



**Metro is in receipt of the 2024-27 MTIP December FFY 2025 Formal Amendment for Resolution 24-54XX**

Amendment Purpose Statement for Resolution 24-54XX (Amendment Number DC25-03-DEC)

**FOR THE PURPOSE OF ADDING OR AMENDING A TOTAL OF ELEVEN PROJECTS TO THE 2024-27 MTIP  
TO MEET FEDERAL PROJECT DELIVERY REQUIREMENTS**

**Public Notification Comment Opportunities for the December FFY 2025 Formal MTIP Amendment for Resolution 24-54XX**

The public review period for this project amendment is **12/3/2024** and concludes on **1/3/2025**, at 5:00 pm.

Requests to submit comments or concerns about this amendment should be submitted to Summer Blackhorse, via email at [summer.blackhorse@oregonmetro.gov](mailto:summer.blackhorse@oregonmetro.gov). Subject to revisions to address comments received during the public comment period, the 2021-24 MTIP as revised by the proposed amendment will be the final program unless amended, and a final notice will not be published.

**Added Notes**

The December FFY 2025 MTIP Formal Amendment contains eleven projects and is under amendment number DC25-03-DEC. The assigned Metro Resolution number is 24-54XX (Placeholder assignment at this time. The specific Resolution number will be assigned by JPACT.) The amendment includes adding new discretionary grant funded projects or increasing authorized funding to existing projects.

Submission of public comments for the December formal amendment bundles may occur by attending one of the two Metro approval committees required for the formal amendment to complete:

- (1) Transportation Policy Alternatives Committee (TPAC).
- (2) At the Joint Policy Advisory Committee on Transportation (JPACT).

Public comments can occur at the Metro Council where the formal amendment receives final Metro approval. Please check the Metro website for the specific committee to see if the amendment is included on that month's agenda. Finally, written comments may be emailed or submitted in letter form via email or mailed directly to Metro.

Formal MTIP amendments represent a significant change to a project from the original funding or scope of improvement activities. The various required Metro process and approval steps are intended to demonstrate that the required changes have no significant impact upon air conformity, plus fiscal constraint is still maintained, and/or the priorities, policies, and goals established in the approved Regional Transportation Plan (RTP) have not changed. Formal MTIP amendments normally fall into one or more categories:

1. Significantly adds, revises, reduces, or changes the project scope of improvement activities.
2. Requires a significant change to the project limits (greater than 1 mile).
3. Involves a significant cost change (increase or decrease normally 20% or 30% greater).
4. Adds or cancels a project from the MTIP.

Additional guidance about the thresholds for completing administrative changes versus formal/full amendments is covered in the MTIP Amendment Matrix in Chapter 8, Administering the 2024-2027 Metropolitan Transportation Improvement Program (MTIP). A summary of the project change thresholds that trigger the need to complete a MTIP formal amendment is listed below, A summary of the project changes follows on the next pages.

Metro Formal Amendment Matrix for the MTIP As of November, 2024	
Number	Item
1	<b>JPACT &amp; METRO Council Authorized Discretion:</b> JPACT or Council may require any project amendment to complete a formal amendment
2	<b>Adding or Canceling Projects:</b> Adding new projects or canceling projects from the TIP. Includes canceling the construction phase and adding planning projects
3	<b>Project Locations and /or Milepost Limits Changes:</b> Limit changes that exceed 1 mile. Consideration required for 0.5 miles up to a mile as well where NEPA, Air Quality, transportation modeling impacts may be involved.
4	<b>Major Project Scope or Work Element Adjustments:</b> Changes including scope, work element changes that impact the NEPA environmental document, air quality analysis, transportation modeling network, or result in the project no longer being consistent with the approved RTP. A completed Performance Assessment Evaluation also may be required as part of the formal amendment for capacity enhancing projects that exceed \$100 million dollars.
5	<b>Changes in Fiscal Constraint due to Cost Changes by the Following Criteria:</b> <ul style="list-style-type: none"> <li>• Projects under \$1M – cost increases over 50%</li> <li>• Projects between \$1 million to \$5 million – cost increases over 30%</li> <li>• Projects over \$5 million – cost increases over 20%</li> </ul>

	JPACT/Metro Council also authorizes MTIP staff with discretionary authority to exceed the above threshold limits under certain circumstances by up to another 10% when the cost increase is primarily due to an inflationary cost update where no scope or limit changes are also occurring enabling the cost change to occur as an administrative modification.
6	<b>Adding Permanent Emergency Relief Projects:</b> For ER funded projects completing permanent upgrades as part of a disaster mitigation effort. Temporary ER projects are not added to the MTIP.
7	<b>Adding a Federally Funded Planning Project:</b> Adding a federally funded planning project where only funding is added to the planning phase requires the completion of a formal amendment to the MTIP.
8	<b>Adding a Non-Regionally Significant New Project Regardless of Funding Type to the MTIP:</b> Applies to other federally funded project (e.g. RTP, OCP, etc.) projects not located on of the Metro modeling networks where FHWA requires an approval step verification from the MTIP.

**Notes:**

- The above items represent the project change “thresholds” that trigger a formal/full amendment to the MTIP.
- In addition to the above change thresholds, the Metro approval process requires:
  - An amendment approval recommendation from Metro’s Transportation Policy Alternatives Committee (TPAC) to Metro’s Joint Policy Advisory Committee on Transportation (JPACT).
  - Approval by JPACT and an approval recommendation to Metro Council.
  - Approval by Metro Council.
- A final review and corresponding approvals also are required by:
  - The Oregon Department of Transportation (ODOT).
  - Federal Transit Administration (FTA).
  - Federal Highways Administration (FHWA).
- Projects with changes that are considered less than the stated thresholds for formal amendment normally can occur through an administrative modification. This does not require TPAC, JPACT, or Council approval steps. The changes also do not require ODOT, FTA, or FHWA approvals.
- Project changes that complete an administrative modification are normally reported to TPAC through a monthly Submitted Amendments Report in the TPAC Comments from the Chair agenda section.