



TECHNICAL ADVISORY COMMITTEE
AGENDA
CITY OF BILLINGS AND
YELLOWSTONE COUNTY, MONTANA



MAY 8, 2025 MEETING TIME: 10:30 a.m.
Beartooth Meeting Room, 5th Floor
316 N 26th St, Billings MT

NOTICE TO THE PUBLIC

Citizens are invited to:

- Review the Agenda Packet on the City's website at: <https://ci.billings.mt.us/117/Agendas-Minutes>
- View the meeting live online at Facebook

Public comment will be taken only during the Public Comment periods as indicated on the agenda and during the Public Hearings, if any are scheduled, under the Regular agenda. Comments may be sent to the Board via email before 12:00 pm on the day prior to the meeting date. All emails received prior to this time will be entered into the record for the public hearing. Comments may be submitted by:

- Mail: City/County Planning Division PO Box 1178, Billings MT 59103
- Email: bernsb@billingsmt.gov
- Please direct questions to Brenda Berns, Planning Clerk at bernsb@billingsmt.gov or 406-247-8610

1. **Call to Order:** Lora Mattox, Transportation Planning Coordinator
 - a. **Public Comment Period**
3. Meeting Minutes of April 10, 2025
4. **Old Business**
5. **New Business**
 - a. **Transportation Alternatives Program Applications. Presentation and Recommendation.** Elyse Monat, Transportation Planner
6. **Other Business**
 - a. **Update. Discussion.** MET Transit. Rusty Logan, MET Transit Manager
7. **Future Agenda Items**
8. **Adjournment**

Date: 05/08/2025
Title:
Presented by:
Department: Planning & Community Services
Presentation:

RECOMMENDATION

Approval of the minutes of: April 10, 2025

BACKGROUND (Consistency with Adopted Plans and Policies, if applicable)

ALTERNATIVES

City Council may:

- Approve; or,
- Not Approve

FISCAL EFFECTS

Attachments

Minutes of April 10, 2025



**TECHNICAL ADVISORY COMMITTEE AGENDA
CITY OF BILLINGS AND
YELLOWSTONE COUNTY
April 10, 2025
MEETING TIME: 10:30 AM**



316 N. 26th Street, 5th Floor Beartooth Conference Room

Committee Members			
Lora Mattox, Transportation Planning Coordinator, T.A.C.	1	Katie Potts, FHWA	V
Monica Plecker, Director YC Public Works Dept.	1	Wyeth Friday, Director Planning and Community Services	1
Debi Meling, Public Works Director, City of Billings Engineering	1	Mac Fogelsong, City Engineer, City PW Engineering,	1
Rusty Logan, MET Transit Manger	V	Sarah Graham, MET Transit Planner	V
Samantha Woods, Urban Planning Section, MDT	A	Clark Snyder, Environmental Health RiverStone Health	1
Kenn Winegar, Urban Planning Section, MDT	V	Jay D. Anderson Deputy PW Director, YC Public Works	V
Kurtis Schnieber, MDT	A	Emma Belmont, Region 8, FTA	A
Zach Kirkemo, MDT	A	Kyle Shuck, Project Engineer, MDT	V
Mitch Buthod, Urban Planning and Statewide Supervisor, MDT	V		

Call to Order: Lora Mattox, Transportation Planning Coordinator, called the meeting to order at 10:34 am

Introduction of Committee Members and staff.

Staff in Attendance: Lora Mattox, Transportation Planning Coordinator; Elyse Monat, Transportation Planner; Brenda Berns, Planning Clerk

Participants: Leslie Cook, Rimrock Neighborhood Task Force

Public Comment: Leslie Cook, from the Rimrock Neighborhood Task Force, remarks she is here to learn and is advocating for safety improvements along Rimrock Road. The Rimrock Neighborhood Task Force is also interested in the Highway 3 Corridor Study from MDT.

Approval of the minutes: March 13, 2025

Motion: Rusty Logan, MET Transit Manager, moved to approve March 13, 2025, meeting minutes as submitted by staff. Clark Snyder, Riverstone Health, seconded the motion. The motion carries unanimously.

Old Business: There is no Old Business.

New Business

a. **Discussion. Recommendation: Billings Federal Fiscal Year 2025 Unified Planning Work Program Amendment**

Lora Mattox, Transportation Planning Coordinator, shares the MPO request to amend the work program to eliminate one project proposal, and move funding to another project.

Background – Unified Planning Work Program

- **Billings Unified Planning Work Program (UPWP):** A key transportation planning document for the Billings metropolitan area
- **Developed by:** The Billings Metropolitan Planning Organization (MPO), in coordination with local, state, and federal agencies
- **Purpose:**
 - Outlines transportation planning activities
 - Identifies planning tasks, funding sources, and study schedules
- **Focus Areas:**
 - Roadways
 - Public transit
 - Bicycle and pedestrian infrastructure
 - Overall transportation system improvements
- **Compliance:** Ensures adherence to federal transportation planning requirements

• **Long-term Vision:** Supports regional long-range transportation goals

Amendment Details

- **Why Amend the UPWP?**
 - Periodic updates are needed for project changes, funding shifts, and schedule adjustments
 - Aligns with changing local project priorities
- **FY25 UPWP Amendment Highlights**
 - Proposed changes detailed in Elements 302 and 700
 - Adjustments include project scope and financial allocations
- **Project Shift**
 - Original plan: Issue RFP for a bike and scooter share program
 - Updated plan: Redirect resources to an economic analysis of the City's Complete Streets initiatives
- **Planning Process**
 - Follows MPO's Transportation Planning procedures
 - Ensures public participation and review opportunities
- **Purpose of the Economic/ROI Analysis**
 - Supports strategic, data-driven transportation planning
 - Informs investment decisions and policy development
 - Aims to build a more efficient, sustainable, and economically viable transportation network

Lora mentions it has been a while since an amendment was done for the UPWP. Funds will come from element 302 in the Unified Planning Work Program (UPWP), which is for planning studies, and element 700, which is contingency (unobligated) funds. Element 302 originally had \$20,000 to develop a bike and scooter share RFP. Due to changing local priorities, staff suggest using the UPWP amendment to move the \$20,000 to an economic analysis of Complete Streets.

Lora mentions that people often ask about an economic analysis/return on investment analysis of Complete Streets. Staff propose moving \$20,000 originally allocated to the bike/scooter share RFP to the Complete Streets Policy economic analysis. Combined existing funding, this will bring the budget to \$45,000. This is intended for hiring an expert to be able to do a breakdown of the economic analysis/return on investment.

As usual, this amendment will go through the local transportation planning process from TAC and move through the county and city, and ultimately to PCC.

Review Schedule

Technical Advisory Committee (recommendation)	April 10 th
Planning Board (recommendation)	April 22 nd
City Council (recommendation)	April 28 th
County Commissioners Discussion	April 23 rd
County Commissioners (recommendation)	April 29 th
Policy Coordinating Committee (final action)	May 20 th

The Montana Department of Transportation has been sent the information and is okay with the amendment to the UPWP.

Questions and discussion

Rusty Logan asks if the intent is to have help building a process to use moving forward.

Lora Mattox responds yes, that it provides basic knowledge to use the number and anticipate benefits on various projects. For the most part, it would be for the Complete Streets project.

Rusty clarifies if it is for many projects or for a significant multi-modal project. Lora states it should be functional for more projects and able to overlap.

Monica Plecker, Director YC Public Works Department, asks if this is an adaptable formula.

Elyse Monat, Transportation Planner, responds that based on the example seen, numbers would be developed for a handful of projects that had been implemented. Seeing the value of a handful of historical projects would be beneficial to apply to multiple cases, as Rusty asks.

Debi Meling, City of Billings Public Works Director, asks how the cost is calculated as an ROI. Elyse mentions one method is seeing the commercial corridor having sales increase since the implementation of a route.

Debi asks about things that are not numbers, and asks how the less tangible benefits could be factored in. Elyse states the MPO can work with the consultant to evaluate health benefits, pollution changes, congestion, etc.

Debi asks about the use of accident history in the data. Lora mentions this is where a consultant's help is beneficial. Looking at which factors come in is helpful, because they are not economists and are not certain how to capture each concern.

Debi asks if there is an example or case studies. Elyse notes there are, and they can be shared.

Monica mentions the difference between tangible and intangible factors. She provides the example of not knowing how to put a dollar value on feeling changes. She mentions this is a harder topic to evaluate and is interested to see the methodology used for the community.

Wyeth Friday, Planning and Community Services Director, mentions when the downtown 2-way discussion was going on, there were many case studies that were presented and shared with the community. They often showed if you do these things, good things will happen and account for less conflicts with traffic and increases revenue from retail sales. He states that these are studies that have been done often but is new to Billings.

Debi mentions that the City Council body has had studies like these presented, but does not always believe them and she believes that this will be an easy study to poke holes in. Rusty suggested looking at this based on value added rather than return on investment since the government does not make money on public roadways.

Mitch Buthod, Urban Planning and Statewide Supervisor, MDT, asks how much public involvement will be included and suggests that the public could help weigh in on the more intangible benefits. Lora agrees having public perspective is valuable and that the MPO could work with the task forces.

Debi offers the idea to tag team this with a master plan, which Lora agrees with, and Elyse remarks the timing is a consideration as the two studies may not line up. Lora mentions the timeline to spend the funding ends October 1st, and it sounds like outreach for the Transportation Master Plan/Transportation Corridor Analysis will be started in this timeframe.

Monica suggests separating out different types of routes like the neighborhood bikeway, bike lanes, and shared use paths on arterials. She feels the County is more supportive of destination-based routes rather than commuter routes.

Rusty worries about assigning specific dollar values to specific facilities. Lora said she understands the concerns, but that it is important to show the governing bodies that staff are listening to their concerns.

Wyeth mentions the importance of case studies in the review process. He also mentions maintenance, and how the most expensive thing to maintain is the roadway, but that some of the multimodal facilities get specifically called out as not having enough maintenance funding, although they are part of the whole corridor. Debi adds it will take a lot more to maintain a five-lane road with shared use paths than a two-lane county road and she thinks the governing bodies want to know if these facilities should be added.

Debi mentions that she thinks the Council will ask at their meeting on 4/28 how this effort and the transportation corridor study go together.

Motion

A motion was made by Monica Plecker and seconded by Wyeth Friday to recommend that the governing bodies approve the Billings Federal Fiscal Year 2025 Unified Planning Work Program Amendment. The motion carries unanimously.

a. **Discussion: MPO Redesignation from the Planning Board to the Policy Coordinating Committee**

Lora brings up that because of the new Land Use Planning Act, by May 2026, the MPO needs to be designated to a new body.

The current transportation planning process is laborious with the Technical Advisory Committee, two meetings at Council, two meetings at the County Commissioners, and the Policy Coordinating Committee meeting.

The standard operating procedure with MPOs is they have a Technical Advisory Committee and then they have a Policy Coordinating Committee. TAC would have more of a role in the transportation planning documents. The MPO would not go to every board and commission for a vote.

Lora also mentioned that this year, the MPO will be meeting with the County Commissioners and likely with the Legislative and Local Affairs Committee of the City Council to get more input on what the FY26 UPWP should focus on. The goal is to avoid getting the UPWP approved, but having a governing body say later that they don't want to do one of the projects in the UPWP.

TAC membership will likely stay very similar, but the Policy Coordinating Committee membership may change. Voting membership on PCC could be offered to MET Transit, County Public Works, City Public Works, and City/County Planning. This will expedite projects and help the MPO to be more efficient.

Wyeth adds that the Billings MPO is generally in need of updating structurally for the long term and short term. With Billings growth and county growth, adapting is important. Responsibility at PCC will be greater with the new model.

Monica mentions that the feeling of a loss of control from the governing bodies will be a challenge. She says right now it is simple because now each governing body votes, so the representative knows what decision to bring forward.

Debi asks if it is legal for the Mayor to decide on behalf of the Council without their vote.

Mitch responds that a lot of communities have a vote on who represents the governing body in MPO decision making which gives the representative authority to vote on their behalf.

Wyeth mentions that it pushes governing bodies to develop clear policies which would guide votes at PCC.

Monica suggests that during the transition, staff still bring presentations about topics to discussion meetings to show this is not an effort to cut out the BOCC or the Council. Lora responds that this is why the one-on-one meetings will be so important to hear concerns and priorities. Staff will still provide updates on projects at discussion meetings, but the approval process will be more efficient.

Rusty asks if the TAC meetings will be held more often to discuss, as a working group, and if governing bodies should be attending TAC more often to gather information in the approval process. Lora responds that TAC will be more like a working group. MPO staff will still share informational updates with the governing bodies.

Wyeth adds that PCC meetings could be held more often, and include more discussion, rather than just action items. Mitch adds that more frequent PCC meetings gives the members of the PCC time to learn about an issue, bring it back to their body for a vote, and return next month with a decision from the body. Rusty states that he likes the idea Mitch presented as it puts the responsibility on the representative at PCC to report back to their body governing, rather than having Elyse and Lora take on the responsibility. Katie Potts, FHWA, adds that this process would also help with public involvement and could improve the whole of the MPO by having issues discussed in a public forum.

Wyeth states that to Mitch's point, staff can look at the processes for the MPOs in Helena and Bozeman. Mitch says he can follow up and show methods they are using. It seems they are following a draft round and final action around on their items.

As an example, Mitch asks about how the timeline for this UPWP amendment would be shortened if this new structure is implemented. Lora remarks that if it is going from TAC to PCC, it may be 30 days instead of 60 days.

Wyeth agrees the time would be reduced, and number of meetings would also be reduced. Mitch remarks that it is a benefit for all parties. Projects pending TIP approval have to be put on hold with the current extensive process, but the structure change would help.

Monica mentions that for most items in TAC, it would be easy to present the following week at the PCC unless there is a lot of debate on the topic.

Lora hopes that updated UPWP development process will be helpful so that the governing bodies feel more involved in advance.

Other Business:

a. **MET Transit Update –**

Rusty is in the new MET facility, but it is not yet open to the public.

He mentions at City Council Meeting on Monday that there was discussion about the airport moving to an airport authority and there was discussion about getting a scope of work developed to get a consultant on board for this effort. There was also discussion about a Transit Authority.

The MET Funding Sustainability and Governance study RFP will be published next week. Getting someone on board and selecting best models will be reviewed soon to see possibilities to expand transit service.

Bills moving forward include House Bill 764 which passed the senate reading as amended. This supports municipalities like Billings to operate transit services more than 8 miles outside of their city limit boundaries if supported by federal/state funding or an interlocal agreement for service. This provides more opportunity for MET to reach out and provide service to Laurel at the next census. Transportation districts would be easier to establish or change, and the County could do this by a petition by a single commissioner and single passing of a resolution by the county rather than needing to be initiated by voters. It would then go to the voters for approval.

Transportation Study Bill SJ19 would be a bill to support the passenger rail lines that are being discussed. This could establish different transportation modes, including port authorities.

b. **Other**

Lora mentions that a PCC meeting will be held April 15th at noon. Three items will be finalized, including Grand Avenue, the TIP amendment, and Ped/Bike Plan Master Plan.

Next month, there will be a TAC meeting to discuss next year's UPWP and scoring of transportation alternative projects that came in. Grants were due yesterday, and based on requests, both may be funded. Lora mentions starting another TIP amendment process.

Future Agenda Items: None

Adjournment 11:26AM

Date: 05/08/2025
Title: Review of Received Transportation Alternatives Grant Applications
Presented by: Elyse Monat
Department: Planning & Community Services
Presentation: Yes

RECOMMENDATION

Staff recommends members of the Technical Advisory Committee (TAC) review, score, and recommend funding for the two received Transportation Alternatives applications.

BACKGROUND (Consistency with Adopted Plans and Policies, if applicable)

The Transportation Alternatives Program (TA) is a set-aside program from the Surface Transportation Block Grant (STBG) program. Eligible uses of the funds include projects and activities that were previously eligible under the Transportation Alternatives Program under the Moving Ahead for Progress in the 21st Century Act (MAP-21). This includes a variety of pedestrian and bicycle facilities, recreational trails, safe routes to school projects, and other community improvement projects. See the Billings Metropolitan Planning Organization (MPO) TA Instructions for eligible projects. The Billings MPO has been allocated \$1,784,111 in Transportation Alternative Funds in 2025.

The Bipartisan Infrastructure Law (BIL) allows for MPOs to administer their own competitive application process with approval and oversight from the Montana Department of Transportation (MDT).

Projects submitted must meet Federal and State guidelines for eligibility and must identify a local, Federal or State sponsoring agency. Private individuals and organizations may recommend a project if the project is sponsored by the government agency in which the project is located. Example of a sponsoring agency may include, but are not limited to, City, County, Tribal, etc.

The MPO received two eligible applications for the Transportation Alternatives funds. The applications included:

- City of Billings Safe Routes to School 2025 TA sponsored by the City of Billings
 - Total Project Cost: \$1,485,179.04
 - Federal TA Request: \$1,285,868.01
 - Local Matching Funds: \$199,311.03
- Johnson Lane Sidewalk Connector Project sponsored by Yellowstone County via the Lockwood Pedestrian Safety District
 - Total Project Cost: \$296,000.00
 - Federal TA Request: \$256,276.80
 - Local Matching Funds: \$39,723.20

Together, these two projects request a total of \$1,542,144.81 in federal TA funds, which is less than the \$1,784,111 in funds the MPO has available. As a result, if the projects rank high enough, both projects could be funded with the available funding.

The Technical Advisory Committee (Committee) is responsible for evaluating and scoring Transportation Alternatives (TA) applications. The scores from TAC will be translated into a list of recommended projects.

The MPO will present the list of the recommended projects to the local governing bodies that make up the Policy Coordinating Committee (PCC). The PCC is made up of a representative of the Billings City Council, Yellowstone County Commissioners, Billings-Yellowstone County Planning Board and MDT. Each entity will review the projects recommended by TAC and can either approve the recommendation and forward to PCC or take a different action and forward that onto PCC. PCC will take into consideration each recommendation and make the final decision on which applications to fund.

The following procedure will be used by the MPO and review Committee for the scoring and selection of TA projects:

1. At the outset of the scoring process, all applicants will be screened for eligibility by the local TA Coordinator. Projects that do not meet the eligibility requirements will be identified and marked as ineligible. Reason(s) for ineligibility will be noted and the applicant informed. The ineligible project will not move forward in the scoring process.
2. Individual members of the Committee will score each application independently prior to the selection committee meetings. Scoring will be based on a total of 100 points, 10 points for Project Description, 45 points for Project

Benefits and 45 points for Project Risk Analysis. The TA Coordinator will review the scores and provide an average ranking based on individual scores.

3. The Committee will convene as often as necessary to come to a consensus. Each member can adjust their score based on discussion with the Committee.
4. For each application, all final individual member scores will be added together and averaged to arrive at the final total application score.
5. After being scored, applications will be entered into a ranked list and the Committee will develop the final list of selected projects to recommend to PCC. Recommended projects will be selected up to the amount available to the MPO, less any amount the MPO would like to reserve for project cost increases.
6. After the PCC approves, the MPO TA Coordinator will then share the list of the PCC approved TA projects from the MPO to the MDT TA Program Manager for MDT approval and subsequently Transportation Commission approval.

At this TAC meeting, TAC members will be asked to discuss the merits of both projects and their scores for the projects. TAC members will be asked to forward a recommendation on whether or not to fund none, one, or both of the project applications.

ALTERNATIVES

TAC may:

- Review and score both applications and recommend funding for both applications; or
- Review and score both applications and recommend funding for one application; or
- Review and score both applications and recommend funding for neither application.

If neither project is funded, the funding will remain available for the MPO to allocate and the MPO will open another funding round for TA later in the year.

FISCAL EFFECTS

If both applications are approved, \$1,542,144.81 in TA funds will be allocated. TA funds are generally for non-motorized transportation projects, so this would be an appropriate use of these funds.

\$199,311.03 in match for the City of Billings Safe Routes to School 2025 TA project will come from the City's annual Safe Routes to School allocation.

\$39,723.20 in matching funds for the Johnson Lane Sidewalk Connector Project will come from the Lockwood Pedestrian Safety District's funds.

Attachments

TA Scoring Criteria
TA Scoring Sheet
City of Billings TA application
Yellowstone County Application

Transportation Alternative Project Review Criteria and Process

The Technical Advisory Committee (Committee) is responsible for evaluating and scoring Transportation Alternatives (TA) applications. The scores from TAC will be translated into a list of recommended projects.

The MPO will present the list of the recommended projects to the local governing bodies that make up the Policy Coordinating Committee (PCC). The PCC is made up of a representative of the Billings City Council, Yellowstone County Commissioners, Billings-Yellowstone County Planning Board and MDT. Each entity will review the projects recommended by TAC and can either approve that recommendation and forward to PCC or take a different action and forward that onto PCC. PCC will take into consideration each recommendation and make the final decision on which applications to fund.

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2. Individual members of the Committee will score each application independently prior to the selection committee meetings. Scoring will be based on a total of 100 points, 10 points for Project Description, 45 points for Project Benefits and 45 points for Project Risk Analysis. The TA Coordinator will review the scores and provide an average ranking based on individual scores.
3. The Committee will convene as often as necessary to come to a consensus. Each member can adjust their score based on discussion with the Committee.
4. For each application, all final individual member scores will be added together and averaged to arrive at the final total application score.
5. After scored, application will be entered into a ranked list and the Committee will develop the final list of selected projects to recommend to PCC. Recommended projects will be selected up to the amount available to the MPO, less any amount the MPO would like to reserve for project cost increases.
6. After the PCC approves, the MPO TA Coordinator will then share the list of the PCC approved TA projects from the MPO to the MDT TA Program Manager for MDT approval and subsequently Transportation Commission approval.

For Scorer Reference
Billings Metropolitan Planning Organization (MPO)
Transportation Alternatives (TA) Program
2025 Instructions

Instructions:

Completed applications must be received by: **Wednesday, April 9, 2025 – 5:00 pm**

MPO contact for questions: Lora Mattox, TA Coordinator
406-247-8622
mattoxl@billingsmt.gov

Applications must be submitted on the PDF application form provided on the MPO TA Program website <https://billingsmt.gov/3095/Transportation-Alternatives-Program> .

Submit one (1) electronic version of the application to: mattoxl@billingsmt.gov. Hard copy applications will not be accepted.

The MPO reserves the right to remove a project from further consideration should any of the following occur during the scoring process:

- The project receives a score of less than 20 in either “Project Benefits” or “Project Risk Analysis” sections;
- A fatal flaw is identified. For example: incomplete applications, no project sponsor, project not identified in locally adopted plan or study, lack of maintenance plan, substantial right-of-way, utility or environmental impact, etc.

Application must be submitted on the PDF application form provided on the MPO TA website.

Below are the instructions for completing TA Applications.

1. Project Name

Provide the name of the project as it is locally known.

2. Local Entity Sponsor (Project Sponsor)

Provide the name of the local entity that is nominating the project as the Project Sponsor (i.e. City, County, Tribal Government, etc.).

3. Project Contact (name, title, address, phone number(s), email)

Provide the name, title, address, phone number, and email address of the main point of contact for the Project Sponsor. Please note that the project contact must be an employee or elected official representing the Project Sponsor.

4. Estimated Total Project Cost

Fill out the cost estimate table in the application. Be sure to double check that the numbers add up in each of the rows and columns. Project cost does not affect the scoring of the application, but it is used to determine fundability and compliance with funding distribution. The minimum total cost of the TA project must be at least \$250,000. The TA fund will provide up to 86.58% of the total project cost. A local match of at least 13.42% of the total project cost is required. The estimated cost should be as accurate as possible, be developed using industry-accepted project estimating techniques and broken down as follows:

a. Construction (CN) – this is the cost to construct or build the project.

b. Preliminary Engineering (PE) – this is the cost to design the project and either the local entities or MDT’s management of the project. PE costs at 35% of Construction has been the average of TA projects and is a good starting point for estimating.

c. Construction Engineering (CE) – this is the cost to inspect and administer the projects while it is being constructed. CE costs at 25% of Construction has been the average of TA projects and is a good starting point for estimating.

d. Right-of-Way (RW) – cost to purchase construction permits, easements, and right-of-way (if applicable).

e. Utility Costs (IC) – cost to relocated utilities (if applicable).

f. Total – total of the above sections.

Example of the methodology used to fill out the cost estimate table:

The MPO recommends starting by estimating the construction cost. This is the estimated construction contract award amount (bid amount) submitted by a contractor (once the project is ready to bid). It is recommended that applicants work with an engineer who has experience in estimating construction cost for the type of project being applied for. ***The more detailed and accurate the cost breakdown estimate is, the better.*** Detailed breakdown of the cost estimate for construction can be attached to the application in the Appendix section.

Below is an example on filling out the cost estimate table to include construction cost estimate, MDT's required indirect cost rate (IDC), contingency, inflation, and local match.

For example, the estimated construction cost of a project is \$400,000, this is the amount that would be paid to the contractor to complete construction. It is advised to add a minimum of a 30% contingency. $\$400,000 \times 1.30$ (30% contingency) = \$520,000. Adding an inflation amount of 4% per year from time of application to anticipated construction can also be added. Then we need to account for the MDT IDC which is currently 11.32%. In addition, when MDT has applicable costs on Local Agency Guidelines (LAG) projects, MDT is required to collect indirect costs associated with project development in the amount of 11.32%. Please take these into account when developing the project budget. So, we take the $\$520,000 \times 1.1132$ (IDC rate) = \$640,860. An extra (optional) step at this point would be to round up to an even number which effectively will add in extra contingency. So, we will round this up to \$650,000.

As described above, to calculate Preliminary and Construction Engineering (PE/CE), a good starting point for PE cost has been 35% of Construction and CE on average has been 25% of Construction. To calculate the PE amount, multiply \$650,000 by 0.35 (35% for PE) = \$227,500. To calculate the CE amount, multiply \$600,000 by 0.25 (25% for CE) = \$162,500.

Assuming no RW or IC phases, the last step is to distribute the costs between the TA and local match columns. The TA amount is the Federal Share which is 86.58% of the total cost and the local match is 13.42% of the total cost. To determine the cost split, start by taking the total costs for each phase and multiplying by 0.8658 (86.58%) and then filling in the TA column. Then take the total costs and multiply by 0.1342 (13.42%) to fill in the match column. Round to the nearest dollar. Continue this for each phase of the project and complete the table.

If the sponsoring entity wishes to pay additional funding above the required match, place this amount in the Additional Contribution column.

5. Project Administration

Please provide information regarding which entity is proposed to administer the project. Is this project going to be administered as a local (LAG) project or are you requesting MDT to administer the project. If requesting MDT administration, please explain.

6. Project Description (10 points)

Describe the overall project. What is being proposed? Why is the project being proposed? How does this project fill a local need? Where is the project located? Maps and photos can be attached and included in the Appendix. Provide as much detail as possible, for example, if a shared-use path is being proposed, include surfacing type, width, slope information, drainage issues, whether curb and gutter is proposed, if pathway is adjacent to a roadway, if so, what is the clearance/distance from the road. Describe if the project will impact driveways, parking lots, roadway ditches, etc.

7. Project Eligibility

Describe how the project is eligible under TA and cite the eligible category. Eligible categories include:

- a.** Construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, and transportation projects that achieve compliance with the Americans with Disabilities Act of 1990.
- b.** Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
- c.** Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other nonmotorized transportation users.
- d.** Construction of turnouts, overlooks, and viewing areas in conjunction with nonmotorized facilities.
- e.** Historic preservation and rehabilitation of historic transportation facilities.
- f.** Safe Routes to School Projects. Projects must be identified in a locally, adopted Safe Routes to School Plan.

g. Pavement preservation projects of facilities previously funded through the Community Transportation Enhancement or Transportation Alternatives Program.

In addition, discuss the project's consistency with local transportation plans or other locally adopted community plans or studies.

8. Project Benefits (45 points)

Emphasis should be added to the following sections:

a. Safety: Describe how the project improves public safety and how it addresses existing safety concerns. What are the safety benefits of the project?

b. Accessibility: Describe how the project improves the accessibility of the transportation system for all users and meets requirement of the Americans with Disabilities Act (ADA).

Connectivity: Discuss how the project will improve or create linkages/connectivity to bicycle and pedestrian facilities. Include discussions on the proximity to the existing transportation system and how the termini, or ends of the project, are logical and fit within the local system.

9. Risk Analysis (45 points)

This section should represent the Sponsor's understanding of the risks associated with the project, as well as how these risks will be mitigated.

a. Budget: Describe how the construction budget was developed. A thorough and accurate budget is critical to the application and will be scored accordingly. A detailed construction cost estimate can be attached in the Appendix.

b. Matching Funds: A match by the local entity is required for local TA projects. No soft or in-kind matches are permitted; cash match only. The local match is 13.42%. In addition, when MDT has applicable costs on Local Agency Guidelines (LAG) projects, MDT is required to collect indirect costs associated with project development in the amount of 11.32%. Please take these into account when developing the project budget.

State whether or not local matching funds are already in-hand and committed.

c. Project Ownership and Maintenance: The local sponsor is responsible for project maintenance, including projects located within MDT right-of-way. Describe who will be responsible for operation and maintenance of the completed project. What is the plan to ensure maintenance is performed in a timely and adequate manner? Maintenance may include sweeping, snow removal, crack sealing on asphalt surfacing, and other activities necessary for public use and safety. Does the local project sponsor have the equipment, personnel, and maintenance budget necessary accomplish this additional maintenance?

d. Project Right-of-Way and Railroad: Describe the status of right-of-way for the project. Discuss whether the right-of-way is secured and free of conflicts. Are there challenging elements within the right-of-way? Extreme cut, fill or narrow slopes. Additionally, does the project have railroad involvement? Does the project either cross or parallel a railroad corridor? Describe the communication and outreach done with the railroad company. Are they agreeable to the project? Are easements needed and/or secured from the railroad to facilitate the project?

e. Project Utility Impacts: Describe any utility impacts related to the project and the means and methods used to determine the utilities status. Describe if necessary, the utilities that are impacted, what contact was made with the utility owner, discuss the plan for dealing with known and unknown utilities.

10. Appendix

Please limit attachments to only those necessary and relevant. Do not attach plans, links to the plan is acceptable. Relevant items to include in the Appendix: project location maps, on-site photos, drawing/sketches of proposed project (can include cross sections if available), plats or plan that demonstrated project right-of-way/easement widths, detailed cost estimates for construction and other phases and letters of support.

11. Finalize the Application

Please print the application, sign and date and combine application with all attachments and submit via email to Lora Mattox, TA Coordinator at mattoxl@billingsmt.gov .

BILLINGS MPO TRANSPORTATION ALTERNATIVE PROJECT SCORING SHEET

Please review the two applications that have been submitted for the Billings MPO Transportation Alternatives Program. Score based on the criteria listed below.

- Project Description (see Section 5 of TA Instructions for Reference) (0-10 Points)
- Project Benefits (Section 7 of TA Instructions for Reference) (0-45 Points)
- Risk Analysis (Section 8 of TA Instructions for Reference) (0-45 Points)

Score up to maximum points allowed

TA Project Application Name	Project Description 10 pts	Project Benefits 45 pts	Risk Analysis 45 pts	TOTAL Points
City of Billings Safe Routes to School 2025 TA				
Johnson Lane Sidewalk Connector Project				



Billings Metropolitan Planning Organization (MPO)
 Transportation Alternatives (TA) Program
 2025 Project Application

Review the **instructions** prior to filling out this application for a Capital Improvement Project. Fill in all the sections and do not leave any blank.

1. Project Name:

2. Project Sponsor:

3. Project Contact: fogelsongm@billingsmt.gov; 406-657-8232"/>

4. Project Cost Estimate

	Total Cost of Phase	Federal/State Funds Share (TA) 86.58%	Local Matching Funds 13.42%	Additional Contribution
Preliminary Engineering (PE)	\$164,929.52	\$142,795.88	\$22,133.54	
PE Local (100%)	\$164,929.52	\$142,795.88	\$22,133.54	
Construction (CN)	\$1,210,296.50	\$1,047,874.71	\$162,421.79	
Construction Engineering (CE)	\$109,953.02	\$95,197.32	\$14,755.69	
CE Local (100%)	\$109,953.02	\$95,197.32	\$14,755.69	
Right-of-Way (RW)	\$0.00	\$0.00	\$0.00	
RW Local	\$0.00	\$0.00	\$0.00	

	Total Cost of Phase	Federal/State Funds Share (TA) 86.58%	Local Matching Funds 13.42%	Additional Contribution
Incidental Construction (Utility involvement) (IC)	\$0.00	\$0.00	\$0.00	
Total	\$1,485,179.04	\$1,285,868.01	\$199,311.03	

As a reminder, the cost split between Federal Share TA and Matching funds is 86.58% Federal Share TA and 13.42% Match

5. Project Administration: Please provide information regarding which entity is proposed to administer the project. Is this project going to be administered as a local (LAG) project or are you requesting MDT to administer the project. If requesting MDT administration, please explain.

The City of Billings will administer the project as a local (LAG) project, through the Engineering Division.

6. Description of Project (10 points):

The 2025 Safe Routes to School TA application will complete high priority projects from a large list of remaining Safe Routes to school projects totaling about \$25,000,000. This funding would accelerate the completion of the projects that are first and foremost safety-based for school children and pedestrians.

Seven project focus areas are proposed that are recommended in the Safe Routes to School Plans, Phase I and Phase II:

- Jackson Street Pedestrian Crossings and Curb Extensions (Bulb-outs)
- Riverside School Zone Improvements
- South Billings Boulevard School Crossing and Pedestrian Refuge Island
- Governors Boulevard Intersection Improvements for Castlerock School
- Central Avenue and 24th Street West--High Visibility Crossing and Leading Pedestrian Interval
- Parkhill Drive and 17th Street--High Visibility Crossing
- Poly Drive and Hoover Avenue Pedestrian Crossing--RRFB and Curb Extensions

These projects are in close proximity and benefit Newman Elementary School, Riverside Middle School, Castlerock Middle School, Mount Olive Lutheran School/Billings West High School, and Rose Park Elementary School.

The project locations were identified in the Safe Routes to School Plans, Phase I and Phase II and are shown in the appendix. A letter of support is provided from School District #2 in the appendix.

The project improvements are substantially surface type improvements, requiring minimal underground excavation and do not require additional right-of-way. These projects will not impact driveways or parking lots or negatively impact existing storm drainage systems.

7. Project Eligibility:

The proposed project is eligible for Transportation Alternatives and strongly meets several categories:

- 1) Category b. Construction, planning, and design of infrastructure-related projects and systems that provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
- 2) Category f. Safe Routes to School Projects. Projects must be identified in a locally, adopted Safe Routes to School Plan.
- 3) The safe routes to school program under section 1404 of the SAFETEA-LU. A. Infrastructure-related projects.-planning, design, and construction of infrastructure-related projects on any public road or any bicycle or pedestrian pathway or trail in the vicinity of schools that will substantially improve the ability of students to walk and bicycle to school, including sidewalk improvements, traffic calming and speed reduction improvements, pedestrian and bicycle crossing improvements, on-street bicycle facilities, off-street bicycle and pedestrian facilities, secure bicycle parking facilities, and traffic diversion improvements in the vicinity of schools.

The project areas discussed in this application are all recommended projects from the 2021 and 2022 Safe Routes to School Plans, Phase I and II that were locally adopted by the MPO and the Billings City Council.

8. Project Benefits (45 points):

a. Safety

The project addresses safety concerns raised in the Safe Routes to School Plans, Phase I and Phase II by implementing the recommended projects therein. The project locations utilize tools and design elements that promote safety by improving the physical and visual environment.

The techniques and design elements used to improve safety are the following:

- Creation of a school zone with reduced speed and additional awareness through flashing school zone. The reduced speed and associated signage alerts drivers that there will be students walking and biking in the area.
- Leading Pedestrian Intervals (LPI)—allows pedestrians time to cross the street ahead of traffic, especially turning vehicles, by allowing increased visibility
- Pedestrian Refuge—reduces crossing lengths and allows more visibility of pedestrians. Allows pedestrians to use gaps in traffic by crossing only one direction of traffic. Also creates a visual notice of the crossing and slows traffic speeds by narrowing the traveled way
- Increased level of Striping—High visibility striping at crossings creates improved awareness of crossings
- Curb Extensions (bulb-outs)—Curb extensions shorten pedestrian crossing distances and allow pedestrians to more easily be seen prior to crossing the street
- Rectangular Rapid Flashing Beacons—Makes presence of pedestrian know to drivers

b. Accessibility

The project improves accessibility from an ADA standpoint, but also from accessibility and comfort level of pedestrians and bicyclists, particularly school children going to and from school. Many of the street crossing improvements improve accessibility by adding ADA ramps where none exist today (e.g. Morgan Avenue, Orell Drive, Vaughn Lane, Poly Drive/Hoover Avenue). The benefits of the safety elements discussed in section b. apply to all persons with disabilities as well. All the improvements will be constructed to ADA and PROWAG guidelines.

c. Connectivity

One of the primary benefits of the project is connectivity through better connecting routes to school. A primary goal of the SRTS is to promote safety within a certain radius of the school –these projects promote connectivity within those spheres used by school-aged children walking and biking to those elementary and middle schools. The proposed project elements clearly make the connections from the student’s place of residence to school more direct, safe and noticeable. Inherently, the project elements also improve connections across existing streets for other pedestrians and bicyclists as well.

9. Project Risk Analysis (45 points):

a. Budget

The project budget was developed for each project element and location using recent construction costs at a conceptual planning level through staff experience with costs of Safe Routes to School type improvements. Further, these costs were compared with cost estimates proposed in the Safe Routes to School plans. Contingencies were applied for design and construction unknowns, and inflation of construction costs were added.

A detailed construction cost estimate is provided in the appendix.

b. Matching Funds

Local matching funds in the amount of 13.42% are proposed by the City Public Works Department and are included in the FY 2026 capital budget that requires approval by City Council in May-June 2025. Historically, these funds are allocated under a specific budget line for Safe Routes to School and have been approved by the City Council.

c. Project Ownership and Maintenance

The City of Billings is responsible for operation and maintenance of the project facilities through annual O&M funds, including sweeping and re-striping faded striping. The City has staff to maintain electrical components of the Leading Pedestrian Interval and Rectangular Rapid Flashing Beacons (RRFBs). The City has the necessary personnel, equipment and budget to maintain these facilities.

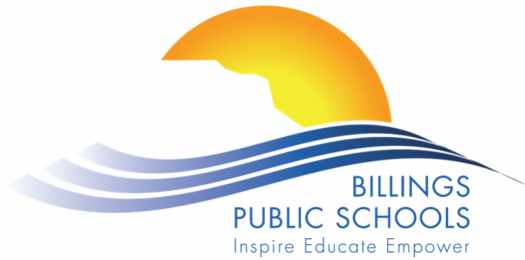
d. Project Right-of-Way and Railroad

The project elements will be constructed within existing right-of-way and there are no anticipated right-of-way needs. There are no significant challenging elements within the right-of-way. None of the project elements are involved with the railroad.

e. Project Utility Impacts

City staff has reviewed the project locations and there are minimal impacts to existing utilities with the proposed improvements. Most of the infrastructure are surface improvements and should not require any utility relocations. Any pedestrian push button poles, RRFB poles, or signs will be placed out of the way of existing utilities. During preliminary design and after surveying of existing utilities, the City will coordinate with various utility companies. At this conceptual stage, there are no apparent, critical utility impacts.

10. Appendix (add attachments): Letter of Support, Project Map, Construction Cost Estimate



March 31, 2025

Mac Fogelsong
City of Billings
316 North 26th Street
Billings, MT 59101

Reference: Letter of Support for 2025 Transportation Alternatives Grant Application.

Dear Mac:

School District 2 is pleased to support the City of Billings in its Transportation Alternatives 2025 grant application. The grant application is exclusively focused on Safe Routes to School projects identified and prioritized from the Safe Routes to School Phase I and II plans.

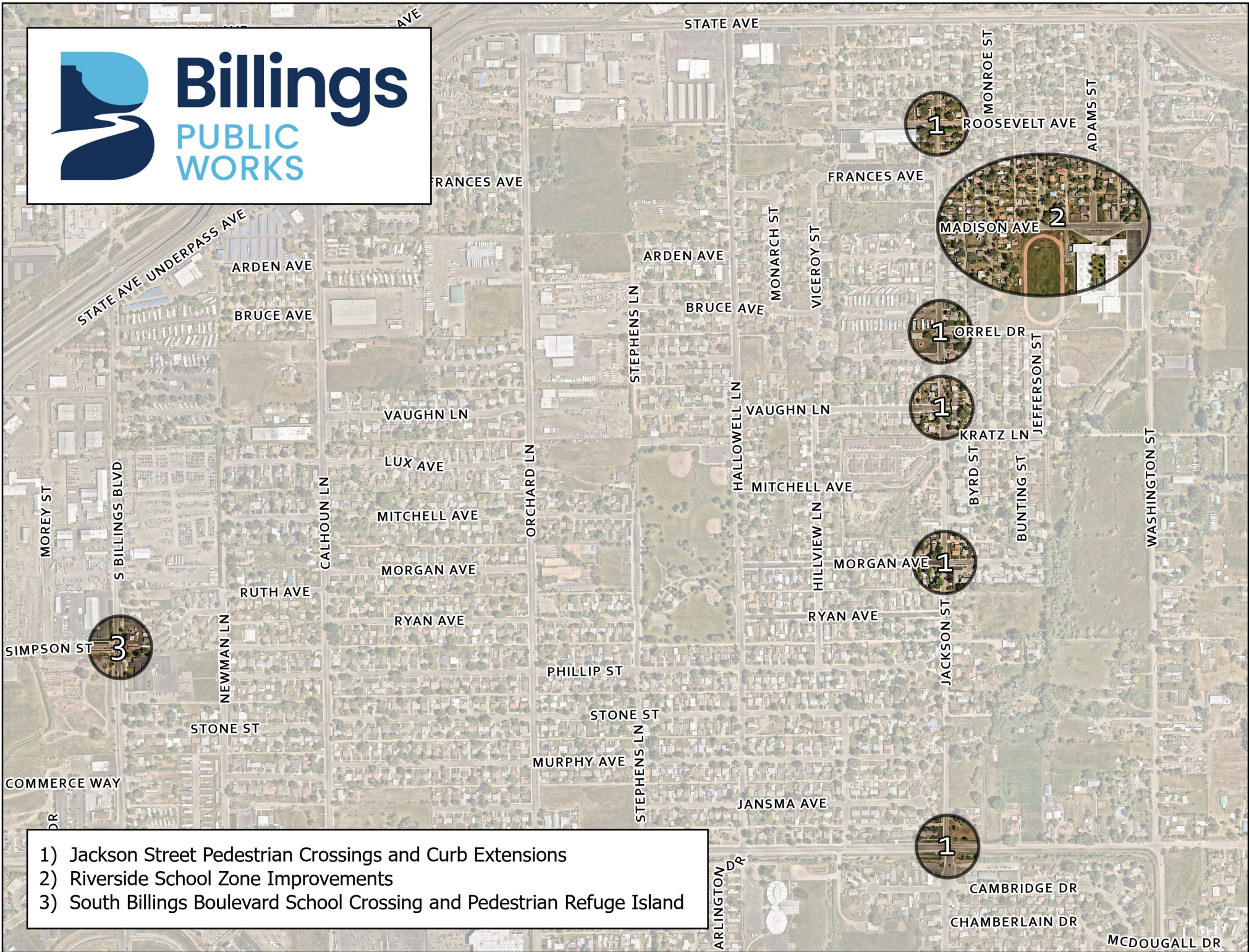
We understand there are about seven main project areas serving elementary and middle schools based on priorities identified in the plans. As you know, we were a partner in developing those Safe Routes to School plans and look forward to seeing these projects implemented to improve the safety of school children getting to and from school.

Sincerely,

Scott Reiter
Executive Director of Facilities
Billings Public Schools
101 10th Street West
Billings, MT 59102



Billings
PUBLIC WORKS



- 1) Jackson Street Pedestrian Crossings and Curb Extensions
- 2) Riverside School Zone Improvements
- 3) South Billings Boulevard School Crossing and Pedestrian Refuge Island



Billings
PUBLIC
WORKS



W WICKS LN

NOTTINGHAM CIR

LAKEHILLS DR

NUTTER BLVD

GOVERNORS BLVD

PAUL REVERE ST

REVOLUTION AVE

VALLEY FORGE ST

REPUBLIC AVE

CENTENNIAL ST

TRENTON ST

FREEDOM AVE

DECLARATION AVE

KOOTENAI AVE

CONSTITUTION AVE

CAPRICORN PL

CALICO AVE

GINGER AVE

SENORA AVE

AQUARIUS PL

STARS BLVD

PATRIOT ST

MINUTEMAN ST

YORKTOWN ST

BABCOCK BLVD

TOOLE CT



4) Governors Boulevard Intersection Improvements for Castlerock School



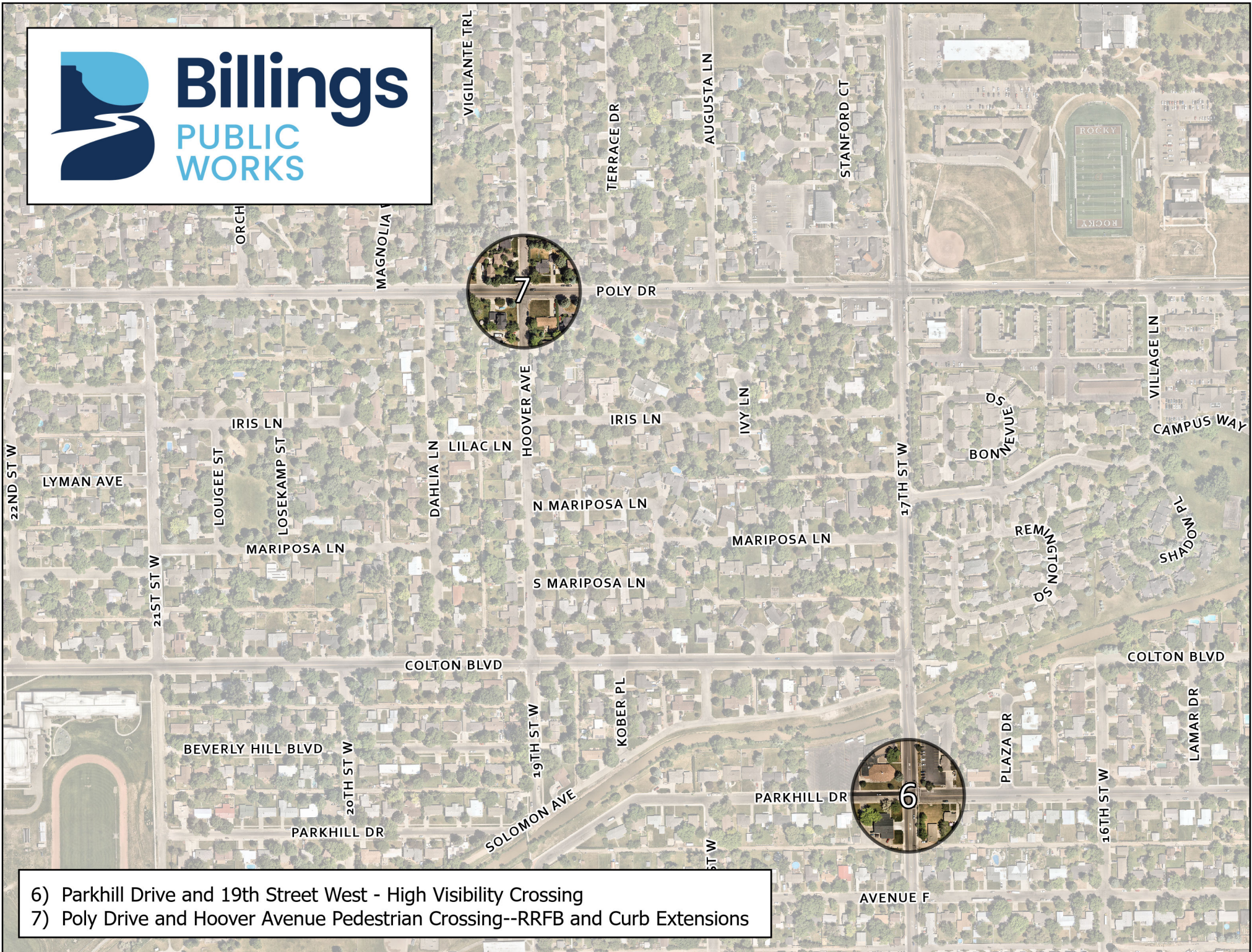
Billings
PUBLIC
WORKS



5) Central Avenue and 24th Street West--High Visibility Crossing and Leading Pedestrian Interval



Billings
PUBLIC
WORKS



- 6) Parkhill Drive and 19th Street West - High Visibility Crossing
- 7) Poly Drive and Hoover Avenue Pedestrian Crossing--RRFB and Curb Extensions

TA Grant Application Projects Summary Of Costs

1. Jackson Street	\$317,625.00
2. Riverside School Zone	\$283,250.00
3. South Billings Boulevard	\$67,100.00
4. Governors Boulevard	\$182,050.00
5. Central Ave & 24th Street West	\$34,100.00
6. Parkhill Drive and 17th Street West	\$23,100.00
7. Poly Drive and Hoover Avenue	\$118,450.00
Total Construction Estimate	\$1,025,675.00
15% Construction Contingency	\$153,851.25
Inflation Contingency (3%)	\$30,770.25

Total Construction Estimate, with Contingency **\$1,210,296.50**

Engineering Design, Construction Observation, Staking, and Administration (20%)	\$242,059.30
MDT Indirect Cost (13.56% of Engineering & Construction Administration)	\$32,823.24

Total, Engineering Cost **\$274,882.54**

Total Project Cost **\$1,485,179.04**

Local Match (13.42%)	\$199,311.03
Federal Share (86.58%)	\$1,285,868.01

	Total Cost of Phase	Federal Share (86.58%)	Local match (13.42%)	Additional Contribution
Preliminary Engineering (PE)	\$164,929.52	\$142,795.98	\$22,133.54	\$0.00
PE Local (100%)	\$164,929.52	\$142,795.98	\$22,133.54	\$0.00
Construction (CN)	\$1,210,296.50	\$1,047,874.71	\$162,421.79	\$0.00
Construction Engineering (CE)	\$109,953.02	\$95,197.32	\$14,755.69	\$0.00
CE Local (100%)	\$109,953.02	\$95,197.32	\$14,755.69	\$0.00
Right of Way (RW)	\$0.00	\$0.00	\$0.00	\$0.00
Incidental Construction (Utility Involvement) (IC)	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$1,485,179.04	\$1,285,868.01	\$199,311.03	\$0.00

1. Jackson Street
 Pedestrian Crossings, High Visibility Crosswalks, Curb Extensions

	Unit	Qty	Unit Cost	Total Cost
General Requirements (Taxes, Bonds, Mob, etc.)	LS	1	\$28,875.00	\$28,875.00
Construction Traffic Control	LS	1	\$15,000.00	\$15,000.00
Remove Existing Surface and Utility Features (Per Intersection)	EA	5	\$4,000.00	\$20,000.00
Curb Extension Including ADA Ramp, Per Corner (Assumes 50 LF New Curb, 200 SF New Concrete, 2 ADA Ramps, and 4 Truncated Dome Panels)	EA	24	\$6,500.00	\$156,000.00
Storm Drain or Drainage Improvements (Per Intersection)	EA	5	\$8,000.00	\$40,000.00
Pre-Formed Thermo (White) (Per Crosswalk)	EA	11	\$4,000.00	\$44,000.00
New Sign(s), Post, and Foundation	EA	22	\$625.00	\$13,750.00

Construction Estimate - Jackson Street Curb Extensions \$317,625.00

2. Riverside School Zone
 Streets Surrounding Riverside Middle School

	Unit	Qty	Unit Cost	Total Cost
General Requirements (Taxes, Bonds, Mob, etc.)	LS	1	\$25,750.00	\$25,750.00
Construction Traffic Control	LS	1	\$15,000.00	\$15,000.00
Madison Ave Traffic Calming	LS	1	\$50,000.00	\$50,000.00
Washington Street Traffic Calming	LS	1	\$150,000.00	\$150,000.00
School Zone Flasher	EA	4	\$7,500.00	\$30,000.00
New Sign(s), Post, Foundation	EA	20	\$625.00	\$12,500.00
Construction Estimate - Riverside Middle School - School Zone				\$283,250.00

3. South Billings Boulevard
 School Crossing and Pedestrian Refuge Island

	Unit	Qty	Unit Cost	Total Cost
General Requirements (Taxes, Bonds, Mob, etc.)	LS	1	\$6,100.00	\$6,100.00
Construction Traffic Control	LS	1	\$15,000.00	\$15,000.00
Remove / Sawcut Existing Surface and Utility Features	LS	1	\$5,000.00	\$5,000.00
Concrete Median (Pedestrian Refuge Island) (Includes Type A Median Curb, 3-in Median Cap, ADA Ramps, Delineators, Concrete Patching)	LS	1	\$30,000.00	\$30,000.00
Relocate Existing RRFB Assembly	EA	2	\$1,500.00	\$3,000.00
Pre-Formed Thermo (White) (Per Crosswalk)	EA	2	\$4,000.00	\$8,000.00
Construction Estimate - South Billings Boulevard				\$67,100.00

4. Governors Boulevard
 Intersection Improvements for Castlerock Middle School

	Unit	Qty	Unit Cost	Total Cost
General Requirements (Taxes, Bonds, Mob, etc.)	LS	1	\$16,550.00	\$16,550.00
Construction Traffic Control	LS	1	\$20,000.00	\$20,000.00
Remove / Sawcut Existing Surface and Utility Features (Per Intersection)	EA	3	\$5,000.00	\$15,000.00
Curb and Gutter	LF	900	\$30.00	\$27,000.00
Asphalt Restoration	SY	800	\$50.00	\$40,000.00
6-inch Concrete	SF	1,500	\$15.00	\$22,500.00
4-inch Concrete	SF	1,000	\$12.00	\$12,000.00
Landscape Restoration	LS	1	\$5,000.00	\$5,000.00
Pre-Formed Thermo (White) (Per Crosswalk)	EA	4	\$6,000.00	\$24,000.00
Construction Estimate - Governors Boulevard				\$182,050.00

5. Central Ave & 24th Street West
High Visibility Crossing and Leading Pedestrian Interval

	Unit	Qty	Unit Cost	Total Cost
General Requirements (Taxes, Bonds, Mob, etc.)	LS	1	\$3,100.00	\$3,100.00
Construction Traffic Control	LS	1	\$2,000.00	\$2,000.00
Obliterate Existing Striping	LS	1	\$5,000.00	\$5,000.00
Pre-Formed Thermo (White) (Per Crosswalk)	EA	4	\$6,000.00	\$24,000.00
Construction Estimate - Central Ave & 24th Street West				\$34,100.00

6. Parkhill Drive and 17th Street West
Pedestrian Crossing Enhancements

	Unit	Qty	Unit Cost	Total Cost
General Requirements (Taxes, Bonds, Mob, etc.)	LS	1	\$2,100.00	\$2,100.00
Construction Traffic Control	LS	1	\$1,000.00	\$1,000.00
Obliterate Existing Striping	LS	1	\$4,000.00	\$4,000.00
Pre-Formed Thermo (White) (Per Crosswalk)	EA	4	\$4,000.00	\$16,000.00
Construction Estimate - Parkhill Drive and 17th Street West				\$23,100.00

7. Poly Drive and Hoover Avenue
 Pedestrian Crossing Enhancements

	Unit	Qty	Unit Cost	Total Cost
General Requirements (Taxes, Bonds, Mob, etc.)	LS	1	\$8,950.00	\$8,950.00
Construction Traffic Control	LS	1	\$5,000.00	\$5,000.00
Remove / Sawcut Existing Surface and Utility Features	LS	1	\$10,000.00	\$10,000.00
Curb and Gutter	LF	300	\$30.00	\$9,000.00
Asphalt Restoration	SY	200	\$50.00	\$10,000.00
6-inch Concrete	SF	700	\$15.00	\$10,500.00
4-inch Concrete	SF	2,000	\$12.00	\$24,000.00
Landscape Restoration	LS	1	\$5,000.00	\$5,000.00
Pre-Formed Thermo (White) (Per Crosswalk)	EA	4	\$4,000.00	\$16,000.00
Intersection Lighting	LS	1	\$20,000.00	\$20,000.00
Construction Estimate - Poly Drive and Hoover Avenue				\$118,450.00



Billings Metropolitan Planning Organization (MPO)
 Transportation Alternatives (TA) Program
 2025 Project Application

Review the **instructions** prior to filling out this application for a Capital Improvement Project. Fill in all the sections and do not leave any blank.

1. Project Name: JOHNSON LANE SIDEWALK CONNECTOR PROJECT

2. Project Sponsor: YELLOWSTONE COUNTY

3. Project Contact:
 ERIN CLAUNCH
 SANBELL
 1300 N. TRANSTECH WAY
 BILLINGS, MT 59102
 406-869-3320; eclaunch@sanbell.com

4. Project Cost Estimate

	Total Cost of Phase	Federal/State Funds Share (TA) 86.58%	Local Matching Funds 13.42%	Additional Contribution
Preliminary Engineering (PE)	\$64,750.00	\$56,060.55	\$8,689.45	--
PE MDT (10%)	\$6,475.00	\$5,606.06	\$868.95	--
PE Local (90%)	\$58,275.00	\$50,454.49	\$7,820.50	--
Construction (CN)	\$185,000.00	\$160,173.00	\$24,827.00	--
Construction Engineering (CE)	\$46,250.00	\$40,043.25	\$6,206.75	--
CE MDT (5%)	\$2,312.50	\$2,002.16	\$310.34	--
CE Local (95%)	\$43,937.50	\$38,041.09	\$5,896.41	--
Right-of-Way (RW)	--	--	--	--
RW MDT	--	--	--	--
RW Local	--	--	--	--

	Total Cost of Phase	Federal/State Funds Share (TA) 86.58%	Local Matching Funds 13.42%	Additional Contribution
Incidental Construction (Utility involvement) (IC)	--	--	--	--
Total	--	--	--	--
Total MDT	--	--	--	--
	\$296,000.00	\$256,276.80	\$39,723.20	--

As a reminder, the cost split between Federal Share TA and Matching funds is 86.58% Federal Share TA and 13.42% Match

5. Project Administration: Please provide information regarding which entity is proposed to administer the project. Is this project going to be administered as a local (LAG) project or are you requesting MDT to administer the project. If requesting MDT administration, please explain.

The intent of this project is to be administered by Yellowstone County Public Works through the Local Agency Guidelines. Yellowstone County is currently administering the Old Hardin Road Connector TA Project and is familiar with the processes and requirements. MDT will not be expected to administer this project. Letters of support from both the Yellowstone County Board of County Commissioners and the Lockwood Pedestrian Safety District Board are included in the Appendix.

6. Description of Project (10 points):

Lockwood is a large, unincorporated area under the governance of Yellowstone County with a population of approximately 7,200 people. Johnson Lane is the major north-south principal arterial that runs through the heart of Lockwood and connects the communities two major transportation corridors (Old Hardin Road and Old US Highway 87). As a result, residents have access to Lockwood's main street (Old Hardin Road) and Lockwood High School that resides along Old US Highway 87. Johnson Lane is used as major connecting street for Old Hardin Road and US Highway 87 residents of Lockwood and the surrounding area. Currently, Johnson Lane is a two-lane road with two sections existing sidewalk on the west side of the roadway. It is approximately 2,000 feet from Silverton Street to Old Hardin Road to the north. Currently, the existing sidewalk sections (from Silverton Street to 275 feet north of Rockwood Street and 350 feet of sidewalk in front of Ace Hardware and Treasure State Storage) account for approximately 1,000 feet. Of the remaining 1,000 feet of road without sidewalk, The Montana Department of Transportation has plans to construct sidewalk along the northern section, through their Johnson Lane Interchange project. This leaves approximately 500 feet of sidewalk of Johnson Lane from Silverton Street to Old Hardin Road that will be left without sidewalk. This Johnson Lane Sidewalk Connector Project will address two separate gaps in sidewalk facilities between to complete the connection. This TA application will provide the vital portion of sidewalk to be completed and provide safety and connectivity for pedestrians in Lockwood.

The conceptual design of the project is included in the appendix and shows the 6-foot-wide boulevard sidewalk to be constructed in concrete. The intent of the design will maintain all existing driveways and street approaches.

This project was first identified the LPSD's 2023 Non-Motorized Transportation Plan list of Engineering Projects. With completion of this grant project, Johnson Lane will have continuous sidewalk that will connect residents along Johnson Lane to the heart of Lockwood community!

7. Project Eligibility:

The Johnson Lane Sidewalk Connector Project is pivotal to the Lockwood Community as it satisfies multiple categories within the TA guidelines -- specifically Categories A & B (Off-road sidewalk facility and Safe Routes for Non-drivers). The importance of the Johnson Lane Sidewalk Connector Project was determined due to the project being prioritized in the 2023 Lockwood Pedestrian Safety District's Non-Motorized Transportation Plan. Johnson Lane is Lockwood's second busiest road for both vehicular and pedestrian traffic, so this project is critical to separating the two modes of traffic and providing a safe route for pedestrians that are currently being forced to walk in the road's driving paths and unpaved shoulders.

This sidewalk project will provide a facility for pedestrians to travel to and from the intersection of Old Hardin Road and Johnson Lane to the Emerald View Park Subdivision. The intersection offers commercial and convenience store amenities and is a connection to Old Hardin Road pedestrian facilities that serves as a main street for the community and connection to a residences, businesses, and parks.

In addition, the Lockwood Pedestrian Safety District's Non-Motorized Plan has identified a future project as the continuation of this project further to the south to tie into Sunrise Street alignment. This would provide a future Safe Routes to School connection to the Lockwood Elementary, Middle, and High Schools.

8. Project Benefits (45 points):

a. Safety

Johnson Lane exists as a two-lane roadway classified within the Metropolitan Planning Organization's (MPO's) Long Range Transportation Plan (LRTP) as a major collector. An average AADT for Johnson Lane is approximately 3,600 vehicles per day and the posted speed limit is 35 mph. The lack of pedestrian facilities, high traffic volumes, and relatively high speeds creates a safety hazard for pedestrians.

Currently, Johnson Lane has no reported accidents within the project limits. However, the Federal Highway Administration (FHWA) notes that providing sidewalks results in up to an 89% reduction in pedestrian crashes with motor vehicles and suggests that walkways should be part of every new and renovated roadway facility, and every effort should be made to retrofit streets that currently do not have sidewalks. Both FHWA and the Institute of Transportation Engineers (ITE) recommend a minimum width of 5-feet for a sidewalk or walkway, should be continuous along the street, and should be fully accessible to all pedestrians including those in wheelchairs.

b. Accessibility

As detailed in previous sections, there are sidewalk facility's available along Johnson Lane within the project limits. However, these facilities are noncontinuous and do not serve to connect any pedestrian generating land uses. The Johnson Lane Sidewalk Connector project will connect the gaps in the sidewalk and provide a facility that is compliant with both ADA and PROWAG guidelines. This will allow for a continuous, hard-surfaced route that is ADA accessible by all adjacent land uses.

c. Connectivity

One of the primary benefits of the Johnson Lane Sidewalk project is connectivity. As described in the previous sections of this application, there is/will be continuous sidewalk from Emerald View Park Subdivision to the intersection of Old Hardin Road and Johnson Lane. Old Hardin Road is the busiest road in Lockwood and contains a two mile stretch of continuous sidewalk. The Old Hardin Road corridor connects residents, commercial businesses (including multiple gas/convenience stores and the grocery store), Lockwood's popular baseball/softball field complex, and future school safe routes along Piccolo Lane. This project would provide connection along Johnson Lane to the Old Hardin Road sidewalk.

The Lockwood Pedestrian Safety District's Non-Motorized Plan also details the extension of the Johnson Lane Sidewalk project further to the south to the Sunrise Street alignment. A future project along Sunrise Street will be able to connect these two projects to the Lockwood Elementary, Middle, and High Schools. This will create a Safe Routes to School connection for a large contingent of Lockwood School's attendance base.

9. Project Risk Analysis (45 points):

a. Budget

The construction budget for this grant project was developed based on a preliminary/conceptual design of the sidewalk connector project, as commissioned by the Lockwood Pedestrian Safety District. Quantities were estimated for sidewalk area, base gravel, geotextile fabric, excavation areas, and hydroseeding. With the quantities estimated, unit costs for these items were applied based on recent similar projects developed in MDT's database. These numbers were then extrapolated to determine the final construction number. As with standard engineering practice for planning level cost estimates, a contingency was applied to account for unforeseen construction items. The cost estimate was then utilized in Item 4 of this application to determine the overall TA application project cost. A detailed breakdown of this cost estimate is included in the Appendix.

b. Matching Funds

The Lockwood Pedestrian Safety District is a Special Improvement District (SID) that was created by Yellowstone County as allowed under MCA 7-11-1001 through 7-11-1029. A 2014 referendum was presented to voters living within the Lockwood School District, in which they voted 61% to 39% in favor to create the district. Its purpose is to enhance pedestrian safety and provide for alternative means of transportation in the (unincorporated) Lockwood area. Accordingly, the LPSD has an estimated annual revenue of \$260,000 per year for use on projects like this one. With Yellowstone County as the sponsor of this project, they are committed to ensuring that the local match is fully secured and in-hand.

c. Project Ownership and Maintenance

As sponsor of this application, Yellowstone County is fully committed, through the LPSD, for operation and maintenance of this project. The LPSD board currently holds contracts with local businesses to remove snow off existing sidewalks within the LPSD boundaries. This grant application project would be included in the snow removal contract. In addition, the LPSD annual budget includes \$13,000 for annual maintenance of sidewalks. Through these annual budget items, the LPSD (and thus Yellowstone County) are committed to the ongoing operation and maintenance items for this grant application project.

d. Project Right-of-Way and Railroad

The intent of the design for the Johnson Lane Sidewalk Connector project is to be fully constructed within the public right-of-way along Johnson Lane. As shown in the Right-of-Way Exhibits in the Appendix, there is currently 120 feet of public right-of-way along the project limits that is all free of conflicts. This will allow for adequate construction of the 6-foot sidewalk and boulevard throughout the project.

This project is free of railroad conflicts and no further action is required from a railroad coordination perspective.

e. Project Utility Impacts

For the Johnson Lane Sidewalk Connector project, the only utilities that could potentially be in conflict are overhead power lines within the vicinity of the proposed sidewalk. However, these power poles are located at the back of right-of-way, and the intent of the design is to place the sidewalk where power pole relocation will not be required. Yellowstone Valley Electric Cooperative has been informed about this potential project.

Also in proximity is a water line along the proposed sidewalk alignment. However, water lines are required to be buried greater than 6.5-feet beneath existing ground, and this will not cause conflicts. The water line is owned and operated by the Lockwood Water & Sewer District.

10. Appendix (add attachments): See enclosed attachments.

Yellowstone County



COMMISSIONERS
(406) 256-2701
(406) 256-2777 (FAX)

P.O. Box 35000
Billings, MT 59107-5000
bocc@yellowstonecountymt.gov

April 1, 2025

Lora Mattox
TA Coordinator/Transportation Planner
City of Billings Planning Division
2825 3rd Avenue North, Suite 400
Billings, MT 59101

Re: Transportation Alternatives Program Application
Johnson Lane Sidewalk Project


Dear Ms. Mattox:

The Yellowstone County Board of County Commissioners is in support of the Transportation Alternatives Program grant application for the Johnson Lane Sidewalk project. The project was identified within the Non-Motorized Transportation Plan produced by the Lockwood Pedestrian Safety District (LPSD).

The vision of the LPSD is to build a vibrant community with thriving industrial, commercial, and residential neighborhoods where people of all ages and physical abilities can travel safely and efficiently without the use of an automobile. The project will help accomplish this vision while also aiding in the mission to effectively eliminate fatalities and serious injuries caused by vehicular and pedestrian conflicts throughout the Lockwood area.

For questions regarding this letter of support please contact the Board of County Commissioners, Yellowstone County.


Sincerely,
BOARD OF COUNTY COMMISSIONERS
YELLOWSTONE COUNTY, MONTANA



Mark Morse, Chair



Michael J. Waters, Member



John Ostlund, Member



LOCKWOOD PEDESTRIAN SAFETY DISTRICT



Lockwood Pedestrian Safety District
Advisory Board to Yellowstone County
PO Box 35000
Billings, MT 59107-5000

April 2, 2025

Lora Mattox
TA Coordinator/Transportation Planner
City of Billings Planning Division
2825 3rd Avenue North, Suite 400
Billings, MT 59101

Re: Transportation Alternatives Program Application
Johnson Lane Sidewalk Project

Dear Ms. Mattox:

The Lockwood Pedestrian Safety District Advisory Board is in support of the Transportation Alternatives Program grant application for the Johnson Lane Sidewalk project. The project is on a segment of roadway deemed a high priority by the district's Non-Motorized Transportation Plan. The project completes segments of existing sidewalk to a commercial center of the community for shopping and dining and connects to a residential subdivision.

The mission of the Lockwood Pedestrian Safety District is to effectively eliminate fatalities and serious injuries caused by vehicular and pedestrian conflicts throughout the Lockwood area. Completing the Johnson Lane Sidewalk at the project's location will offer pedestrians a safe way out of the road where steady residential and commercial vehicle traffic on one of Lockwood's busiest roads. As the Lockwood community continues to develop, the safety of neighbors of all ages and abilities is priority to assure an active, healthy lifestyle is responsibly encouraged and experienced.

For more information, please contact Brandy Dangerfield, Lockwood Pedestrian Safety District Advisory Board Chair.

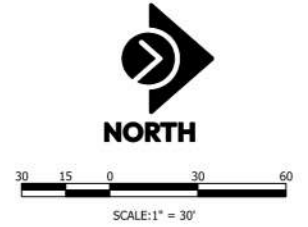
Respectfully,

Brandy Dangerfield
LPSD Advisory Board Secretary
dangerfield.brandy@gmail.com

Travis Smith
LPSD Advisory Board Chair
travis@cd-mt.com

JOHNSON LANE SIDEWALK CONCEPTUAL DESIGN (SHEET 1 OF 2)

ROCKWOOD ST TO OLD HARDIN RD
WITHIN
YELLOWSTONE COUNTY



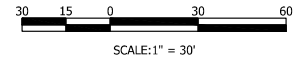
PREPARED FOR : YELLOWSTONE COUNTY, MONTANA
PREPARED BY : **sanbell**

APRIL 2025
BILLINGS, MONTANA



JOHNSON LANE SIDEWALK CONCEPTUAL DESIGN (SHEET 2 OF 2)

ROCKWOOD ST TO OLD HARDIN RD
WITHIN
YELLOWSTONE COUNTY

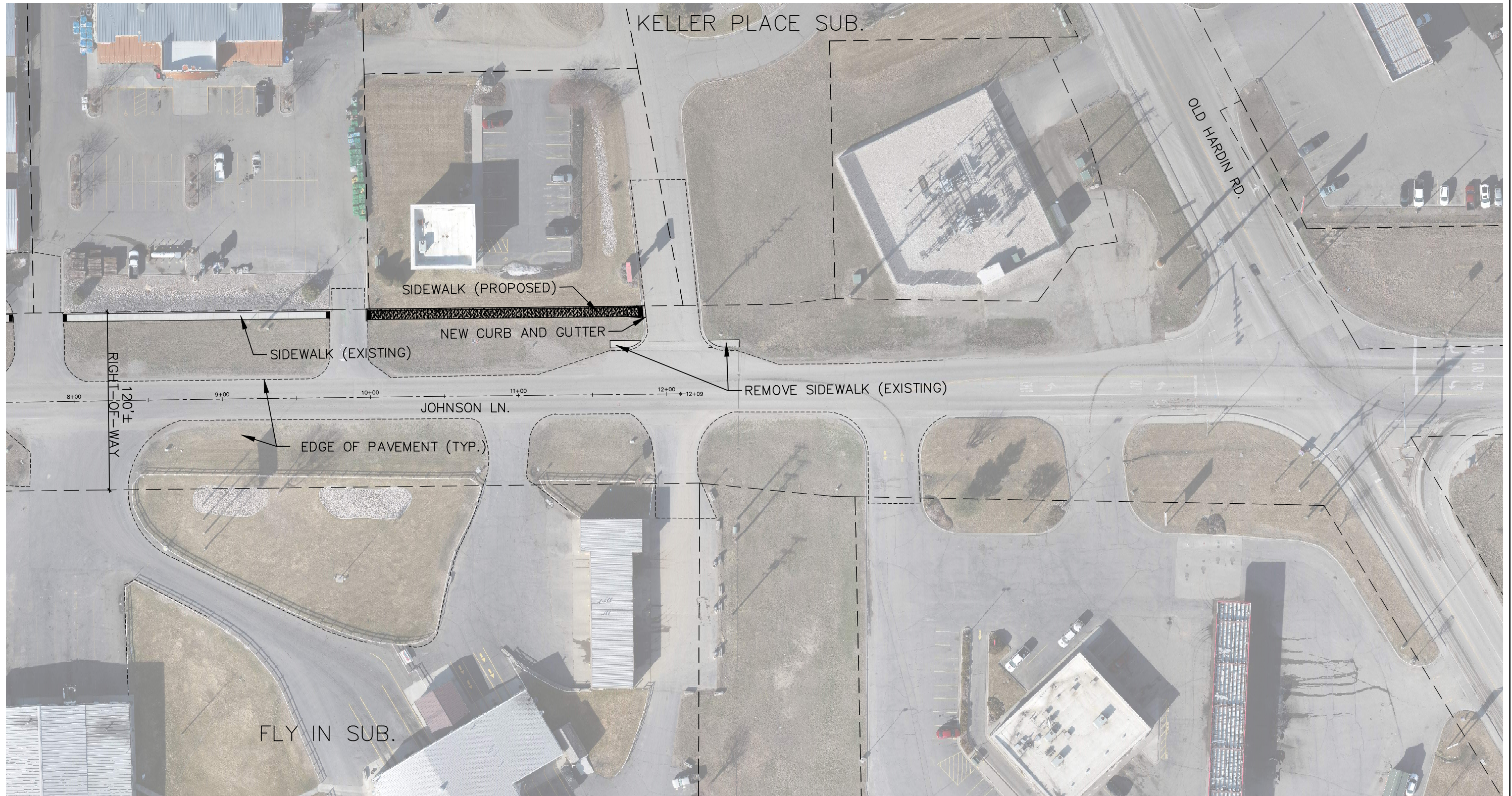


PREPARED FOR : YELLOWSTONE COUNTY, MONTANA

APRIL 2025

PREPARED BY : **sanbell**

BILLINGS, MONTANA

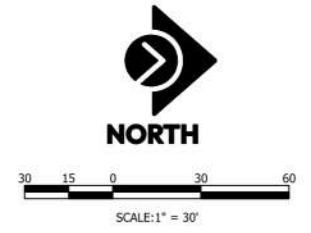


JOHNSON LANE SIDEWALK CONNECTOR COST ESTIMATE

QUANTITY	DESCRIPTION	UNIT	UNIT PRICE	AMOUNT
2,500	Miscellaneous Work	UNIT	\$ 1.00	\$ 2,500.00
1	Contractor Survey & Layout	LS	\$ 5,000.00	\$ 5,000.00
1	Mobilization/Demobilization - 10%	LS	\$ 11,000.00	\$ 11,000.00
1	Traffic Control	LS	\$ 5,000.00	\$ 5,000.00
1	Temporary Erosion Control	LS	\$ 1,500.00	\$ 1,500.00
2,610	Geotextile Fabric	SF	\$ 0.50	\$ 1,305.00
48	1-1/2" Minus Crushed Base Course	CY	\$ 75.00	\$ 3,625.00
2,610	6" Sidewalk (6 ft. wide)	SY	\$ 20.00	\$ 52,200.00
12	Unclassified Excavation	CY	\$ 35.00	\$ 420.00
30	Truncated Dome Detectable Warning Panel	SF	\$ 65.00	\$ 1,950.00
1	Clearing & Grubbing	LS	\$ 5,000.00	\$ 5,000.00
1,305	Hydroseeding	SF	\$ 0.50	\$ 652.50
145	Over-excavation & Backfill	CY	\$ 75.00	\$ 10,875.00
3	Removal and Disposal of Small Tree	EA	\$ 200.00	\$ 600.00
2	Removal and Disposal of Large Tree	EA	\$ 2,500.00	\$ 5,000.00
50	ADA Ramp-6 foot wide	SF	\$ 20.00	\$ 1,000.00
5	Street Sign w/ Post	EA	\$ 591.33	\$ 2,956.65
25	Sawcut Asphalt	LF	\$ 8.00	\$ 200.00
10	Curb & Gutter Removal	LF	\$ 25.00	\$ 250.00
15	Concrete Demo and Removal	SY	\$ 12.00	\$ 180.00
			SUBTOTAL	\$ 111,214.15
			30% CONTINGENCY	\$ 33,364.25
			SUBTOTAL	\$ 144,578.40
			INFLATION 4%/YEAR x 3 YEARS	\$ 18,052.64
			SUBTOTAL	\$ 162,631.03
			11.32% INDIRECT COST (IDC)	\$ 18,409.83
			TOTAL	\$ 181,040.86

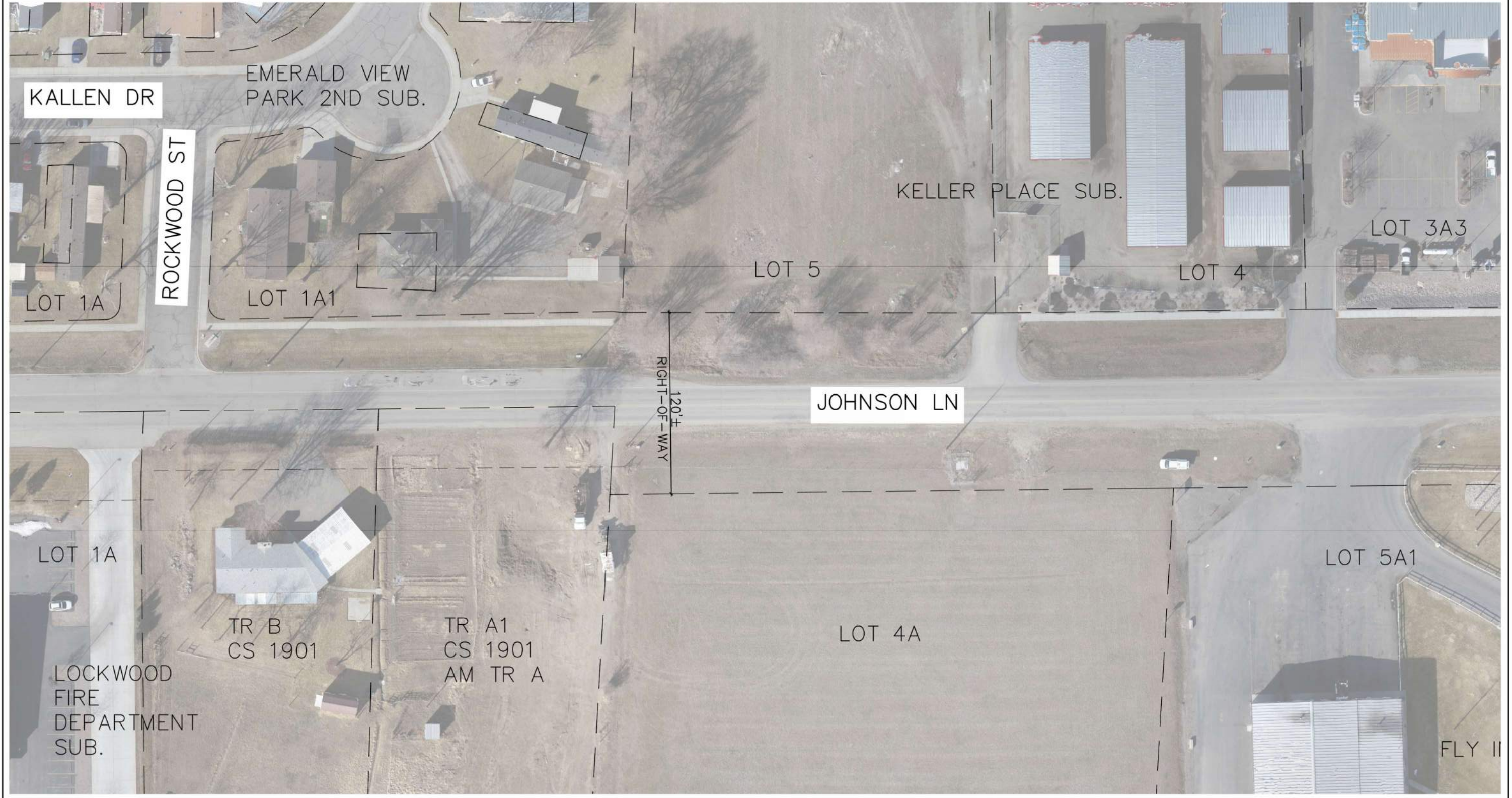
JOHNSON LANE SIDEWALK R/W EXHIBITS (SHEET 1 OF 2)

ROCKWOOD ST TO OLD HARDIN RD
WITHIN
YELLOWSTONE COUNTY



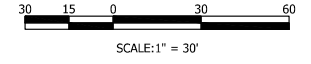
PREPARED FOR : YELLOWSTONE COUNTY, MONTANA
PREPARED BY : **sanbell**

APRIL 2025



JOHNSON LANE SIDEWALK R/W EXHIBITS (SHEET 2 OF 2)

ROCKWOOD ST TO OLD HARDIN RD
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APRIL 2025
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