youth. Meetings or events were held in accessible locations with access to transit. Language assistance was provided, as needed, which may include translation of key materials, using a telephone language line service to respond to questions or take input in different languages and providing interpretation at meetings or events.

Retained records: public engagement reports including/or list of community organizations and/or diverse community members with whom coordination occurred; description of language assistance resources and how they were used, dated copies of communications and notices, copies of translated materials, summary of key findings

☒ Public comments were considered throughout the process, and comments received on the staff recommendation were compiled, summarized and responded to, as appropriate.

Retained records: public engagement reports or staff reports including/or summary of comments, key findings and final staff recommendation, including changes made to reflect public comments

☒ Adequate notification was provided regarding final adoption of the plan or program, at least 15 days in advance of adoption, if feasible, and follow-up notice was distributed prior to the adoption to provide more detailed information. Notice included information and instructions for how to testify, if applicable.

Retained records: public engagement reports or final staff reports including/or dated copies of the notices; for announcements sent by mail or email document number of persons/groups on mailing list

Project development

This part of the checklist is provided in past tense for applications for project implementation (construction) funding where the project development has been completed. Parenthetical notes in future tense are provided for applicants that have not completed project development to attest to ongoing and future activities.

☒ At the beginning of project development, a public engagement plan was (shall be) developed to encourage broad-based, early and continuing opportunity for public involvement.

Retained records: public engagement plan and/or procedures

☒ During project development, a demographic analysis was (shall be) completed for the area potentially affected by the project to understand the locations of communities of color, people with limited English proficiency, people with low income and, to the extent reasonably practicable, people with disabilities, older adults and youth in order to include them in engagement opportunities.

Retained records: summary of or maps illustrating demographic analysis

☒ Throughout project development, public notices were (shall be) published and requests for input were (shall be) sent in advance of the project start, engagement activity or input opportunity.

Retained records: dated copies of notices (may be included in retained public engagement reports)

☒ Throughout project development, public documents included (shall include) a statement of non-discrimination (Metro can provide a sample).

Retained records: public documents, including meeting agendas and reports

☒ Throughout project development, timely and accessible forums for public input were (shall be) provided.

Retained records: descriptions of opportunities for ongoing engagement, descriptions of opportunities for input at key milestones, public meeting records, online or community survey results (may be included in retained public engagement reports)

☒ Throughout project development, appropriate interested and affected groups were (shall be) identified and contact information maintained in order to share project information, updates were (shall be) provided for key decision points, and opportunities to engage and comment were (shall be) provided.

Retained records: list of interested and affected parties, dated copies of communications and notices sent, descriptions of efforts to engage the public, including strategies used to attract interest and obtain initial input, summary of key findings; for announcements sent by mail or email, documented number of persons/groups on mailing list (may be included in retained public engagement reports)

☒ Throughout project development, focused efforts were made to engage historically marginalized populations, including people of color, people with limited English proficiency and people with low income, as well as people with disabilities, older adults and youth. Meetings or events were held in accessible locations with access to transit. Language assistance was provided, as needed, such as translation of key materials, use of a telephone language line service to respond to questions or take input in different languages, and interpretation at meetings or events.

Retained records: description of focused engagement efforts, list of community organizations and/or community members representing diverse populations with whom coordination or consultation occurred, description of language assistance resources and how they were used, dated copies of communications and notices, copies of translated materials, summaries of key findings (may be included in retained public engagement reports)

☒ Throughout – and with an analysis at the end of – project development, consideration was (shall be) given to potential inequitable impacts of the project for people of color, people with limited English proficiency and people with low income compared to those for other residents, as identified through engagement activities.

Retained records: description of identified populations and information about and analysis of potential inequitable impacts of the project for them in relation to other residents (may be included in retained public engagement reports)

☒ Public comments were (shall be) considered throughout project development, and comments received on the staff recommendation were (shall be) compiled, summarized and responded to, as appropriate.

Retained records: summary of comments, key findings and changes made to final staff recommendation or adopted plan to reflect public comments (may be included in retained public engagement reports or legislative staff reports)

☒ Adequate notification was (shall be) provided regarding final adoption of the plan, including how to obtain additional detailed information, at least 15 days in advance of adoption. Notice included (shall include) information on providing public testimony.

Retained records: dated copies of the notices; for announcements sent by mail or email, documentation of number of persons/groups on mailing list (may be included in retained public engagement reports or legislative staff reports)

2. Summary of non-discriminatory engagement


Attach a summary (1-2 pages) of the key elements of:

- if project development is completed, the public engagement process for this project, including outreach to communities of color, people with limited English proficiency and people with low income
- if project development is not completed, the public engagement plan for this project or agency public engagement practice, including outreach to communities of color, people with limited English proficiency and people with low income.

3. Certification statement

_____ City of Tigard _____ (agency) certifies the information provided on this checklist is accurate.

As attested by:



(signature)

Dave Roth, Senior Transportation Planner
(name and title)

_____ June 20, 2019 _____
(date)

Summary of Non-Discriminatory Engagement

As demonstrated by the letters of support for this project included with Tigard's RFFA grant application, there is community interest in seeing pedestrian and bicycle facility improvements on Bull Mountain Road. Tigard staff frequently hear concerns from residents on and near the project corridor about how the lack of continuous sidewalks and bike lanes present a barrier to active travel, particularly for kids trying to walk or bike to school.

While this project is identified both in Tigard's adopted Transportation System Plan (TSP) and the 2018 Regional Transportation Plan, project development work has not been completed. To effectively plan for, design, and implement this project, a comprehensive and effective public and stakeholder engagement process will be undertaken.

Because of the potential natural, topographical, and property owner impacts of this project, the City of Tigard recognizes the need for a robust engagement and involvement process leading to the final project design.

As with all our recent community engagement activities, the City of Tigard takes extra care and effort in reaching out to underserved populations including people who may not speak English and/or those who may have difficulty attending public meetings due to travel or time constraints. As such, Tigard's Community Development department will design an engagement and involvement process that:

- Provides meaningful opportunities for the public, including historically marginalized populations, to be involved in the planning process.
- Meets people where they are. We will hold at least three community meetings at a location nearby the project site to engage with and hear stakeholder concerns and interests.
- Uses targeted outreach through a variety of channels/methods to engage with a wide range of people potentially affected by the project. In addition to mailers to property owners and renters, we will setup a project website and post signs advertising involvement opportunities on the roadway.
- Incorporates input received into the design of pedestrian and bicycle facility improvements on the roadway. As noted in the grant application, we intend for this project to be "context-sensitive" so that it minimizes potential negative impacts to people living on or nearby or travelling along the corridor. It is critical to hear from a broad range of impacted people to ensure a successful final design.
- Engages with community groups who may be able to help us improve our outreach methods and effectiveness.
- Work with the Tigard Transportation Advisory Committee (TTAC) to vet outreach plans.
- Provide multi-lingual outreach and engagement materials and offer interpretation services at public meetings.
- Utilize Metro data to help inform targeted outreach to communities of color, people with limited English proficiency and people with low income.

City of Tigard staff intends to follow best practices in inclusive public engagement by first identifying the purpose and objectives of the process, by being deliberate in identifying participants (with a specific focus on those with limited English proficiency, with diverse cultural backgrounds, low incomes, disabilities, and seniors and youth). Our process will be data-driven and will utilize a wide range of techniques and tools for engagement. With a robust process, we anticipate a better end result and design for the pedestrian and bicycle improvements on Bull Mountain Road.



June 21, 2019

Dan Kaempff
Metro
600 NE Grand Avenue
Portland, OR 97232

RE: City of Tigard's Bull Mountain Road Complete Street Regional Flexible Funds Grant Application

Dear Dan Kaempff,

Washington County Coordinating Committee (WCCC), which consists of representatives from Washington County and the cities in Washington County, is pleased to submit this letter of support for the City of Tigard's Regional Flexible Funds (RFFA) grant application. The City is seeking \$4,486,500 in RFFA funding for a complete street upgrade project on Bull Mountain Road between OR 99W and Tigard City Limits at Benchview Terrace.

This project would fill critical gaps in Tigard's pedestrian and bicycle network by completing missing sidewalk and bike lane gaps along Bull Mountain Road, while providing pedestrian crossing safety improvements in high-demand locations near parks and schools. The WCCC voted to commit \$513,500 in matching funds from the countywide Major Streets Transportation Improvement Program (MSTIP) Opportunity Fund for this project at their June 17 meeting.

The WCCC is encouraged this grant opportunity will help support multimodal transportation solutions that provide for the safe and efficient movement of people and goods, improve access to jobs and households, and connect key destinations.

I respectfully request that you give the City of Tigard's application the fullest consideration.

Sincerely,

Roy Rogers, Chair, Washington County Coordinating Committee

cc: Dave Roth, City of Tigard Senior Transportation Planner
Washington County Board of Commissioners
Stephen Roberts, Interim Director of Land Use & Transportation

June 18, 2019



City of Tigard

RFFA Grants
Attn: Dan Kaempff, Metro
600 NE Grand Avenue
Portland, Oregon 97232

Dear RFFA Grant Selection Committee,

On behalf of the Tigard Transportation Advisory Committee (TTAC), I would like to convey our enthusiastic support of the City of Tigard's application for a RFFA grant to fund the construction of sidewalks and bike lanes on Bull Mountain Road.

TTAC is comprised of community members who are passionate about transportation issues. The group advises staff on transportation policy, programs, and projects for inclusion in the City's Capital Improvement Program, takes counts of users on our extensive trail network, communicates the virtues of a multi-modal transportation system to community members, and shares ideas with regional experts about ways to improve local transportation conditions.

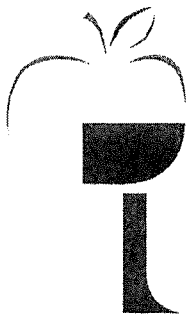
Having just supported the development and adoption the City of Tigard's new Complete Streets Policy, TTAC members are excited about opportunities to enhance existing transportation facilities so they function well for all roadway users – including pedestrians and bicyclists. A successful grant application to design and construct sidewalks and bike lanes on Bull Mountain Road would not only help serve our multi-modal transportation goals, it would help set an example for the types of project Tigard intends to invest in going forward.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Watkins".

Kevin Watkins, TTAC Chair

13125 SW Hall Blvd. • Tigard, Oregon 97223 • 503.639.4171
TTY Relay: 503.684.2772 • www.tigard-or.gov



Tigard-Tualatin School District 23J
Larry Hibbard Administration Center
6960 SW Sandburg Street
Tigard, Oregon 97223
503-431-4000; FAX: 503-431-4047
www.ttsdschools.org

June 17, 2019

Attn: Dan Kaempff, Principal Transportation Planner, Metro
600 NE Grand Ave
Portland, OR
97232

Dear RFFA Grant Selection Committee,

On behalf of the Tigard-Tualatin School District's Transportation Department, I am pleased to support the City of Tigard's application for a 2022-2024 Regional Flexible Funds Allocation (RFFA) ROW/Construction grant for a complete street upgrade project on Bull Mountain Road.

If awarded grant funding and constructed, this project would fill critical gaps in Tigard's pedestrian and bicycle network by completing missing bike lane sections and by filling in sidewalk gaps on Bull Mountain Road. The project would provide pedestrian crossing safety improvements in key high demand locations near parks and schools.

The Tigard-Tualatin School District (TTSD) has more than 15 schools serving the residents of Tigard, Tualatin, King City, Durham, and unincorporated Washington and Clackamas Counties. Six of our schools would be positively impacted by the completion of this project: Alberta Rider Elementary, Mary Woodward Elementary, Fowler Middle, Twality Middle, Tigard High, and Tualatin High. Students attending these schools would be provided with safer walking and cycling facilities including safer crossing opportunities on Bull Mountain Road. In addition, this project would enhance the safety of school bus stops and bus routes along Bull Mountain Road. Bull Mountain Rd presents the biggest safety challenge in our district. Our students, parents, and school bus drivers would greatly appreciate the safer conditions that come with this proposed upgrade.

We believe that this endeavor is important for Tigard's continued and future livability, and strongly endorse the grant application to invest in active transportation improvements on Bull Mountain Road.

Respectfully,

Geoff Smoke
Transportation Manager



Tigard - Tualatin School District 23J
Alberta Rider Elementary

14850 SW 132nd Terrace
Tigard, Oregon 97224
503-431-4900 • fax 503-431-4910
www.ttsd.k12.or.us/schools/alberta_rider/index.html

June 13, 2019

Attn: Dan Kaempff, Principal Transportation Planner, Metro
600 NE Grand Ave
Portland, OR 97232

Dear RFFA Grant Selection Committee,

As the Principal of Alberta Rider Elementary School, I am pleased to support the City of Tigard's application for a 2022-2024 Regional Flexible Funds Allocation (RFFA) ROW/Construction grant for a complete street upgrade project on Bull Mountain Road.

If awarded grant funding and constructed, this project would fill critical gaps in Tigard's pedestrian and bicycle network by completing missing bike lane sections and by filling in sidewalk gaps on Bull Mountain Road. The project would provide pedestrian crossing safety improvements in key high demand locations near parks and schools.

Alberta Rider Elementary School would be positively impacted by the completion of this project. As the north edge of our school grounds abuts Bull Mountain Road, our students would be provided with safer walking and cycling facilities including safer crossing opportunities on Bull Mountain Road. I frequently hear from parents who would like their children to walk or bike to school, however are unable to because of a lack of sidewalks and bike lanes on this road.

In addition, our school's Parent Support Organization is very involved in the school and the broader Tigard community. They are very motivated to ensure Bull Mountain is safe for all pedestrians, not just our students.

We believe that this endeavor is important for Tigard's continued and future livability, and strongly endorse the grant application to invest in active transportation improvements on Bull Mountain Road.

Sincerely,

Rory Moore,
Principal,
Alberta Rider Elementary School

Dave Roth

From: Natalie O'Neill <najoneill@gmail.com>
Sent: Tuesday, June 18, 2019 11:35 PM
To: Dave Roth
Subject: Attn: Dan Kaempff, Principal Transportation Planner, Metro

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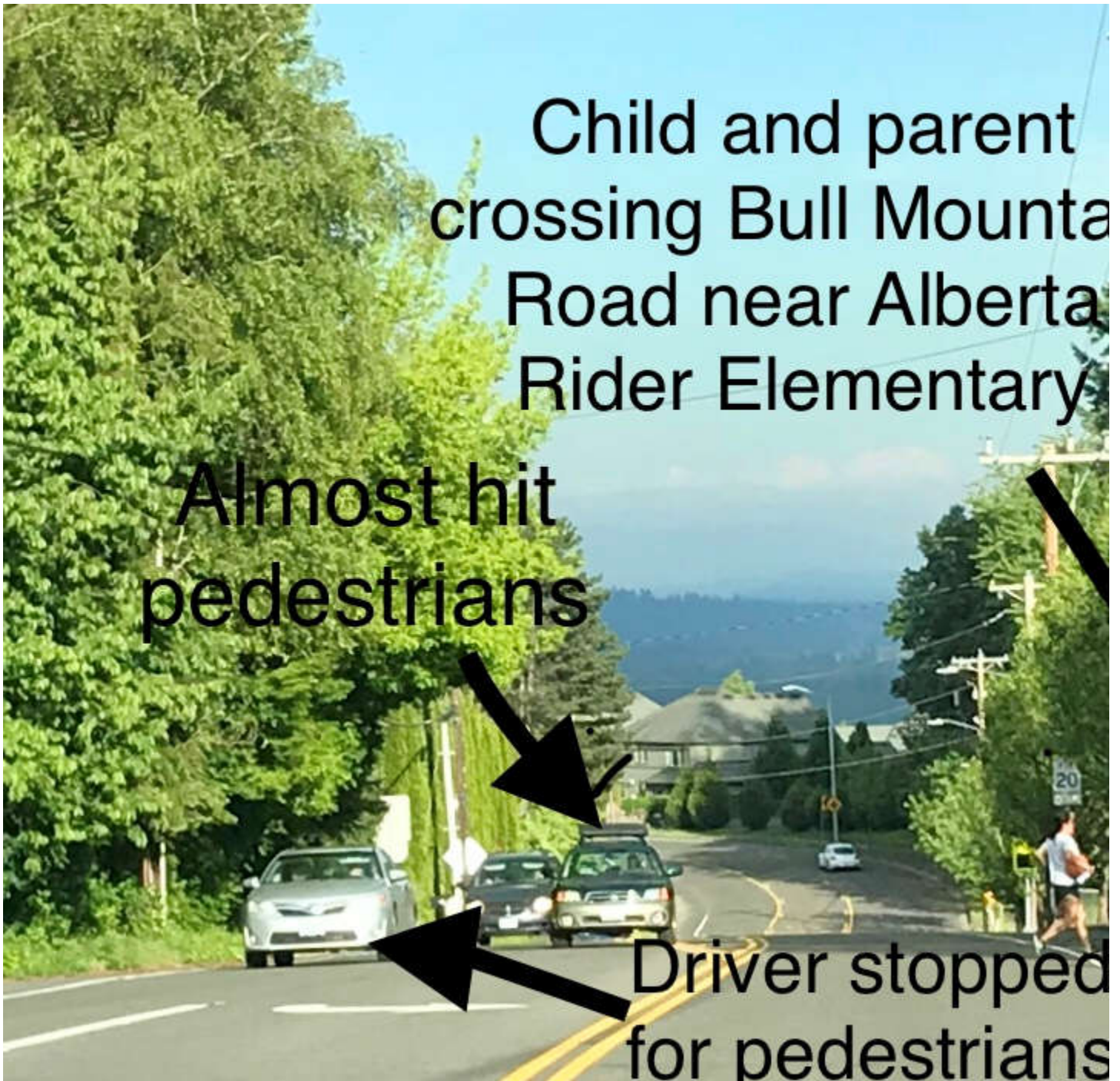
Dear RFFA Grant Selection Committee,

As a resident living just off Bull Mountain Road, I am pleased to support the City of Tigard's application for a 2022-2024 Regional Flexible Funds Allocation (RFFA) ROW/Construction grant for a complete street upgrade project on Bull Mountain Road.

If awarded grant funding and constructed, this project would fill critical gaps in Tigard's pedestrian and bicycle network by completing missing bike lane sections and by filling in sidewalk gaps on [Bull Mountain](#) Road. The project would provide pedestrian crossing safety improvements in key high demand locations near parks and schools.

We believe that this endeavor is important for Tigard's continued and future livability, and strongly endorse the grant application to invest in active transportation improvements on [Bull Mountain](#) Road.

In addition I would like to submit this picture as evidence of the need to improve Bull Mountain Road, especially for school children and families. People are required to cross Bull Mountain (40mph road) in order to access the school or the park and it has become a serious hazard for pedestrians and drivers. Below is a picture of a car stopping to let pedestrians cross. The car behind nearly didn't stop, tried to pass the stopped car, and nearly hit the pedestrians.



I believe that this grant will make great changes in our community. Thank you for your consideration.

Natalie O'Neill
Safe Routes to School Committee Member

Dave Roth

From: Charles E. Johnson <charlie81652@comcast.net>
Sent: Thursday, June 20, 2019 9:57 AM
To: Dave Roth
Subject: Support for Regional Flexible Funds Allocation grant application

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To Dave Roth, Tigard Planning Department,

As a concerned grandparent of a current and a future Alberta Rider student who also frequently uses Bull Mountain Road, I strongly support proposed improvements (as detailed in the Regional Flexible Funds Allocation grant program application and Washington County planning candidate #644) on Bull Mountain Road.

It is necessary to make navigating the 40mph road on foot safer for all, especially elementary school students and families who provide the bulk of bicycle and foot traffic in the area for local use.

If there is any further support for the application is needed, please let me know how and when I might be of service, and may the application be successful. Also, regardless of the outcome, please see that safety and foot/bicycle access improvements on Bull Mountain Road are given high priority in your future planning.

Thank you for your attention to this matter!

Sincerely

Charles E. Johnson

Dave Roth

From: Bill Lazar <blazar@gmail.com>
Sent: Wednesday, June 19, 2019 8:21 AM
To: Dave Roth
Subject: Bull Mountain Road grant support

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Attn: Dan Kaempff, Principal Transportation Planner, Metro
600 NE Grand Ave
Portland, OR
97232

Dear RFFA Grant Selection Committee,

As residents living just off Bull Mountain Road, we are pleased to support the City of Tigard's application for a 2022-2024 Regional Flexible Funds Allocation (RFFA) ROW/Construction grant for a complete street upgrade project on Bull Mountain Road.

If awarded grant funding and constructed, this project would fill critical gaps in Tigard's pedestrian and bicycle network by completing missing bike lane sections and by filling in sidewalk gaps on Bull Mountain Road. The project would provide pedestrian crossing safety improvements in key high demand locations near parks and schools.

We believe that this endeavor is important for Tigard's continued and future livability, and strongly endorse the grant application to invest in active transportation improvements on Bull Mountain Road.

Regards,
Bill and Vivian Lazar

Dave Roth

From: Aaron Reiter <reiter.aaron@gmail.com>
Sent: Wednesday, June 19, 2019 7:42 AM
To: Dave Roth
Subject: Support for Safety Updates to Bull Mtn Rd

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June 19, 2019

Attn: Dan Kaempff, Principal Transportation Planner, Metro
600 NE Grand Ave
Portland, OR
97232

Dear RFFA Grant Selection Committee,

As residents living just off Bull Mountain Road, We are pleased to support the City of Tigard's application for a 2022-2024 Regional Flexible Funds Allocation (RFFA) ROW/Construction grant for a complete street upgrade project on Bull Mountain Road.

If awarded grant funding and constructed, this project would fill critical gaps in Tigard's pedestrian and bicycle network by completing missing bike lane sections and by filling in sidewalk gaps on Bull Mountain Road. The project would provide pedestrian crossing safety improvements in key high demand locations near parks and schools.

We believe that this endeavor is important for Tigard's continued and future livability, and strongly endorse the grant application to invest in active transportation improvements on Bull Mountain Road.

Thank you,
Aaron and Stacie Reiter
14465 SW Scarlett Pl
Tigard, OR
reiter.aaron@gmail.com



Tigard-Tualatin School District 23J
Larry Hibbard Administration Center
6960 SW Sandburg Street
Tigard, Oregon 97223
503-431-4000; FAX: 503-431-4047
www.ttsdschools.org

June 17, 2019

Attn: Dan Kaempff, Principal Transportation Planner, Metro
600 NE Grand Ave
Portland, OR
97232

Dear RFFA Grant Selection Committee,

On behalf of the Tigard-Tualatin School District's Transportation Department, I am pleased to support the City of Tigard's application for a 2022-2024 Regional Flexible Funds Allocation (RFFA) ROW/Construction grant for a complete street upgrade project on Bull Mountain Road.

If awarded grant funding and constructed, this project would fill critical gaps in Tigard's pedestrian and bicycle network by completing missing bike lane sections and by filling in sidewalk gaps on Bull Mountain Road. The project would provide pedestrian crossing safety improvements in key high demand locations near parks and schools.

The Tigard-Tualatin School District (TTSD) has more than 15 schools serving the residents of Tigard, Tualatin, King City, Durham, and unincorporated Washington and Clackamas Counties. Six of our schools would be positively impacted by the completion of this project: Alberta Rider Elementary, Mary Woodward Elementary, Fowler Middle, Twality Middle, Tigard High, and Tualatin High. Students attending these schools would be provided with safer walking and cycling facilities including safer crossing opportunities on Bull Mountain Road. In addition, this project would enhance the safety of school bus stops and bus routes along Bull Mountain Road. Bull Mountain Rd presents the biggest safety challenge in our district. Our students, parents, and school bus drivers would greatly appreciate the safer conditions that come with this proposed upgrade.

We believe that this endeavor is important for Tigard's continued and future livability, and strongly endorse the grant application to invest in active transportation improvements on Bull Mountain Road.

Respectfully,

Geoff Smoke
Transportation Manager