

**MEETING AGENDA
December 16, 2025**

**Ed "Bosh" Froehlich Meeting
Room**

Mandan City Hall

1:30 PM

The City of Bismarck and Policy Board members are encouraging citizens to provide their comments for public hearing items on the Bismarck-Mandan MPO Policy Board agenda via email to mpo@bismarcknd.gov. Please include which item number your comment references. It will be sent to the members, as well as placed with the minutes. To ensure your comments are received prior to the meeting, please submit them by 5:00 pm 1 business day prior to the meeting. If you would like to participate via video or audio link for a 3-5 minute comment on a regular agenda public hearing item, please provide your name, agenda item and e-mail address to the above e-mail at least 3 days before the meeting.

Any of the 5 (five) Policy Board members can attend this meeting remotely. **Policy Board members and those presenting at the meeting will receive ZOOM invites approximately 1 business day prior to the meeting. Individuals wishing to participate via ZOOM should email contact information to mpo@bismarcknd.gov at least 3 days in advance of the meeting to receive a meeting invite tailored uniquely to them.**

As always, live meeting coverage is available on Government Access Channels 2 & 602HD or streaming live and archived online at FreeTv.org. Agenda items can be found online at [MPO Policy Board](#).

AGENDA

1. PLEDGE OF ALLEGIANCE
2. CALL TO ORDER
3. PUBLIC COMMENT
Restricted to Items on the current agenda or the prior Policy Board agenda excluding public hearing items
4. MINUTES
Review and Possible Approval of Minutes from November 18, 2025, Meeting 3
5. 2025 ITS RA – SHARIJAD HASAN, NDSU/ATAC
Final Report https://www.bismarcknd.gov/DocumentCenter/View/54382/Bis_Man_ITS_RA_Final
ACTION ITEM: Approval of the ITS RA Final Report
6. 2025 SAFETY POLICY STUDY – LUKE CHAMPA, SRF
Safety Policy Study Progress Report (Exhibit A)11
Final Report https://www.bismarcknd.gov/DocumentCenter/View/54380/Draft-Final-Report_V1_Dec2025
Final Toolkit <https://www.bismarcknd.gov/DocumentCenter/View/54350/Appendix-F-Final-Toolkit>
Leadership Commitment Resolution of Final Adoption (Exhibit B)13
ACTION ITEM: Approval of the Safety Policy Study Final Report
ACTION ITEM: Adoption of the Leadership Commitment Resolution
7. 2026-2029 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS – Stephen Larson, MPO
2026-2029 TIP Project Amendments (Exhibit C)15
ACTION ITEM: Approval of 2026-2029 TIP Amendments

8. FY 2026 URBAN RAIL/HIGHWAY CROSSING SAFETY PROGRAM PROJECTS – Stephen Larson, MPO	
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Bismarck Morrison Avenue Railroad Crossing Project (Exhibit E)	23
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SFY27 5339 Application (Exhibit F)	27
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10. FY30 URBAN REGIONAL APPLICATIONS – KIM RIEPL, MPO	
Summary Sheet (Exhibit H)	59
Bismarck 7th & 9th Street/Boulevard Avenue Signals Application (Exhibit I)	61
Bismarck Citywide Signing Application (Exhibit J)	67
Bismarck State Street Multi-Use Trail Application (Exhibit K)	71
Mandan Old Red Trail/ Highway 1806 Chip Seal Application (Exhibit L)	77
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11. FY30 URBAN ROADS APPLICATIONS – KIM RIEPL, MPO	
Summary Sheet (Exhibit M)	83
Bismarck West Main Ave Reconstruction Improvement Project (Exhibit N)	85
ACTION ITEM: Approval of FY30 Urban Roads Applications	
12. GOVERNMENT PARTNER PROGRAM (GPP) MEMBERSHIP– Kim Riepl, MPO	
Memorandum of Agreement (Exhibit O)	95
ACTION ITEM: Approval of GPP MOA	
13. FARMP (FRINGE AREA ROAD MASTER PLAN) UPDATE – Joel Mann, Bolton & Menk	
Progress Report (Exhibit P).	101
14. 2025 MONITORING REPORT UPDATE – STEPHEN LARSON, MPO	
Progress Report (Exhibit Q).	103
15. OTHER BUSINESS	
16. NOTICE OF 2026-2027 UPWP ADMINISTRATIVE MODIFICATION – INFORMATIONAL	
2026-2027 UPWP Administrative Modification (Exhibit R).	105
17. ADJOURNMENT	

The next scheduled Policy Board meeting is on 01/20/2026. Please call 701-355-1844 with questions. Any individual requiring special accommodations to allow access or participation at the meeting is asked to notify ADA Coordinator, Bismarck-Mandan MPO, PO Box 5503, Bismarck, ND 58506 or complete and submit the Request for Reasonable Accommodations form at <https://www.bismarcknd.gov/DocumentCenter/View/44505/Request-for-Reasonable-Accommodations-or-LEP-Language-Assistance-Form--Instructions> at least five (5) days prior to the meeting.

PROJECTS UPDATE

<u>Project</u>	<u>% Complete</u>	<u>Contracted Completion Date</u>
Safety Policy Study (MPO-wide)	98	12/31/2025
2025 ITS RA Update (MPO-wide)	98	12/31/2025
2025 Monitoring Report Update (MPO-wide report)	95	12/31/2025
Fringe Area Road Master Plan (FARMP)	3	12/31/2026

Common MPO Acronyms

ATAC: Advanced Traffic Analysis Center	NDDOT: North Dakota Department of Transportation
CPG: Consolidated Planning Grant	TAZ: Traffic Analysis Zone
FHWA: Federal Highway Administration	TDMSE: Travel Demand Model & Socioeconomic Data
FTA: Federal Transit Administration	TIP: Transportation Improvement Plan
MTP: Metropolitan Transportation Plan	UPWP: Unified Planning Work Program

A full list of common MPO acronyms may be accessed online
<https://www.bismarcknd.gov/DocumentCenter/View/37890/MPO-acronyms>

**BISMARCK-MANDAN METROPOLITAN PLANNING ORGANIZATION
POLICY BOARD MEETING
NOVEMBER 18, 2025**

The Bismarck-Mandan Metropolitan Planning Organization (MPO) Policy Board met November 18, 2025, at 1:30 p.m. in the Ed “Bosh” Froehlich Meeting Room, City Hall, 205 2nd Ave NW, Mandan, ND. Vice Chair James Froelich presided at the request of Chair Mike Schmitz.

Board members present or participating via Zoom were Mike Schmitz, James Froelich, Keli Berglund and Andy Zachmeier. Member absent was Steve Schwab.

Others present or attending via Zoom were Kim Riepl, Paulette Jacobsen, Tracy Walters and Stephen Larson of the Bismarck-Mandan MPO; Will Hutchings, NDDOT; Luke Champa, SRF; Deidre Hughes; Bis-Man Transit; and Jeremy Williams, HDR.

PLEDGE OF ALLEGIANCE AND CALL TO ORDER

Chair Froelich called the November 18, 2025, meeting of the Bismarck-Mandan Metropolitan Planning Organization Policy Board to order.

PUBLIC COMMENT

Chair Froelich called for public comments on items on the current agenda or the prior Policy Board meeting agenda, excluding public hearing items. Seeing and hearing none, he closed the public comment period.

MINUTES

Chair Froelich called for a motion to approve the minutes of the October 21, 2025, meeting.

MOTION: Ms. Berglund made a motion to approve the minutes. Mr. Zachmeier seconded the motion and with Mr. Schmitz, Ms. Berglund, Mr. Zachmeier, and Chair Froelich voting in favor, the minutes were approved.

2025 MONITORING REPORT UPDATE

Mr. Williams presented the project background for the Monitoring Report which included the purpose, geographic scope and the project goals. He stated the current MPO Monitoring Report has four chapters; 1. People, 2. Housing, 3. Employment and 4. Travel. The Monitoring Report update process updates the existing chapters to reflect current data, existing MPO studies and projects, align with Federal Highway Administration (FHWA) and North Dakota Department of Transportation (NDDOT) priorities and goals, and provide data for future in-house updates. The key outcomes from the Performance Measures Workshop held in May, focused on localized data, general discussion of federal performance measures, in-text web links to federal, state, and local guidance resources and refined topics to be addressed in the report. He added the data collection and analysis were used to identify key data sources to serve as a basis of the Monitoring Report. The key outcomes were used to develop methodologies to analyze data and prepare for MPO staff training. Mr. Williams gave an overview of the updated Monitoring Report, which also consists of four chapters; 1. Introduction, 2. People and Housing, 3. Employment, and 4. Travel. Mr. Williams will meet

with MPO staff for an in-house training on December 2, so staff will be able to provide future updates to the Monitoring Report.

Mr. Larson noted that TAC recommended approval of the final document at their meeting yesterday.

Mr. Larson thanked Mr. Williams and his team for their efforts on the project to get the Monitoring Report document updated.

MOTION: Mr. Schmitz made a motion to recommend approval of the final of the final Monitoring Report as presented.. Mr. Zachmeier seconded the motion and with Mr. Schmitz, Ms. Berglund, Mr. Zachmeier, and Chair Froelich voting in favor, the motion was approved.

FY 2028 TRANSPORTATION ALTERNATIVES (TA) PROJECTS

Mr. Larson stated the MPO received four Transportation Alternatives (TA) applications for this solicitation, as summarized in Exhibit B. Three projects were preservation projects and one was a construction project.

Mr. Larson presented the preservation project for the Lincoln Park District/ City of Lincoln's 66th Street Shared Use Path Safety Improvement. This project will install decorative pedestrian lighting on two segments of pathway, one from Lincoln Rd to 28th Ave, and one from Santee Road to the southern city limits (just north of Humbert Dr). The gravel segment of shared use path from Santee to the southern city limits will be paved. The total project cost is \$360,075, and the total federal request is \$291,400.

Mr. Larson presented the preservation project for the City of Mandan/ Mandan Park District's Highway 1806 Pedestrian Trail Improvements project. This project entails resurfacing the existing 10' wide asphalt pedestrian trail, from 14th St NW past 27th St N and under the I-94 bridge on Hwy 1806. Overlay and drainage improvements throughout will address flooding of the trail, deteriorated pavement and add pedestrian safety enhancements consisting of a separation barrier underneath the I-94 bridge. The total cost will be \$1,100,000, of which \$771,175 is federal-aid eligible. The federal request for this project is \$624,112.

Mr. Larson presented the preservation project for the City of Bismarck's US 83/ State Street Multi-Use Trail Rehabilitation. This project entails resurfacing the existing 10' wide shared use path, asphalt overlay on approximately 5,700 LF along the west side of State St, from the Capitol Grounds at Divide Ave to Calgary Ave. The total cost of the project is \$475,000. The federal request for the project is \$380,000.

Mr. Larson presented the construction project for Bismarck Parks and Recreation District's Clairmont Trail Connections project. This project entails constructing a new 10' wide asphalt trail connection through Clairmont Family Conservation Park from Golf Drive to Clairmont Road (3,330 LF). The total cost for this project is \$879,531 and \$703,625 is the federal request for the project.

Mr. Larson stated the MPO and the Bike & Ped Subcommittee scored the applications against the goals and objectives of our MPT using the new scoring rubric developed by the MTP Steering Committee. He noted that TAC accepted the Bike & Ped Subcommittee and MPO's ranking but divided the projects into preservation and construction projects. TAC recommended rankings for construction projects; 1) Lincoln Park District/City of Lincoln 66th Street Shared Use Path Safety Improvements, 2) Bismarck Parks and Recreation District's Clairmont Trail Connections project. TAC recommended the rankings for the preservation

projects: 1) Mandan Park District Highway 1806 Pedestrian Trail Improvement project, 2) City of Bismarck US 83/ State Street Multi-Use Trail Rehabilitation.

MOTION: Mr. Schmitz made a motion to accept TAC's recommendation of the FY28 TA projects to be forwarded to NDDOT. Ms. Berglund seconded the motion and with Mr. Schmitz, Ms. Berglund, Mr. Zachmeier, and Chair Froelich voting in favor, the motion was approved.

FY 2030 HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) PROJECT

Mr. Larson stated the MPO received three applications for the Urban Grants Program (UGP) as summarized in Exhibit G.

Mr. Larson presented the City of Mandan's construction project; Sunset Drive/27th Street North Intersection project. This project entails constructing a single lane roundabout with pedestrian islands to improve traffic flow, reduce queue lengths and improve safety for all intersection users. The total cost is \$2,670,000 with a federal request of \$2,403,000.

Mr. Larson presented the City of Bismarck's construction project; Rectangular Rapid Flashing Beacons (RRFB) in four Locations. This project entails installing RRFB at four significant pedestrian crossings throughout Bismarck. A crosswalk between Century High School and Gateway Mall, a crossing at Washington Street and Avenue B, a crossing at Riverside Park Rd south of Memorial Bridge and a crossing at Airport Road and Lee Ave. The total cost for the project is \$690,000 and the federal request is \$621,000.

Mr. Larson presented Burleigh County's construction project; Apple Creek Road/66th Street SE Intersection. This project entails constructing a hybrid roundabout to improve safety, reduce conflict points and allow for future street development in the area. The total cost for the project is \$4,533,313 and the federal request is \$4,079,982.

Mr. Larson stated the MPO scored the applications against the goals and objectives of our MTP using the new scoring rubric developed by the MTP Steering Committee. He stated historically the MPO has not prioritized these projects, but this is at the discretion of the TAC and Policy Board. TAC has recommended sending the projects to NDDOT without prioritization.

Ms. Berglund asked if the scores would also be sent to NDDOT and noted that 66th Street and Apple Creek's intersection is a high priority for the City of Lincoln. The City of Lincoln has limited access to and from the City of Bismarck. She stated the traffic on 66th Street is often congested and relieving heavy traffic flow in this area is a top priority.

Mr. Larson said scores are for informational purposes only and will not be sent to NDDOT.

MOTION: Mr. Schmitz made a motion to accept TAC's recommendation of the FY30 HSIP projects to be forwarded to NDDOT, without prioritization. Ms. Berglund seconded the motion and with Mr. Schmitz, Ms. Berglund, Mr. Zachmeier, and Chair Froelich voting in favor, the motion was approved.

FY 2029 URBAN GRANTS PROGRAM (UGP) PROJECTS

Mr. Larson stated the MPO received three applications for the Urban Grants Program (UGP) as summarized in Exhibit G.

Mr. Larson presented Bismarck's preservation project; Washington Street Traffic Signal Modernization. This project entails replacing the entire traffic signal system at Washington Street and Broadway Avenue to enhance safety, improve traffic flow and better

serve all users. The existing signal is past its useful life and there are known pedestrian safety issues (including a pedestrian fatality in June 2025) that will be addressed with pedestrian push buttons and leading intervals. Improve/ modernize the signal system at Washington St and Rosser Ave to reduce north-south congestion and eastbound emergency vehicle delays. Upgrades will include flashing yellow arrow left-turn heads, video detection cameras, pedestrian pushbuttons and replacement of the signal cabinet. The total cost will be \$968,000, of which \$880,000 is federal-aid eligible. The federal request for this project is \$700,000.

Mr. Larson presented Mandan's construction project; Downtown 1st Street and Avenues Reconstruction Phase II (1st St. NW from 2nd Ave NW to 4th Ave NW and 3rd Ave NW from 1st NW to Main Street and 2nd Ave NW to 4th Avenue NW and 3rd Ave NW from 1st St NW to Main St and 2nd Ave NW from 1st St NW to Main St) This project entails full reconstruction on 1st St with concrete due to poor pavement condition and the need to replace the water main which precludes a mill and overlay; also sidewalk and sidewalk ramp improvements to replace existing poor conditions and bring up to ADA compliance; curb bulb outs at 1st St intersections; signage and striping; beautification elements such as benches, bike racks, LED and pedestrian lighting. Sidewalk widths vs roadway widths will be examined during preliminary design. The Phase II project is a stand-alone project, not dependent on Phase I. The total cost will be \$6,238,968, of which \$4,694,176 is federal-aid eligible. The federal request for this project is \$3,755,341.

Mr. Larson presented Bismarck's construction project; Main Avenue Reconstruction – 7th Street to 9th Street. This project entails reconstruction of the Main Avenue roadway and its deteriorated pavement, including pavement, curb and gutter, street and pedestrian lighting, pavement markings, ADA compliant pedestrian facilities and upsized/ modernized storm sewer facilities. The southernmost eastbound driving lane will be converted into a flex lane that will still serve as a driving lane until redevelopment on the south side of Main Avenue leads to conversion into a parking lane. The existing roadway will be narrowed, and wider sidewalks with boulevards will be installed to improve pedestrian safety, snow storage, and redevelopment potential. Access management discussions will be held with property owners during the public input process to discuss consolidation of three corridor driveways. The total cost will be \$3,537,000, of which \$3,215,000 is federal-aid eligible. The federal request for this project is \$2,200,000.

Mr. Larson stated the MPO scored the applications against the goals and objectives of our MTP using the new scoring rubric developed by the MTP Steering Committee. Prioritization is at the discretion of the TAC and Policy Board. TAC has recommended sending the projects to NDDOT without prioritization.

MOTION: Mr. Zachmeier made a motion to accept TAC's recommendation of the FY29 UGP projects to be forwarded to NDDOT, without prioritization. Ms. Berglund seconded the motion and with Mr. Schmitz, Ms. Berglund, Mr. Zachmeier, and Chair Froelich voting in favor, the motion was approved.

NDDOT BIS-MAN MPO 2026 UPWP CONTRACT

Ms. Riepl stated the annual contract between NDDOT and the BMMPO is for the MPO's 2026-2027 Unified Planning Work Program (UPWP) and the MPO's share of the 2026 Consolidated Planning Grant. The contracting parties are shown as NDDOT and the City of Bismarck on behalf of the BMMPO. The 2026 UPWP contract runs from January 1 to December 31st of 2026. The contracted amount is for a maximum of \$799,699.55 CPG funding to fund the federal share of MPO's budget for the 2026 UPWP. The contract will be

brought to the Bismarck City Commission in December for approval. Staff is requesting a recommendation of approval of the 2026 UPWP Contract. Ms. Riepl noted TAC recommended approval at their meeting yesterday.

Mr. Schmitz noted that there would only be one Bismarck City Commission on December 16, 2025.

Ms. Riepl stated she would adjust the BCC date.

MOTION: Mr. Schmitz made a motion to approve the NDDOT Bis-Man MPO 2026 UPWP Contract. Ms. Berglund seconded the motion and with Mr. Schmitz, Ms. Berglund, Mr. Zachmeier, and Chair Froelich voting in favor, the motion was approved.

ATAC ADDENDUM TO MASTER AGREEMENT

Ms. Riepl presented the addendum to the ATAC Master Agreement for automated traffic data collection at five Mandan signalized intersections. This project will begin in January 2026 and conclude in May of 2027. The total of the project will be \$44,793. The BMMPO will provide 80% totaling \$35,834.40 and the City of Mandan will provide the local share of 20% totaling \$8,958.60 for this project. Staff is recommending approval of the ATAC Addendum to the Master Agreement for the Mandan signalized intersection traffic data collection pilot project and TAC has also recommended approval at their meeting.

MOTION: Ms. Berglund made a motion to approve the ATAC Addendum to Master Agreement. Mr. Zachmeier seconded the motion and with Mr. Schmitz, Ms. Berglund, Mr. Zachmeier, and Chair Froelich voting in favor, the motion was approved.

2025 SAFETY POLICY STUDY

Mr. Champa presented on the draft report for the Safety Policy Study. He provided an overview of the Safety Policy Study's eight chapters covering the introduction and background of the study, multimodal transportation safety statistics from 2020-2024, the state of practice, the public engagement process, the methodology of the crash data and development of the high-injury network, high-injury method analysis results and safety strategies, the tool kit for engineering and non-engineering strategies and implementation plan aligned with a regional "Road to Zero" information. Mr. Champa also summarized the appendices, which include historical crash trend summary, state-of-practice resources, public engagement summary, the high-injury network and its methodology and results and the high injury network. He stated the safety strategies toolkit is receiving its final touches and will be available in the next few days. He noted that Steering Committee feedback is being evaluated and the final Steering Committee meeting will be held December 3rd. The final report will be presented to TAC and Policy Board at their December meetings.

2025 ITS RA

Mr. Hasan presented an update on the 2025 ITS Regional Architecture. He stated that the project, which began in February, updates the regional ITS architecture originally developed in 2005 and modified through several prior editions. This edition expands the time frame, geographic scope and adds two new stakeholders, bringing the total to twenty-six stakeholders. The update includes twenty-eight service packages, of which twenty-six are

existing and two are future oriented. The number of future services has decreased from the previous update, and the planned services have been reduced to zero. Some service packages have been consolidated with certain functions addressed under other services or within the statewide architecture. The team also identified several interagency agreements essential to coordinating responsibilities and ensuring effective public service delivery. He stated they have pinpointed several agreements that are crucial for clarifying stakeholder relationships. The update introduces the concept of project-level architecture to improve consistency, clarify project roles, and strengthen future ITS development. He also stated changes in the architecture include identifying service changes in the region, acknowledging agreements and project architecture. Mr. Hasan noted that the report includes recommendations to enhance collaboration and include modern technologies, such as electric vehicle charging infrastructure, in alignment with the MPO's Arrive 2050 MTP goals. Final comments from technical representatives are being addressed, and the final report will be presented to TAC and Policy Board in December.

FARMP (FRINGE AREA ROAD MASTER PLAN)

Mr. Larson stated the first consultant meeting was held on October 27th and the first Steering Committee meeting was on November 13th. He noted they had good participation and discussion at the meetings which will be used for compiling data for their first public engagement event in early December. He also noted they will be finalizing mapping tools that will be used to collect information from the Steering Committee, jurisdictions and the public.

ADMINISTRATIVE MODIFICATIONS

Mr. Larson stated the MPO must make changes to the UPWP, MTP and the TIP on a regular basis. The Public Participation Plan (PPP) lays out a specific process for handling these changes. If changes made are substantial and meet the thresholds provided in the PPP, these changes are processed as amendments which must be advertised and presented to TAC and Policy Board. If the changes are minor and fall below the amendment threshold, they can be processed administratively. The MPO is looking to provide official notice of administrative modifications in the meeting agendas and packets but no longer include them as a presentation at the meetings. He noted the board members may question or comment on the modifications at the meetings. The PPP would not need to be changed if we are providing notification to TAC and Policy Board members.

***SECRETARY'S NOTE:** The Policy Board members tacitly agreed to move forward with the MPO's request to list the administrative modifications on the agenda as an informational item and include them in the packet without a formal presentation by staff. This will now be the process of advising the Policy Board members of administrative modifications in future meetings.*

2026 MEETING CALENDAR

Ms. Walters presented on Exhibit R, the 2026 calendar of TAC and Policy Board meetings. TAC will meet on Tuesday in January and February, to avoid conflicts with holidays. TAC and Policy Board will be moving to the Tom Baker Room in Bismarck, January through June and will return to Mandan next July.

GOVERNMENT PARTNERS PROGRAM (GPP) MEMBERSHIP RENEWAL UPDATE

Ms. Riepl stated the Big Sky Passenger Rail Authority (BSPRA) membership is designed to assist communities along adjacent passenger rail service routes with planning activities for rail service to the area. The BSPRA government partner program has a membership term of one year. This membership does not automatically renew. The memorandum of agreement for the GPP membership between the MPO and five paying, participating jurisdictions was signed in December 2024. The jurisdictions were given the option to consider renewal again this year. The annual membership fee for 2026 is \$6,000 and this amount is included in the MPO's 2026 UPWP work program and budget. She noted that if any jurisdiction needs prior approval for the membership, this would be the time for the principal representative of the jurisdiction to obtain approvals prior to the end of the year. The MPO will verify participating jurisdictions to develop the MOA for 2026. The final MOA will be presented to TAC and Policy Board in December.

OTHER BUSINESS

ADJOURNMENT

There being no further business, Chair Froelich adjourned at 2:12 p.m. The next scheduled meeting will take place on December 16, 2025, at 1:30 p.m. in the Ed "Bosh" Froelich Meeting Room of Mandan City Hall, 205 2nd Ave NW, Mandan.

Respectfully submitted,

APPROVED:

Tracy Walters
Recording Secretary

MPO Policy Board Chair

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PROGRESS REPORT

SRF COMMISSION NO.	16072.00
PROGRESS REPORT NO.	11
DATE	December 5, 2025

REPORTING PERIOD	November 2025
PROJECT NAME	2025 Safety Policy Study – Bismarck-Mandan Metropolitan Planning Organization
PREPARED BY	Luke Champa, SRF Consulting Group
PREPARED FOR	Kim Riepl, Executive Director, BMMPO

PROBLEMS ENCOUNTERED / ITEMS OF CONCERN

Project Progress / Concerns

We are tracking scoped schedule for Safety Policy Study delivery and TAC/Policy Board action by the end of the year. We are currently at 98% of billing to contract's, not-to-exceed amount. Will continue to monitor closely.

Description of Travel/Expenses

11/13/2025 - Luke roundtrip to/from Fargo/Bismarck SRF Office (394.0 miles)

SCHEDULE / BUDGET SUMMARY

TASK	BUDGET % COMPLETE	NOTES	STATUS
Task 1 – Project Management/Meetings	92%	- Project Management Team (PMT) Bi-weekly progress calls & coordination, as needed. - November Steering Committee Meeting preparation, facilitation, and summary - November TAC & Policy Board Meetings.	On Schedule
Task 2 –Data Collection	100%	<i>No activity in billing cycle.</i>	<i>Complete</i>
Task 3 – Action Plan Development	100%	- HIN Deep Dive Analysis and Results - Safety analysis, public-facing summaries - One-Pager for top two scoring tiers of each modal HIN - Demographic Analysis - Non-engineering countermeasure strategies	<i>Complete</i>
Task 4 –Draft and Final Report	99%	- Draft report assembly. - Chapter content and graphics - Appendix assembly	On Schedule
Expenses	60%	See description of mileage above.	
Total	98%		On Schedule
Subconsultant (ESG)	75%	See attached ESG Invoices #1054	On Schedule

PROGRESS REPORT

SRF COMMISSION NO.	16072.00
PROGRESS REPORT NO.	10
DATE	November 30, 2025

REPORTING PERIOD	November 2025
PROJECT NAME	2025 Safety Policy Study – Bismarck-Mandan Metropolitan Planning Organization
PREPARED BY	Jolene Rieck, Emergent Strategies Group
PREPARED FOR	Kim Riepl, Executive Director, BMMPO

PROGRESS/TOPICS OF CONCERN

<u>Project Progress / Concerns</u> Client coordination and meetings Draft Report
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SCHEDULE / BUDGET SUMMARY

TASK	BUDGET % COMPLETE	NOTES	STATUS
Task 1 – Project Management/Meetings	60%	Bi-weekly progress calls & coordination	On Schedule
Task 3 – Action Plan Development	80%	Report Writing	On Schedule
Expenses	0%		
Total	75%		On Schedule

Resolution of Adoption

Bismarck-Mandan Metropolitan Planning Organization 2025 Safety Policy Study Leadership Commitment

WHEREAS, the Bismarck-Mandan MPO is the designated Metropolitan Planning Organization for the Bismarck, North Dakota Metropolitan Area with responsibilities to perform regional transportation planning and programming, in cooperation with the North Dakota Department of Transportation and Bis-Man Transit, the major transit operator; and

WHEREAS, one of the primary responsibilities of the Bismarck-Mandan MPO is to prepare and approve a long-range metropolitan transportation plan in accordance with the Infrastructure Investment & Jobs Act (IIJA), also known as the Bipartisan Infrastructure Bill (23 U.S.C. 104, 134) and implementing U.S. Department of Transportation (DOT) regulations (23 C.F.R. 450); and

WHEREAS, one of the primary goals of the *Arrive 2050 Metropolitan Transportation Plan* is to reduce the risk of traffic crashes and harm to all users of the transportation system regardless of mode with an emphasis on reducing crash frequency and severity, implementing safe system features, and supporting North Dakota's Vision Zero goal toward eliminating severe crashes; and

WHEREAS, the Bismarck-Mandan MPO has developed a Safety Policy Study to provide a comprehensive framework using the Safe System Approach to reduce traffic fatalities and life-changing injuries on the regional transportation network with a goal of a fifty percent (50%) reduction in annual fatal and life-changing injury crashes, to 35 fatal and life-changing injury crashes or fewer by 2050; and

WHEREAS, the Safety Policy Study was developed through a collaborative process that included input from regional stakeholders, public agencies, community organizations, and the general public; and

WHEREAS, the Safety Policy Study identifies key safety concerns, sets performance targets, and outlines strategies and actions to improve transportation safety across the Bismarck-Mandan MPO metropolitan planning area; and

WHEREAS, the implementation of the Safety Policy Study will help support the North Dakota Strategic Highway Safety Plan (SHSP), and align with national performance measure goals and National Roadway Safety Strategy set forth by the U.S. Department of Transportation (USDOT), supported by the Safe Streets and Roads for All (SS4A) program; and

WHEREAS, the Bismarck-Mandan MPO will collaborate with local, regional, and state partners to implement the strategies and actions identified in the Safety Policy Study, leveraging available funding sources and seeking new opportunities to enhance transportation safety; and

WHEREAS, the Bismarck-Mandan MPO will monitor and periodically report on progress towards achieving the safety vision and goal outlined in the Safety Policy Study and will monitor emerging safety challenges and current best practices regarding transportation safety in the Bismarck-Mandan Region:

NOW, THEREFORE, BE IT RESOLVED that the Bismarck-Mandan MPO hereby adopts the Safety Policy Study as the guiding document for transportation safety improvements in the metropolitan planning area.

BE IT FURTHER RESOLVED that the Bismarck-Mandan MPO hereby adopts a vision to eliminate traffic fatalities and life-changing injuries on the regional transportation network with the goal to reduce annual traffic fatalities and life-changing injuries by fifty percent (50%), to 35 fatal and life-changing injury crashes or fewer by 2050, and encourages all partner jurisdictions to align their local safety initiatives with the Safety Policy Study and work collectively towards the shared vision of zero roadway deaths and life-changing injuries.

CERTIFICATE

The undersigned, duly elected chairperson of the Bismarck-Mandan Metropolitan Planning Organization Policy Board certifies that the foregoing is true and correct copy of a Resolution, adopted at a legally convened meeting of the Bismarck-Mandan Metropolitan Planning Organization Policy Board held on December 16, 2025.

By: _____

Michael Schmitz
Chairman, Bismarck-Mandan MPO Policy Board

Date

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Bismarck-Mandan MPO

TIP Amendment

Project Year(s)

Entity	Project	Federal	State	Local	Total	Federal Funding Source
NDDOT	26.1.01 (old) 25.1.A (new)	\$1,160,152	\$0	\$273,373	\$1,433,525	HEU (Safety Project)

Project Description:

This amendment removes this project (the reconstruction of the east/west and north/south turn lanes at 19th St and Century Ave, along with signal work) from the 2026-29 TIP. The project is being funded in FY 2025 in the 2025-28 TIP. The PCN is 23645.

Consistency with the
Bismarck-Mandan MPO
Metropolitan
Transportation Plan:

This project is currently in the TIP and is therefore consistent with the Arrive 2050 MTP.

Amendment Approved on _____ by the Bismarck-Mandan MPO Policy Board

 Bismarck-Mandan MPO Policy Board Chair

Bismarck-Mandan MPO

TIP Amendment

Project Year(s)

Entity	Project	Federal	State	Local	Total	Federal Funding Source
NDDOT	26.6.12 (new)	\$1,575,000	\$175,000	\$0 (Bismarck)	\$1,750,000	IM (Interstate Maintenance)

Project Description:

This amendment adds a new project for microsurfacing on I-94 from east of midway to east of the junction of I-94 and US 83 (roughly 6.8 miles). The PCN is 24743.

Consistency with the
Bismarck-Mandan MPO
Metropolitan
Transportation Plan:

This project is consistent with the Arrive 2050 MTP, specifically with objective 1 of the Maintenance Goal.

Amendment Approved on _____ by the Bismarck-Mandan MPO Policy Board

 Bismarck-Mandan MPO Policy Board Chair

Bismarck-Mandan MPO

TIP Amendment

Project Year(s)

Entity	Project	Federal	State	Local	Total	Federal Funding Source
NDDOT	26.6.13 (new)	\$270,000	\$30,000	\$0 (Mandan)	\$300,000	IM (Interstate Maintenance)

Project Description:

This amendment adds a new project for microsurfacing on I-94 from east of midway to the start of ND 810/Bismarck Expressway (roughly 1.1 miles). The PCN is 24744.

Consistency with the
Bismarck-Mandan MPO
Metropolitan
Transportation Plan:

This project is consistent with the Arrive 2050 MTP, specifically with objective 1 of the 'Maintenance' Goal.

Amendment Approved on _____ by the Bismarck-Mandan MPO Policy Board

 Bismarck-Mandan MPO Policy Board Chair

Bismarck-Mandan MPO

TIP 2026-2029 **Amendment**

Project Year(s) 2026

Entity	Project	Federal	State	Local	Total	Federal Funding Source
NDDOT	26.6.14 (new)	\$158,000	\$18,000	\$20,000 (Bismarck)	\$196,000	NHU (Urban Regional)

Project Description:

This amendment adds a new project for microsurfacing on Bismarck Expressway from the Expressway Bridge east for 0.9 miles. The PCN is 24745.

Consistency with the
Bismarck-Mandan MPO
Metropolitan
Transportation Plan:

This project is consistent with the Arrive 2050 MTP, specifically with objective 1 of the 'Maintenance' Goal.

Amendment Approved on _____ by the Bismarck-Mandan MPO Policy Board

 Bismarck-Mandan MPO Policy Board Chair

Bismarck-Mandan MPO

TIP Amendment

Project Year(s)

Entity	Project	Federal	State	Local	Total	Federal Funding Source
NDDOT	26.6.15 (new)	\$22,500	\$2,500	\$0 (Bismarck)	\$25,000	NH (National Highway System, State Project)

Project Description:

This amendment adds a new project for Right of Way evaluation/preliminary engineering next to the old K-Mart on Interstate Ave E (0.1 miles). The PCN is 24731.

Consistency with the
Bismarck-Mandan MPO
Metropolitan
Transportation Plan:

This project is consistent with the Arrive 2050 MTP, specifically with objective 1 of the 'Maintenance' Goal.

Amendment Approved on _____ by the Bismarck-Mandan MPO Policy Board

 Bismarck-Mandan MPO Policy Board Chair

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December 15-16th, 2025

Re: Rail/ Highway Crossing Safety Program

One project was received for the 2026 Rail/Highway Crossing Safety Program. The submitting jurisdiction was the City of Bismarck. Urban Rail projects are not scored by staff or ranked by a committee, but they may be prioritized by TAC and Policy Board prior to submission to NDDOT.

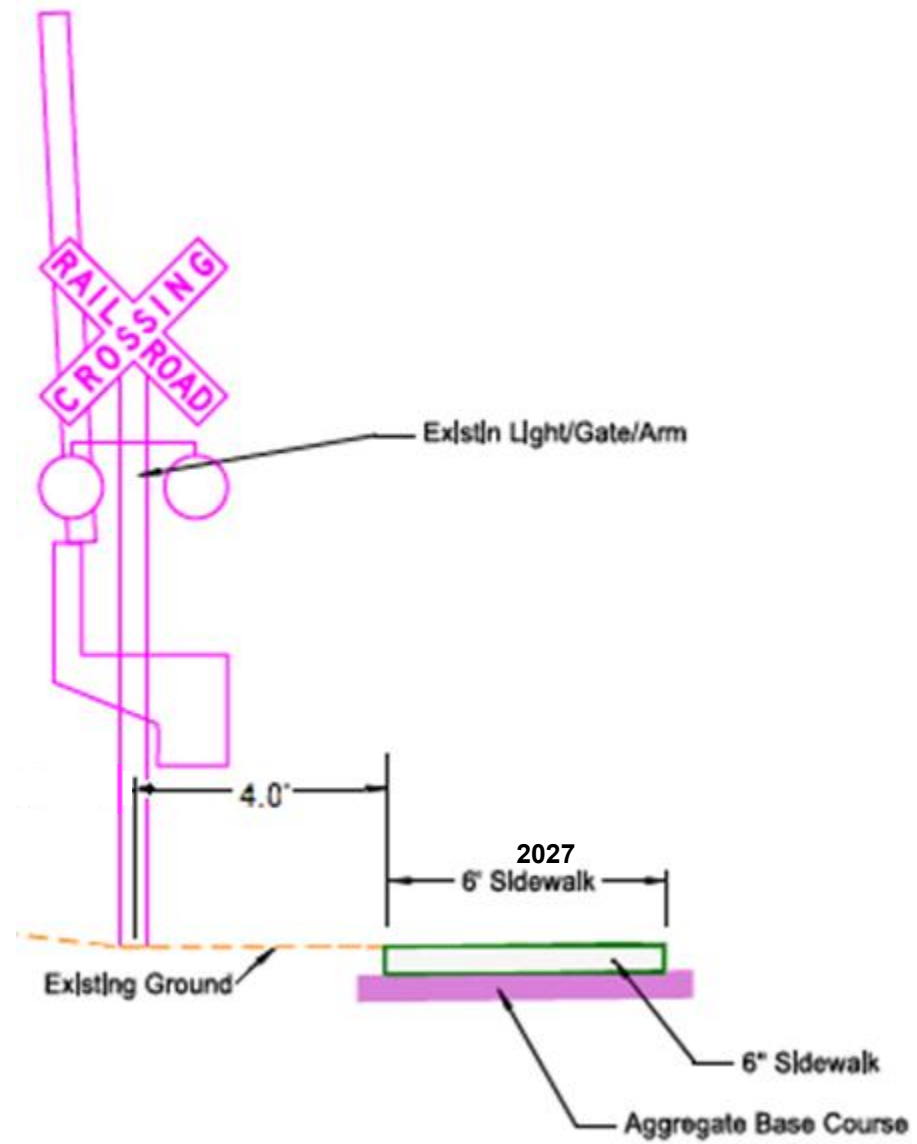
Jurisdiction	Type	Project Location	Total Cost / Federal	MTP	Points
Bismarck	Upgrade/Construction	Morrison Ave Rail Crossing (just west of Yegen Rd): Install additional railroad panels on the south side of the crossing, in conjunction with a calendar year 2027 sidewalk project adding sidewalk on the south side of Morrison to the east of the crossing. The railroad panels at the crossing would complete the new sidewalk.	Unknown/100 % federal funds	Yes	NA

//SL December 2025

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N O R T H Dakota | Transportation

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FY2027 - Section 5339 Bus & Bus Facilities Program July 1, 2026 – June 30, 2027

Agency Name	Bis-Man Transit Board	
Agency Contact	Deidre Hughes	Phone: 701.258.6817
Unique Entity ID #	83-441-0987	Sam.gov expiration date: July 29, 2026

Section 5339 – The Federal Transit Administration (FTA) Section 5339 (Bus & Bus Facilities Program) is a capital-only program and funds are limited to capital projects to replace, rehabilitate, and purchase buses and bus-related equipment, and to construct or rehab bus-related facilities.

The entire Section 5339 – Bus and Bus Facilities Grants is further explained in [FTA Circular 9300.1B](#), located on the FTA website at https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/Final_C_9300_1_Bpub.pdf.

Please Note:

- Capital project requests for ADA vehicles will require a minimum of **15% Local Match**. All other capital project requests will require a minimum of **20% Local Match**.
- **Farebox revenue cannot be used as Local Match.**
- Assets purchased with Federal Funds of \$5,000 or more must track maintenance performed through a state-approved Maintenance Program such as BlackCat.
- Assets must be recorded in BlackCat Inventory.
- As with most Federal Assistance Programs, 5339 is designed as a reimbursement program. Your agency should be prepared to pay your expenses upon delivery/acceptance and then request reimbursement from NDDOT.
- If requesting a replacement vehicle, the vehicle listed must have met FTA/NDDOT Useful Life. However, regardless of useful life having been met, federal interest remains until the value of the vehicle or equipment falls below \$5,000.
- If you receive \$1,000,000 from any federal source, you are required to have a Single Audit per 2 CFR 200 Subpart F.

- Prior to contracting, your agency must have completed FY 2026 FTA Certifications and Assurances uploaded in BlackCat.
- Prior to contracting, your agency must be Active in the System of Award Management (SAM.gov).
- All applications are due **December 31, 2025 12:00pm CDT**. Late and/or incomplete applications may be subject to a penalty percentage reduction of requested amount or may be eliminated from funding consideration.
- The NDDOT Transit Staff are available to provide guidance and answer any questions on the application process. E-mail: bhanson@nd.gov, sming@nd.gov, jamsayler@nd.gov or ryasonetti@nd.gov.

GENERAL INFORMATION

1. Provide a detailed description of the transportation services your agency currently provides and any plans for increasing services, expanding service area and increasing ridership. (include days and hours of service, fare structure, total active and spare vehicles in service, type of service being provided, transportation provided to what counties and communities in your service area, etc.).

Bis-Man Transit currently provides fixed route service for the cities of Bismarck and Mandan and complementary paratransit services, with demand response available for senior and disabled passengers, including those in the City of Lincoln. Bis-Man Transit continues transitioning current demand response riders to our fixed route service and gaining new fixed route ridership through continued outreach and community partnership efforts. The most recent route re-design went into effect on February 1, 2021.

Fixed route service is provided on six routes from 6:30 a.m. - 7:00 p.m. Monday through Friday and 7:30 a.m. - 7:00 p.m. on Saturday. All ten vehicles in the fixed route fleet are ADA accessible, with service provided for Bismarck and Mandan. Regular fares are \$1.50 for a one-way trip, \$6.00 for a 1-day pass, and \$36 for a 30-day pass. Fares for those certified to utilize our demand response services or those over 65 can ride free. Reduced fares for students K-College, Veterans, and those on Medicare are \$.75 for a one-way trip, \$3.00 for a 1-day pass, and \$24.00 for a 30-day pass.

In 2024, 121,538 unlinked passenger trips were provided on fixed route, an increase of 21,002 trips from the previous calendar year. Fixed route ridership has continued to increase for 2025, with 116,396 trips from January through October.

Bis-Man Transit is in the preliminary stages of increasing fixed-route service hours by four additional hours, Monday through Saturday. It is also proposed that the paratransit/demand response service on Sunday be increased from 7:30 a.m. - 2:30 p.m. to 7:30 a.m. - 6:00 p.m.

Paratransit/demand response service is provided to individuals with disabilities and to seniors age 70 and older, with a fleet of 18 cutaway buses and three accessible vans. The service area covers the city limits of Bismarck and Mandan, the City of Lincoln, and within $\frac{3}{4}$ mile of any fixed route. A one-way fare is \$3.00. Services are provided from 5:30 am - 12:00 am, Monday through Saturday, and 7:30 am - 2:30 pm on Sunday. In 2024, 90,207 unlinked passenger trips were provided on paratransit, a slight increase from the previous calendar year.

Services are provided in both Burleigh and Morton counties.

2. Provide a detailed explanation of each project and how and why this request is important to your agency and how it will improve or provide for future service to citizens in the communities/counties you provide service.

Adhering to our fleet replacement schedule is necessary to limit the time buses are out of service due to major breakdowns. Operating buses past useful life often results in an increase in spending as well as bus downtime.

Bis-Man Transit is also requesting funding for facility cleaning equipment to maintain the cleanliness of the transit facility.

3. What percentage of change in ridership has your agency experienced since the last application? Provide a brief explanation of the reason for the change in ridership.

☒ Increase

☐ Decrease

Description of change: We saw a 17% year-over-year increase in fixed-route service. Increased community outreach, training opportunities, and advertising are attributed to this increase. There was a slight year-over-year increase in paratransit ridership (3%). For several years, staff have worked to transition paratransit riders to the fixed-route service as it is a more cost-effective solution.

4. Explain where in your current 3-5 Year Plan this project(s) is specifically stated (list section and page number(s)). Your current plan **must** be uploaded into the application documents.

Page 26 of the latest transit development plan details Bis-Man Transit's fleet replacement schedule.

Local Match & Total Funding Request

In the table below, list requested projects by priority and specify in detail the sources and dollar amounts of Local Match funding (State Aid, Mill Levy, Other Directly Generated Funds, etc.) that are available to be used towards each vehicle project.

Local match listed here cannot be already targeted as match for a FY2027 5310 or 5311 applications.

Farebox revenue cannot be used as Local Match.

Documentation of sources of Local Match (including State Aid) MUST be attached, or it will not be considered. Documentation must include a financial obligation amount. This amount may be an estimation or record of the previous amount provided to the transit agency and requires a signature of the organization providing the local share. Without a financial amount and required signature, such local amounts won't be considered as supporting match. Federal funds will only be awarded if sufficient match is provided.

This project ranking should match your prioritization in BlackCat (add additional lines as needed).

Ranking	Project	Federal Dollars Requested	Local Match Needed	Sources of Local Match
1	29' Replacement Fixed-Route Bus	\$605,880	\$106,920	Local Milly Levy
2	29' Replacement Fixed-Route Bus	\$605,880	\$106,920	Local Milly Levy
3	Facility cleaning machine	\$4,800	\$1,200	Local Mill Levy
	Total	\$1,216,560	\$215,040	

Section 5339 Application Checklist and Signature Page

Applicants must submit the following (check when complete):

x	Completed 5339 Application;
x	Upload document(s) showing sources and amounts of local match funds – Signed letters from source(s) of local match showing sources and amounts, FY2026 State Aid Contract or award letter, mill levy, city funds, etc.;
x	Update vehicle/facility/equipment_information, mileage, condition, maintenance, etc. in BlackCat Inventory;
	Certify and upload a current Authorizing Resolution form (only complete if there has been a change to your agencies signing authority or board president since the last application);
x	Upload your annual registration from the System for Award Management (SAM.gov) to the application forms;
	Complete and include the FTA Categorical Exclusion Worksheet (if applicable);
x	Update Transit Board Members information in BlackCat;
	Complete and include the NDDOT ITS Architecture Checklist Systems Engineering Compliance (SFN 60212), (if applicable);
x	Upload your 3-5 Year Plan in the application forms;
x	The following documents MUST be current and uploaded into BlackCat Resources: Title VI Plan, Drug & Alcohol Plan, Maintenance Plan, Cost Allocation Plan (if applicable), Cognizant Agency

	Letter (if applicable), Procurement Plan, and TAM Plan.
x	Upload current proof of insurance in the form of Confirmation of Coverage OR Certificate of Insurance for automobiles and commercial general liability, if required. This is required for all Non-Profit and For-Profit agencies. Commercial general liability and automobile liability insurance minimum limits or liability required are \$500,000 per person and \$2,000,000 per occurrence.

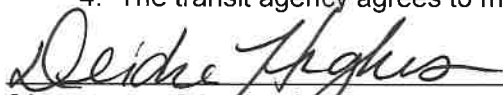
I hereby certify that as a person authorized to sign as:

Bis-Man Transit Board

Transit Agency Name

That I have reviewed the application submitted and to the best of my knowledge all statements and representations made are true and correct. I also hereby certify:

1. Adequate funds will be available to provide the required local match and to operate the project; and
2. Sufficient managerial and fiscal resources exist to implement and manage the grant as outlined in this application; and
3. The project items purchased under this grant shall be maintained in accordance with the detailed maintenance schedules as stipulated by the manufacturer; and
4. The transit agency agrees to meet the applicable federal and state requirements.


Signature of Authorized Representative

11/20/2025
Date

Section 5339 - VEHICLE PROJECT REQUESTS

NOTE: This request **MUST** first be created as a project in Black Cat. Each vehicle must be created as a separate project.

There is space provided below to request a replacement or expansion vehicle. If applying for more than one vehicle, please attach additional sheets and create a separate project for each vehicle in Black Cat.

1. Description of the vehicle you are requesting. (include: Year, Make, ADA qualified, and seating capacity)

State Bid Number: Purchasing vehicle off alternate state bid (State of Washington) – Summer 2026
Year: 2027

Make/Model: Gillig Low Floor

Seating Capacity: 23

Lift/Ramp: ☒ Yes ☐ No

Gas/Diesel/Other: Diesel

Location of new vehicle: 3750 East Rosser Avenue, Bismarck, North Dakota

2. Describe in detail which programs and services the requested vehicle will be utilized in and how it will enhance or maintain your service.

Adhering to our fleet replacement schedule is necessary to limit the time buses are out of service due to major breakdowns. Operating buses past their useful life often results in increased costs and bus downtime.

3. What type of vehicle are you requesting?

Replacement Vehicle ☒ Yes ☐ No

Expansion Vehicle ☐ Yes ☒ No (if **Yes**, move to question 6)

4. If requesting a replacement vehicle, has the vehicle met FTA useful life standards in years or miles?

Mini-Vans/Modified Vans – 3-14 passenger	4 years or 100,000 miles
Med-Size Light Duty Cutaway – 8-16 passenger	5 years or 150,000 miles
Med-Size Med Duty Cutaway/Bus – 16-30 passenger	7 years or 200,000 miles
Med-Size Heavy Duty Bus – 24-25 passenger	10 years or 350,000 miles
Large Heavy-Duty Bus – 35-40+ passenger	12 years or 500,000 miles

Years: ☒ Yes ☐ No

Miles: ☒ Yes ☐ No

5. Which vehicle in your fleet are you replacing? **1001**

a. Vehicle Information Number (VIN): 15GGE271XA1091969

b. Vehicle Year: 2010

c. Make/Model: Gilig Low Floor

d. Current Mileage: 523,502

e. Vehicle Condition Rating (Adequate, Excellent, Good, Marginal, Poor): Poor

6. If requesting an expansion vehicle, be specific list the need for the additional vehicle, and the agency/community/county to be served (include: hours and days of service and estimated ridership).

7. Provide an estimated timeline for the purchase of this vehicle(s). **See sample timeline below, add or remove lines as needed.**

Procurement Type (State Bid Number, Request For Proposal (RFP)/Invitation For Bid (IFB), Quotes):
Purchasing vehicle off alternate state bid (State of Washington) – Summer 2026

Order Date: August 2026

Vehicle Delivery Date: February 2028

8. Amount requested for vehicle (include the base price plus all options with this request):

Total Vehicle Cost (include federal and local amounts): \$712,800

Federal Funds Requested Amount: \$605,880

Local Match Amount: \$108,920

9. Explain where in your current 3-5 Year Plan this project(s) is specifically stated (list section and page number(s)). Your current plan **must** be uploaded into the application documents.

The fleet replacement schedule can be found on page 26 of the most recent Transit Development Plan.

Following are suggested price requests for vehicles based on current state bid quotes. Keep in mind if you intend to order vehicles with additional options, prices will vary accordingly. See the State Bid Contracts on the website at https://apps.nd.gov/csd/spo/services/bidder/listCurrentContracts.htm		Expected Delivery time (in months)
15 Passenger or 12 + 2 Passenger Cutaway/Bus NDDOT Term Contract No. 300	Base Price - \$131,816 - \$152,237	12 – 24
ADA Transit Vehicle – Rear and Side Lift NDDOT Term Contract No. 301	Base price - \$82,694 – \$104,412	12 – 24
ADA Low Floor Mini Van NDDOT Term Contract No. 382	Base Price - \$74,487	6 – 9
Hometown View Bus NDDOT Term Contract No. 389	Base Price - \$156,850 - \$210,080	8 – 12
Hometown Trolley Villager NDDOT Term Contract No. 388	Base Price - \$170,956 - \$219,522	6 - 12
Trolley – Carriage and Villager NDDOT Term Contract No. 386	Base Price - \$125,000 - \$168,000	6 – 12

Section 5339 - VEHICLE PROJECT REQUESTS

NOTE: This request **MUST** first be created as a project in Black Cat. Each vehicle must be created as a separate project.

There is space provided below to request a replacement or expansion vehicle. If applying for more than one vehicle, please attach additional sheets and create a separate project for each vehicle in Black Cat.

1. Description of the vehicle you are requesting. (include: Year, Make, ADA qualified, and seating capacity)

State Bid Number: Purchasing vehicle off alternate state bid (State of Washington) – Summer 2026
Year: 2027

Make/Model: Gillig Low Floor

Seating Capacity: 23

Lift/Ramp: ☒ Yes ☐ No

Gas/Diesel/Other: Diesel

Location of new vehicle: 3750 East Rosser Avenue, Bismarck, North Dakota

2. Describe in detail which programs and services the requested vehicle will be utilized in and how it will enhance or maintain your service.

Adhering to our fleet replacement schedule is necessary to limit the time buses are out of service due to major breakdowns. Operating buses past their useful life often results in increased costs and bus downtime.

3. What type of vehicle are you requesting?

Replacement Vehicle ☒ Yes ☐ No

Expansion Vehicle ☐ Yes ☒ No (if **Yes**, move to question 6)

4. If requesting a replacement vehicle, has the vehicle met FTA useful life standards in years or miles?

Mini-Vans/Modified Vans – 3-14 passenger	4 years or 100,000 miles
Med-Size Light Duty Cutaway – 8-16 passenger	5 years or 150,000 miles
Med-Size Med Duty Cutaway/Bus – 16-30 passenger	7 years or 200,000 miles
Med-Size Heavy Duty Bus – 24-25 passenger	10 years or 350,000 miles
Large Heavy-Duty Bus – 35-40+ passenger	12 years or 500,000 miles

Years: ☐ Yes ☒ No

Miles: ☐ Yes ☒ No

Due to the extended lead time for Gillig fixed-route bus orders, at the time of replacement delivery the vehicle will have exceeded useful life in terms of age and miles. The lead time is estimated to be 18-24 months.

5. Which vehicle in your fleet are you replacing? **1501**

a. Vehicle Information Number (VIN): 15GGB2716F1183080
b. Vehicle Year: 2015
c. Make/Model: Gillig Low Floor
d. Current Mileage: 398,183
e. Vehicle Condition Rating (Adequate, Excellent, Good, Marginal, Poor): Marginal

6. If requesting an expansion vehicle, be specific list the need for the additional vehicle, and the agency/community/county to be served (include: hours and days of service and estimated ridership).

7. Provide an estimated timeline for the purchase of this vehicle(s). **See sample timeline below, add or remove lines as needed.**

Procurement Type (State Bid Number, Request For Proposal (RFP)/Invitation For Bid (IFB), Quotes):
Purchasing vehicle off alternate state bid (State of Washington) – Summer 2026

Order Date: August 2026

Vehicle Delivery Date: February 2028

8. Amount requested for vehicle (include the base price plus all options with this request):

Total Vehicle Cost (include federal and local amounts): \$712,800

Federal Funds Requested Amount: \$605,880

Local Match Amount: \$108,920

9. Explain where in your current 3-5 Year Plan this project(s) is specifically stated (list section and page number(s)). Your current plan **must** be uploaded into the application documents.

The fleet replacement schedule can be found on page 26 of the most recent Transit Development Plan.

Following are suggested price requests for vehicles based on current state bid quotes. Keep in mind if you intend to order vehicles with additional options, prices will vary accordingly. See the State Bid Contracts on the website at https://apps.nd.gov/csd/spo/services/bidder/listCurrentContracts.htm		Expected Delivery time (in months)
15 Passenger or 12 + 2 Passenger Cutaway/Bus NDDOT Term Contract No. 300	Base Price - \$131,816 - \$152,237	12 – 24
ADA Transit Vehicle – Rear and Side Lift NDDOT Term Contract No. 301	Base price - \$82,694 – \$104,412	12 – 24
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Trolley – Carriage and Villager NDDOT Term Contract No. 386	Base Price - \$125,000 - \$168,000	6 – 12

Section 5339

EQUIPMENT & MISCELLANEOUS CAPITAL PROJECTS

Fill in the requested information below regarding your Equipment and Miscellaneous Capital Project(s). These projects must directly relate to your transportation program. Any equipment purchased with these funds must be required for, and used for, public transportation.

NOTE: This request MUST first be created as a project in Black. If applying for more than one project, please attach additional sheets and create a separate project for each individual project.

1. Describe your proposed project(s) in detail.

Description: Facility cleaning machine

Quantity: 1

Purpose: Cleaning and maintain transit facility bathrooms and kitchens.

2. How does this project(s) enhance your transportation program?

Extends useful life of transit facility through regular upkeep.

3. Have you completed an Independent Cost Estimate document to show that the price is fair and reasonable? Review your procurement thresholds to determine if required, describe below, and provide documentation.

☒ Yes

☐ No (Applicant must provide an explanation)

4. Is an ITS Project/Architecture Checklist required for this project? Review (23 CFR 940.13), see SFN 60212 located in the BlackCat Global Resources. All technology projects are required to have this form completed. Questions on completing the ITS form, contact Sharifad Hasan, NDSU, 701-231-8085, or md.s.hasan@ndsu.edu

☐ Yes

☒ No (Applicant must provide an explanation) Project does not pertain to ITS.

5. Has the NDDOT ITS Project/Architecture Checklist been completed and submitted with this application for review?

☐ Yes

☒ No (Applicant must provide an explanation) Project does not pertain to ITS.

6. Provide an estimated timeline for the purchase of this equipment. **See sample timeline below, add or remove lines as needed.**

Procurement Type (State Bid, Request For Proposal (RFP)/Invitation For Bid (IFB), Quotes): Quotes

RFP/IFB/Quotes Issue Date: July 2026

Contract Award Date: September 2026

Order Date: October 2026

Deliver/Installation/Project Completion Date: November 2026

7. Total project cost?

Total Cost (include federal and local amounts): \$6,000

Federal Funds Requested Amount: \$4,800

Local Match Amount: \$1,200

8. Explain where in your current 3-5 Year plan this project(s) is specifically stated (list section and page number(s)). Your current plan must be uploaded into the application documents.

This project is not detailed in the 3-5 Year Plan.

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FY2027 - Section 5310 – Enhanced Mobility of Seniors & Individuals with Disabilities July 1, 2026 – June 30, 2027

Agency Name	Bis-Man Transit Board	
Agency Contact	Deidre Hughes	
Unique Entity ID #	83-441-0987	Sam.gov expiration date: July 29, 2026

Section 5310, Enhanced Mobility of Seniors and Individuals with Disabilities Program aims to **improve mobility for seniors and individuals with disabilities** by removing barriers to transportation service and expanding transportation mobility options. Under 49 U.S.C. 5310 funding provides financial assistance for capital purchases and operating assistance for transportation services planned, designed, and carried out to meet the special transportation needs of older adults and persons with disabilities in all small urban and rural areas. The program requires coordination of federally assisted programs and community services to make the most efficient use of federal resources.

The entire Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program is further explained in FTA Circular 9070.1G, located on the FTA website at:

https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/C9070_1G_FINAL_circular_4-20-15%281%29.pdf

Please Note:

- Capital project requests for ADA vehicles will require a minimum of **15% Local Match**. All other capital project requests will require a minimum of **20% Local Match**.
- Mobility Manager salary is a capital project expense and requires a minimum of **20% Local Match for Section 5310 annual apportionment funds**.
- Assets purchased with Federal Funds of \$5,000 or more must be maintained and recorded in BlackCat Inventory.
- Assets purchased with Federal Funds must track maintenance performed through a state-approved Maintenance Program such as BlackCat.
- As with most Federal Assistance Programs, Section 5310 is designed as a reimbursement program. Your agency should be prepared to pay for expenses upon delivery/acceptance and then request reimbursement from NDDOT.
- If you are awarded a Section 5310 project, your agency will be required to report a number of

performance measures, at least annually, to NDDOT. Information required to report may include, but not limited to the following:

- The number of 5310 one-way trips;
- The number of 5310 vehicles you have in service; and
- 5310 ridership demographics.
- If requesting a replacement vehicle, the vehicle listed must have met FTA/NDDOT Useful Life. However, regardless of useful life having been met, federal interest remains until the value of the vehicle or equipment falls below \$5,000.
- If you receive \$1,000,000 from any federal source, you are required to have a Single Audit per 2 CFR 200 Subpart F.
- Vehicles may be used to provide meal delivery service for homebound persons on a regular basis in conjunction with passenger transportation. Delivery service **must not** conflict with the provision of transit services or result in reduced service to transit passengers.
- Federal Funds awarded for vehicles will only be awarded for ADA vehicles requests.
- Prior to contracting, your agency must have completed FY 2026 FTA Certifications and Assurances uploaded in BlackCat.
- Prior to contracting, your agency must be active in the System of Award Management (SAM.gov).
- All applications are due **December 31, 2025, 12:00pm CDT**. Late and/or incomplete applications may be subject to a penalty percentage reduction of requested amount or may be eliminated from funding consideration.
- The NDDOT Transit Staff is available to provide guidance and answer any questions on the application process. E-mail: bhanson@nd.gov, jamsayler@nd.gov, rsonetti@nd.gov, or sming@nd.gov.

General Information

1. Provide a detailed description of the transportation services your agency currently provides for seniors and individuals with disabilities, and any plans for increasing services, expanding service area and increasing ridership. (include days and hours of service, fare structure, total vehicles in service, type of service being provided, transportation provided to what counties and communities in your service area, etc.).

Bis-Man Transit currently provides fixed route service for the cities of Bismarck and Mandan and complementary paratransit services, with demand response available for senior and disabled passengers, including those in the City of Lincoln. Bis-Man Transit continues transitioning current demand response riders to our fixed route service and gaining new fixed route ridership through continued outreach and community partnership efforts. The most recent route re-design went into effect on February 1, 2021.

Fixed route service is provided on six routes from 6:30 a.m. - 7:00 p.m. Monday through Friday and 7:30 a.m. – 7:00 p.m. on Saturday. All ten vehicles in the fixed route fleet are ADA accessible, with service provided for Bismarck and Mandan. Regular fares are \$1.50 for a one-way trip, \$6.00 for a 1-day pass, and \$36 for a 30-day pass. Fares for those certified to utilize our demand response services or those over 65 can ride free. Reduced fares for students K-College, Veterans, and those on Medicare are \$.75 for a one-way trip, \$3.00 for a 1-day pass, and \$24.00 for a 30-day pass.

In 2024, 121,538 unlinked passenger trips were provided on fixed route, an increase of 21,002 trips from the previous calendar year. Fixed route ridership has continued to increase for 2025, with 116,396 trips from January through October.

Bis-Man Transit is in the preliminary stages of increasing fixed-route service hours by four additional hours, Monday through Saturday. It is also proposed that the paratransit/demand response service on Sunday be increased from 7:30 a.m. – 2:30 p.m. to 7:30 a.m. – 6:00 p.m. and opened to the general public.

Paratransit/demand response service is provided to individuals with disabilities and to seniors age 70 and older, with a fleet of 18 cutaway buses and three accessible vans. The service area covers the city limits of Bismarck and Mandan, the City of Lincoln, and within ¾ mile of any fixed route. A one-way fare is \$3.00. Services are provided from 5:30 am – 12:00 am, Monday through Saturday, and 7:30 am - 2:30 pm on Sunday. In 2024, 90,207 unlinked passenger trips were provided on paratransit, a slight increase from the previous calendar year.

Services are provided in both Burleigh and Morton counties.

2. Explain where in your current 3-5 Year Plan this project(s) is specifically stated (list section and page number(s)). Your current plan must be uploaded into the application documents.

- ☒ Yes List section and page number(s):
☐ No (Applicant must provide an explanation)

Page 74 of the current Transit Development Plan also describes the possibility of eliminating this evening service if enough funds cannot be obtained to keep the system running under its current design. The plan also details the number of riders that would be impacted if the service is eliminated.

The mobility manager's duties are required for the processing of paratransit eligibility as well as rider training for both paratransit and fixed-route passengers. This item was not indicated as a project within the Transit Development Plan but can be found within the Coordinated Public Transit – Human Services Transportation Plan 2022 on page 28.

The fleet replacement schedule can be found on page 26 of the Transit Development Plan.

3. What percentage of change in ridership has your agency experienced since the last application? Provide a brief explanation of the reason for the change in ridership.

- ☒ Increase
☐ Decrease

Description of change: We saw a 17% year-over-year increase in fixed-route service. Increased community outreach, training opportunities, and advertising are attributed to this increase. There was a slight year-over-year increase in paratransit ridership (3%). For several years, staff have worked to transition paratransit riders to the fixed-route service as it is a more cost-effective solution.

4. List all existing public transportation providers operating in your service area.

West River Transit

Souris Basin Transit

Standing Rock Public Transit

5. Are you the lead transit provider in your area? If not, describe the relationship of your program(s) to other transportation providers.

☒ Yes

☐ No

6. Please describe the need for transit service in your area for seniors and individuals with disabilities. Why does this need exist? How have you determined this need? How will the proposed project address this need for service?

In Bismarck/Mandan, we have a large elderly and disabled population that requires public transportation to take them to medical appointments, employment, recreation, and other destinations. The need for these trips extends into the early morning and evening hours, Sundays, and holidays. Previously, there were more taxi provider options, but since the last application period, the leading provider has stopped providing services.

From 7:00 PM to 12:00 AM Monday through Saturday, we transport approximately 5,500 passengers annually, demonstrating that evening-hour rides are needed in the community.

From 7:30 AM to 2:30 PM on Sundays, we transport approximately 3,800 passengers annually.

From 5:30 AM to 6:30 AM, Monday through Friday, and 5:30 AM to 7:30 AM Saturday, we transport approximately 2,800 passengers annually.

Bis-Man Transit offers holiday demand response transportation for six holidays, which the fixed-route bus does not operate yearly. On average, 380 trips are completed during these six holidays.

7. Provide a description of how you market the transportation program and to whom in the box below.

Public transportation is promoted within the community using social media, the company website, participation in public school and college orientation days and community fairs, as well as various business partnerships. In recent years, Bis-Man Transit has begun running television campaigns annually to increase awareness. Fixed route bus maps have been placed throughout Bismarck and Mandan to encourage potential riders to try the CAT Bus service. Bis-Man Transit frequently uses press releases to increase interest in transit-related activities and generate free media coverage. With limited taxi service within the service area and unreliable rideshare service, the need for transportation solutions has grown.

Ridership and Fleet Information

***Report actual ridership numbers, miles and hours for SFY2025 & 2024.**

***Enter current fleet information below.**

***Current fleet and mileage information MUST be also be updated in BlackCat Inventory.**

	SFY2025 - Ridership and Fleet Information	SFY2024 - Ridership and Fleet Information
Number of Annual Ridership (Trips) Provided	231,621	195,000
Number of Annual Revenue Hours	57,329.45	51,821.12
Number of Annual Revenue Miles	831,805.27	774,479.46
Number of Vehicles in Fleet	31	29

8. What is the purpose of the three most requested trips for your Seniors and Disabled Individuals? (e.g. medical, shopping, employment, education, social, etc.)

1. Employment

2. Medical

3. Social Services

Coordinated Public Transit Human Services Transportation Plan

Applicants must be part of a locally derived Coordinated Public Transit Human Services Transportation Plan approved by North Dakota Department of Transportation (NDDOT) and uploaded with this application. Coordinated Plans must be updated every 5 years and should be reviewed annually.



9. When was your Coordinated Public Transit Human Services Transportation Plan approved by the NDDOT Transit Section? Since submitting your plan describe any additional efforts made to coordinate service.

The Coordinated Public Human Services Transportation Plan was approved on October 28, 2021, and has been uploaded into BlackCat. Several items from the previous plan were retained in the current plan. This includes continuing to transition paratransit riders to fixed route, improving partnerships, and increasing marketing efforts.

The Bis-Man Transit staff has continued to focus on outreach. Since the last grant request, staff have continued to present to several local clubs, community groups, and local schools to encourage public transit use and awareness. Professionally produced "how-to" videos have also been used to reach broader audiences.

One need identified in the Coordinated Public Human Service Transportation Plan was to shift trips from

demand-response paratransit to the fixed-route CAT Bus. The balance between both modes of ridership indicates that these efforts have succeeded. It has been noted that annual fixed-route ridership has surpassed paratransit/demand response ridership.

To achieve sustainable funding, measures were initiated and approved by both the cities of Mandan and Bismarck to implement a 2/10th-of-a-cent sales tax for public transportation. This was a key action item from the Coordinated Public Transit Human Service Transportation Plan.

The Bis-Man Transit Coordinated Public Transit Human Services Transportation Plan will be updated in 2026 to remain compliant.

10. Describe any potential opportunities for additional coordination. (include social service agencies, county social services, community actions, educational institutions, youth groups, veteran services, religious organizations, other transportation services, etc.) that may address unmet transit needs in your service area.

Bis-Man Transit continues to focus on coordination with education institutions, local hospitals, social service agencies, group homes, and retirement communities. Staff attended all local higher education orientation events in the fall of 2025 to educate students on public transit options.

Bis-Man Transit became a member of the Missouri Valley Homeless Coalition in 2022 to better understand what public transit can do to lessen the transportation burden for other non-profit organizations in the community.

Additionally, Bis-Man Transit has coordinated with the North Dakota Department of Veteran Affairs to offer trips that can be charged to the agency for qualified veterans. Staff also coordinated with the Burleigh County Veteran Service Office to educate them on this program.

In 2025, Bis-Man Transit also began accepting Blue Cross Blue Shield Medicaid Expansion to help cover medical transportation costs for those in need.

11. Is the requested project(s) part of a Coordinated Public Transit Human Services Transportation Plan?

☒ Yes

☐ No

12. If you marked Yes above, indicate the page number where this project is listed.

If you marked No above, explain why this project is not part of your current plan.

The mobility manager project request can be found on page 28 of the Coordinated Public Transit – Human Services Transportation Plan 2022.

After-hours and Sunday service are discussed on page 14.

Local Match & Total Funding Request

In the table below, list requested projects priority, and specify in detail the sources and dollar amounts of Local Match funding (State Aid, Mill Levy, Other Directly Generated Funds etc.) that are available to be used towards each project (Vehicle, Facility Rehabilitation & Construction, and/or Equipment/Miscellaneous Capital). In-kind funds cannot be used as local match to 5310 contracts.

Local match listed here cannot be already targeted as match for a FY2027 5339 or 5311 applications.

Farebox revenue cannot be used as Local Match.

Documentation of sources of Local Match (including State Aid) MUST be attached or it will not be considered. Documentation must include a financial obligation amount. This amount may be an estimation or record of the previous amount provided to the transit agency and requires a signature of the organization providing the local share. Without a financial amount and required signature, such local amounts won't be considered as supporting match. Federal funds will only be awarded if sufficient match is provided.

This project ranking should match your prioritization in BlackCat.

***Add more rows and change project type as needed.**

Ranking	Project	Federal Dollars Requested	Local Match Needed	Sources of Local Match
1	Mobility Manager	\$31,680	\$7,920	Local Mill Levy
2	After Hours	\$95,000	\$95,000	Local Mill Levy
3	Early Morning	\$45,500	\$45,500	Local Mill Levy
4	Sunday	\$91,000	\$91,000	Local Mill Levy
5	Holiday	\$10,000	\$10,000	Local Mill Levy
6	1905 Replacement	\$152,796	\$26,964	Local Mill Levy
7	1906 Replacement	\$152,796	\$26,964	Local Mill Levy
8	1907 Replacement	\$152,796	\$26,964	Local Mill Levy
9	1908 Replacement	\$152,796	\$26,964	Local Mill Levy
	Total	\$884,364.00	\$357,276.00	

SECTION 5310 APPLICATION CHECKLIST AND SIGNATURE PAGE

Applicants must submit the following (check box when complete):

x	Completed 5310 Application;
x	Upload document(s) showing sources and amounts of local match funds – Signed letters from source(s) of local match showing sources and amounts, FY2026 State Aid Contract or award letter, mill levy, city funds, etc.;
x	Update vehicle/equipment/facility information, mileage, condition, maintenance, etc. in BlackCat Inventory;

X	Update Transit Board Members information in BlackCat;
	Certify and upload a current Authorizing Resolution form (only complete if there has been a change to your agencies signing authority since the last application);
X	Upload your annual registration from the System for Award Management (SAM.gov) to the application forms;
	Complete and include the NDDOT ITS Project Architecture Checklist Systems Engineering Compliance (SFN 60212), (if applicable);
X	Upload the Mobility Manager job description and past years achievements in the application forms;
X	Upload your Coordinated Human Services Plan in the application forms;
X	Upload your 3-5 Year Plan in the application forms;
X	The following documents MUST be current and uploaded into BlackCat Resources: Title VI Plan, Procurement Plan, Maintenance Plan, and TAM Plan;
	Upload Preliminary Assessment/Application for Capital Assistance forms(s) (if applicable).
X	Upload current proof of insurance in the form of Confirmation of Coverage OR Certificate of Insurance for automobiles and commercial general liability, if required. This is required for all Non-Profit and For-Profit agencies. Commercial general liability and automobile liability insurance minimum limits or liability required are \$500,000 per person and \$2,000,000 per occurrence.

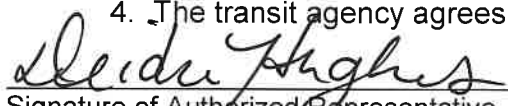
I hereby certify that as a person authorized to sign

Bis-Man Transit Board _____

Transit Agency Name

That I have reviewed the application submitted and to the best of my knowledge all statements and representations made are true and correct. I also hereby certify:

1. Adequate funds will be available to provide the required local match and to operate the project; and
2. Sufficient managerial and fiscal resources exist to implement and manage the grant as outlined in this application; and
3. The project items purchased under this grant shall be maintained in accordance with the detailed maintenance schedules as stipulated by the manufacturer; and
4. The transit agency agrees to meet the applicable federal and state requirements.


Signature of Authorized Representative

11/20/2025
Date

Section 5310

MOBILITY MANAGER POSITION PROJECT REQUEST

Mobility Manager Position Project Request
There is space provided below to request a project. NOTE: This request MUST first be created as a project in Black Cat. If applying for more than project, please attach additional sheets and create a separate project for each request.
1. Please describe in detail your proposed project.
The project will help cover the expense of employing a marketing and mobility specialist to focus communication efforts on the transportation options available to the community, training potential riders and agencies on the various services available and processing the eligibility paperwork that is required for paratransit services.
2. Have you attached a current job description including goals and past years achievements to the application?
☒ Yes ☐ No
3. Total cost of this project.
Total Cost (include federal and local amounts): \$39,600 Federal Funds Requested: \$31,680 Local Match Amount: \$7,920

Section 5310 OPERATING PROJECT REQUEST

Operating Project Request – After Hours

There is space provided below to request a project. NOTE: This request MUST first be created as a project in Black Cat. If applying for more than project, please attach additional sheets and create a separate project for each request.

1. Please describe in detail your proposed project. Be specific and include a description of what the funds will be used for and how it benefits your transportation program.

The project will help cover the cost of maintaining nighttime demand response services for elderly and disabled passengers. After-hours complementary demand response service occurs from 7:00 PM to 12:00 AM, Monday through Saturday. During the non-ADA after hours service, approximately 5,500 passengers are transported annually. Few affordable transportation alternatives exist for the elderly and disabled population within the service area. This leaves Bis-Man Transit as the only option for many during the nighttime hours.

2. Total cost of this project.

Total Cost (include federal and local amounts): \$190,000

Federal Funds Requested: \$95,000

Local Match Amount: \$95,000

Source(s) of Local Match: Local Mill Levy

Operating Project Request – Early Morning

There is space provided below to request a project. NOTE: This request MUST first be created as a project in Black Cat. If applying for more than project, please attach additional sheets and create a separate project for each request.

1. Please describe in detail your proposed project. Be specific and include a description of what the funds will be used for and how it benefits your transportation program.

The project will help cover the cost of maintaining early-morning services for elderly and disabled passengers. Early morning complementary demand response service occurs from 5:30 AM to 6:30 AM, Monday through Friday, and from 5:30 AM to 7:30 AM, Saturday. Many of our early morning trips are to medical appointments and employment. Annually, we provide approximately 2,800 early-morning trips for elderly and disabled riders.

2. Total cost of this project.

Total Cost (include federal and local amounts): \$91,000

Federal Funds Requested: \$45,500

Local Match Amount: \$45,500

Source(s) of Local Match: Local Mill Levy

Operating Project Request - Sunday

There is space provided below to request a project. NOTE: This request MUST first be created as a project in Black Cat. If applying for more than project, please attach additional sheets and create a separate project for each request.

1. Please describe in detail your proposed project. Be specific and include a description of what the funds will be used for and how it benefits your transportation program.

The project will help cover the expense of Sunday services for those passengers who are elderly and disabled. The Sunday complementary demand response service takes place from 7:30 AM to 2:30 PM. Annually, we complete 3,800 Sunday demand response trips. With limited alternative transportation options, Bis-Man Transit is the only option for individuals, especially on Sundays. It is anticipated that Sunday service hours will be expanded in early 2026.

2. Total cost of this project.

Total Cost (include federal and local amounts): \$182,000

Federal Funds Requested: \$91,000

Local Match Amount: \$91,000

Source(s) of Local Match: Local Mill Levy

Operating Project Request - Holiday

There is space provided below to request a project. NOTE: This request MUST first be created as a project in Black Cat. If applying for more than project, please attach additional sheets and create a separate project for each request.

1. Please describe in detail your proposed project. Be specific and include a description of what the funds will be used for and how it benefits your transportation program.

The project will help cover the expense of maintaining Holiday service for those passengers who are elderly and disabled. Holiday complementary demand response service is provided for six holidays each year. Service is provided on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day. We provide approximately 380 holiday trips to elderly and disabled riders annually.

2. Total cost of this project.

Total Cost (include federal and local amounts): \$20,000

Federal Funds Requested: \$10,000

Local Match Amount: \$10,000

Source(s) of Local Match: Local Mill Levy

Section 5310 - VEHICLE PROJECT REQUESTS

NOTE: This request MUST first be created as a project in Black Cat. Each vehicle must be created as a separate project.

There is space provided below to request a replacement or expansion vehicle. If applying for more than one vehicle, please attach additional sheets and create a separate project for each vehicle in Black Cat.

1. Description of the vehicle you are requesting. (include: Year, Make, ADA qualified, and seating capacity)

State Bid Number: 300

Year: 2026

Make/Model: Ford E-450

Seating Capacity: 14+4 wheelchair positions

Lift/Ramp: ☒ Yes ☐ No

Gas/Diesel/Other: Gas

Location of new vehicle: 3750 East Rosser Avenue, Bismarck, North Dakota

2. Describe in detail which programs and services the requested vehicle will be utilized in and how it will enhance or maintain your service.

The replacement bus will be used to continue operating our current paratransit/demand response service for the elderly and disabled communities.

3. What type of vehicle are you requesting?

Replacement Vehicle ☒ Yes ☐ No

Expansion Vehicle ☐ Yes ☒ No (if **Yes**, move to question 6)

4. If requesting a replacement vehicle, has the vehicle met FTA useful life standards in years or miles?

Mini-Vans/Modified Vans – 3-14 passenger	4 years or 100,000 miles
Med-Size Light Duty Cutaway – 8-16 passenger	5 years or 150,000 miles
Med-Size Med Duty Cutaway/Bus – 16-30 passenger	7 years or 200,000 miles
Med-Size Heavy Duty Bus – 24-25 passenger	10 years or 350,000 miles
Large Heavy-Duty Bus – 35-40+ passenger	12 years or 500,000 miles

Years: ☐ Yes ☒ No

Miles: ☐ Yes ☒ No

At the time of grant award, this vehicle will have exceeded useful life in age and miles.

5. Which vehicle in your fleet are you replacing? **1905**

a. Vehicle Information Number (VIN): 1FDFE4FSXKDC12195

b. Vehicle Year: 2019

c. Make/Model: Ford E-450 Econoline

d. Current Mileage: 188,648

e. Vehicle Condition Rating (Adequate, Excellent, Good, Marginal, Poor): Marginal

6. If requesting an expansion vehicle, be specific list the need for the additional vehicle, and the agency/community/county to be served (include: hours and days of service and estimated ridership).

7. Provide an estimated timeline for the purchase of this vehicle(s). **See sample timeline below, add or remove lines as needed.**

Procurement Type (State Bid Number, Request For Proposal (RFP)/Invitation For Bid (IFB), Quotes): State Bid 300

Order Date: August 2026

Vehicle Delivery Date: June 2027

8. Amount requested for vehicle (include the base price plus all options with this request):

Total Vehicle Cost (include federal and local amounts): \$179,760

Federal Funds Requested Amount: \$152,796

Local Match Amount: Local Mill Levy

9. Explain where in your current 3-5 Year Plan this project(s) is specifically stated (list section and page number(s)). Your current plan **must** be uploaded into the application documents.

The fleet replacement schedule can be found on page 26 of the Transit Development Plan.

Following are suggested price requests for vehicles based on current state bid quotes. Keep in mind if you intend to order vehicles with additional options, prices will vary accordingly. See the State Bid Contracts on the website at https://apps.nd.gov/csd/spo/services/bidder/listCurrentContracts.htm		Expected Delivery time (in months)
15 Passenger or 12 + 2 Passenger Cutaway/Bus NDDOT Term Contract No. 300	Base Price - \$131,816 - \$152,237	12 – 24
ADA Transit Vehicle – Rear and Side Lift NDDOT Term Contract No. 301	Base price - \$82,694 – \$104,412	12 – 24
ADA Low Floor Mini Van NDDOT Term Contract No. 382	Base Price - \$74,487	6 – 9
Hometown View Bus NDDOT Term Contract No. 389	Base Price - \$156,850 - \$210,080	8 – 12
Hometown Trolley Villager NDDOT Term Contract No. 388	Base Price - \$170,956 - \$219,522	6 - 12
Trolley – Carriage and Villager NDDOT Term Contract No. 386	Base Price - \$125,000 - \$168,000	6 – 12

Section 5310 - VEHICLE PROJECT REQUESTS

NOTE: This request MUST first be created as a project in Black Cat. Each vehicle must be created as a separate project.

There is space provided below to request a replacement or expansion vehicle. If applying for more than one vehicle, please attach additional sheets and create a separate project for each vehicle in Black Cat.

1. Description of the vehicle you are requesting. (include: Year, Make, ADA qualified, and seating capacity)

State Bid Number: 300

Year: 2026

Make/Model: Ford E-450

Seating Capacity: 14+4 wheelchair positions

Lift/Ramp: ☒ Yes ☐ No

Gas/Diesel/Other: Gas

Location of new vehicle: 3750 East Rosser Avenue, Bismarck, North Dakota

2. Describe in detail which programs and services the requested vehicle will be utilized in and how it will enhance or maintain your service.

The replacement bus will be used to continue operating our current paratransit/demand response service for the elderly and disabled communities.

3. What type of vehicle are you requesting?

Replacement Vehicle ☒ Yes ☐ No

Expansion Vehicle ☐ Yes ☒ No (if **Yes**, move to question 6)

4. If requesting a replacement vehicle, has the vehicle met FTA useful life standards in years or miles?

Mini-Vans/Modified Vans – 3-14 passenger	4 years or 100,000 miles
Med-Size Light Duty Cutaway – 8-16 passenger	5 years or 150,000 miles
Med-Size Med Duty Cutaway/Bus – 16-30 passenger	7 years or 200,000 miles
Med-Size Heavy Duty Bus – 24-25 passenger	10 years or 350,000 miles
Large Heavy-Duty Bus – 35-40+ passenger	12 years or 500,000 miles

Years: ☐ Yes ☒ No

Miles: ☒ Yes ☐ No

At the time of grant award, this vehicle will have exceeded useful life in age and miles.

5. Which vehicle in your fleet are you replacing? **1906**

a. Vehicle Information Number (VIN): 1FDFE4FS1KDC12196

b. Vehicle Year: 2019

c. Make/Model: Ford E-450 Econoline

d. Current Mileage: 217,394

e. Vehicle Condition Rating (Adequate, Excellent, Good, Marginal, Poor): Marginal

6. If requesting an expansion vehicle, be specific list the need for the additional vehicle, and the agency/community/county to be served (include: hours and days of service and estimated ridership).

7. Provide an estimated timeline for the purchase of this vehicle(s). **See sample timeline below, add or remove lines as needed.**

Procurement Type (State Bid Number, Request For Proposal (RFP)/Invitation For Bid (IFB), Quotes): State Bid 300

Order Date: August 2026

Vehicle Delivery Date: June 2027

8. Amount requested for vehicle (include the base price plus all options with this request):

Total Vehicle Cost (include federal and local amounts): \$179,760

Federal Funds Requested Amount: \$152,796

Local Match Amount: Local Mill Levy

9. Explain where in your current 3-5 Year Plan this project(s) is specifically stated (list section and page number(s)). Your current plan **must** be uploaded into the application documents.

The fleet replacement schedule can be found on page 26 of the Transit Development Plan.

Following are suggested price requests for vehicles based on current state bid quotes. Keep in mind if you intend to order vehicles with additional options, prices will vary accordingly. See the State Bid Contracts on the website at https://apps.nd.gov/csd/spo/services/bidder/listCurrentContracts.htm		Expected Delivery time (in months)
15 Passenger or 12 + 2 Passenger Cutaway/Bus NDDOT Term Contract No. 300	Base Price - \$131,816 - \$152,237	12 – 24
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Section 5310 - VEHICLE PROJECT REQUESTS

NOTE: This request MUST first be created as a project in Black Cat. Each vehicle must be created as a separate project.

There is space provided below to request a replacement or expansion vehicle. If applying for more than one vehicle, please attach additional sheets and create a separate project for each vehicle in Black Cat.

1. Description of the vehicle you are requesting. (include: Year, Make, ADA qualified, and seating capacity)

State Bid Number: 300

Year: 2026

Make/Model: Ford E-450

Seating Capacity: 14+4 wheelchair positions

Lift/Ramp: ☒ Yes ☐ No

Gas/Diesel/Other: Gas

Location of new vehicle: 3750 East Rosser Avenue, Bismarck, North Dakota

2. Describe in detail which programs and services the requested vehicle will be utilized in and how it will enhance or maintain your service.

The replacement bus will be used to continue operating our current paratransit/demand response service for the elderly and disabled communities.

3. What type of vehicle are you requesting?

Replacement Vehicle ☒ Yes ☐ No

Expansion Vehicle ☐ Yes ☒ No (if **Yes**, move to question 6)

4. If requesting a replacement vehicle, has the vehicle met FTA useful life standards in years or miles?

Mini-Vans/Modified Vans – 3-14 passenger	4 years or 100,000 miles
Med-Size Light Duty Cutaway – 8-16 passenger	5 years or 150,000 miles
Med-Size Med Duty Cutaway/Bus – 16-30 passenger	7 years or 200,000 miles
Med-Size Heavy Duty Bus – 24-25 passenger	10 years or 350,000 miles
Large Heavy-Duty Bus – 35-40+ passenger	12 years or 500,000 miles

Years: ☐ Yes ☒ No

Miles: ☒ Yes ☐ No

At the time of grant award, this vehicle will have exceeded useful life in age and miles.

5. Which vehicle in your fleet are you replacing? **1907**

a. Vehicle Information Number (VIN): 1FDFE4FS5KDC12198

b. Vehicle Year: 2019

c. Make/Model: Ford E-450 Econoline

d. Current Mileage: 217,080

e. Vehicle Condition Rating (Adequate, Excellent, Good, Marginal, Poor): Marginal

6. If requesting an expansion vehicle, be specific list the need for the additional vehicle, and the agency/community/county to be served (include: hours and days of service and estimated ridership).

7. Provide an estimated timeline for the purchase of this vehicle(s). **See sample timeline below, add or remove lines as needed.**

Procurement Type (State Bid Number, Request For Proposal (RFP)/Invitation For Bid (IFB), Quotes): State Bid 300

Order Date: August 2026

Vehicle Delivery Date: June 2027

8. Amount requested for vehicle (include the base price plus all options with this request):

Total Vehicle Cost (include federal and local amounts): \$179,760

Federal Funds Requested Amount: \$152,796

Local Match Amount: Local Mill Levy

9. Explain where in your current 3-5 Year Plan this project(s) is specifically stated (list section and page number(s)). Your current plan **must** be uploaded into the application documents.

The fleet replacement schedule can be found on page 26 of the Transit Development Plan.

Following are suggested price requests for vehicles based on current state bid quotes. Keep in mind if you intend to order vehicles with additional options, prices will vary accordingly. See the State Bid Contracts on the website at https://apps.nd.gov/csd/spo/services/bidder/listCurrentContracts.htm		Expected Delivery time (in months)
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Trolley – Carriage and Villager NDDOT Term Contract No. 386	Base Price - \$125,000 - \$168,000	6 – 12

Section 5310 - VEHICLE PROJECT REQUESTS

NOTE: This request MUST first be created as a project in Black Cat. Each vehicle must be created as a separate project.

There is space provided below to request a replacement or expansion vehicle. If applying for more than one vehicle, please attach additional sheets and create a separate project for each vehicle in Black Cat.

1. Description of the vehicle you are requesting. (include: Year, Make, ADA qualified, and seating capacity)

State Bid Number: 300

Year: 2026

Make/Model: Ford E-450

Seating Capacity: 14+4 wheelchair positions

Lift/Ramp: ☒ Yes ☐ No

Gas/Diesel/Other: Gas

Location of new vehicle: 3750 East Rosser Avenue, Bismarck, North Dakota

2. Describe in detail which programs and services the requested vehicle will be utilized in and how it will enhance or maintain your service.

The replacement bus will be used to continue operating our current paratransit/demand response service for the elderly and disabled communities.

3. What type of vehicle are you requesting?

Replacement Vehicle ☒ Yes ☐ No

Expansion Vehicle ☐ Yes ☒ No (if **Yes**, move to question 6)

4. If requesting a replacement vehicle, has the vehicle met FTA useful life standards in years or miles?

Mini-Vans/Modified Vans – 3-14 passenger	4 years or 100,000 miles
Med-Size Light Duty Cutaway – 8-16 passenger	5 years or 150,000 miles
Med-Size Med Duty Cutaway/Bus – 16-30 passenger	7 years or 200,000 miles
Med-Size Heavy Duty Bus – 24-25 passenger	10 years or 350,000 miles
Large Heavy-Duty Bus – 35-40+ passenger	12 years or 500,000 miles

Years: ☐ Yes ☒ No

Miles: ☒ Yes ☐ No

At the time of grant award, this vehicle will have exceeded useful life in age and miles.

5. Which vehicle in your fleet are you replacing? **1908**

a. Vehicle Information Number (VIN): 1FDFE4FS1KDC12201

b. Vehicle Year: 2019

c. Make/Model: Ford E-450 Econoline

d. Current Mileage: 219,874

e. Vehicle Condition Rating (Adequate, Excellent, Good, Marginal, Poor): Marginal

6. If requesting an expansion vehicle, be specific list the need for the additional vehicle, and the agency/community/county to be served (include: hours and days of service and estimated ridership).

7. Provide an estimated timeline for the purchase of this vehicle(s). **See sample timeline below, add or remove lines as needed.**

Procurement Type (State Bid Number, Request For Proposal (RFP)/Invitation For Bid (IFB), Quotes): State Bid 300

Order Date: August 2026

Vehicle Delivery Date: June 2027

8. Amount requested for vehicle (include the base price plus all options with this request):

Total Vehicle Cost (include federal and local amounts): \$179,760

Federal Funds Requested Amount: \$152,796

Local Match Amount: Local Mill Levy

9. Explain where in your current 3-5 Year Plan this project(s) is specifically stated (list section and page number(s)). Your current plan **must** be uploaded into the application documents.

The fleet replacement schedule can be found on page 26 of the Transit Development Plan.

Following are suggested price requests for vehicles based on current state bid quotes. Keep in mind if you intend to order vehicles with additional options, prices will vary accordingly. See the State Bid Contracts on the website at https://apps.nd.gov/csd/spo/services/bidder/listCurrentContracts.htm		Expected Delivery time (in months)
15 Passenger or 12 + 2 Passenger Cutaway/Bus NDDOT Term Contract No. 300	Base Price - \$131,816 - \$152,237	12 – 24
ADA Transit Vehicle – Rear and Side Lift NDDOT Term Contract No. 301	Base price - \$82,694 – \$104,412	12 – 24
ADA Low Floor Mini Van NDDOT Term Contract No. 382	Base Price - \$74,487	6 – 9
Hometown View Bus NDDOT Term Contract No. 389	Base Price - \$156,850 - \$210,080	8 – 12
Hometown Trolley Villager NDDOT Term Contract No. 388	Base Price - \$170,956 - \$219,522	6 - 12
Trolley – Carriage and Villager NDDOT Term Contract No. 386	Base Price - \$125,000 - \$168,000	6 – 12

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December 2025

Re: FY30 Urban Regional Program

A total of four (4) applications were submitted to the Bismarck-Mandan MPO (MPO) for the Urban Regional Program. Three applications were submitted by the City of Bismarck and one application was submitted by the City of Mandan. The MPO and its member jurisdictions met with representatives from North Dakota Department of Transportation (NDDOT) to discuss the FY30 Urban Regional Program and regional project priorities for the MPO area for FY30. MPO staff scored the projects against the goals and objectives in the *Arrive 2050* Metropolitan Transportation Plan and the scores were shared with the prioritization committee for consideration and are attached to this summary for reference.

Based on the discussion, priorities indicated by submitting jurisdictions, direction received from NDDOT, and the consensus reached, the following priority was assigned to the four project submittals:

Rank	Jurisdiction	Type	Location & Project Description	Total Cost / Federal Cost	MTP Consistent
1	Mandan	Maintenance	Old Red Trail (ND Hwy 1806) RP 71.69 to Rp 75.50: Chip seal on an asphalt reconstruction that was done in 2021. 1.18 miles	\$104,987/ \$83,990	Yes
2	Bismarck	Maintenance	State Street, Divide Ave to Calgary Ave: Asphalt overlay rehabilitation of multi-use trail. 5,700 LF	\$464,000/ \$371,200	Yes
3	Bismarck	Other	7th & 9th St BNSF RR Underpass: Evaluation of storm water improvements or driver warning systems to mitigate current deficiencies which result in flooding during large rain events	\$1,300,000/ \$1,040,000	Yes
4	Bismarck	Other	City-wide Sign Replacement (US 83, ND 810, 94 BUS) Replace all non-compliant highway signs on Regional Highway system in City	\$250,000/ \$200,000	Yes

//KLR Dec 2025

Staff recommends the four submitted applications be considered and recommended for approval to be forwarded to NDDOT for FY30 funding consideration in one of the following three ways:

- with acceptance of the recommended priority,
- rejection of the recommended priority and reprioritization, or
- rejection of the recommended priority with no prioritization.

MPO STAFF SCORING FY30 URBAN REGIONAL PROJECTS (Arrive 2050 MTP Rubric)

Goal Areas	Objectives	Points	Project #1	Project #2	Project #3	Project #4	Project #5
Safety	Reduce crash frequency & severity	7	7	7	7	7	0
	Implement safe system features	7	7	7	7	7	0
	Reduce speed for vulnerable users	6	0	0	0	0	0
	Total Safety Points	20	14	14	14	14	0
Economic	Safe & reliable freight	3	3	3	0	3	0
	Support other regional plans	2	0	0	2	0	0
	Support efficient development patterns	2	0	0	0	0	0
	Promote efficient delivery of complimentary multimodal improvements with roadway construction projects	3	0	0	0	0	0
	Total Economic Points	10	3	3	2	3	0
Resilient	Minimize environmental impacts	2	2	0	0	0	0
	System security - Physical (protecting physical assets like bridges, tunnels and airports from damage or misuse); Operational (ensuring the continuous & safe operation of transportation services); Threat Mitigation (preparing for/recovering from natural disasters, terrorist attacks, and human error); Cybersecurity/Data Security (securing digital components from access/attacks and protecting sensitive data generated by the transportation system).	1	1	1	1	1	1
	Reduce and/or mitigate VMT	2	2	0	2	0	0
	Total Resilient Points	5	5	1	3	1	1
Efficiency & Reliability	Promote reliable vehicle travel	8	8	8	0	8	8
	Limit recurring congestion	8	0	0	0	0	0
	Identify corridors that facilitate efficient regional travel	5	5	5	5	5	5
	Reduce single-occupant vehicle travel	4	0	0	4	0	0
	Total Efficiency & Reliability Points	25	13	13	9	13	13
Maintenance	Maintain pavement and bridge condition	6	6	0	0	0	6
	Maintain signal, lighting, and ITS condition	4	4	0	0	4	0
	Total Maintenance Points	10	10	0	0	4	6
Future Focused	ITS maintenance & planning	2	2	0	0	2	0
	Manage the system through technology	3	3	0	0	0	0
	Total Future Focused Points	5	5	0	0	2	0
Active Transportation & Transit	Transit Coordination	3	3	3	0	3	0
	Bicycle & pedestrian project implementation	3	0	0	3	0	0
	Reduce multimodal gaps	3	3	0	0	0	0
	Implement Complete Streets	6	0	0	6	0	0
	Total Active Transportation & Transit Points	15	6	3	9	3	0
Equity	Connecting disadvantaged neighborhoods	5	5	0	0	0	0
	Minimize impacts on disadvantaged populations	5	5	0	5	0	0
	Total Equity Points	10	10	0	5	0	0
Total Points		100	66	34	42	40	20
Ranking			1	4	2	3	5

Rank

Project #1	Bismarck 7th & 9th Underpass
Project #2	Bismarck Signs Replacement
Project #3	Bismarck State Street Trail Rehab
Project #4	Bismarck Tyler Parkway Traffic Signal
Project #5	Mandan Chip Seal

1
4
2
3
5

URBAN REGIONAL & URBAN ROADS PROJECT SCOPING WORKSHEET

DATE 11/22/24:

PRIORITY# _____

Regional: **Y**Urban Roads: **N**City: Bismarck Street: 7th St & 9th St BNSF RR underpasses (ND 83 Bus)County: Burleigh Length: 0.3 miles

Proposed Improvement: Evaluation of stormwater improvements for 7th Street and 9th Street underpasses. Recommendation is for preliminary engineering to evaluate possible cost-effective solutions that improve the current deficiencies. Possible solutions could be increased pump/outlet capacity, increased inlet capacity to reduce bypass flows, automated road closure gates, dynamic signage, etc. Costs are uncertain as solution is uncertain. A placeholder of \$1,000,000 construction costs is used. This would be more than enough funds if the solutions are small in scale but may be underfunded if the solution involves significant improvements to the storm sewer network.

Cost Estimates Breakdown (in \$1,000)							
PE	CE	R/W	Utility	Constr.	Bridges	Non-Participating	Total
200	100			1,000			1,300

Present Road: Surface Width? 48'Surface Type? Concrete

On Street Parking Allowed? No Present: (No) One Side Both Sides Angle Parallel
Proposed: (No) One Side Both Sides Angle Parallel

Proposed Improvements	
ADT Present: <u>7th St – 11940</u> <u>9th St -11,600</u> Yr: <u>2022</u>	Travel Way Width : <u>48</u>
ADT Design: _____ Design year _____	No. of Lanes: <u>4</u>
Design Speed: _____	Roadway Width: <u>48</u>
Maximum Curve: _____	Min. R/W Width: <u>80</u>
Maximum Grade: _____	

Right of Way	
Will Additional ROW or easement be acquired? <u>Perhaps</u>	ROW acquisition by: City DOT
Has any ROW easements been acquired since 7-1-72: <u>No</u>	ROW Condemnation by: City DOT
Est. No. of occupied family dwelling to be displaced? <u>0</u>	
Est. No. business to be displaced? <u>0</u>	

Impacts	
Will there be any additional Impacts (Cultural and Environmental Resources): <u>No</u>	
Will there be any impacts to 4(f) or 6(f) properties: <u>No</u>	
Airports: <u>No</u>	Public Hearings: <u>No</u>
Environmental Classification (Cat-Ex, EA, EIS): <u>Cat-Ex</u>	
Transportation Enhancements: <u>None</u>	
Intermodal: <u>None</u>	
Pedestrian Needs: <u>None</u>	

Railroads Crossings						
RR Name	No. Xings	No. Tracks and Type of Crossing	Daily Train Movements	Train Speed	Present Protection	Proposed Protection
BNSF	0	Underpass	25	25		

Purpose and Need Statement:

During large rain events, the existing storm water pumping system on 7th Street and gravity network on 9th Street are not capable of evacuating the stormwater fast enough to maintain traffic through the underpasses in a safe manner. It is not unusual during a large rain event to have vehicles drive into the flooded underpasses and stall sometimes requiring police and/or fire rescue. The project's purpose would be to remove current deficiencies in the system and/or alert drivers to the deficiencies via advance warning systems consisting of signage and/or automated gates. Driver warning systems would be less critical if the stormwater systems are improved and no ponding occurs. Driver warning systems are more critical if no action is taken on the stormwater systems due to costs or other constraints and the ponding event remains.

Existing Conditions:

- When was the current street section built? Has there been any additional maintenance to the street section?
7th St, 1976, 9th St, late 1940's – early 1950's
- How many driving lanes and turning lanes does the street section currently have and what is the widths of the driving and turning lanes?
4-lanes

3. What is the condition of the pavement section?
- A. If the pavement section is asphalt, is there any alligator cracking, longitudinal cracking, transverse cracking, raveling, bituminous patching or rutting?
 - B. If the pavement section is concrete, are there any broken slabs, faulting, bituminous patching, joint spalling, transverse cracking, or longitudinal cracking.
- CPR project planned for 2027 federal aid.
4. Any existing geometric concerns?
Sight distance limited to see bottom of underpass during inclement weather. Vertical height restrictions of 13'5" at 7th St and 13'8" on 9th street according to overhead warning signs.
5. Are there any access points to adjoining properties that present a special concern?
No
6. Are there any existing sidewalks or shared use path in place?
7th St sidewalk west side, 9th St sidewalk on both sides
7. What is the condition of the existing storm sewer? Will any additional storm sewer work need to be done along with this project?
7th Street stormwater is evacuated via pump station and forcemain originally installed in 1979 at the time of the underpass construction. Forcemain outfalls at Front Ave/8th St intersection and combines with the City's trunk 54" storm outfall.
9th Street stormwater is evacuated via 15" gravity drain installed presumably with 1939 construction of RR underpass.
Both underpasses experience significant ponding during storm events. 7th Street is controlled by the rate at which the pumps evacuate the water. 9th Street is likely controlled by a combination of inlet capacity, pipe capacity, and downstream stormwater network capacity but it is unknown to what degree each controlling criteria contributes to the overall.
8. What is the condition of the city's water and sewer line? Will any work have to be done to the city's water and sewer lines along with this project?
No work required
9. Describe the existing lighting system currently in place? What type of standards and luminaires are currently being used?
10. What intersections currently have traffic signals? Are there any locations that have a high accident rate? Are additional turning lanes needed?
7th St – signals at Main Ave and Front Ave – 9th St signals – Main Ave and Front Ave. All signals replaced in 2022

Remarks:

City Engineer: Gale Schell

Date: 11/22/24

District Engineer: DocuSigned by:
Larry Gangl
89381F97C45C45A...

Date: 11/25/2024

Note: Please attach a map showing location and extent of the project, detailed cost estimate, and any additional supporting documents.

Exhibit A: Project Location Map with storm sewer network

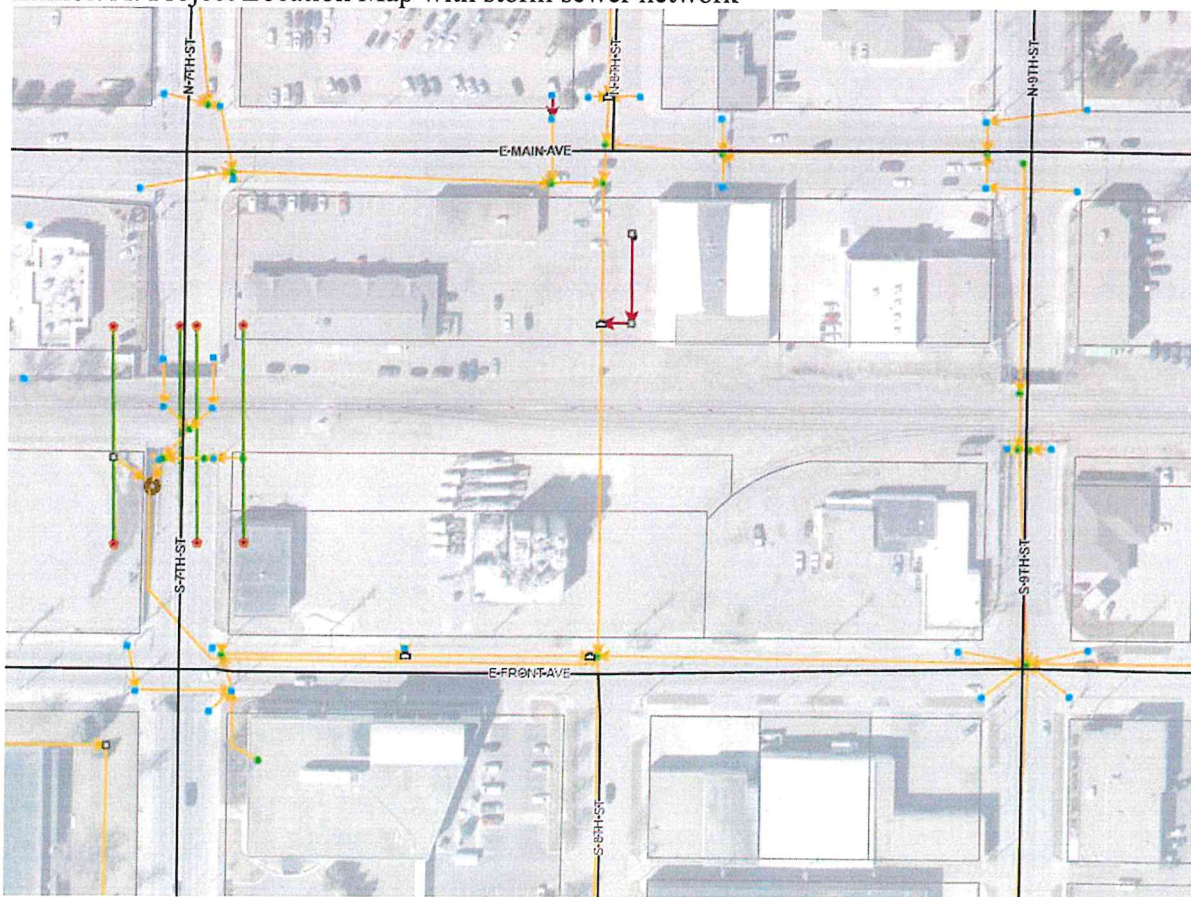


Exhibit B: 7th Street Underpass looking south during storm event



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URBAN REGIONAL & URBAN ROADS PROJECT SCOPING WORKSHEET

DATE: 11/22/2024

PRIORITY# _____ Regional: **Y** Urban Roads: **Y**

City: Bismarck Street: US 83, ND 810, ND 1804, 94 BUS

County: Burleigh Length: N/A

Proposed Improvement: Replace all non-compliant highway signs on the regional highway system throughout the city of Bismarck, US 83, ND 810, ND 1804, and previous regional highway of Main Ave currently noted as I94 BUS in many signs. Scope of replacement project is unknown.

Cost Estimates Breakdown (in \$1,000)							
PE	CE	R/W	Utility	Constr.	Bridges	Non-Participating	Total
40	10			200			250

Present Road: Surface Width? varies Surface Type? HMA and Concrete

On Street Parking Allowed? varies Present: (No) One Side **Both Sides** Angle **Parallel**
Proposed: (No) One Side **Both Sides** Angle **Parallel**

Proposed Improvements	
ADT Present: _____ Yr: _____	Travel Way Width : _____
ADT Design: _____ Design year _____	No. of Lanes: _____
Design Speed: _____	Roadway Width: _____
Maximum Curve: _____	Min. R/W Width: _____
Maximum Grade: _____	

Right of Way
Will Additional ROW or easement be acquired? <u>No</u> ROW acquisition by: City DOT
Has any ROW easements been acquired since 7-1-72: <u>No</u> ROW Condemnation by: City DOT
Est. No. of occupied family dwelling to be displaced? <u>0</u>

Est. No. business to be displaced? 0

Impacts	
Will there be any additional Impacts (Cultural and Environmental Resources):	<u>No</u>
Will there be any impacts to 4(f) or 6(f) properties:	<u>No</u>
Airports:	<u>No</u>
Public Hearings:	<u>No</u>
Environmental Classification (Cat-Ex, EA, EIS):	<u>Cat-Ex</u>
Transportation Enhancements:	<u>No</u>
Intermodal:	<u>No</u>
Pedestrian Needs:	<u>No</u>

Railroads Crossings						
RR Name	No. Xings	No. Tracks and Type of Crossing	Daily Train Movements	Train Speed	Present Protection	Proposed Protection
None						

Purpose and Need Statement:

Pavement rehabilitation projects programmed on the regional highway system do not include an evaluation or replacement of regulatory, warning and guide signs. The typical life of the sign facing material is less than ten years. With new retro reflectivity requirements, some sign's service life can be less dependent on facing direction. This project would evaluate the existing signage on the regional system roadways in Bismarck (US 83, ND 1804, ND 810) and would include Main Ave (I94 BUS) post-mounted guide signs and overhead signs from when Main Ave was a regional highway. Non-compliant signs would be replaced.

Existing Conditions:

1. When was the current street section built? Has there been any additional maintenance to the street section? Maintenance mill and overlay or concrete pavement repair projects on all regional roadways within Bismarck in 2023 or 2024. Microsurface projects planned for all regional asphalt roadways in 2025 or 2026.
2. How many driving lanes and turning lanes does the street section currently have and what is the widths of the driving and turning lanes?

3. What is the condition of the pavement section?
 - A. If the pavement section is asphalt, is there any alligator cracking, longitudinal cracking, transverse cracking, raveling, bituminous patching or rutting?
 - B. If the pavement section is concrete, are there any broken slabs,

faulting, bituminous patching, joint spalling, transverse cracking,
or longitudinal cracking.

-
-
4. Any existing geometric concerns?
-
5. Are there any access points to adjoining properties that present a special concern?
-
6. Are there any existing sidewalks or shared use path in place?
-
7. What is the condition of the existing storm sewer? Will any additional storm sewer work need to be done along with this project?
-
8. What is the condition of the city's water and sewer line? Will any work have to be done to the city's water and sewer lines along with this project?
-
9. Describe the existing lighting system currently in place? What type of standards and luminaires are currently being used?
-
10. What intersections currently have traffic signals? Are there any locations that have a high accident rate? Are additional turning lanes needed?
-

Remarks:

City Engineer: Gale Schell

Date: 11/22/24

District Engineer: DocuSigned by:
Larry Gangl
89381F97C45C45A...

Date: 11/25/2024

Note: Please attach a map showing location and extent of the project, detailed cost estimate, and any additional supporting documents.

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URBAN REGIONAL & URBAN ROADS PROJECT SCOPING WORKSHEET

DATE: 11/22/2024

PRIORITY# _____

Regional: Y/N

Urban Roads: Y/N

City: Bismarck Street: State St. – Divide Av. To Calgary Av. ESA Limits
State St. – Divide Av. To Calgary Av.

County: Burleigh Length: 5700 feet/1.08 miles

Proposed Improvement: Trail rehabilitation, HBP overlay

Cost Estimates Breakdown (in \$1,000)							
PE	CE	R/W	Utility	Constr.	Bridges	Non-Participating	Total
46	46			464			556

Present Road: Surface Width? 10' Surface Type? HBP

On Street Parking Allowed? No Present: (No) One Side Both Sides Angle Parallel
Proposed: (No) One Side Both Sides Angle Parallel

Proposed Improvements	
ADT Present: <u>100</u> Yr: <u>2023</u>	Travel Way Width : <u>10'</u>
ADT Design: _____ Design year _____	No. of Lanes: _____
Design Speed: _____	Roadway Width: _____
Maximum Curve: _____	Min. R/W Width: _____
Maximum Grade: _____	

Right of Way	
Will Additional ROW or easement be acquired? <u>No</u>	ROW acquisition by: City DOT
Has any ROW easements been acquired since 7-1-72: _____	ROW Condemnation by: City DOT

Est. No. of occupied family dwelling to be displaced? 0
 Est. No. business to be displaced? 0

Impacts

Will there be any additional Impacts (Cultural and Environmental Resources): None

Will there be any impacts to 4(f) or 6(f) properties: None

Airports: None Public Hearings: _____

Environmental Classification (Cat-Ex, EA, EIS): Cat-Ex

Transportation Enhancements: _____

Intermodal: _____

Pedestrian Needs: Yes

Railroads Crossings						
RR Name	No. Xings	No. Tracks and Type of Crossing	Daily Train Movements	Train Speed	Present Protection	Proposed Protection
None						

Purpose and Need Statement:

The US 83/State Street multi-use trail was constructed in 2003 and links the ND State Capital Grounds to the recreational trail network in north Bismarck. This trail is one of only three trail crossings of Interstate 94 adjacent to roadways and one of only seven crossings for pedestrians overall. The NDDOT's 2023 State Street Safety Improvement project brought all non-conforming ADA ramps into compliance but did not address the trail itself. The rehabilitation of the US 83/State Street trail will improve the facility for the non-motorized public to safely access a large and growing retail area adjacent to the corridor and provide recreational opportunities for all users.

Existing Conditions:

1. When was the current street section built? Has there been any additional maintenance to the street section?
2003 – No, other than crack sealing
2. How many driving lanes and turning lanes does the street section currently have and what is the widths of the driving and turning lanes?
Multiuse Trail
3. What is the condition of the pavement section?
 - A. If the pavement section is asphalt, is there any alligator cracking, longitudinal cracking, transverse cracking, raveling, bituminous

patching or rutting?

- B. If the pavement section is concrete, are there any broken slabs, faulting, bituminous patching, joint spalling, transverse cracking, or longitudinal cracking.

The trail has reached the end of its useful life and requires an overlay to restore the trail to a more serviceable condition.

4. Any existing geometric concerns? None
5. Are there any access points to adjoining properties that present a special concern?
None
6. Are there any existing sidewalks or shared use path in place?
Yes
7. What is the condition of the existing storm sewer? Will any additional storm sewer work need to be done along with this project?
None
8. What is the condition of the city's water and sewer line? Will any work have to be done to the city's water and sewer lines along with this project?
None
9. Describe the existing lighting system currently in place? What type of standards and luminaires are currently being used?
Adjacent Roadway lighting
10. What intersections currently have traffic signals? Are there any locations that have a high accident rate? Are additional turning lanes needed?
Divide Av., Capital Av., South Ramp, North Ramp, Interstate Av., Century Av., Weiss Av., and Calgary Av.

Remarks:

City Engineer: Gabe Schell

Date: 11/22/24

District Engineer: Larry Gangl
DocuSigned by: 89381E97C45C45A

Date: 11/25/2024

Note: Please attach a map showing location and extent of the project, detailed cost estimate, and any additional supporting documents.

State Street Multi-Use Trail Rehab - Divide Ave to Calgary Ave				
ITEMS	QTY	UNITS	PRICE	TOTAL
Contract Bond	1	LS	\$ 5,000.00	\$ 5,000
Common Excavation	100	CY	\$ 100.00	\$ 10,000
Superpave FAA 43	750	TON	\$ 230.00	\$ 172,500
Approach Transitions	18	EA	\$ 5,000.00	\$ 90,000
Seeding & Mulching	1	ACRE	\$ 5,000.00	\$ 5,000
Erosion Control	1	LS	\$ 10,000.00	\$ 10,000
Traffic Control	1	LS	\$ 15,000.00	\$ 15,000
Mobilization	1	LS	\$ 20,000.00	\$ 20,000
Asphalt Removal (Trail Transitions)	18	EA	\$ 2,000.00	\$ 36,000
Undeveloped Design Details (10%)				\$ 36,350
Subtotal (2024)				\$ 399,850
Total (2029) (3%/5 Years)				\$ 464,000
		Federal (80%)		\$ 371,200
		Local Match (20%)		\$ 92,800



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URBAN REGIONAL & URBAN ROADS PROJECT SCOPING WORKSHEET

DATE: 4/22/25

PRIORITY# _____

Regional: Y/NUrban Roads: Y/NCity: Mandan Street: Old Red Trail 1806 RP 71.69 to RP 75.50County: Morton Length: 1.18 MilesProposed Improvement: Chip Seal

Cost Estimates Breakdown (in \$1,000)							
PE	CE	R/W	Utility	Constr.	Bridges	Non-Participating	Total
5	10	0	0	90	0		105

Present Road: Surface Width? 40 Surface Type? Asphalt

On Street Parking Allowed? _____ Present: (No) One Side Both Sides Angle Parallel
 Proposed: (No) One Side Both Sides Angle Parallel

Proposed Improvements	
ADT Present: _____ Yr: _____	Travel Way Width : _____
ADT Design: _____ Design year _____	No. of Lanes: _____
Design Speed: _____	Roadway Width: _____
Maximum Curve: _____	Min. R/W Width: _____
Maximum Grade: _____	

Right of Way	
Will Additional ROW or easement be acquired? <u>no</u>	ROW acquisition by: City DOT
Has any ROW easements been acquired since 7-1-72: _____	ROW Condemnation by: City DOT
Est. No. of occupied family dwelling to be displaced? _____	
Est. No. business to be displaced? _____	

Impacts
Will there be any additional Impacts (Cultural and Environmental Resources): no
Will there be any impacts to 4(f) or 6(f) properties: no
Airports: no Public Hearings: no
Environmental Classification (Cat-Ex, EA, EIS): Cat-ex
Transportation Enhancements:
Intermodal:
Pedestrian Needs: Existing sidewalk. No proposed improvements.

Railroads Crossings						
RR Name	No. Xings	No. Tracks and Type of Crossing	Daily Train Movements	Train Speed	Present Protection	Proposed Protection

Purpose and Need Statement:

Roadway was reconstructed in 2021. Pavement has not been sealed since. Needs a chip seal.

Existing Conditions:

1. When was the current street section built? Has there been any additional maintenance to the street section?

2021.
2. How many driving lanes and turning lanes does the street section currently have and what is the widths of the driving and turning lanes?

14' driving lanes with 12' center turn lane.
3. What is the condition of the pavement section?

A. If the pavement section is asphalt, is there any alligator cracking, longitudinal cracking, transverse cracking, raveling, bituminous patching or rutting?

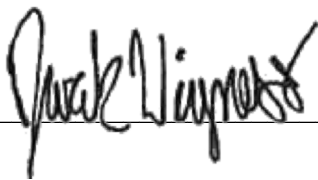
B. If the pavement section is concrete, are there any broken slabs, faulting, bituminous patching, joint spalling, transverse cracking,

or longitudinal cracking.
Pavement is in good shape. Needs to be sealed. _____

4. Any existing geometric concerns?
no _____
5. Are there any access points to adjoining properties that present a special concern?
no _____
6. Are there any existing sidewalks or shared use path in place?
Yes. No proposed improvements. _____
7. What is the condition of the existing storm sewer? Will any additional storm sewer work need to be done along with this project?
no _____
8. What is the condition of the city's water and sewer line? Will any work have to be done to the city's water and sewer lines along with this project?
no _____
9. Describe the existing lighting system currently in place? What type of standards and luminaires are currently being used?
No proposed improvements _____
10. What intersections currently have traffic signals? Are there any locations that have a high accident rate? Are additional turning lanes needed?
No _____

Remarks:

Paved in 2021 due for a chip seal.

City Engineer:  _____

Date: 12/1/25 _____

District Engineer: _____

Date: _____

Note: Please attach a map showing location and extent of the project, detailed cost estimate, and any additional supporting documents.



1806 Chip Seal Cost Estimate

Item	Quantity	Unit	Unit Price	Total
Contract Bond	1	L SUM	\$1,000.00	\$1,000.00
Seal Coat	34000	SY	\$1.97	\$66,980.00
Mobilization	1	L SUM	\$10,000.00	\$10,000.00
Traffic Control Signs	200	UNIT	\$2.35	\$470.00
Type III Barricade	3	EA	\$120.00	\$360.00
Delineator Drums	12	EA	\$25.00	\$300.00
Tubular Markers	24	EA	\$5.50	\$132.00
Obliteration of Pavement Marking	60	SF	\$2.25	\$135.00
Portable Changeable Message Sign	1	EA	\$6,500.00	\$6,500.00
PVMT MK Painted - Message	24	SF	\$6.00	\$144.00
PVMT MK Painted - 6 IN LINE	20000	LF	\$0.15	\$3,000.00
PVMT MK Painted - 8 IN LINE	20	LF	\$1.20	\$24.00
PVMT MK Painted - 12 IN LINE	830	LF	\$0.90	\$747.00
PVMT MK Painted - 24 IN LINE	26	LF	\$7.50	\$195.00
Estimated Cost				\$89,987.00
Engineering				\$15,000.00
Total Estimated Cost				\$104,987.00

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December 2025

Re: **FY30 Urban Roads Program**

One application was submitted to the Bismarck-Mandan MPO (MPO) for the FY30 Urban Roads Program. The submitting jurisdiction was the City of Bismarck. The MPO and its member jurisdictions met with representatives from North Dakota Department of Transportation (NDDOT) to discuss the FY30 Urban Roads Program and available funding for the MPO area for FY30. Based on the discussion, direction received from NDDOT, and the consensus reached, staff recommends approval of Bismarck's Main Avenue from Memorial Highway/Frairie Barracks Road to Washington Street reconstruction project to be promoted as the priority project to be considered for FY30 Urban Roads programming.

Rank	Jurisdiction	Type	Location & Project Description	Total Cost / Federal Request	MTP Consistent
1	Bismarck	Reconstruction	Main Avenue (Memorial Highway/Frairie Barracks Road to Washington Street): Concrete pavement/asphalt shoulder reconstruction to potentially include a roundabout installed at Main & Rosser Ave/Bells St intersection and possible 4 to 3 lane reduction and addition of a new multi-use trail from Bell St to Washington St. Also to include evaluation of appropriate rehabilitation/replacement for the grade separated pedestrian crossing and landscaping considerations along the corridor. The proposed project is on a one mile stretch of Main Avenue.	\$7,100,000/ \$5,200,000 (~73% total cost)	Yes
			The City of Bismarck has submitted a request to NDDOT asking that if additional Urban Roads Program funds become available that this project be considered for up to 80% of the \$7.1M project cost for funding for a total of up to \$5.68M. This request was submitted at the suggestion of NDDOT.	\$7,100,000/ Up to \$5,680,000 (80% of the project cost) if additional Urban Roads funding becomes available	

//KLR Dec 2025

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URBAN REGIONAL & URBAN ROADS PROJECT SCOPING WORKSHEET

DATE: 11/26/2025PRIORITY# _____ Regional: No Urban Roads: YesCity: Bismarck Street: Main Ave from Fraine Barracks Rd/Memorial Hwy to Washington StCounty: Burleigh Length: 1.0 mile**Proposed Improvements:**

- rehabilitation of existing concrete pavement and asphalt shoulders
- evaluate installing a roundabout at the intersection of Main Ave & Rosser Ave/Bell St
- from Bell St to Washington St, evaluate reducing the roadway width from 4-lane to 3-lane and adding a new multi-use trail
- evaluate appropriate rehabilitation/replacement options for the grade separated pedestrian crossing
- consider opportunities for landscaping improvement (replacing asphalt shoulders with grass and trees, replacing grassed medians with plant materials)

Cost Estimates Breakdown (in \$1,000)							
PE	CE	R/W	Utility	Constr.	Bridges	Non-Participating	Total
0	0	0	0	\$6,600	\$500	0	\$7,100

Present Road: Surface Width? 60ft W of Bell St, 48ft E of Bell St Surface Type? concreteOn Street Parking Allowed? No Present: **No** One Side Both Sides Angle Parallel
Proposed: **No** One Side Both Sides Angle Parallel

Proposed Improvements		
ADT Present: <u>14,850</u>	Yr: <u>9/16/2022</u>	Travel Way Width : <u>Varies</u>
ADT Design: <u>15,000</u>	No. of Lanes: <u>5 west of Bell St, 3 east of Bell St</u>	

Design Speed: 40mph Roadway Width: 60ft W of Bell St, 36ft E of Bell St
 Maximum Curve: _____ Min. R/W Width: about 166ft
 Maximum Grade: _____

Right of Way

Will Additional ROW or easement be acquired? No ROW acquisition by: City DOT
 Has any ROW easements been acquired since 7-1-72: No ROW Condemnation by: City DOT
 Est. No. of occupied family dwelling to be displaced? zero
 Est. No. business to be displaced? zero

Impacts

Will there be any additional Impacts (Cultural and Environmental Resources): No
 Will there be any impacts to 4(f) or 6(f) Properties: Possibly, if revisions are made to the pedestrian overpass or to multi-use trail connections.
 Airports: No Public Hearings: No
 Environmental Classification (Cat-Ex, EA, EIS): Cat-Ex
 Transportation Enhancements: possible roundabout at Main Ave & Rosser Ave / Bell St
 Intermodal: Possibly add a multi-use trail between Bell St and Washington St, consider pedestrian
 Pedestrian Needs: Rehab the pedestrian overpass and possibly add a multi-use trail

Railroads Crossings

RR Name	No. Xings	No. Tracks and Type of Crossing	Daily Train Movements	Train Speed	Present Protection	Proposed Protection
BNSF	1	1, grade separation	22	35mph	Grade separation	No Change

Purpose and Need Statement:

The existing concrete pavement and roadway geometry were originally constructed in 1958. The pavement has significant cracking and is in need of repairs. The pedestrian overpass structure was installed in 1958 and is in need of some sort of rehabilitation to continue its operation. Between Bell St and Washington St there are presently no pedestrian or bicycle facilities, but changing from a 4-lane to a 3-lane section could allow a multi-use trail to be installed. Additionally, if the typical section would change at the Main Ave & Rosser Ave intersection, two safety issues could be remedied (routine Sideswipe Same Direction and Rear End crashes where westbound Rosser Ave presently merges onto westbound Main Ave, and left turners backing-up out of the turn bay and stopping in the through lane where eastbound Main Ave turns onto eastbound Rosser Ave).

Existing Conditions:

1. When was the current street section built? Has there been any additional

maintenance to the street section?

In 1958, U-136(8) and UG-136(9) constructed the roadway.

In 1984, ST-238 re-paved the asphalt shoulders in the curves near Rosser Ave.

In 2009, PCN 17925 performed concrete pavement repairs.

2. How many driving lanes and turning lanes does the street section currently have and what are the widths of the driving and turning lanes? There are two EB and two WB thru lanes throughout the length of the project (12ft wide lanes). West of Bell St, there are various left and right turn lanes present (12ft wide).
3. What is the condition of the pavement section?
 - A. If the pavement section is asphalt, is there any alligator cracking, longitudinal cracking, transverse cracking, raveling, bituminous patching or rutting?
 - B. If the pavement section is concrete, are there any broken slabs, faulting, bituminous patching, joint spalling, transverse cracking, or longitudinal cracking.

The concrete roadway has many of the features described in item B.

4. Any existing geometric concerns? Yes
 - A) Westbound Rosser Ave merges onto westbound Main Ave. This area experiences routine Sideswipe Same Direction crashes and Rear End crashes.
 - B) The left turn lane from eastbound Main Ave onto eastbound Rosser Ave routinely backs up into the eastbound through lane during the AM Peak, resulting in last second lane changes by drivers to avoid rear-ending stopped traffic.
5. Are there any access points to adjoining properties that present a special concern? No
6. Are there any existing sidewalks or shared use path in place? Yes. Between Memorial Hwy and Lake Ave there is a multi-use trail along the south side of Main Ave. On the east side of Lake Ave, the trail crosses Main Ave by means of a grade-separated pedestrian overpass. The trail then continues along the north side of Main Ave and terminates at the Rosser Ave sidewalk.

What is the condition of the existing storm sewer? Will any additional storm sewer work need to be done along with this project? The existing storm sewer was installed in 1958. There are no known issues with the condition. Modifications may possibly needed depending which items are part of final project.

What is the condition of the city's water and sewer line? Will any work have to be done to the city's water and sewer lines along with this project? There are some crossings, but no parallel facilities in this area. Significant impacts are not expected with this project.

7. Describe the existing lighting system currently in place? What type of standards and luminaires are currently being used?
The existing light standards were installed in 1992 with MG-1-981(024)010. In 2018 the heads were retrofitted to LEDs.
8. What intersections currently have traffic signals? The only traffic signal is at the intersection of Main Ave & Memorial Hwy / Fraine Barracks Rd. No traffic signal changes are planned with this project.
- A. Are there any locations that have a high accident rate? Yes, where westbound Rosser Ave merges onto westbound Main Ave there are many Sideswipe Same Direction crashes and Rear End crashes.
- B. Are additional turning lanes needed? Revising the left turn lane from eastbound Main Ave to eastbound Rosser Ave to a LEFT LANE MUST TURN LEFT lane are being considered with this project.

Remarks:

- Eastbound traffic presently drops in half at the Rosser Ave intersection (half turns onto Rosser Ave and half stays on Main Ave), and vice versa for westbound traffic. This results in the Main Ave & Rosser Ave / Bell St intersection being a logical location to change the typical section from 5-lane to 3-lane.
- Changing the lane configuration from 5-lane to 3-lane at the Main Ave & Rosser Ave / Bell St intersection would correct two safety issues: 1) westbound traffic going from Rosser Ave to Main Ave would no longer merge, they would have their own lane that would become the start of the second westbound through lane. 2) left turners going from eastbound Main Ave to eastbound Rosser Ave would become a LEFT LANE MUST TURN LEFT lane, reducing the potential for through traffic rear-ending stopped left turn vehicles.
- If any significant cost items are not included in the project, such as the roundabout, the city will notify NDDOT/MPO as soon as possible so that funding can be re-allocated to other projects.

City Engineer: Gabe Schell

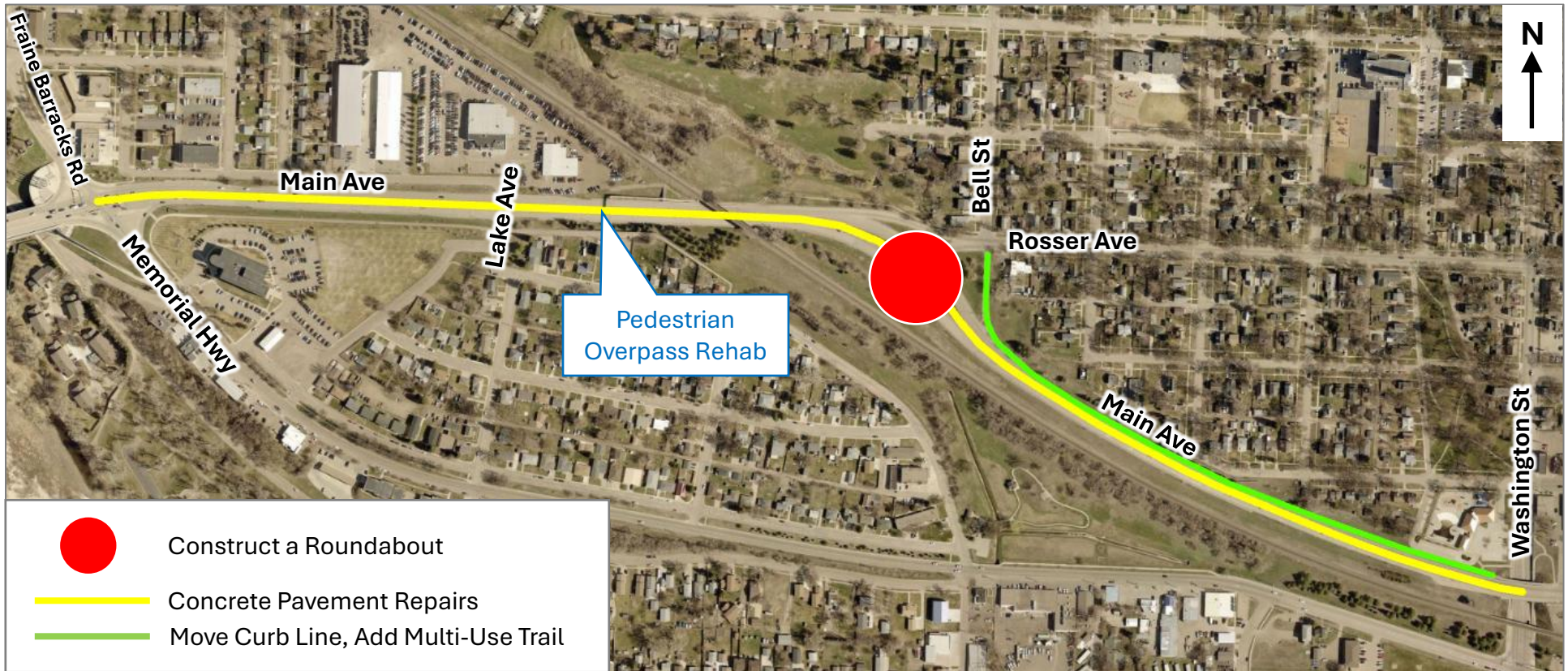
Date: 11/26/25

District Engineer: N/A

Date: N/A

Note: *Please attach a map showing location and extent of the project, detailed cost estimate, and any additional supporting documents.*

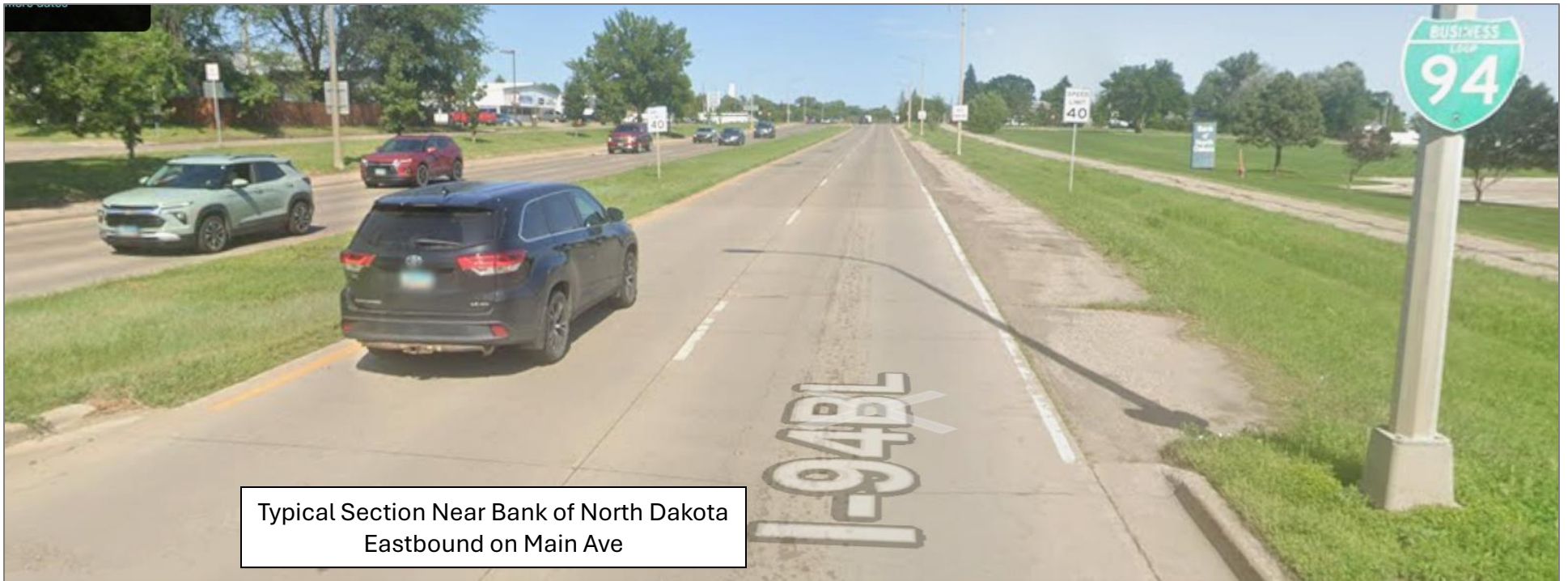
Scope of Work Map – Main Ave from Fraine Barracks Rd / Memorial Hwy to Washington St



Detailed Cost Estimate for Main Ave from Fraine Barracks Rd / Memorial Hwy to Washington St		
Location	Work Items	2025 Cost
Entire Project	Concrete pavement repairs Remove asphalt outside of curblines	\$1,300,000
Main Ave & Rosser Ave / Bell St Intersection	Construct Roundabout	\$3,000,000
Bell St to Washington St	Reduce from 4-lane to 3-lane Install multi-use trail	\$500,000
Pedestrian Overpass	Rehabilitate the pedestrian overpass	\$500,000
Entire Project	Design Details (15%)	\$795,000
2025 SubTotal		\$6,095,000
2030 Cost (3% inflation for 5yrs)		\$7,100,000

Urban Roads Request (73%, the available Bismarck-Mandan MPO balance) = \$5,200,000

Local Match (27%) = \$1,900,000



Typical Section Near Bank of North Dakota
Eastbound on Main Ave



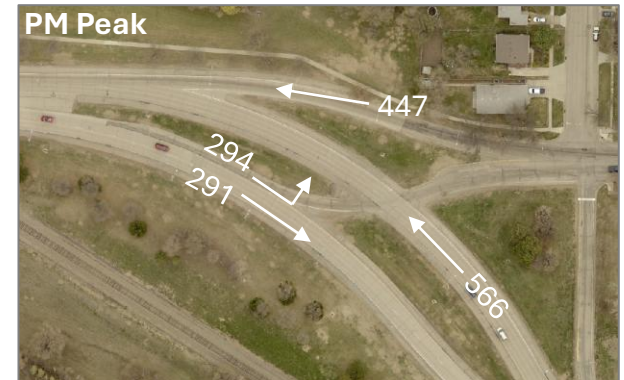
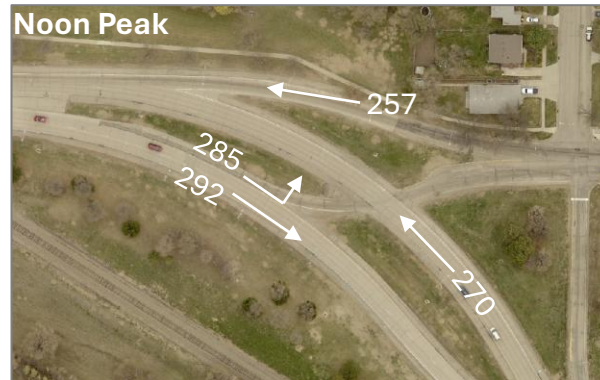
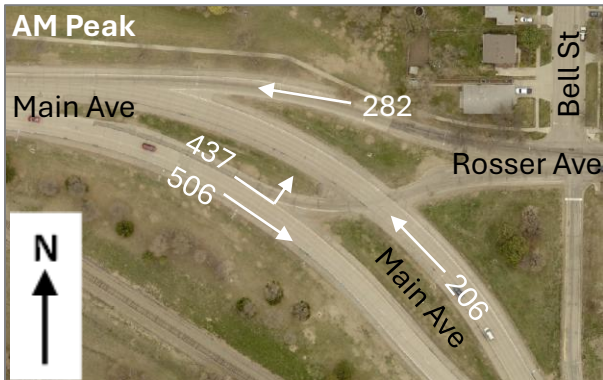
Pedestrian Overpass

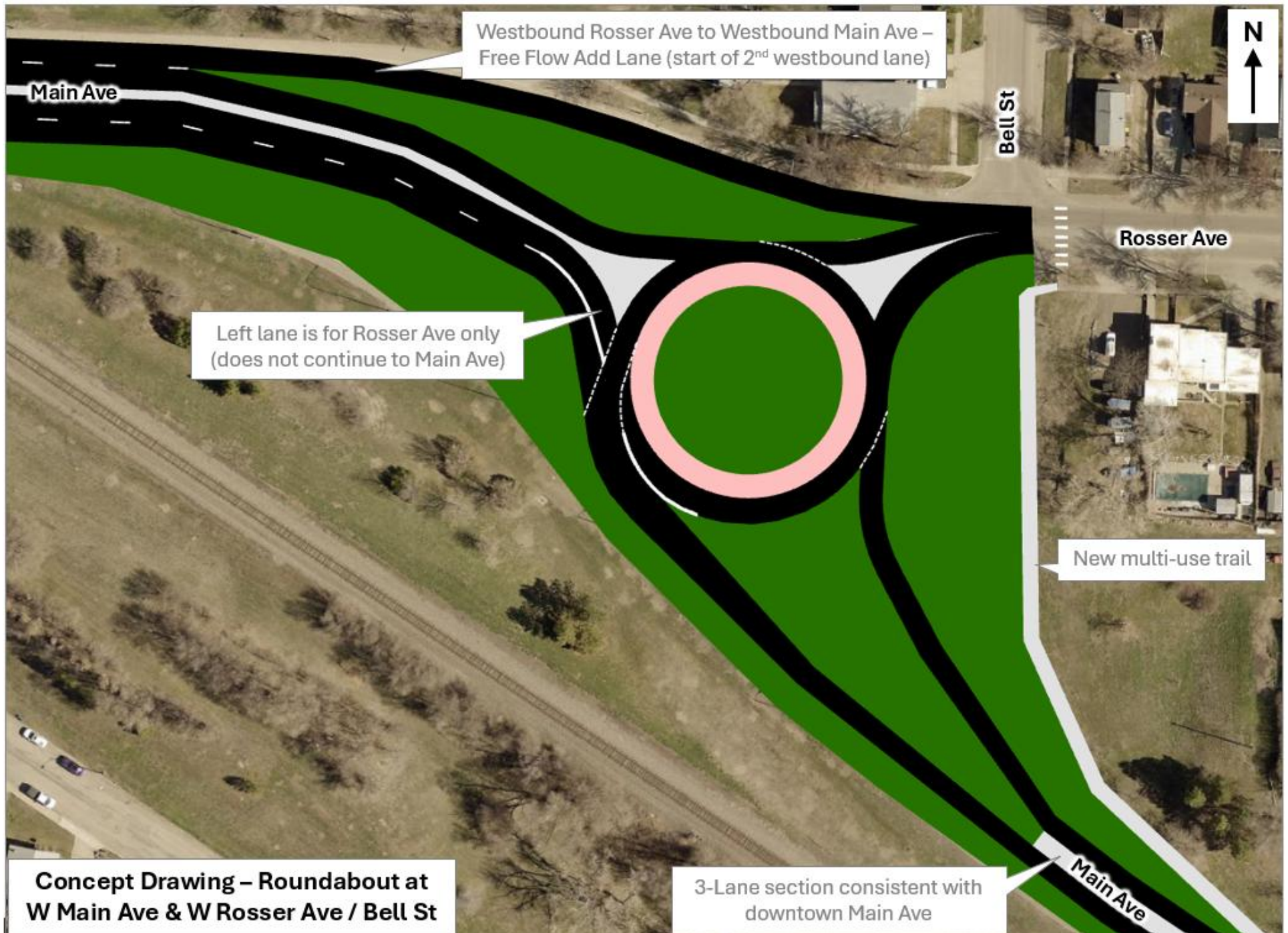
Railroad Overpass

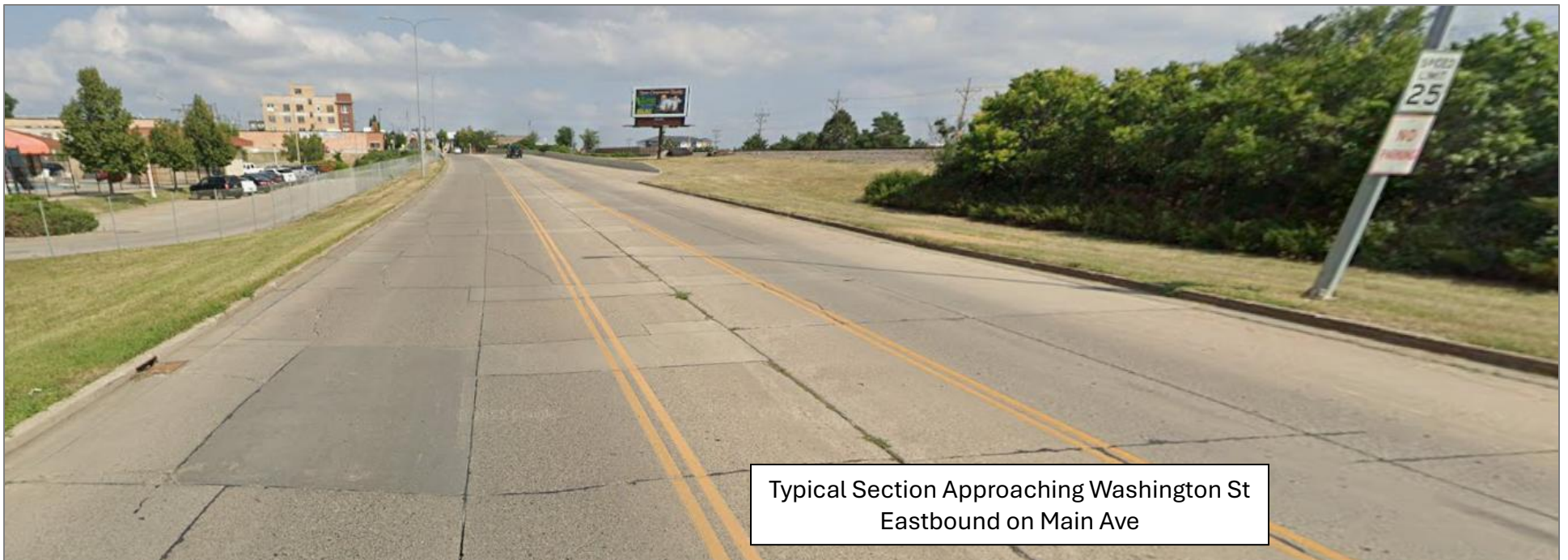
Eastbound on Main Ave

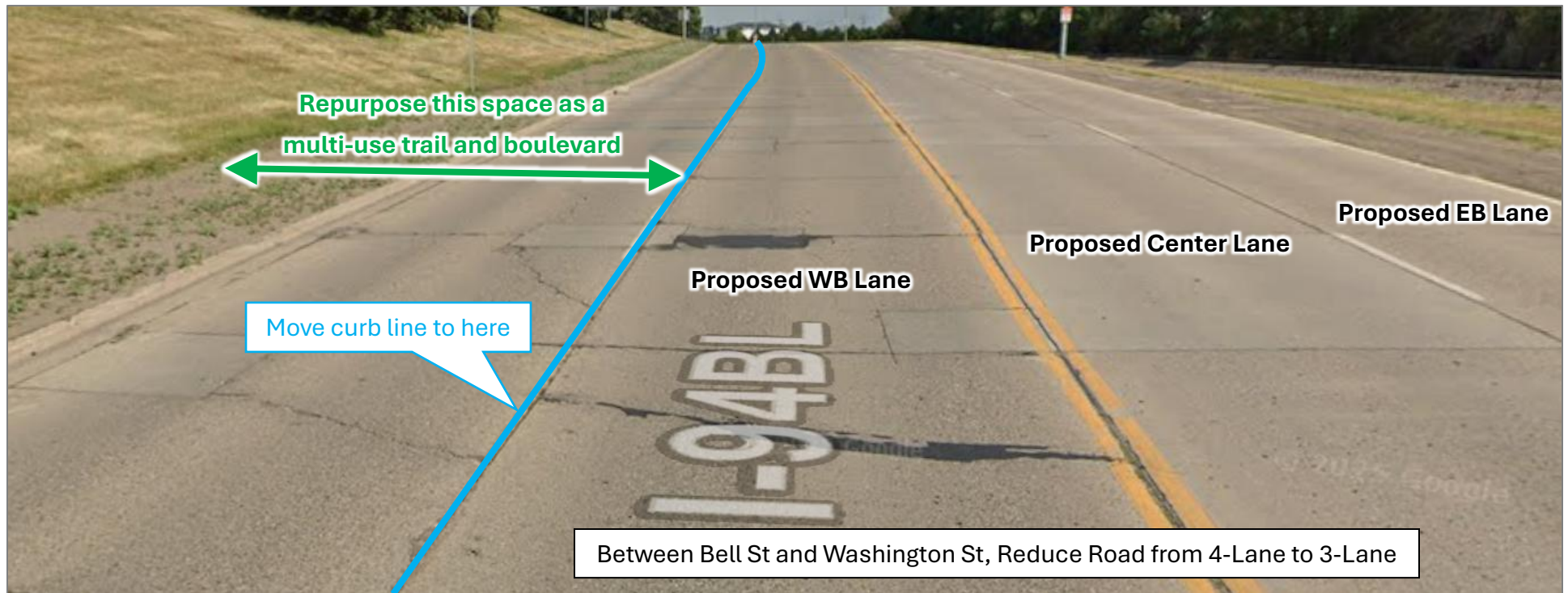


Peak Hour Traffic Counts from 12/5/2024 and 12/10/2024:











MEMORANDUM OF AGREEMENT
BIG SKY PASSENGER RAIL AUTHORITY
GOVERNMENT PARTNER PROGRAM MEMBERSHIP

ARTICLE I - PURPOSE AND AUTHORITY

This Memorandum of Agreement ("MOA") is entered into by and between the Bismarck-Mandan Metropolitan Planning Organization ("BMMPO") and Burleigh County, Morton County, the City of Bismarck, City of Lincoln, and City of Mandan, ("the Parties") for the purpose of establishing a mutual framework governing the respective responsibilities of the BMMPO and the Parties for the provision of the Big Sky Passenger Rail Authority (BSPRA) Government Partner Program (GPP) annual membership through the BMMPO.

WHEREAS, responsibilities for establishing and maintaining a continuing, cooperative, and comprehensive (3-C) metropolitan transportation planning and programming process is defined and required by the United States Department of Transportation (USDOT) in regulations at *23 CFR 450 Subpart A – Transportation Planning and Programming Definitions*; *23 CFR 450 Subpart C – Metropolitan Transportation Planning and Programming*, and *23 U.S.C. 134 and 135*; and

WHEREAS, the regulations of *23 U.S.C. 134 – Metropolitan Transportation Planning* state it is in the national interest to encourage and promote the safe and efficient management, operation, and development of surface transportation systems that will:

1. serve the mobility needs of people and freight
2. foster economic growth and development
3. minimizing transportation-related fuel consumption and air pollution through metropolitan planning processes; and

WHEREAS, the regulations at *23 CFR 450 Subpart C – Metropolitan Transportation Planning and Programming* direct that the 3-C metropolitan planning process of the BMMPO shall provide for consideration and implementation of projects, strategies, and services that will address the following factors:

1. Support the economic vitality of the metropolitan area
2. Increase the safety of the transportation system for all users
3. Increase the security of the transportation system for all users
4. Increase accessibility and mobility of people and freight
5. Protect and enhance the environment, promote energy conservation, and improve the quality of life
6. Enhance the integration and connectivity of the transportation system across and between modes for people and freight
7. Promote efficient system management and operation
8. Emphasize the preservation of the existing transportation system
9. Improve the resiliency and reliability of the transportation system
10. Enhance travel and tourism; and

WHEREAS, the regulations at 23 CFR 450.314 – *Metropolitan Planning Agreements* and 49 CFR 613 – *Metropolitan Transportation Planning and Programming* direct that the Metropolitan Planning Organization (BMMPO) shall cooperatively determine responsibilities for carrying out the 3-C process and clearly identify them in a written agreement; and

WHEREAS, BMMPO and the Parties recognize both benefits and challenges resulting from any passenger rail service expansion through, within, or adjacent to the BMMPO metropolitan planning area (MPA); and

WHEREAS, BMMPO and the Parties desire to maximize any potential benefits from passenger rail in the MPA, including but not limited to economic growth and a more connected regional transportation system desire while navigating challenging decisions and situations including but not limited to placement and funding of train stations and ensuring a safe, reliable, connected and accessible transportation system to tie together varying transportation modes and geographical areas; and

WHEREAS BMMPO and the Parties desire to maximize benefits and navigate challenges while averting or mitigating any negative impacts in a cooperative, continuing, and comprehensive manner; and

WHEREAS, nothing in this MOA shall be construed to limit or affect the legal authorities of the parties or require the parties to perform beyond their respective authority,

NOW, THEREFORE, BMMPO, and the Parties agree to cooperatively undertake a continuing and comprehensive transportation planning and programming process for the defined metropolitan planning area through participation in the BSPRA GPP. The process will be completed pursuant to state and local goals for urban planning, the provisions of 23 U.S.C. 134 and 135, and 23 CFR 450, as amended, and the provisions of this Memorandum of Agreement, in which it is mutually agreed that each agency has the following responsibilities:

ARTICLE II - SCOPE

The BSPRA GPP membership is designed to assist communities along or adjacent to new passenger rail service routes with planning activities to address and maximize benefits derived and challenges presented by new passenger rail service to an area and may include resources to assist BMMPO and the Parties to lead on:

- Building or renovating train stations;
- Developing relevant services and/or housing near stations and destinations;
- Creating connecting transportation services within cities and to outlying communities;
- Federal grant funding opportunities; and
- Community planning and project development tools

The BSPRA GPP may present these resources through forums, webinars, and the creation of a "Passenger Rail Community" to assist with collaboration.

The BSPRA GPP membership has a term of one (1) year, beginning from the time the membership fee is received and expiring 12 months from that date. It does not automatically renew.

Goods and services which the BMMPO may provide or secure under this MOA are those items directly provided by the BSPRA GPP to its members; ancillary goods or services require Supplemental Agreements ("SA(s)") under this MOA.

Nothing in this MOA shall be construed to require the Parties to use the BMMPO or to require the BMMPO to provide any goods or services to the Parties beyond those provisions contained within this MOA, except as may be set forth in Supplemental Agreements to this MOA.

ARTICLE III - INTERAGENCY COMMUNICATIONS

To provide for consistent and effective communication between the BMMPO and the Parties, each agency shall appoint a Principal Representative to serve as its central point of contact on matters relating to this MOA. This designation shall be communicated by the Parties to the BMMPO.

ARTICLE IV - SUPPLEMENTAL AGREEMENTS

In response to requests from the Parties for BMMPO assistance with activities concerning the GPP membership but outside of the scope of this MOA (ancillary goods or services), the BMMPO and the Parties shall conclude mutually agreed upon written SAs. Those SAs must include particulars as are necessary to clearly describe the obligations of the parties with respect to the requested goods and services.

Ancillary goods or services shall be provided only after an appropriate SA has been signed by a representative of each participating party authorized to execute that SA. In the case of conflict between this MOA and a SA, this MOA shall control.

ARTICLE V - RESPONSIBILITIES OF THE PARTICIPATING AGENCIES

A. Responsibilities of BMMPO

1. BMMPO shall secure a one-year GPP membership on behalf of the Parties as outlined in ARTICLE VI – FUNDING and RESPONSIBILITY FOR COSTS.

2. BMMPO shall act as a liaison between the BSPRA GPP and the Parties and facilitate a coordinated and comprehensive planning process in accordance with this MOA.

3. BMMPO shall inform the Principal Representatives of the Parties of all BSPRA GPP activities, forums, guidance materials, webinars, or other resources offered by BSPRA GPP to its members, in a timely and coordinated manner as such information is disseminated by BSPRA GPP.

4. BMMPO shall convey and coordinate training or funding opportunities to the Parties as provided by or through the BSPRA GPP.

5. BMMPO shall provide detailed periodic progress, financial, and other reports to the Parties as made available by BSPRA GPP to foster a coordinated approach to planning for the restoration of passenger rail service as provided for under this MOA.

6. BMMPO shall advise the Parties of all potential necessary action required by governing bodies, elected officials, or governmental departments, and deadlines associated with such action in accordance with the purpose, terms, and conditions of this MOA.

B. Responsibilities of the Parties

1. The Parties shall pay all costs associated with the BMMPO's provisions of goods or services under this MOA as outlined in ARTICLE VI – FUNDING and RESPONSIBILITY FOR COSTS;

2. The Parties will convey to BMMPO the name, address, and all pertinent contact information for each of its Principal Representative(s).

3. The Principal Representative(s) of the Parties shall convey all BSPRA GPP activities, forums, guidance materials, webinars, or other resources offered by BSPRA GPP, in a timely

manner to the appropriate person(s) within its agency to ensure sufficient opportunity for participation by a representative of the agency.

4. The Principal Representative(s) of the Parties shall ensure all appropriate personnel, elected and/or governing body officials are adequately and appropriately apprised of activities, resources or other actions of the BSPRA GPP which may or may not directly impact the Parties, and may include public presentations or presentation of items to elected or governing officials.

5. The Parties agree to participate, to the extent practicable, in BSPRA GPP activities, forums, guidance materials, webinars, or other resources, and to seek to assist in the coordinated, comprehensive approach to planning for the restoration of passenger rail service to the MPA.

6. The Principal Representative(s) of the Parties shall develop announcements, correspondence, interdepartmental and public notices, or ensure their development, specific to the Principal Representative(s)'s agency requirements.

ARTICLE VI - FUNDING and RESPONSIBILITY FOR COSTS

The Parties shall pay costs respective to the fee associated with the annual membership in the BSPRA GPP by reimbursing BMMPO for the 20% local amount of its payment to BSPRA GPP.

The full one-year membership payment of \$6,000.00 US Dollars will be submitted by BMMPO upon acceptance of this MOA by the Parties and BMMPO.

Upon BMMPO payment, BMMPO will invoice the Parties for their participant share which has been assigned according to the standard population-based formula used by and between BMMPO and the Parties. The assigned amounts, previously approved by the Parties governing bodies, are as follows:

- Bismarck: \$720
- Mandan: \$240
- Burleigh: \$180
- Morton: \$30
- Lincoln: \$30

The Parties shall remit to BMMPO their participant amount, as shown above and invoiced, within 30 days of the invoice date.

BMMPO will provide, from its Consolidated Planning Grant, the funding for 80% of the annual membership fee, or \$4,800.00. BMMPO has made provisions to guarantee availability of sufficient funds to meet this expenditure within its current budget.

ARTICLE VII - PUBLIC INFORMATION

Justification and explanation of the Parties' participation in the BSPRA GPP before other agencies, departments, and offices shall be the responsibility of the Parties. The BMMPO may provide, upon request, any assistance necessary to support the Parties' justification or explanations of the GPP conducted under this MOA.

In general, the Parties are responsible for all public information relating to their respective agency and participation in the BSPRA GPP.

The Parties and the BMMPO shall make its best efforts to give the other party advance notice before making any public statement regarding work contemplated, undertaken, or completed pursuant to this MOA.

ARTICLE VIII - MISCELLANEOUS

A. Other Relationships or Obligations

This MOA shall not affect any pre-existing or independent relationships or obligations between the Parties and the BMMPO.

B. Survival

The provisions of this MOA which require performance after the expiration or termination of this MOA shall remain in force notwithstanding the expiration or termination of this MOA.

C. Severability

If any provision of this MOA is determined to be invalid or unenforceable, the remaining provisions shall remain in force and unaffected to the fullest extent permitted by law and regulation.

ARTICLE IX - EFFECTIVE DATE and TERMINATION

This MOA shall become effective when signed by duly authorized representatives of all agencies of the Parties and the BMMPO and will automatically terminate at the expiration of the one-year BSPRA GPP membership.

Burleigh County

Signature

DATE: _____

City of Bismarck

Signature

DATE: _____

City of Lincoln

Signature

DATE: _____

City of Mandan

Signature

DATE: _____

Morton County

Signature

DATE: _____

Bismarck-Mandan MPO

Signature

DATE: _____

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**BOLTON
& MENK**

Real People. Real Solutions.

Fringe Area Roads Master Plan Update Monthly Progress Report #1

Submission Date:

December 5, 2025

Performance Period:

October 18, 2025 –

November 21, 2025

Project:

 Fringe Area Roads Master
Plan Update

BMI Job No.:

25X.139841.000

Recipient: Bismarck-Mandan
MPO

Prime Consultant:

Bolton & Menk

Mr. Larson:

Enclosed is Bolton & Menk's invoice for the Bismarck-Mandan Safe Routes to Services project, for the period ending November 24, 2023. The total fee for work completed during this time period is \$5,075.97. A brief overview of the project progress is provided below.

Tasks complete to date:

Task	% Billed	% Complete
Task 1: Discovery, Outreach, and Engagement	8.2%	8.2%
Task 2: Assessing Technical Needs	3.0%	3.0%
Task 3: Balancing Needs with Community Priorities	0.0%	0.0%
Task 4: Final Deliverables	0.0%	0.0%
Total:	2.8%	2.8%

Summary of Activities Within Invoice Period:

Task 1: Discovery, Outreach, and Engagement

- Project kickoff meeting with BMMPO Staff (October 27, 2025)
- First Steering Committee Meeting (November 13, 2025)
- Early development and organization of first public outreach event
- Early development of working public engagement and data collection digital tools

Task 2: Assessing Technical Needs

- Begin creating technical analysis framework for later tasks

Task 3: Balancing Needs with Community Priorities

- No activity during this invoice period

Task 4: Final Deliverables

- No activity during this invoice period

FARMP Update – Monthly Progress Report (cont.)

Required Action by BMMPO:

- None in this reporting period

Problems Encountered:

- None in this reporting period

Summary of Project Decisions:

- Scheduled first public outreach events for December 9 and 10, 2025, with advice and consent from steering committee members
- Decided with BMMPO to seek to engage NDSU ATAC for more advanced efforts using the Bismarck-Mandan regional travel demand forecasting model

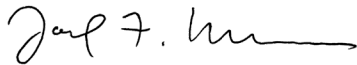
Out of Scope Services:

- None in this reporting period

If you have any questions, please do not hesitate to contact me at 651-509-6771.

Sincerely,

Bolton & Menk, Inc.



Joel Mann

Transportation Project Manager



Progress Report

Date: Friday, December 05, 2025

Project: Bismarck-Mandan MPO – Monitoring Report Update

To: Stephen Larson

From: Jeremy Williams

Subject: Progress Report for November 2, 2025 to November 29, 2025

Please note that this progress report summarizes the work completed during the period above.

Completed This Period

Task 1 – Project Management

- Conducted bi-weekly coordination calls.
- Completed monthly invoicing, budget tracking, and progress reporting.
- Provided project update to TAC and Policy Board during November meetings

Task 2 – Review and Update Performance Measures

- N/A

Task 3. Data Collection and Analysis

- N/A

Task 4. Documentation

- Made final revisions to updated Monitoring Report document

Task 5. Training

- Scheduled training session
- Developed training session materials

Services Anticipated Next Period

Task 1 – Project Management

- Continue bi-weekly coordination calls
- Continue internal project management tracking, and monthly invoices / progress reports.

Task 2 – Review and Update Performance Measures

- N/A

Task 3. Data Collection and Analysis

- Deliver data collection memorandum

Task 4. Documentation

- Deliver graphics/content for social media posts

Task 5. Training

- Conduct training session with MPO Staff

Information Consultant Needs from MPO

PERCENT SERVICES COMPLETE TO DATE BY TASK

Task		Previous Invoice Period Percentage Complete	This Invoice Period Percentage Complete
1	Project Management	90%	95%
2	Review and Update Performance Measures	100%	100%
3	Data Collection and Analysis	100%	100%
4	Documentation	100%	100%
5	Training	0%	50%
Total		85%	95%



ADMINISTRATIVE MODIFICATION #1 (AdMod1)
2026-2027 UNIFIED PLANNING WORK PROGRAM (UPWP)
BISMARCK-MANDAN METROPOLITAN PLANNING ORGANIZATION

DATE: December 16, 2025

TO: Bismarck-Mandan MPO Policy Board; Will Hutchings, MPO Coordinator, North Dakota Department of Transportation; Kristen Sperry, Planning Program Manager, Federal Highway Administration; Ranae Tunison, Community Planner, Federal Transit Administration

FROM: Kim Riepl, Executive Director, Bismarck-Mandan Metropolitan Planning Organization

SUBJECT: 2026 Complete Streets Funding Source Revisions

An Administrative Modification was necessary to account for a reduced funding amount received from the Complete Streets (CS) funding source for 2026.

The Bismarck-Mandan MPO (BMMPO) was notified by North Dakota Department of Transportation (NDDOT) on November 21, 2025, of a \$.30 overall reduction in Complete Streets (CS) funding for 2026. While the CS funding is reduced by \$.30, the federal funds authorized through North Dakota Planning (ND PL) funds will increase by \$.30 for a net change to total funding revenues for 2026 of \$0.00 (zero). This Administrative Modification has been made at the request of NDDOT.

**ADMINISTRATIVE MODIFICATION #1 (AdMod1)
2025 UNIFIED PLANNING WORK PROGRAM (UPWP)
BISMARCK-MANDAN METROPOLITAN PLANNING ORGANIZATION**

EFFECTIVE November 24, 2025, the 2026-2027 UPWP is administratively modified through a revision to the Funding Source Table on page 5. The revision identifies a reduction of \$.30 in the Complete Streets (CS) funds for 2026 and an increase of \$.30 in the North Dakota Planning (ND PL) funds for a net change to overall 2026 federal funding of \$0.00 (zero). No approvals are required to enact this administrative modification.

Attached to this Administrative Modification is a version of the 2026-2027 UPWP showing the following tracked changes:

- Cover of the document
- 2026 Funding Source Table, page 5
- CS breakdown, page 23
- 2026 Complete Streets Activities narrative, page 24

As well as an updated “clean” document. The Administrative Modification is available, in its entirety, on the Bismarck-Mandan Metropolitan Planning Organization (BMMPO) website and official notice will be provided as part of the next regularly scheduled meeting of the BMMPO Policy Board.

Submitted:



Kimberly Riepl
Executive Director
Bismarck-Mandan MPO

November 24, 2025
Date

Bismarck-Mandan
Metropolitan Planning Organization



2026-2027
UNIFIED PLANNING
WORK PROGRAM

Final
August 2025

Administrative Modification November 2025

2026-2027 UNIFIED PLANNING WORK PROGRAM



Funding identified in the UPWP is provided by the following partners.

FHWA
FTA
NDDOT
City of Bismarck
City of Mandan
City of Lincoln
Burleigh County
Morton County

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USDOT Disclaimer: This document was prepared with federal funds but does not reflect the views or policies of the United States Department of Transportation.

Adopting Resolution

Resolution of Adoption
2026-2027 Unified Planning Work Program
Bismarck-Mandan Metropolitan Planning Organization

The Bismarck-Mandan Metropolitan Planning Organization's Policy Board, after due consideration, hereby makes the following findings:

1. The 2026-2027 Unified Planning Work Program (UPWP) for the Bismarck-Mandan Metropolitan Planning Organization (BMMPO) provides for a comprehensive transportation planning program in keeping with the policies of the BMMPO.
2. The UPWP requires that agreements with funding agencies be entered into and that the BMMPO Chair and Executive Director be authorized to execute said agreements.
3. The UPWP includes an estimated cost for various tasks. During the course of work on certain tasks estimates may understate or overstate the needed level of effort due to complete planned work, and minor amendments to the UPWP may be needed to better align project budgets with expenditures.

IN CONSIDERATION OF THESE FINDINGS, IT IS HEREBY RESOLVED by the BMMPO Policy Board that:

1. The 2026-2027 Unified Planning Work Program for the BMMPO is hereby approved;
2. The BMMPO Chair and Executive Director are authorized to enter into agreements and amendments as needed with appropriate state and federal agencies to provide funding for activities approved in the UPWP;
3. The BMMPO commits to the provision of a 20% local match to state and federal planning funds;
4. It is acknowledged that full UPWP amendments per current policy of the NDDOT and FTA/FHWA will require formal action by the BMMPO Policy Board; and
5. The Executive Director is authorized, without action by the Policy Board, to execute administrative modifications to the UPWP as necessary. MPO Staff will provide notice of such administrative modifications to the Policy Board at a regularly scheduled meeting.

Approved by the BMMPO Policy Board and signed on the 19 day of August, 2025.


BMMPO Policy Board Chair

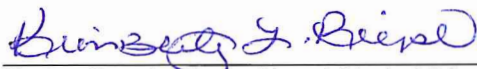
ATTEST


BMMPO Executive Director

**BISMARCK-MANDAN METROPOLITAN PLANNING ORGANIZATION
UNIFIED PLANNING WORK PROGRAM
2026-2027**

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I hereby certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of US Code Title 18, Sections 2, 1001, 1343, and Title 31, Sections 3279-3730 and 3801-3812.



Signature, Executive Director, Bismarck-Mandan MPO

08/08/25

Date

INTRODUCTION

The Unified Planning Work Program (UPWP) is a description of the multi-modal transportation planning projects that will be conducted by the Bismarck/Mandan MPO for the assigned calendar year(s) 2026-2027. This document is the foundation for requesting federal funds as well as a control tool for scheduling, budgeting, and monitoring the transportation planning process within the Bismarck-Mandan Metropolitan Planning Organization's metropolitan planning area for the time period specified within the UPWP.

The 2026-2027 UPWP was developed with the input of the North Dakota Department of Transportation (NDDOT), Federal Transit Administration (FTA), Federal Highway Administration (FHWA), Bis-Man Transit, and the jurisdictional partners of the MPO (Bismarck, Lincoln, Mandan, Burleigh County and Morton County).

The 2026-2027 UPWP is intended to provide the MPO with a useful budgeting, scheduling and monitoring tool, as well as provide an understandable expectation of what the MPO will endeavor in the specified calendar year(s) of 2026 and 2027 with involvement of the public.

MPO BOARD MEMBERSHIP

The purpose of the MPO's Technical Advisory Committee (TAC) is to discuss and coordinate technical transportation matters that are under consideration by the MPO. Such matters may include highway, transit, auto/rail, bicycle, and pedestrian planning activities. The TAC will act in an advisory capacity to the Policy Board and the MPO's respective jurisdictions concerning transportation activities. The TAC is composed of the following voting representatives. Any member may have an alternate from their organization serve in his/her place with full voting rights:

Technical Advisory Committee Members
City Engineer, City of Bismarck: Gabe Schell
City Engineer, City of Mandan: Jarek Wigness
County Engineer, Burleigh County: Marcus Hall
County Engineer, Morton County: John Saiki
County Planner, Morton County: Natalie Pierce
Director of Bismarck Community Development, City of Bismarck: Ben Ehreth
Representative, Trucking or Freight Industry of the MPO area: Vacant
North Dakota Department of Transportation MPO Coordinator, NDDOT Local Government: Will Hutchings
Representative, City of Lincoln: SEH Engineering
Executive Director, Bis-Man Transit: Deidre Hughes
Planner, City of Mandan: Vacant
Representative, North Dakota Department of Transportation Bismarck District: Logan Beise
County Building Official/Director, Burleigh County: Mitch Flanagan
MPO Executive Director or MPO Transportation Planner (will act as TAC chair): Kim Riepl or Stephen Larson

The Policy Board is the decision-making body of the MPO. Voting members are comprised of locally elected officials. The primary function of this group is to ensure federal guidelines are followed and that the development of the regional transportation system follows a coordinated, continuing, cooperative and comprehensive process. The Policy Board consists of the following:

Policy Board Members
Mayor, City of Bismarck: Michael Schmitz
Mayor, City of Mandan: Jim Froelich
Mayor, City of Lincoln: Keli Berglund
County Commissioner, Burleigh County: Steve Schwab
County Commissioner, Morton County: Andy Zachmeier
Director, North Dakota Department of Transportation (Non-Voting): Ron Henke or assignee

MPO BOARD MEETING DATES

The MPO Policy Board is held on the third Tuesday of the month at 1:30 PM. The MPO TAC meeting is held at 10:00 AM on the Monday prior to the Policy Board. If TAC lands on a Federal holiday, the TAC meeting is moved to 10:00 AM on the day of Policy Board. The tables below provide proposed meeting dates for years 2026-2027. Dates and/or times are subject to change.

2026

TAC	Policy Board
January 20	January 20
February 17	February 17
March 16	March 17
April 20	April 21
May 18	May 19
June 15	June 16
July 20	July 21
August 17	August 18
September 14	September 15
October 19	October 20
November 16	November 17
December 14	December 15

2027

TAC	Policy Board
January 19	January 19
February 16	February 16
March 15	March 16
April 19	April 20
May 17	May 18
June 14	June 15
July 19	July 20
August 16	August 17
September 20	September 21
October 18	October 19
November 15	November 16
December 20	December 21

PREVIOUS ACCOMPLISHMENTS (2024-2025)

Accomplishments of the Bismarck-Mandan MPO in the previous 12-month period (July 2024 to June 2025) include the following:

- Adoption of the *Arrive 2050* Metropolitan Transportation Plan in December 2024 and an amendment to the MTP in April 2025
- Completed a self-audit and annual update to the Title VI & Non-Discrimination/ADA Plan
- Processed 7 amendments and 16 administrative modifications to the Transportation Improvement Program
- Developed and entered into a Memorandum of Agreement with MPO member jurisdictions for the BSPRA Government Partner Program to promote coordinated planning efforts for the restoration of passenger rail service to the region
- An MPO-wide Pavement Conditions Analysis Report was completed which included 16 hours of training in PAVER for member jurisdictions' staff

- Completed the Safe Routes to Services study in December 2024 and MPO staff presented outcomes from the study at an APBP Webinar in January
- Hosted a free Bicycle Friendly Community Workshop through the League of American Bicyclists
- Launched the 2025 Safety Policy Study and conducted extensive initial public engagement efforts
- Contracted services for the Monitoring Report Update, a crucial first step in performing regular updates to the MPO's Monitoring Report
- Assisted with and participated in the successful completion of the 2024 Triennial Review of the City of Bismarck/Bis-Man Transit conducted on behalf of the Federal Transit Administration
- Provided grant management support to Bis-Man Transit and acted as liaison between the transit agency and the City of Bismarck (FTA grantee) through monitoring activities and other general administrative tasks
- Filled three full time (FTE) positions within the MPO: Executive Director/Principal Transportation Planner; Transportation Planner; and Transportation Specialist

ANTICIPATED ACCOMPLISHMENTS THROUGH DECEMBER 2025

Work identified in the 2025 UPWP which is expected to be completed by December 31, 2025:

- Approval/adoption of the 2025 Safety Policy Study
- Purchase of traffic count data for the calibration of the Travel Demand Model (base year 2025)
- Fringe Area Road Master Plan Update RFP development, approval and release, resulting in consultant selection and study kick-off and initial round of public engagement
- Approval/adoption of the Monitoring Report Update
- Approval/adoption of the 2025 update to the ITS Regional Architecture

PLANNED WORK ACTIVITIES 2026 – 2027

January 1, 2026 – December 31, 2026

- Fringe Area Road Master Plan update began in 2025 will be complete/approved by December 2026
- Mandan Signalized Intersection Analysis, an 18-month project, will begin in January 2026 with 66% of the project and cost complete in 2026
- Transit Development Plan will commence January 2026; expected to be a 17-month study, 55% of the project and cost is expected to be realized in 2026
- Parking Constrained Area Study, will begin in January 2026 and be approved by December 31, 2026
- Passenger Rail Station Siting Study will begin in June 2026 with 50% of the project complete and 50% of the total cost of the study realized in 2026
- Addendums to the ATAC Master Agreement will be executed for the Mandan Signalized Intersection Analysis project and other study needs

January 1, 2027 – December 31, 2027

- Transit Development Plan will be approved before the second half of 2027, with the remaining 45% of the study budget expended in 2027
- Mandan Signalized Intersection Analysis will conclude June 30 with the remaining 34% of the study and budget realized in 2027
- Passenger Rail Station Siting Study will be approved July 2027
- SE data, including household and employment, will be purchased in January 2027 and refined for use in the update of the Travel Demand Model
- The MPO will assist with and participate in the 2027 Triennial Review conducted on behalf of FTA
- ATAC will begin the update to the Travel Demand Model in early 2027
- The TDMSE/2030-2055 MTP effort will begin early to mid-2027, with the remainder of the effort occurring in 2028 and 2029
- A new ATAC Master Agreement will be negotiated as the current agreement expires December 31, 2027

UPWP OVERVIEW

The 2026-2027 UPWP is formatted into four task areas: Administration (101), Professional Services/ Vendors/ Consultants (102), Capital, Operational and Travel Expenses (103), and Complete Streets (104). Funds budgeted for the first three categories equal the MPO's total operating and services-based budget. The fourth category is for tracking of the 2.5% Safe and Accessible Transportation Option Set-Aside (Complete Streets funds). Funds allocated to Task 104 will be expensed out of Task 101 or 102 but record keeping will remain under Task 104 as well to ensure that the set-aside has been met.

The purpose of this format is to better align the UPWP budget to the accounts utilized by the MPO and the City of Bismarck's Fiscal Services. The City of Bismarck is the hosting agency for the MPO and provides the 20% local match on all administrative and operational activities. This includes all local match needs for Task 101 and 103, as well as Bismarck's participating portion of Task 102. Since the City covers such a large portion of the local share for the MPO, it is prudent to align the budgets of the UPWP and the City. This will ensure that amendments and money transfers occur in concert amongst the two accounting systems.

The UPWP addresses MPO activities in broad terms, as follows:

- 1) Staff expenses (all staff time--wages and benefits),
- 2) Outsourced expenses, and
- 3) Office-related expenses (supplies, rentals, staff development, etc.).

The activities encompassed by each task are further defined in their individual section of the UPWP.

SOURCE OF UPWP FUNDS

Funding identified in the UPWP is provided by the following partners. Federal funds are allocated under the Consolidated Planning Grant (CPG) and, in the case of the 2.5% set-aside, Complete Streets funds (CS). State funds, when used, are provided through allocation by the state legislature and/or NDDOT Local Government Division. Local funds are provided through local sales tax or mill levy. The tables below indicate the sources of funding provided, the amount of funding, and the percentage totals.

2026 Bismarck-Mandan MPO Revenue

Funding Source	Amount	Percentage Totals
2026 Federal Funds	\$799,699.55	80%
ND PL	509,944.32 509,944.62	63.76%
ND CS	15,655.02 15,654.72	01.96%
ND FTA	173,049.35	21.64%
2024 Redistribution	101,050.86	12.64%
2026 Local Match	\$199,925	20%
City of Bismarck	139,777	69.91%
City of Lincoln	1,443	.72%
City of Mandan	28,740	14.38%
Burleigh County	8,655	4.33%
Morton County	1,443	.72%
Bis-Man Transit	19,868	9.94%

(based on NDDOT estimates 4/15/2025)

Year two of the biennial budget is built on the assumption of receiving a 2% increase to funding over the previous year's authorizations provided through federal sources. This estimated budget identifies the federal sources and local match for Year 2027 as shown in the table below:

2027 Bismarck-Mandan MPO Revenue

Funding Source	Amount	Percentage Total
2027 Federal Funds	\$711,693	80%
ND PL	519,678	73.02%
ND CS	15,970	2.24%
ND FTA	176,045	24.74%
2025 Redistribution	----	----
2027 Local Match	\$177,923	20%
City of Bismarck	123,103	69.19%
City of Lincoln	1,293	.73%
City of Mandan	12,940	7.27%
Burleigh County	7,755	4.36%
Morton County	16,633	9.35%
Bis-Man Transit	16,200	9.10%

(based on estimates of a 2% increase in federal funding over **estimated** 2026 base CPG of \$697,800—these numbers subject to change)

FEDERAL PLANNING FACTORS

FHWA and FTA have encouraged MPOs to plan in a continuous, cooperative, and comprehensive manner, as well as to give prioritization to the federal planning factors in their project selection, strategies, and services. (23 CFR 450.306(b)). The ten federal planning factors are listed below.

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

The MPO is committed to upholding these 10 factors in the planning process. This includes involving federal, state, and local input—including public input—into the development of planning studies through Title VI compliant public input plans, collection of ideas and direction from study steering committees, and providing sufficient time to review and comment before planning studies are adopted/accepted by the MPO boards and partner jurisdictions.

MTP/ FEDERAL PERFORMANCE GOALS AND UPWP PROJECTS

The current BMMPO ratified Metropolitan Transportation Plan adopts the federal goals areas established through the MAP-21 and FAST Act legislation, and more recently, the Infrastructure Investment and Jobs Act (IIJA):

1. Safety and Security
2. Infrastructure Conditions
3. Congestion Reduction
4. System Reliability for Freight Movement and Economic Vitality
5. Alternative Transportation Modes to Automobile Travel
6. Environmental Sustainability
7. Reduced Project Delay

Following is a table that identifies which MTP Goals are addressed by transportation planning studies, data purchases, or procurement of professional services planned for years 2026-2027:

	1	2	3	4	5	6	7
Fringe Area Road Master Plan (FARMP) Update			x	x			
Mandan Signalized Intersection Analysis	x		x	x			
Transit Development Plan	x		x		x		
Parking Constrained Area Study	x		x		x		
Passenger Rail Station Siting Study	x		x	x	x	x	x
Socio-Economic/Origin-Destination Data Procurement	x		x	x	x		
Travel Demand Model Update/TDMSE & MTP Update	x	x	x	x	x	x	x

TIMELINE FOR METROPOLITAN TRANSPORTATION PLAN UPDATE

- 2026
- Purchase base-year Socio-Economic Data (Household and Employment Estimates) [Q1-Q2]
 - Update the Traffic Analysis Zone (TAZ) Structure [Q3-Q4]
 - 'Clean-Up' Socio-Economic Data (Household and Employment Estimates) [Q3-Q4]
 - Develop the RFP for the combined Travel Demand Model and Socio-Economic Projections (TDMSE) Update and 2030-2055 Metropolitan Transportation Plan (MTP) [Q3-Q4]
- 2027
- Execute contract for the TDMSE/MTP [Q1]
 - Assess the need for additional data for the TDMSE [Q1]
 - Determine Forecast Methodology and Growth Scenarios [Q1-Q2]
 - Develop the baseline population and employment estimates and the 2055 projections [Q1-Q2]
 - Allocate future (2030-2040 mid, 2040-2055 long) residents and employees by TAZ [Q1-Q2]
 - ATAC updates and refines Travel Demand Model (TDM) [Q1-Q4]
 - Purchase base-year Origin-Destination Data to be used to calibrate the updated TDMSE [Q1]
 - Update the TDM's TAZ structure and roadway network to reflect current conditions [Q1-Q2]
 - Input the most recent population and employment estimates and projections into the TDM. [Q2-Q3]
 - Consultant, MPO, and (if desired) TDMSE partners Review the Travel Demand Model [Q3-Q4]
- 2028
- Adopt the TDMSE at TAC/PB [Q1-Q2]
 - Begin 2030-2055 MTP update [Q1-Q2]
- 2029
- Adoption of 2030-2055 MTP [Q4]

ELIGIBLE EXPENSES

Products and services financed with federal funds and included in the work program and budget of the MPO must meet eligibility requirements as provided in 23 CFR 420.113 in part:

- (a) Costs will be eligible for FHWA participation provided that the costs:
 - (1) Are for work performed for activities eligible under the section of title 23, U.S.C., applicable to the class of funds used for the activities;
 - (2) Are verifiable from the State DOT's or the subrecipient's records;
 - (3) Are necessary and reasonable for proper and efficient accomplishment of project objectives and meet the other criteria for allowable costs in the applicable cost principles cited in [49 CFR 18.22](#) (codified in 2 CFR Part 200);
 - (4) Are included in the approved budget, or amendment thereto; and
 - (5) Were not incurred prior to FHWA authorization.

The work products and projected budgets provided in the UPWP are intended to convey reasonable expectations as to the anticipated accomplishments of the Bismarck-Mandan MPO and the associated costs and expenses of those activities for the years 2026 and 2027. Activities and services of the MPO receiving federal funding will be verified for compliance with federal eligibility requirements as outlined above, prior to payment approval.

UPWP AMENDMENT GUIDANCE

The MPO will amend the UPWP in accordance with 2 CFR 200.308(c).

- C) For non-construction Federal awards, recipients must request prior approvals from Federal awarding agencies for the following program or budget-related reasons:
 - (1) Change in the scope or the objective of the project or program (even if there is no associated budget revision requiring prior written approval).
 - (2) Change in a key person specified in the application or the Federal award.
 - (3) The disengagement from the project for more than three months, or a 25 percent reduction in time devoted to the project, by the approved project director or principal investigator.
 - (4) The inclusion, unless waived by the Federal awarding agency, of costs that require prior approval in accordance with subpart E of this part as applicable.
 - (5) The transfer of funds budgeted for participant support costs to other categories of expense.
 - (6) Unless described in the application and funded in the approved Federal awards, the subawarding, transferring or contracting out of any work under a Federal award, including fixed amount subawards as described in § 200.333. This provision does not apply to the acquisition of supplies, material, equipment or general support services.
 - (7) Changes in the approved cost-sharing or matching provided by the non-Federal entity.
 - (8) The need arises for additional Federal funds to complete the project.

As allowed by 2 CFR 200.308(c)(4) and 2 CFR 200.308(e), FHWA and FTA may establish a costs threshold for UPWP amendment. Under adoption of this UPWP, and consistent with the MPO's historic practices, no amendment will be required if there is a cost change of 10% of the annual UPWP budget or less than 10% of the annual UPWP budget. This applies to changes in project costs, if funds are transferred within a task, or if funds are transferred between tasks. Changes not meeting the threshold of an amendment will be presented to the MPO boards, NDDOT, FHWA and FTA as a UPWP modification.

The amendment procedures outlined herein support the procedures for UPWP amendments and administrative modifications as provided within the Bismarck-Mandan MPO's Public Participation Plan.

TRANSPORTATION PLANNING PROCESS SELF CERTIFICATION STATEMENT

The Bismarck-Mandan Metropolitan Planning Organization (BMMPO) hereby certifies that it is carrying out a continuing, cooperative, and comprehensive transportation planning process in accordance with the applicable requirements of:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and 23 CFR Part 450;
2. In nonattainment and maintenance areas, sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
4. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. Section 11101(e) of the IIJA (Pub. L. 117-58) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
6. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
8. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
9. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

**Bismarck-Mandan Metropolitan Planning
Organization**


Signature

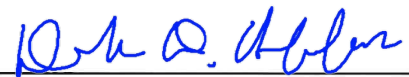
Policy Board Chair

Title

5/20/25

Date

North Dakota Department of Transportation


Signature

Local Government Engineer

Title

8/12/2025

Date

BISMARCK-MANDAN MPO ACTIVITIES SUPPORTING TITLE VI

The MPO recognizes Title VI requirements as they relate to the planning process. The requirements directly affect such elements within the planning process including, but not limited to, plan development, public involvement, and project management decisions.

Title VI of the Civil Rights Act of 1964

Title VI of the Civil Rights Act of 1964 states: “No person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”

The Bismarck-Mandan MPO’s Title VI and Non-Discrimination/ADA Plan (Plan) provides policies prohibiting discrimination based on race, color, or national origin. Procedures contained in the Plan and utilized by the MPO help ensure compliance with Title VI regulations, statutes, and requirements through the following means:

- The Plan provides complaint procedures, including information, forms and instructions relative to filing complaints in the event any individual feels they have been discriminated against in the MPO’s programs or processes. The Title VI/ADA Coordinator is identified within the Plan and contact information is also provided.
- The Plan is subject to annual internal audits to assess the program’s effectiveness at all levels and to ensure continued compliance with Title VI requirements.
- The Plan contains a Policy Statement, reviewed and approved by the Policy Board annually and signed by the Policy Board Chair, which declares the Bismarck-Mandan MPO has implemented procedures, policies, and actions to ensure nondiscrimination in all of its programs and activities.
- The Plan contains a list of MPO staff and appointed positions within the MPO, including the Technical Advisory Committee and Policy Board. It identifies how each position is prescribed and details the responsibilities of each as it relates to Title VI.
- Training programs for all MPO employees on Title VI and its related statutes are conducted annually, and will consist of, minimally, one hour of training per reporting period.
- Bismarck-Mandan MPO maintains maps within the Plan indicating areas of high concentrations of minority, low-income, and elderly and limited English proficiency populations for consideration in planning and programming activities.
- Federal Clauses and “Title VI Assurances”, which contain language prohibiting discrimination of groups identified in the Civil Rights Act of 1964, are included within all Request for Proposals (RFPs) and contracts for studies and procurement solicited by Bismarck-Mandan MPO.

Title VI and the Bismarck-Mandan MPO Public Participation Plan

Bismarck-Mandan MPO’s Public Participation Plan (PPP) requires the evaluation of adverse impacts of MPO activities overall, including elderly, low-income, and minority populations. The MPO maintains maps with high concentrations of elderly, minority, low-income populations, and those with limited English proficiency, for consideration in planning and programming activities. These maps are included in the Title VI and Non-Discrimination/ADA Plan and the Transportation Improvement Program. The socio-economic data used to maintain the maps is used in a variety of applications, including MPO studies.

The PPP indicates that meeting facilities should be accessible to mobility impaired individuals and meetings should be scheduled at various times to accommodate various work schedules. Contact information for the Title VI/ADA Coordinator is provided on MPO meeting agendas and on the MPO webpage to ensure accessibility by individuals with disabilities to request appropriate provisions, auxiliary aids, or services for meeting facilities or materials. Forms, along with complete instructions, to request reasonable accommodations and processes for filing of complaints of violations are also provided.

Bismarck-Mandan MPO maintains a database of approximately 220 transportation stakeholders within the Bismarck-Mandan Metropolitan Planning Area (MPA). The stakeholders are sent notification and/or draft copies of various studies and programs including, but not limited to, the Metropolitan Transportation Plan (MTP), the Transportation Improvement Program (TIP), and other updates as available which provide information on MPO activities. A variety of organizations, agencies, and advocacy groups representing areas of persistent poverty are on the MPO stakeholder list.

Bismarck-Mandan MPO continues to promote accessibility to its programs and activities by all applicants, participants, and members of the public regardless of race, color, national origin, sex, age, disability, or income status. The Title VI and Non Discrimination/ADA Plan, the Title VI Policy Statement, LEP Plan, ADA reasonable accommodations request forms, Title VI complaint forms and procedures, and other MPO program and activity notices are provided through methods including, but not limited to, email notification, website list serve alerts, public notices displays, newspaper publication, and are also accessible via social media using Facebook to link to the MPO webpage.

TASK 101: ADMINISTRATION**Purpose:**

The MPO manages and coordinates the accounts, records, agreements, and administration of contracts for the Unified Planning Work Program and the Bismarck-Mandan Metropolitan Planning Organization. This task provides the necessary coordination and communications between the various agencies in the Bismarck-Mandan Metropolitan area and provides for citizen information and involvement. This task uses Transportation Performance Management processes and follows performance-based planning and programming practices.

Present Status:

The MPO employs four staff members. Three are full-time and one is part-time. All full-time staff work 40 hours per week and the part-time staff averages between 24 and 28 hours per week. Current positions follow:

MPO Staff	
Executive Director/ Principal Transportation Planner	Kim Riepl
Transportation Planner	Stephen Larson
Transportation Specialist	Tracy Walters
Part-Time Transportation/Transit Planner	Paulette Jacobsen

Proposed Work:

Staff will participate in activities throughout the work program cycle to engage the public, jurisdictional partners, MPO boards, and oversight agencies in the transportation planning process.

Required activities as outlined in the MPO Bylaws are:

Prepare, maintain, and regularly update the plans set forth below.

- a. Metropolitan Transportation Plan (MTP)
The MPO Metropolitan Transportation Plan will serve as the basis for developing the communities' future transportation network. The MTP identifies and prioritizes transportation related projects with implementation time frames including short-range (0-5 years), medium-range (5-15 years), or long-range (15+ years). The MTP is updated on regular intervals and has a planning horizon of at least twenty (20) years.
- b. Transportation Improvement Program (TIP)
The MPO shall prepare and submit annually a staged multi-year program of transportation improvement projects in each city government unit. The TIP for the Metropolitan Area lists all of the transportation improvement projects proposed to be funded and constructed by Federal Highway Administration and certain Federal Transit Administration programs during a four (4) year time period.
- c. Unified Planning Work Program (UPWP)
The MPO shall annually or biennially prepare a Work Program for allocation of PL funds. This allocation shall be based on a listing of tasks to be accomplished by the MPO each year.
- d. Multi-Jurisdictional Plans
The MPO shall review and act on all transportation projects affecting multiple Metropolitan Area units of government in a substantial manner.

Conduct studies and research pertaining to planning and development and to make recommendations based on these studies.

- a. To provide, when possible, technical services to the member units of government.
- b. To receive and dispense grants and funds from federal, state, or local governments or from individuals and foundations within the budget established or amended by the Policy Board.
- c. To enter into agreements or contracts for any service necessary or convenient for carrying out the purposes of the MPO.

To perform the required activities, MPO staff may participate in the following. These are generalized activities that may be expanded in practice.

MTP

- Staff will provide for and manage the update of the Metropolitan Transportation Plan (MTP). Adoption of the MTP will occur by resolution on a 5-year cycle.
- Staff will promote the goals of the MTP.

TIP

- Staff will prepare the Transportation Improvement Program (TIP) on a four-year rolling cycle. The TIP will be developed, adopted, and distributed in compliance with all federal, state, and local requirements. The TIP shall include all federal-aid or regionally significant transportation improvements planned by the participating agencies within the MPO area for the four-year period.
- Staff will prepare TIP modifications and amendments, as necessary, for possible action by the MPO Boards, NDDOT, and FHWA and FTA.

UPWP

- Staff will coordinate development of the next annual or biennial UPWP with its partner jurisdictions.
- Staff will monitor work activities outlined in the UPWP and submit vouchers for reimbursement of eligible transportation planning work activities.
- Staff will monitor the implementation of grant activities and present UPWP modifications or amendments, as necessary, for possible action by the MPO Boards, NDDOT, and FHWA and FTA.
- Staff will prepare UPWP Status Reports quarterly or semi-annually, as indicated in the current UPWP contract, including a summary of work and financial activities, for FHWA, FTA, and NDDOT.

STUDIES

- Staff will select and conduct studies and associated public involvement activities identified in the MTP. Transit will be incorporated in these studies as appropriate.
- Staff will perform project management of the transportation planning studies, data collection, and vendor procurement, as outlined by each contract.
- Staff will manage professional services or consultants to update inventories of transportation information required for transportation planning. Specific inventories include traffic counts and turning movement counts. New data will be gathered and existing inventories will be updated.
- Staff, according to the Master Agreement with ATAC, will maintain and provide data from the transportation demand forecasting model which will be calibrated to the Year 2025 and the forecast Year 2055.
- Staff will assist with the update of the Traffic Analysis Zone (TAZ) boundaries, which are special areas delineated by state and/or local transportation officials for tabulating traffic related data.
- At the request of MPO partner agency, staff will participate in the land use development process, special studies, transportation planning, transit route planning, and the review of their implications on the public transit system.
- Staff will analyze impacts related to land use and transportation system coordination on a corridor/study area basis.
- Staff will manage the routine update of pavement management collection project.

TRANSIT

- Staff will analyze long-term public transit needs and funding requirements, as approved by Bis-Man Transit, through updates to the Transit Development Plan.
- Staff may complete other transit-related planning activities and special studies.
- Staff will provide general administrative support for the FTA funding programs included in Chapter 53 of Title 49 U.S.C. including the procurement of capital purchases and the submittal of the required Milestone Progress Reports (MPRs) and Federal Financial Reports (FFRs) to FTA.
- Staff will monitor Bis-Man Transit, on behalf and in cooperation with the City of Bismarck, to ensure federal regulations are met regarding the use of FTA funds.
- Staff will participate in the FTA Triennial Review of Bis-Man Transit and City of Bismarck.

OFFICE DOCUMENTS

- Staff will update MPO planning documents as needed.
- MPO will self-certify the local transportation planning process.
- Staff will abide by the Memorandum of Agreement signed between NDDOT, the MPO, and the local transit provider.
- Staff will update the Public Participation Plan for the MPO as needed.

STAFF ACTIONS

- Staff will participate in transportation planning committee meetings, other process-related meetings, and public meetings throughout the planning year. Staff will discuss and disseminate information regarding the transportation planning process and transportation improvements.
- Staff will undertake any activities that support the transportation planning committees and the planning process, including but not limited to the following: coordinating staffing meetings, public meetings, and open houses; drafting agendas and meeting minutes; assembling and dissemination meeting packets; drafting and publishing public notices; developing reports and documents; and providing information.
- Staff will maintain the MPO's accounting system whereby participants in the local transportation planning process are billed for transportation planning work identified within the UPWP.
- Staff will compile and submit MPO bills to NDDOT monthly for reimbursement.
- Staff will verify that Americans with Disabilities Act (ADA) requirements relating to the Transportation Planning Processes are being met.
- Staff will participate in various training courses, conferences, seminars, and workshops as approved by the MPO Executive Director/ Principal Transportation Planner and City of Bismarck Director of Community Development.
- Staff will participate in agency memberships and subscriptions related to transportation planning.
- Staff will provide coordination for the Bike-Ped Subcommittee. [This activity may use Safe and Accessible Transportation Option set aside (i.e. Complete Streets funding). Funding will be expended under task 101, and this spending will be tracked via Task 104.]
- Staff will review USDOT, FHWA, and FTA regulations, guidance, and circulars and review best practices information from other sources to ensure compliance with regulations and consider cutting-edge ideas. Staff will also implement

applicable new programs authorized by the Bipartisan Infrastructure Law or those of any subsequent and superseding federal highway legislation.

- Staff will participate in any MPO review activities conducted by FHWA, FTA, or NDDOT.
- Staff will complete preliminary work on RFPs and other necessary documentation. RFPs will be disseminated, consultant selection procedures will be followed, and contracts will be prepared and executed according to the Qualification Based Selection (QBS) standards of NDDOT. Staff will be responsible for contract preparation, contract execution, and project management.
- Staff will participate in transportation coordination activities related to developing improved transportation opportunities and programs for low-income individuals, persons with disabilities, and the elderly population.
- Socio-economic data will be integrated into the MPO products as available. This may include information gathered from census data, building permit data, residential and multi-housing statistics, and the National Highway Travel Survey.
- Staff will work to ensure compliance with federal laws and regulations, especially the Bipartisan Infrastructure Law and those of any subsequent and superseding federal highway legislation.
- Staff will coordinate with NDDOT to further develop and implement a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes. This will include coordination with NDDOT on the adoption of annual targets for safety performance measures.
- Staff will promote cooperation and coordination across North Dakota MPOs where appropriate to ensure a regional approach to transportation planning.
- As federal guidance is developed to implement the Bipartisan Infrastructure Law requirement for a 2.5% planning fund expenditure on Safe and Accessible Transportation Options, staff will identify and document MPO activities that meet this requirement.
- Staff may participate in other activities associated with the transportation planning process, that are not described in this UPWP, as mutually agreed upon with NDDOT. These activities fall under the overall comprehensive, cooperative, and continuing transportation planning process.

Final Products:

Final products of Task 101 will be the successful update or amendment/modification of federally required products such as the Transportation Improvement Program, the Unified Planning Work Program, or the Metropolitan Transportation Plan. Final products would also include elements needed for the preparation and execution of planning studies or professional services—such as the RFPs, QBS documentation, completed contract(s), and coordinating public meetings. Products of monthly administration would include, but not be limited to, billings, coordinating meetings; creating agendas, meeting packets, public notices, minutes; and providing or creating reports and correspondence as needed. Transit and grant management activities will produce federal and state funding awards to promote Transit activities, programs, and services; completed financial grant management reports and monitoring, and successful participation and conclusion of the Triennial Review process in 2027. Additional products required by NDDOT, the City of Bismarck, or routine MPO processes may occur.

Schedule and Completion Date:

Federally required products will be completed by the deadlines assigned by NDDOT and/or FHWA/FTA. The proposed schedule of completion for federally required products are:

Schedule and Completion Date (Cont.):

	2027-2030 TIP	2027-2028 UPWP	2028-2031 TIP	2028-2029 UPWP	TDMSE/MTP (combined study)
RFP Process					Q4 2026
Contract Negotiations					Q1 2027
Contract Start Date (Est.)					As soon as 2/1/2027
Draft Review	July - Aug 2026	July 2026	July - Aug 2027	July 2027	August 2029
Final Approval	Aug - Sept 2026	September 2026	Aug – Sept 2027	September 2027	December 2029
Contract End Date (Est.)					12/31/2029

Monthly and administrative products will be completed on a rolling basis throughout each month. Non-federally required activities will be completed as assigned by the Executive Director/Principal Transportation Planner, State or Federal oversight, contract obligation, or deadlines set by City of Bismarck processes. In the case of transit items, deadlines will be cooperatively determined with Bis-Man Transit, City of Bismarck Finance Department, and the Federal Transit Administration.

TASK 102: PROFESSIONAL SERVICES/ VENDORS/ CONSULTANTS**Purpose:**

To provide for studies, data purchases, or professional services that address specific transportation concerns and may impact the MPO's Metropolitan Transportation Plan, Transportation Improvement Program or MPO planning process.

Present Status:

The activities of Task 102 are based on needs identified in the current Metropolitan Transportation Plan, brought forward by local jurisdictional partners or MPO staff, or recommended under prior transportation-related planning studies. Projects were discussed by the jurisdictions and preferred projects were allocated funds within the MPO's allowance. Current projects have been approved by the TAC and Policy Board.

Project(s) started in 2025 that are expected to complete in 2025:

- 2025 Safety Policy Study
- Monitoring Report Update
- 2025 ITS Regional Architecture Update
- ATAC Master Agreement Year Two Term
- ATAC Study Associated Modeling (FARMP)

Project(s) started in 2025 that are expected to carry into 2026:

- Fringe Area Road Master Plan

Proposed Work:

Projects that are expected to received funding in 2026 and 2027 are listed in the tables below. The proposed work will be completed by consultants, vendors, or under the Master Agreement contract with the Advanced Traffic Analysis Center (ATAC) at North Dakota State University and addendums to said contract.

2026 Task 102 Projects, Description and Schedule (updated as of 7/10/2025)					
Project	Description	Total Project Cost	2026 Budget Allocation (100%)	Targeted Start or Contract Date	Date Complete
ATAC Annual Master Agreement Fee	Master Agreement Contract, which includes all ND MPOs. Established for a three-year period with an annual fee paid at the beginning of each calendar year. Allows MPO and local jurisdictions access to limited ad-hoc model runs, access to ATAC staff for technical questions, maintenance and hosting of the MPO's travel demand model, and coordination of 2-3 partnership meetings during the calendar year.	\$10,000	\$10,000	September 2024	12/31/2027
Study Associated Modeling and Ad Hoc Activities Performed by ATAC	Funding set-aside to cover the development of the Travel Demand Model and/or ad-hoc requests which are above and beyond the allowances of the Annual Fee. Ad hoc projects resulting from MPO or local jurisdiction special requests may arise throughout the year and are managed through addendums to the Master Agreement.	\$26,295	\$26,295	Varies by Need	12/31/2026 or otherwise defined by addendums

2026 Task 102 Projects, Description and Schedule (updated as of 7/10/2025)					
2025 Fringe Area Road Master Plan Update (FARMP)	Comprehensive update of the Fringe Area Road Master Plan would create new GIS files with all approved amendments since previous adoption in 2014 and allow for 4-6 hot spot analyses, to re-evaluate alignments, future connections and interior roadway networks, and intersection recommendations in specific areas of the MPO planning area, along with an evaluation of the beltway concept included in the 2014 FARMP.	\$181,000	\$133,705	Sept/Oct 2025	12/31/2026
Transit Development Plan (TDP) Update*	Comprehensive review of transit services to ensure the bus network keeps up with demand, addresses the diversity of needs, and is sustainable. This includes, but is not limited to, potential improvements to the para-transit and fixed route service and operations. The study will focus on community need, perception, capacity, and transit operations.	\$180,000	\$99,338	January 2026	5/31/2027
Mandan Signalized Intersection Analysis	ATAC will use existing detection technologies to set up automated traffic and pedestrian data collection on up to 5 signalized intersections. The collection provides 15-minute turning movement count and average stop bar speeds 24/7/365. The collected data can then be used for generating reports using the Traffic Analysis Tool website which can be used for transportation planning, traffic operations, to calibrate and validate regional travel demand model or to design traffic signal phasing and splits.	\$45,000	\$32,000	January 2026	6/30/2027
Passenger Rail Station Siting Study*	Evaluate feasibility of potential passenger rail terminal facility locations in MPO region. Restoration of passenger rail service on the BNSF mainline through North Dakota has been identified by Federal Rail Administration and has been awarded funding through the FRA Corridor ID project sponsored by BSPRA. The study will consider factors relating to transportation connectivity and accessibility such as integration with other modes of transportation (ie, transit), car access and parking, walkability and bikeability, and convenient transfer points. Recommendations will be presented to BSPRA when they are in the Service Development Plan phase of their project.	\$225,000	\$112,500	June 2026	7/31/2027
Parking Constrained Areas Study*	Evaluation of specific areas in Bismarck and Mandan with limited parking availability such as downtown areas, state capitol complex and educational campus areas to identify a broad set of options to address parking challenges in these and other areas. Will examine existing and projected demand and alternatives to address including, but not limited to public transportation use, micromobility options, on-street parking demand management, scheduling, pedestrian and bicycle improvements.	\$180,000	\$180,000	January 2026	12/31/2026

*These activities may contribute toward the 2.5% spending requirement for the Safe and Accessible Transportation Option set aside. Total spending will be ~\$15,655 as determined by study efforts and staff time dedicated to this task.

Proposed Work (Cont.):

2027 Task 102 Projects, Description and Schedule (updated as of 7/10/2025)					
Project	Description	Total Project Cost	2027 Budget Allocation (100%)	Targeted Start or Contract Date	Date Complete
ATAC Annual Master Agreement Fee	Master Agreement Contract, which includes all ND MPOs. Established for a three-year period with an annual fee paid at the beginning of each calendar year. Allows MPO and local jurisdictions access to limited ad-hoc model runs, access to ATAC staff for technical questions, maintenance and hosting of the MPO's travel demand model, and coordination of 2-3 partnership meetings during the year.	\$10,000	\$10,000	September 2024	12/31/2027
Study Associated Modeling and Ad Hoc Activities Performed by ATAC	Funding set-aside to cover the development of the Travel Demand Model and/or ad-hoc requests which are above and beyond the allowances of the Annual Fee. Ad hoc projects resulting from MPO or local jurisdiction special requests may arise and are managed through addendums to the Master Agreement.	\$20,000	\$20,000	Varies by Need	12/31/2027 or otherwise defined by addendums
Transit Development Plan (TDP) Update*	Comprehensive review of transit services to ensure the bus network keeps up with demand, addresses the diversity of needs, and is sustainable. This includes, but is not limited to, potential improvements to the para-transit and fixed route service and operations. The study will focus on community need, perception, capacity, and transit operations.	\$180,000	\$81,000	January 2026	5/31/2027
Mandan Signalized Intersection Analysis	ATAC will use existing detection technologies to set up automated traffic and pedestrian data collection on up to 5 signalized intersections. The collection provides 15-minute turning movement count and average stop bar speeds 24/7/365. The collected data can then be used for generating reports using the Traffic Analysis Tool website which can be used for traffic operations, transportation planning, to calibrate and validate regional travel demand model or to design traffic signal phasing and splits.	\$45,000	\$13,000	January 2026	6/30/2027
Passenger Rail Station Siting Study*	Evaluate feasibility of potential passenger rail terminal facility locations in MPO region. The study will consider factors relating to transportation connectivity and accessibility such as integration with other modes of transportation (ie, transit), car access and parking, walkability and bikeability, and convenient transfer points.	\$225,000	\$112,500	June 2026	7/31/2027
Socio-Economic Data Purchase	SE data, including household and employment data, will be purchased and refined by MPO staff for use in the update of the Travel Demand Model.	\$5,000	\$5,000	January 2027	October 2027
Travel Demand Model Update (ATAC)*	ATAC will update and refine the Bismarck-Mandan MPO Travel Demand Model for use in the TDMSE. Addendums to the ATAC Master Agreement will outline scope and fees.	\$60,000	\$60,000	February 2027	January 2028

2027 Task 102 Projects, Description and Schedule (updated as of 7/10/2025)					
Morton County Future Land Use Plan/Map*	Key land use components (i.e. development density, topography, and location influence) can strongly impact essential transportation planning factors such as street access, design, traffic patterns, and traffic volumes. These factors determine future traffic modes and will be evaluated to produce a future land use map that will guide decision making at the County and regional levels regarding future growth and development and to refine existing zoning districts and create a map that will better lend themselves to orderly growth, development and future transportation planning. For example, the resulting Future Land Use Plan will be used for future updates of the metropolitan travel demand forecasting model and Bismarck-Mandan Metropolitan Transportation Plan.	\$150,000	\$76,700	June 2027	June 2028
Travel Demand Model and Socio-Economic Update and 2030-2055 Metropolitan Transportation Plan (combined)*	Standard update of the Travel Demand Model and Socio-Economic Update and subsequent 2030-2055 Metropolitan Transportation Plan. Update and discuss the MPO's projections for future households and businesses, transportation goals and objectives, and current state of transportation systems. Identifies a fiscally constrained list of improvements to the target year of 2055.	\$550,000	\$45,000	TDMSE March 2027 MTP April 2028	TDMSE April 2028 MTP December 2029

*These activities may contribute toward the 2.5% spending requirement for the Safe and Accessible Transportation Option set aside. Total spending will be ~\$15,970 as determined by study efforts and staff time dedicated to this task.

Final Products:

Funding for Task 102 is exclusive to contractual obligations, and final products for Task 102 are determined by each project's contract. Final products will be a final report and presentation on the following:

- 2025 Fringe Area Road Master Plan (2026)
- Parking Constrained Areas Study (2026)
- Mandan Signalized Intersection Analysis Study (2027)
- Transit Development Plan (2027)
- Passenger Rail Station Siting Study (2027)
- Morton County Future Land Use Plan/Map (2028)
- TDMSE (2028)
- Final Report/Presentations/Adoption of MTP (2029)

Additional final products will include the final files and/or presentation for any modeling service provided by ATAC, including the Travel Demand Model update in 2028. Receipt of final files for the 2027 Socio-Economic Data Purchase serve as final deliverables when provided according to contract specifications.

Schedule and Completion Date:

See tables: "2026 Task 102 Projects, Description and Schedule" for start and completion dates of each project identified for funding in 2026, and the table titled "2027 Task 102 Projects, Description and Schedule" for start and completion dates of each project identified for funding in 2027.

TASK 103: CAPITAL, OPERATIONAL AND TRAVEL EXPENSES**Purpose:**

Provide for the operational expenses and capital investments necessary to carry out the transportation planning process. Expenses will ensure the MPO staff have a secure worksite, adequate resources to perform the work, and opportunity to increase or maintain proficiency within their positions.

Present Status:

The MPO rents office space from the City of Bismarck who is the MPO's host agency. The building rental expense also covers utilities, snow removal, janitorial, water, etc. The MPO pays a rental fee for parking which comes under an arrangement between the City of Bismarck and the Bismarck Parking Authority. Both rental expenses are billed monthly.

The MPO reserves funding for special operational expenses that improve the professionalism and knowledge of its staff. Training opportunities typically require lodging, meal, airfare, fuel or mileage reimbursement, car rentals or taxis, conference registration, or other travel related expenses. The MPO typically budgets for between two and three out-of-state training opportunities a year. Such opportunities include the Transportation Research Board (TRB) Annual Conference, American Planning Association National Conference, Western Planner Conference, TRB Tools of the Trade Annual Meeting, and Association of Metropolitan Planning Organization Annual Conference. Also, FTA offers a Triennial Review Workshop for recipients preparing for upcoming reviews and site visits. Additionally, there are several in-state travel opportunities and conferences including NDDOT's Transportation Conference, ND Main Street Conference, Western Planner Conference, and the MN & ND MPO Conference, and ATAC Partners Meetings. Routine in-state trips occur within the immediate metro area or to a partner agency within the state. Travel within the community occurs monthly; travel out of the area may occur quarterly.

Since the MPO is housed within the host agency, some operational expenses are provided by the City of Bismarck on a prorated basis. Prorated expenses may be based on number of staff, as in phone lines, software upgrades, VPN, etc., while other expenses are prorated on usage, as in the use of the printer/copier. Select operational expenses are expensed to the MPO directly by an outside agency. These expenses may include membership dues/subscriptions, drug testing, and/or position testing for new employees. The MPO recently secured a membership, on behalf of all 5 member jurisdictions, to Big Sky Passenger Rail's Government Partner Program to promote and assist with coordinated planning efforts related to the restoration of passenger rail service in the MPO region.

Select operating expense are more public facing, such as printing expenses and advertising expenses. The MPO advertises public hearing, public meetings, or the release of required MPO products nearly every month. Although less commonly used, the MPO also reserves funds for educational opportunities, where staff may be able to educate the public on transportation issues.

The MPO budgets for its own small capital, which include staff office equipment, staff computers, office supplies, copying/printing supplies, and postage.

The City of Bismarck does not have an Indirect Cost Allocation Plan, so they do not charge the MPO for indirect costs.

Proposed Work:

Task 103 is divided into four categories which align with the City of Bismarck's accounting system. Expected Capital, Operational, and Travel Expense will fall within one of the following:

- 1) Rental Space
- 2) Lodging and Associated Travel Expenses
- 3) Office Operations
- 4) Office Supplies and Subscriptions

Please see the 2026 and 2027 UPWP Budget Table for a breakdown of expenses assigned to these four categories for both 2026 and 2027.

Final Products:

Products of Task 103 include maintaining a worksite for MPO staff, ensuring the operations of the office, the purchase of capital items, office supplies, office subscriptions/memberships, and securing training opportunities to ensure staff are proficient in their work.

Schedule and Completion Date:

The MPO will process bills for Capital, Operational, and Travel Expenses regularly every month. Certain months may have higher expenses due to the purchase of capital items or the occurrence of a training or conference. All expenses will be expensed in their respective calendar year.

Note: All capital purchases will be conducted in accordance with the procurement policies set forth by the City of Bismarck and NDDOT.

TASK 104: COMPLETE STREETS (TRACKING ONLY)**Purpose:**

To note the anticipated allocation of the Safe and Accessible Transportation Option set aside (Complete Streets funds) during the calendar years of 2026 and 2027. Complete Streets funds will be expended under Task 101 and Task 102, and so the budgets for those tasks include Complete Streets funds. Task 104 is intended to describe the use of the Complete Streets funds and provide a way to track the spending.

Present Status:

The Bipartisan Infrastructure Law (BIL), also known as the Infrastructure Investment and Jobs Act (IIJA) of 2021 includes a set-aside for "Increasing Safe and Accessible Transportation Options". This set-aside requires states and Metropolitan Planning Organizations (MPOs) to dedicate a minimum of 2.5% of their Metropolitan Planning (PL) funds to activities that improve transportation options for people of all ages and abilities. These activities, often referred to as "Complete Streets" planning, focus on creating safer and more accessible transportation for various modes of travel. For the purpose of this requirement, the term "Complete Streets standards or policies" means standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles.

The BIL includes requirements which serve to promote studies that gather travel data and travel demand forecasts and to use this information to develop best practices or guidance for future investments in transportation improvements and to improve the quality of transportation plans, models, and travel demand forecasts.

The BIL continues the Metropolitan Planning Program, which establishes a cooperative, continuous, and comprehensive framework for making transportation investment decisions in metropolitan areas, continues all funding features that applied to Metropolitan Planning (PL) funding under the FAST Act. While the BIL expires on September 30, 2026, the date marking the end of the five-year funding period authorized by the law, which began in fiscal year 2022, this biennial assumes an extension of the Complete Streets funding set aside in year 2027, either by Continuing Resolution of the current infrastructure legislation or by the potential extension of the funding set aside as an inclusion in new infrastructure legislation passed prior to 2027.

The MPO intends to expend these funds through monthly staff wages assigned to the coordination of the MPO's Bike-Ped Subcommittee and through consultant planning studies in each year of the work program.

All funds estimated for each year of the budget and work program are expected to be completely exhausted by the end of each respective calendar year.

2026 Complete Streets Funding:

Federal:	\$15,655.02	15,654.72
Local:	\$3,913.76	3,913.68
Total:	\$19,568.78	19,568.40

2027 Complete Streets Funding (estimate - subject to change)

Federal:	\$15,970.00
Local	\$3,992.50
Total	\$19,962.50

Proposed Work:**2026 Complete Streets Activities**

Complete Streets activities occur in Task 101 and Task 102 in 2026. Collective funding expenditure from the two tasks is estimated to total \$19,568.78 ~~40~~. Complete Streets funding allocated to Task 101 in 2026 equals \$4,000 and will reflect MPO staff time for coordinating the Bike-Ped Subcommittee for at least 7 hours each month. Complete Streets funds estimated for Task 102 equals \$15,568.78 ~~40~~ and will be utilized by the Transit Development Plan, the Passenger Rail Station Study, and the Parking Constrained Areas Study. Each of these studies will contain varying components of standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles.

2027 Complete Streets Activities

Complete Streets activities occur in Task 101 and Task 102 in 2027. Collective funding expenditure from the two tasks is estimated to total \$19,962.50. Complete Streets funding allocated to Task 101 in 2027 equals \$4,000 and will reflect MPO staff time for coordinating the Bike-Ped Subcommittee for at least 7 hours each month. Complete Streets funds estimated for Task 102 equals \$15,962.50 and will be utilized by the Transit Development Plan, the Passenger Rail Station Study, the Travel Demand Model Update, the Morton County Future Land Use Plan and the TDMS/MTP update. Each of these studies will contain varying components of standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles or elements that gather travel data and travel demand forecasts and to use this information to develop best practices or guidance for future investments in transportation improvements and to improve the quality of transportation plans, models, and travel demand forecasts.

Final Products:

Complete Streets products resulting from staff time allocated to the Subcommittee may include review and critique of Transportation Alternatives applications, annual walk audits and reports, meeting minutes, public announcement of bike or walk celebration weeks, and/or other activities conducted by MPO staff in the facilitating of the subcommittee. These products will lead to enhancements in the region's bicycle and pedestrian network and encourage public awareness of non-motorized travel.

Complete Streets products resulting from Task 102 will include final reports with recommendations for policies, strategies, safety improvements, and service plans that ensure safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, and individuals with disabilities. Additionally, the final data products (files) will be used to provide a final updated Travel Demand Model for use in developing best practices or guidance for future investments in transportation improvements through the TDMSE/MTP.

Schedule and Completion Date:

Funds will begin to be used after the authorization of Complete Streets fund by NDDOT for each respective year of the 2026 and 2027 work program and budget. All 2026 Complete Streets funds are expected to be exhausted by December 31, 2026, while all Complete Streets funds, if applicable in 2027, are expected to be exhausted by December 31, 2027.

2026 UPWP Budget	Total Budget	Federal Share	Local Share	Bismarck	Mandan	Burleigh	Morton	Lincoln	Other	Total	Notes	Uses Complete Streets Funds?
	999,624	799,699	199,925	139,777	28,740	8,655	1,443	1442	19,868	999,624		
AMENDMENT SUMMMARY: Net Change												
	100%	80%	20%	20%	No Share Provided					100%		
TASK 101: ADMINISTRATION	348,854	279,083	69,771	69,771						348,854		
Staff Wages and Benefits	348,854	279,083	69,771	69,771						348,854		Yes
		-	-	-						-		
AMENDMENTS:												
		-	-	-						-		
		-	-	-						-		
	100%	80%	20%	12.0%	4.0%	3.0%	0.5%	0.5%	Variable	100%		
TASK 102: PROFESSIONAL SERVICES/ VENDORS/ CONSULTANTS	593,838	475,070	118,768	59,100	28,500	8,475	1413	1412	19,868	593,838	Notes: Local Share	
ATAC Annual Master Agreement Fee	10,000	8,000	2,000	1,200	400	300	50	50		10,000		
ATAC Study Associated Modeling	26,295	21,036	5,259	3,155	1,052	789	131	131		26,295		
Fringe Area Road Master Plan Update	133,705	106,964	26,741	16,045	5,348	4,011	669	668.5		133,705	Began in 2025, complete 12/31/26	
Mandan Signalized Intersection Analysis-ATAC Addendum	32,000	25,600	6,400		6,400					32,000	18-month study, complete 6/30/27	
Transit Development Plan	99,338	79,470	19,868						19,868	99,338	17 month study begins 1/1/2026	Yes
Passenger Rail Station Study	112,500	90,000	22,500	13,500	4,500	3,375	563	563		112,500	\$225K total cost; 6/1/2026-7/31/2027	Yes
Parking Constrained Areas Study	180,000	144,000	36,000	25,200	10,800					180,000	70% Bismarck, 30% Mandan	Yes
		-	-	-	-	-	-	-		-		
AMENDMENTS:												
		-	-	-	-	-	-	-		-		
		-	-	-	-	-	-	-		-		
		-	-	-	-	-	-	-		-		
	100%	80%	20%	20%	Share for Government Partners Membership					100%		
TASK 103: CAPITAL, OPERATIONAL AND TRAVEL EXPENSES	56,933	45,546	11,387	10,907	240	180	30	30	-	56,933		
Rental Space	24,745	19,796	4,949	4,949						24,745		
Lodging and Associated Travel Expenses	8,350	6,680	1,670	1,670						8,350		
Office Operations	19,938	15,950	3,988	3,508	240	180	30	30		19,938		
Office Supplies and Subscriptions	3,900	3,120	780	780						3,900		
AMENDMENTS:												
		-	-	-						-		
		-	-	-						-		
	100%	80%	20%	20%	Variable					100%		
TASK 104: COMPLETE STREETS (TRACKING ONLY)	19,569	15,655	3,914	800	-	-	-	-	-	19,569		
Safe and Accessible Transportation	4,000	3,200	800	800						4,000		Yes
Optional Set-Aside -- Task 101 Associated												
Safe and Accessible Transportation	15,569	12,455	3,114		Variable					15,569		Yes
Optional Set-Aside -- Task 102 Associated												
AMENDMENTS:												

2027 UPWP Budget	Total Budget	Federal Share	Local Share	Bismarck	Mandan	Burleigh	Morton	Lincoln	Other	Total	Notes	Uses Complete Streets Funds?
	889,616	711,693	177,923	123,103	12,940	7,755	16,633	1,293	16,200	889,616		
AMENDMENT SUMMMARY: Net Change												
	100%	80%	20%	20%	No Share Provided					100%		
TASK 101: ADMINISTRATION	410,498	328,398	82,100	82,100						410,498		
Staff Wages and Benefits	410,498	328,398	82,100	82,100						410,498		Yes
		-	-	-						-		
AMENDMENTS:												
		-	-	-						-		
		-	-	-						-		
	100%	80%	20%	12.0%	4.0%	3.0%	0.5%	0.5%	Variable	100%		
TASK 102: PROFESSIONAL SERVICES/ VENDORS/ CONSULTANTS	423,200	338,560	84,640	30,300	12,700	7,575	16,603	1,263	16,200	423,200	Notes: Local Share	
ATAC Annual Master Agreement Fee	10,000	8,000	2,000	1,200	400	300	50	50		10,000		
ATAC Study Associated Modeling	20,000	16,000	4,000	2,400	800	600	100	100		20,000		
SE Data Purchase for TDM	5,000	4,000	1,000	600	200	150	25	25		5,000		
Mandan Signalized Intersection Analysis-ATAC Addendum	13,000	10,400	2,600		2,600					13,000		
Transit Development Plan	81,000	64,800	16,200						16,200	81,000		Yes
Passenger Rail Station Study	112,500	90,000	22,500	13,500	4,500	3,375	563	563		112,500		Yes
ATAC Modeling - Travel Demand Model Update	60,000	48,000	12,000	7,200	2,400	1,800	300	300		60,000		Yes
Morton County Future Land Use Plan/Map Update	76,700	61,360	15,340				15,340			76,700		Yes
TDMSE/MTP 2055 Update	45,000	36,000	9,000	5,400	1,800	1,350	225	225		45,000		Yes
		-	-	-	-	-	-	-		-		
		-	-	-	-	-	-	-		-		
		-	-	-	-	-	-	-		-		
AMENDMENTS:												
		-	-	-	-	-	-	-		-		
		-	-	-	-	-	-	-		-		
		-	-	-	-	-	-	-		-		
	100%	80%	20%	20%	Share for Government Partners Membership					100%		
TASK 103: CAPITAL, OPERATIONAL AND TRAVEL EXPENSES	55,919	44,735	11,184	10,704	240	180	30	30	-	55,919		
Rental Space	25,231	20,185	5,046	5,046						25,231		
Lodging and Associated Travel Expenses	8,350	6,680	1,670	1,670						8,350		
Office Operations	19,938	15,950	3,988	3,508	240	180	30	30		19,938		
Office Supplies and Subscriptions	2,400	1,920	480	480						2,400		
AMENDMENTS:												
		-	-	-						-		
		-	-	-						-		
	100%	80%	20%	20%	Variable					100%		
TASK 104: COMPLETE STREETS (TRACKING ONLY)	15,970	12,776	3,194	800	-	-	-	-	-	15,970		
Safe and Accessible Transportation	4,000	3,200	800	800						4,000		Yes
Optional Set-Aside -- Task 101 Associated												
Safe and Accessible Transportation	11,970	9,576	2,394							11,970		Yes
Optional Set-Aside -- Task 102 Associated												
AMENDMENTS:												

OLIVER

Bismarck-Mandan MPO Boundaries

- Adjusted Approved UZA 2023
- MPO Planning Area Boundary
- County Boundaries
- City of Bismarck
- City of Lincoln
- City of Mandan

BURLEIGH

MANDAN

BISMARCK

MORTON

LINCOLN

10

136

Miles



Bismarck-Mandan
Metropolitan Planning Organization



2026-2027
UNIFIED PLANNING
WORK PROGRAM

Final
August 2025

Administrative Modification November 2025

2026-2027 UNIFIED PLANNING WORK PROGRAM



Funding identified in the UPWP is provided by the following partners.

FHWA
FTA
NDDOT
City of Bismarck
City of Mandan
City of Lincoln
Burleigh County
Morton County

Document prepared by: Kimberly Riepl
Executive Director/ Principal Transportation Planner
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USDOT Disclaimer: This document was prepared with federal funds but does not reflect the views or policies of the United States Department of Transportation.

Adopting Resolution

Resolution of Adoption
2026-2027 Unified Planning Work Program
Bismarck-Mandan Metropolitan Planning Organization

The Bismarck-Mandan Metropolitan Planning Organization's Policy Board, after due consideration, hereby makes the following findings:

1. The 2026-2027 Unified Planning Work Program (UPWP) for the Bismarck-Mandan Metropolitan Planning Organization (BMMPO) provides for a comprehensive transportation planning program in keeping with the policies of the BMMPO.
2. The UPWP requires that agreements with funding agencies be entered into and that the BMMPO Chair and Executive Director be authorized to execute said agreements.
3. The UPWP includes an estimated cost for various tasks. During the course of work on certain tasks estimates may understate or overstate the needed level of effort due to complete planned work, and minor amendments to the UPWP may be needed to better align project budgets with expenditures.

IN CONSIDERATION OF THESE FINDINGS, IT IS HEREBY RESOLVED by the BMMPO Policy Board that:

1. The 2026-2027 Unified Planning Work Program for the BMMPO is hereby approved;
2. The BMMPO Chair and Executive Director are authorized to enter into agreements and amendments as needed with appropriate state and federal agencies to provide funding for activities approved in the UPWP;
3. The BMMPO commits to the provision of a 20% local match to state and federal planning funds;
4. It is acknowledged that full UPWP amendments per current policy of the NDDOT and FTA/FHWA will require formal action by the BMMPO Policy Board; and
5. The Executive Director is authorized, without action by the Policy Board, to execute administrative modifications to the UPWP as necessary. MPO Staff will provide notice of such administrative modifications to the Policy Board at a regularly scheduled meeting.

Approved by the BMMPO Policy Board and signed on the 19 day of August, 2025.


BMMPO Policy Board Chair

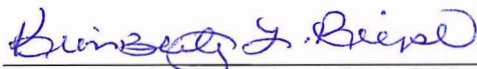
ATTEST


BMMPO Executive Director

**BISMARCK-MANDAN METROPOLITAN PLANNING ORGANIZATION
UNIFIED PLANNING WORK PROGRAM
2026-2027**

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I hereby certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of US Code Title 18, Sections 2, 1001, 1343, and Title 31, Sections 3279-3730 and 3801-3812.



Signature, Executive Director, Bismarck-Mandan MPO

08/08/25

Date

INTRODUCTION

The Unified Planning Work Program (UPWP) is a description of the multi-modal transportation planning projects that will be conducted by the Bismarck/Mandan MPO for the assigned calendar year(s) 2026-2027. This document is the foundation for requesting federal funds as well as a control tool for scheduling, budgeting, and monitoring the transportation planning process within the Bismarck-Mandan Metropolitan Planning Organization's metropolitan planning area for the time period specified within the UPWP.

The 2026-2027 UPWP was developed with the input of the North Dakota Department of Transportation (NDDOT), Federal Transit Administration (FTA), Federal Highway Administration (FHWA), Bis-Man Transit, and the jurisdictional partners of the MPO (Bismarck, Lincoln, Mandan, Burleigh County and Morton County).

The 2026-2027 UPWP is intended to provide the MPO with a useful budgeting, scheduling and monitoring tool, as well as provide an understandable expectation of what the MPO will endeavor in the specified calendar year(s) of 2026 and 2027 with involvement of the public.

MPO BOARD MEMBERSHIP

The purpose of the MPO's Technical Advisory Committee (TAC) is to discuss and coordinate technical transportation matters that are under consideration by the MPO. Such matters may include highway, transit, auto/rail, bicycle, and pedestrian planning activities. The TAC will act in an advisory capacity to the Policy Board and the MPO's respective jurisdictions concerning transportation activities. The TAC is composed of the following voting representatives. Any member may have an alternate from their organization serve in his/her place with full voting rights:

Technical Advisory Committee Members
City Engineer, City of Bismarck: Gabe Schell
City Engineer, City of Mandan: Jarek Wigness
County Engineer, Burleigh County: Marcus Hall
County Engineer, Morton County: John Saiki
County Planner, Morton County: Natalie Pierce
Director of Bismarck Community Development, City of Bismarck: Ben Ehreth
Representative, Trucking or Freight Industry of the MPO area: Vacant
North Dakota Department of Transportation MPO Coordinator, NDDOT Local Government: Will Hutchings
Representative, City of Lincoln: SEH Engineering
Executive Director, Bis-Man Transit: Deidre Hughes
Planner, City of Mandan: Vacant
Representative, North Dakota Department of Transportation Bismarck District: Logan Beise
County Building Official/Director, Burleigh County: Mitch Flanagan
MPO Executive Director or MPO Transportation Planner (will act as TAC chair): Kim Riepl or Stephen Larson

The Policy Board is the decision-making body of the MPO. Voting members are comprised of locally elected officials. The primary function of this group is to ensure federal guidelines are followed and that the development of the regional transportation system follows a coordinated, continuing, cooperative and comprehensive process. The Policy Board consists of the following:

Policy Board Members
Mayor, City of Bismarck: Michael Schmitz
Mayor, City of Mandan: Jim Froelich
Mayor, City of Lincoln: Keli Berglund
County Commissioner, Burleigh County: Steve Schwab
County Commissioner, Morton County: Andy Zachmeier
Director, North Dakota Department of Transportation (Non-Voting): Ron Henke or assignee

MPO BOARD MEETING DATES

The MPO Policy Board is held on the third Tuesday of the month at 1:30 PM. The MPO TAC meeting is held at 10:00 AM on the Monday prior to the Policy Board. If TAC lands on a Federal holiday, the TAC meeting is moved to 10:00 AM on the day of Policy Board. The tables below provide proposed meeting dates for years 2026-2027. Dates and/or times are subject to change.

2026

TAC	Policy Board
January 20	January 20
February 17	February 17
March 16	March 17
April 20	April 21
May 18	May 19
June 15	June 16
July 20	July 21
August 17	August 18
September 14	September 15
October 19	October 20
November 16	November 17
December 14	December 15

2027

TAC	Policy Board
January 19	January 19
February 16	February 16
March 15	March 16
April 19	April 20
May 17	May 18
June 14	June 15
July 19	July 20
August 16	August 17
September 20	September 21
October 18	October 19
November 15	November 16
December 20	December 21

PREVIOUS ACCOMPLISHMENTS (2024-2025)

Accomplishments of the Bismarck-Mandan MPO in the previous 12-month period (July 2024 to June 2025) include the following:

- Adoption of the *Arrive 2050* Metropolitan Transportation Plan in December 2024 and an amendment to the MTP in April 2025
- Completed a self-audit and annual update to the Title VI & Non-Discrimination/ADA Plan
- Processed 7 amendments and 16 administrative modifications to the Transportation Improvement Program
- Developed and entered into a Memorandum of Agreement with MPO member jurisdictions for the BSPRA Government Partner Program to promote coordinated planning efforts for the restoration of passenger rail service to the region
- An MPO-wide Pavement Conditions Analysis Report was completed which included 16 hours of training in PAVER for member jurisdictions' staff

- Completed the Safe Routes to Services study in December 2024 and MPO staff presented outcomes from the study at an APBP Webinar in January
- Hosted a free Bicycle Friendly Community Workshop through the League of American Bicyclists
- Launched the 2025 Safety Policy Study and conducted extensive initial public engagement efforts
- Contracted services for the Monitoring Report Update, a crucial first step in performing regular updates to the MPO's Monitoring Report
- Assisted with and participated in the successful completion of the 2024 Triennial Review of the City of Bismarck/Bis-Man Transit conducted on behalf of the Federal Transit Administration
- Provided grant management support to Bis-Man Transit and acted as liaison between the transit agency and the City of Bismarck (FTA grantee) through monitoring activities and other general administrative tasks
- Filled three full time (FTE) positions within the MPO: Executive Director/Principal Transportation Planner; Transportation Planner; and Transportation Specialist

ANTICIPATED ACCOMPLISHMENTS THROUGH DECEMBER 2025

Work identified in the 2025 UPWP which is expected to be completed by December 31, 2025:

- Approval/adoption of the 2025 Safety Policy Study
- Purchase of traffic count data for the calibration of the Travel Demand Model (base year 2025)
- Fringe Area Road Master Plan Update RFP development, approval and release, resulting in consultant selection and study kick-off and initial round of public engagement
- Approval/adoption of the Monitoring Report Update
- Approval/adoption of the 2025 update to the ITS Regional Architecture

PLANNED WORK ACTIVITIES 2026 – 2027

January 1, 2026 – December 31, 2026

- Fringe Area Road Master Plan update began in 2025 will be complete/approved by December 2026
- Mandan Signalized Intersection Analysis, an 18-month project, will begin in January 2026 with 66% of the project and cost complete in 2026
- Transit Development Plan will commence January 2026; expected to be a 17-month study, 55% of the project and cost is expected to be realized in 2026
- Parking Constrained Area Study, will begin in January 2026 and be approved by December 31, 2026
- Passenger Rail Station Siting Study will begin in June 2026 with 50% of the project complete and 50% of the total cost of the study realized in 2026
- Addendums to the ATAC Master Agreement will be executed for the Mandan Signalized Intersection Analysis project and other study needs

January 1, 2027 – December 31, 2027

- Transit Development Plan will be approved before the second half of 2027, with the remaining 45% of the study budget expended in 2027
- Mandan Signalized Intersection Analysis will conclude June 30 with the remaining 34% of the study and budget realized in 2027
- Passenger Rail Station Siting Study will be approved July 2027
- SE data, including household and employment, will be purchased in January 2027 and refined for use in the update of the Travel Demand Model
- The MPO will assist with and participate in the 2027 Triennial Review conducted on behalf of FTA
- ATAC will begin the update to the Travel Demand Model in early 2027
- The TDMSE/2030-2055 MTP effort will begin early to mid-2027, with the remainder of the effort occurring in 2028 and 2029
- A new ATAC Master Agreement will be negotiated as the current agreement expires December 31, 2027

UPWP OVERVIEW

The 2026-2027 UPWP is formatted into four task areas: Administration (101), Professional Services/ Vendors/ Consultants (102), Capital, Operational and Travel Expenses (103), and Complete Streets (104). Funds budgeted for the first three categories equal the MPO's total operating and services-based budget. The fourth category is for tracking of the 2.5% Safe and Accessible Transportation Option Set-Aside (Complete Streets funds). Funds allocated to Task 104 will be expensed out of Task 101 or 102 but record keeping will remain under Task 104 as well to ensure that the set-aside has been met.

The purpose of this format is to better align the UPWP budget to the accounts utilized by the MPO and the City of Bismarck's Fiscal Services. The City of Bismarck is the hosting agency for the MPO and provides the 20% local match on all administrative and operational activities. This includes all local match needs for Task 101 and 103, as well as Bismarck's participating portion of Task 102. Since the City covers such a large portion of the local share for the MPO, it is prudent to align the budgets of the UPWP and the City. This will ensure that amendments and money transfers occur in concert amongst the two accounting systems.

The UPWP addresses MPO activities in broad terms, as follows:

- 1) Staff expenses (all staff time--wages and benefits),
- 2) Outsourced expenses, and
- 3) Office-related expenses (supplies, rentals, staff development, etc.).

The activities encompassed by each task are further defined in their individual section of the UPWP.

SOURCE OF UPWP FUNDS

Funding identified in the UPWP is provided by the following partners. Federal funds are allocated under the Consolidated Planning Grant (CPG) and, in the case of the 2.5% set-aside, Complete Streets funds (CS). State funds, when used, are provided through allocation by the state legislature and/or NDDOT Local Government Division. Local funds are provided through local sales tax or mill levy. The tables below indicate the sources of funding provided, the amount of funding, and the percentage totals.

2026 Bismarck-Mandan MPO Revenue

Funding Source	Amount	Percentage Totals
2026 Federal Funds	\$799,699.55	80%
ND PL	509,944.62	63.76%
ND CS	15,654.72	01.96%
ND FTA	173,049.35	21.64%
2024 Redistribution	101,050.86	12.64%
2026 Local Match	\$199,925	20%
City of Bismarck	139,777	69.91%
City of Lincoln	1,443	.72%
City of Mandan	28,740	14.38%
Burleigh County	8,655	4.33%
Morton County	1,443	.72%
Bis-Man Transit	19,868	9.94%

(based on NDDOT estimates 4/15/2025)

Year two of the biennial budget is built on the assumption of receiving a 2% increase to funding over the previous year's authorizations provided through federal sources. This estimated budget identifies the federal sources and local match for Year 2027 as shown in the table below:

2027 Bismarck-Mandan MPO Revenue

Funding Source	Amount	Percentage Total
2027 Federal Funds	\$711,693	80%
ND PL	519,678	73.02%
ND CS	15,970	2.24%
ND FTA	176,045	24.74%
2025 Redistribution	----	----
2027 Local Match	\$177,923	20%
City of Bismarck	123,103	69.19%
City of Lincoln	1,293	.73%
City of Mandan	12,940	7.27%
Burleigh County	7,755	4.36%
Morton County	16,633	9.35%
Bis-Man Transit	16,200	9.10%

(based on estimates of a 2% increase in federal funding over **estimated** 2026 base CPG of \$697,800—these numbers subject to change)

FEDERAL PLANNING FACTORS

FHWA and FTA have encouraged MPOs to plan in a continuous, cooperative, and comprehensive manner, as well as to give prioritization to the federal planning factors in their project selection, strategies, and services. (23 CFR 450.306(b)). The ten federal planning factors are listed below.

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

The MPO is committed to upholding these 10 factors in the planning process. This includes involving federal, state, and local input—including public input—into the development of planning studies through Title VI compliant public input plans, collection of ideas and direction from study steering committees, and providing sufficient time to review and comment before planning studies are adopted/accepted by the MPO boards and partner jurisdictions.

MTP/ FEDERAL PERFORMANCE GOALS AND UPWP PROJECTS

The current BMMPO ratified Metropolitan Transportation Plan adopts the federal goals areas established through the MAP-21 and FAST Act legislation, and more recently, the Infrastructure Investment and Jobs Act (IIJA):

1. Safety and Security
2. Infrastructure Conditions
3. Congestion Reduction
4. System Reliability for Freight Movement and Economic Vitality
5. Alternative Transportation Modes to Automobile Travel
6. Environmental Sustainability
7. Reduced Project Delay

Following is a table that identifies which MTP Goals are addressed by transportation planning studies, data purchases, or procurement of professional services planned for years 2026-2027:

	1	2	3	4	5	6	7
Fringe Area Road Master Plan (FARMP) Update			x	x			
Mandan Signalized Intersection Analysis	x		x	x			
Transit Development Plan	x		x		x		
Parking Constrained Area Study	x		x		x		
Passenger Rail Station Siting Study	x		x	x	x	x	x
Socio-Economic/Origin-Destination Data Procurement	x		x	x	x		
Travel Demand Model Update/TDMSE & MTP Update	x	x	x	x	x	x	x

TIMELINE FOR METROPOLITAN TRANSPORTATION PLAN UPDATE

- 2026
- Purchase base-year Socio-Economic Data (Household and Employment Estimates) [Q1-Q2]
 - Update the Traffic Analysis Zone (TAZ) Structure [Q3-Q4]
 - 'Clean-Up' Socio-Economic Data (Household and Employment Estimates) [Q3-Q4]
 - Develop the RFP for the combined Travel Demand Model and Socio-Economic Projections (TDMSE) Update and 2030-2055 Metropolitan Transportation Plan (MTP) [Q3-Q4]
- 2027
- Execute contract for the TDMSE/MTP [Q1]
 - Assess the need for additional data for the TDMSE [Q1]
 - Determine Forecast Methodology and Growth Scenarios [Q1-Q2]
 - Develop the baseline population and employment estimates and the 2055 projections [Q1-Q2]
 - Allocate future (2030-2040 mid, 2040-2055 long) residents and employees by TAZ [Q1-Q2]
 - ATAC updates and refines Travel Demand Model (TDM) [Q1-Q4]
 - Purchase base-year Origin-Destination Data to be used to calibrate the updated TDMSE [Q1]
 - Update the TDM's TAZ structure and roadway network to reflect current conditions [Q1-Q2]
 - Input the most recent population and employment estimates and projections into the TDM. [Q2-Q3]
 - Consultant, MPO, and (if desired) TDMSE partners Review the Travel Demand Model [Q3-Q4]
- 2028
- Adopt the TDMSE at TAC/PB [Q1-Q2]
 - Begin 2030-2055 MTP update [Q1-Q2]
- 2029
- Adoption of 2030-2055 MTP [Q4]

ELIGIBLE EXPENSES

Products and services financed with federal funds and included in the work program and budget of the MPO must meet eligibility requirements as provided in 23 CFR 420.113 in part:

- (a) Costs will be eligible for FHWA participation provided that the costs:
 - (1) Are for work performed for activities eligible under the section of title 23, U.S.C., applicable to the class of funds used for the activities;
 - (2) Are verifiable from the State DOT's or the subrecipient's records;
 - (3) Are necessary and reasonable for proper and efficient accomplishment of project objectives and meet the other criteria for allowable costs in the applicable cost principles cited in [49 CFR 18.22](#) (codified in 2 CFR Part 200);
 - (4) Are included in the approved budget, or amendment thereto; and
 - (5) Were not incurred prior to FHWA authorization.

The work products and projected budgets provided in the UPWP are intended to convey reasonable expectations as to the anticipated accomplishments of the Bismarck-Mandan MPO and the associated costs and expenses of those activities for the years 2026 and 2027. Activities and services of the MPO receiving federal funding will be verified for compliance with federal eligibility requirements as outlined above, prior to payment approval.

UPWP AMENDMENT GUIDANCE

The MPO will amend the UPWP in accordance with 2 CFR 200.308(c).

- C) For non-construction Federal awards, recipients must request prior approvals from Federal awarding agencies for the following program or budget-related reasons:
 - (1) Change in the scope or the objective of the project or program (even if there is no associated budget revision requiring prior written approval).
 - (2) Change in a key person specified in the application or the Federal award.
 - (3) The disengagement from the project for more than three months, or a 25 percent reduction in time devoted to the project, by the approved project director or principal investigator.
 - (4) The inclusion, unless waived by the Federal awarding agency, of costs that require prior approval in accordance with subpart E of this part as applicable.
 - (5) The transfer of funds budgeted for participant support costs to other categories of expense.
 - (6) Unless described in the application and funded in the approved Federal awards, the subawarding, transferring or contracting out of any work under a Federal award, including fixed amount subawards as described in § 200.333. This provision does not apply to the acquisition of supplies, material, equipment or general support services.
 - (7) Changes in the approved cost-sharing or matching provided by the non-Federal entity.
 - (8) The need arises for additional Federal funds to complete the project.

As allowed by 2 CFR 200.308(c)(4) and 2 CFR 200.308(e), FHWA and FTA may establish a costs threshold for UPWP amendment. Under adoption of this UPWP, and consistent with the MPO's historic practices, no amendment will be required if there is a cost change of 10% of the annual UPWP budget or less than 10% of the annual UPWP budget. This applies to changes in project costs, if funds are transferred within a task, or if funds are transferred between tasks. Changes not meeting the threshold of an amendment will be presented to the MPO boards, NDDOT, FHWA and FTA as a UPWP modification.

The amendment procedures outlined herein support the procedures for UPWP amendments and administrative modifications as provided within the Bismarck-Mandan MPO's Public Participation Plan.

TRANSPORTATION PLANNING PROCESS SELF CERTIFICATION STATEMENT

The Bismarck-Mandan Metropolitan Planning Organization (BMMPO) hereby certifies that it is carrying out a continuing, cooperative, and comprehensive transportation planning process in accordance with the applicable requirements of:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and 23 CFR Part 450;
2. In nonattainment and maintenance areas, sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
4. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. Section 11101(e) of the IIJA (Pub. L. 117-58) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
6. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
8. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
9. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

**Bismarck-Mandan Metropolitan Planning
Organization**


Signature

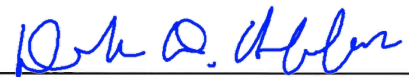
Policy Board Chair

Title

5/20/25

Date

North Dakota Department of Transportation


Signature

Local Government Engineer

Title

8/12/2025

Date

BISMARCK-MANDAN MPO ACTIVITIES SUPPORTING TITLE VI

The MPO recognizes Title VI requirements as they relate to the planning process. The requirements directly affect such elements within the planning process including, but not limited to, plan development, public involvement, and project management decisions.

Title VI of the Civil Rights Act of 1964

Title VI of the Civil Rights Act of 1964 states: “No person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”

The Bismarck-Mandan MPO’s Title VI and Non-Discrimination/ADA Plan (Plan) provides policies prohibiting discrimination based on race, color, or national origin. Procedures contained in the Plan and utilized by the MPO help ensure compliance with Title VI regulations, statutes, and requirements through the following means:

- The Plan provides complaint procedures, including information, forms and instructions relative to filing complaints in the event any individual feels they have been discriminated against in the MPO’s programs or processes. The Title VI/ADA Coordinator is identified within the Plan and contact information is also provided.
- The Plan is subject to annual internal audits to assess the program’s effectiveness at all levels and to ensure continued compliance with Title VI requirements.
- The Plan contains a Policy Statement, reviewed and approved by the Policy Board annually and signed by the Policy Board Chair, which declares the Bismarck-Mandan MPO has implemented procedures, policies, and actions to ensure nondiscrimination in all of its programs and activities.
- The Plan contains a list of MPO staff and appointed positions within the MPO, including the Technical Advisory Committee and Policy Board. It identifies how each position is prescribed and details the responsibilities of each as it relates to Title VI.
- Training programs for all MPO employees on Title VI and its related statutes are conducted annually, and will consist of, minimally, one hour of training per reporting period.
- Bismarck-Mandan MPO maintains maps within the Plan indicating areas of high concentrations of minority, low-income, and elderly and limited English proficiency populations for consideration in planning and programming activities.
- Federal Clauses and “Title VI Assurances”, which contain language prohibiting discrimination of groups identified in the Civil Rights Act of 1964, are included within all Request for Proposals (RFPs) and contracts for studies and procurement solicited by Bismarck-Mandan MPO.

Title VI and the Bismarck-Mandan MPO Public Participation Plan

Bismarck-Mandan MPO’s Public Participation Plan (PPP) requires the evaluation of adverse impacts of MPO activities overall, including elderly, low-income, and minority populations. The MPO maintains maps with high concentrations of elderly, minority, low-income populations, and those with limited English proficiency, for consideration in planning and programming activities. These maps are included in the Title VI and Non-Discrimination/ADA Plan and the Transportation Improvement Program. The socio-economic data used to maintain the maps is used in a variety of applications, including MPO studies.

The PPP indicates that meeting facilities should be accessible to mobility impaired individuals and meetings should be scheduled at various times to accommodate various work schedules. Contact information for the Title VI/ADA Coordinator is provided on MPO meeting agendas and on the MPO webpage to ensure accessibility by individuals with disabilities to request appropriate provisions, auxiliary aids, or services for meeting facilities or materials. Forms, along with complete instructions, to request reasonable accommodations and processes for filing of complaints of violations are also provided.

Bismarck-Mandan MPO maintains a database of approximately 220 transportation stakeholders within the Bismarck-Mandan Metropolitan Planning Area (MPA). The stakeholders are sent notification and/or draft copies of various studies and programs including, but not limited to, the Metropolitan Transportation Plan (MTP), the Transportation Improvement Program (TIP), and other updates as available which provide information on MPO activities. A variety of organizations, agencies, and advocacy groups representing areas of persistent poverty are on the MPO stakeholder list.

Bismarck-Mandan MPO continues to promote accessibility to its programs and activities by all applicants, participants, and members of the public regardless of race, color, national origin, sex, age, disability, or income status. The Title VI and Non Discrimination/ADA Plan, the Title VI Policy Statement, LEP Plan, ADA reasonable accommodations request forms, Title VI complaint forms and procedures, and other MPO program and activity notices are provided through methods including, but not limited to, email notification, website list serve alerts, public notices displays, newspaper publication, and are also accessible via social media using Facebook to link to the MPO webpage.

TASK 101: ADMINISTRATION**Purpose:**

The MPO manages and coordinates the accounts, records, agreements, and administration of contracts for the Unified Planning Work Program and the Bismarck-Mandan Metropolitan Planning Organization. This task provides the necessary coordination and communications between the various agencies in the Bismarck-Mandan Metropolitan area and provides for citizen information and involvement. This task uses Transportation Performance Management processes and follows performance-based planning and programming practices.

Present Status:

The MPO employs four staff members. Three are full-time and one is part-time. All full-time staff work 40 hours per week and the part-time staff averages between 24 and 28 hours per week. Current positions follow:

MPO Staff	
Executive Director/ Principal Transportation Planner	Kim Riepl
Transportation Planner	Stephen Larson
Transportation Specialist	Tracy Walters
Part-Time Transportation/Transit Planner	Paulette Jacobsen

Proposed Work:

Staff will participate in activities throughout the work program cycle to engage the public, jurisdictional partners, MPO boards, and oversight agencies in the transportation planning process.

Required activities as outlined in the MPO Bylaws are:

Prepare, maintain, and regularly update the plans set forth below.

- a. Metropolitan Transportation Plan (MTP)
The MPO Metropolitan Transportation Plan will serve as the basis for developing the communities' future transportation network. The MTP identifies and prioritizes transportation related projects with implementation time frames including short-range (0-5 years), medium-range (5-15 years), or long-range (15+ years). The MTP is updated on regular intervals and has a planning horizon of at least twenty (20) years.
- b. Transportation Improvement Program (TIP)
The MPO shall prepare and submit annually a staged multi-year program of transportation improvement projects in each city government unit. The TIP for the Metropolitan Area lists all of the transportation improvement projects proposed to be funded and constructed by Federal Highway Administration and certain Federal Transit Administration programs during a four (4) year time period.
- c. Unified Planning Work Program (UPWP)
The MPO shall annually or biennially prepare a Work Program for allocation of PL funds. This allocation shall be based on a listing of tasks to be accomplished by the MPO each year.
- d. Multi-Jurisdictional Plans
The MPO shall review and act on all transportation projects affecting multiple Metropolitan Area units of government in a substantial manner.

Conduct studies and research pertaining to planning and development and to make recommendations based on these studies.

- a. To provide, when possible, technical services to the member units of government.
- b. To receive and dispense grants and funds from federal, state, or local governments or from individuals and foundations within the budget established or amended by the Policy Board.
- c. To enter into agreements or contracts for any service necessary or convenient for carrying out the purposes of the MPO.

To perform the required activities, MPO staff may participate in the following. These are generalized activities that may be expanded in practice.

MTP

- Staff will provide for and manage the update of the Metropolitan Transportation Plan (MTP). Adoption of the MTP will occur by resolution on a 5-year cycle.
- Staff will promote the goals of the MTP.

TIP

- Staff will prepare the Transportation Improvement Program (TIP) on a four-year rolling cycle. The TIP will be developed, adopted, and distributed in compliance with all federal, state, and local requirements. The TIP shall include all federal-aid or regionally significant transportation improvements planned by the participating agencies within the MPO area for the four-year period.
- Staff will prepare TIP modifications and amendments, as necessary, for possible action by the MPO Boards, NDDOT, and FHWA and FTA.

UPWP

- Staff will coordinate development of the next annual or biennial UPWP with its partner jurisdictions.
- Staff will monitor work activities outlined in the UPWP and submit vouchers for reimbursement of eligible transportation planning work activities.
- Staff will monitor the implementation of grant activities and present UPWP modifications or amendments, as necessary, for possible action by the MPO Boards, NDDOT, and FHWA and FTA.
- Staff will prepare UPWP Status Reports quarterly or semi-annually, as indicated in the current UPWP contract, including a summary of work and financial activities, for FHWA, FTA, and NDDOT.

STUDIES

- Staff will select and conduct studies and associated public involvement activities identified in the MTP. Transit will be incorporated in these studies as appropriate.
- Staff will perform project management of the transportation planning studies, data collection, and vendor procurement, as outlined by each contract.
- Staff will manage professional services or consultants to update inventories of transportation information required for transportation planning. Specific inventories include traffic counts and turning movement counts. New data will be gathered and existing inventories will be updated.
- Staff, according to the Master Agreement with ATAC, will maintain and provide data from the transportation demand forecasting model which will be calibrated to the Year 2025 and the forecast Year 2055.
- Staff will assist with the update of the Traffic Analysis Zone (TAZ) boundaries, which are special areas delineated by state and/or local transportation officials for tabulating traffic related data.
- At the request of MPO partner agency, staff will participate in the land use development process, special studies, transportation planning, transit route planning, and the review of their implications on the public transit system.
- Staff will analyze impacts related to land use and transportation system coordination on a corridor/study area basis.
- Staff will manage the routine update of pavement management collection project.

TRANSIT

- Staff will analyze long-term public transit needs and funding requirements, as approved by Bis-Man Transit, through updates to the Transit Development Plan.
- Staff may complete other transit-related planning activities and special studies.
- Staff will provide general administrative support for the FTA funding programs included in Chapter 53 of Title 49 U.S.C. including the procurement of capital purchases and the submittal of the required Milestone Progress Reports (MPRs) and Federal Financial Reports (FFRs) to FTA.
- Staff will monitor Bis-Man Transit, on behalf and in cooperation with the City of Bismarck, to ensure federal regulations are met regarding the use of FTA funds.
- Staff will participate in the FTA Triennial Review of Bis-Man Transit and City of Bismarck.

OFFICE DOCUMENTS

- Staff will update MPO planning documents as needed.
- MPO will self-certify the local transportation planning process.
- Staff will abide by the Memorandum of Agreement signed between NDDOT, the MPO, and the local transit provider.
- Staff will update the Public Participation Plan for the MPO as needed.

STAFF ACTIONS

- Staff will participate in transportation planning committee meetings, other process-related meetings, and public meetings throughout the planning year. Staff will discuss and disseminate information regarding the transportation planning process and transportation improvements.
- Staff will undertake any activities that support the transportation planning committees and the planning process, including but not limited to the following: coordinating staffing meetings, public meetings, and open houses; drafting agendas and meeting minutes; assembling and dissemination meeting packets; drafting and publishing public notices; developing reports and documents; and providing information.
- Staff will maintain the MPO's accounting system whereby participants in the local transportation planning process are billed for transportation planning work identified within the UPWP.
- Staff will compile and submit MPO bills to NDDOT monthly for reimbursement.
- Staff will verify that Americans with Disabilities Act (ADA) requirements relating to the Transportation Planning Processes are being met.
- Staff will participate in various training courses, conferences, seminars, and workshops as approved by the MPO Executive Director/ Principal Transportation Planner and City of Bismarck Director of Community Development.
- Staff will participate in agency memberships and subscriptions related to transportation planning.
- Staff will provide coordination for the Bike-Ped Subcommittee. [This activity may use Safe and Accessible Transportation Option set aside (i.e. Complete Streets funding). Funding will be expended under task 101, and this spending will be tracked via Task 104.]
- Staff will review USDOT, FHWA, and FTA regulations, guidance, and circulars and review best practices information from other sources to ensure compliance with regulations and consider cutting-edge ideas. Staff will also implement

applicable new programs authorized by the Bipartisan Infrastructure Law or those of any subsequent and superseding federal highway legislation.

- Staff will participate in any MPO review activities conducted by FHWA, FTA, or NDDOT.
- Staff will complete preliminary work on RFPs and other necessary documentation. RFPs will be disseminated, consultant selection procedures will be followed, and contracts will be prepared and executed according to the Qualification Based Selection (QBS) standards of NDDOT. Staff will be responsible for contract preparation, contract execution, and project management.
- Staff will participate in transportation coordination activities related to developing improved transportation opportunities and programs for low-income individuals, persons with disabilities, and the elderly population.
- Socio-economic data will be integrated into the MPO products as available. This may include information gathered from census data, building permit data, residential and multi-housing statistics, and the National Highway Travel Survey.
- Staff will work to ensure compliance with federal laws and regulations, especially the Bipartisan Infrastructure Law and those of any subsequent and superseding federal highway legislation.
- Staff will coordinate with NDDOT to further develop and implement a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes. This will include coordination with NDDOT on the adoption of annual targets for safety performance measures.
- Staff will promote cooperation and coordination across North Dakota MPOs where appropriate to ensure a regional approach to transportation planning.
- As federal guidance is developed to implement the Bipartisan Infrastructure Law requirement for a 2.5% planning fund expenditure on Safe and Accessible Transportation Options, staff will identify and document MPO activities that meet this requirement.
- Staff may participate in other activities associated with the transportation planning process, that are not described in this UPWP, as mutually agreed upon with NDDOT. These activities fall under the overall comprehensive, cooperative, and continuing transportation planning process.

Final Products:

Final products of Task 101 will be the successful update or amendment/modification of federally required products such as the Transportation Improvement Program, the Unified Planning Work Program, or the Metropolitan Transportation Plan. Final products would also include elements needed for the preparation and execution of planning studies or professional services—such as the RFPs, QBS documentation, completed contract(s), and coordinating public meetings. Products of monthly administration would include, but not be limited to, billings, coordinating meetings; creating agendas, meeting packets, public notices, minutes; and providing or creating reports and correspondence as needed. Transit and grant management activities will produce federal and state funding awards to promote Transit activities, programs, and services; completed financial grant management reports and monitoring, and successful participation and conclusion of the Triennial Review process in 2027. Additional products required by NDDOT, the City of Bismarck, or routine MPO processes may occur.

Schedule and Completion Date:

Federally required products will be completed by the deadlines assigned by NDDOT and/or FHWA/FTA. The proposed schedule of completion for federally required products are:

Schedule and Completion Date (Cont.):

	2027-2030 TIP	2027-2028 UPWP	2028-2031 TIP	2028-2029 UPWP	TDMSE/MTP (combined study)
RFP Process					Q4 2026
Contract Negotiations					Q1 2027
Contract Start Date (Est.)					As soon as 2/1/2027
Draft Review	July - Aug 2026	July 2026	July - Aug 2027	July 2027	August 2029
Final Approval	Aug - Sept 2026	September 2026	Aug – Sept 2027	September 2027	December 2029
Contract End Date (Est.)					12/31/2029

Monthly and administrative products will be completed on a rolling basis throughout each month. Non-federally required activities will be completed as assigned by the Executive Director/Principal Transportation Planner, State or Federal oversight, contract obligation, or deadlines set by City of Bismarck processes. In the case of transit items, deadlines will be cooperatively determined with Bis-Man Transit, City of Bismarck Finance Department, and the Federal Transit Administration.

TASK 102: PROFESSIONAL SERVICES/ VENDORS/ CONSULTANTS**Purpose:**

To provide for studies, data purchases, or professional services that address specific transportation concerns and may impact the MPO's Metropolitan Transportation Plan, Transportation Improvement Program or MPO planning process.

Present Status:

The activities of Task 102 are based on needs identified in the current Metropolitan Transportation Plan, brought forward by local jurisdictional partners or MPO staff, or recommended under prior transportation-related planning studies. Projects were discussed by the jurisdictions and preferred projects were allocated funds within the MPO's allowance. Current projects have been approved by the TAC and Policy Board.

Project(s) started in 2025 that are expected to complete in 2025:

- 2025 Safety Policy Study
- Monitoring Report Update
- 2025 ITS Regional Architecture Update
- ATAC Master Agreement Year Two Term
- ATAC Study Associated Modeling (FARMP)

Project(s) started in 2025 that are expected to carry into 2026:

- Fringe Area Road Master Plan

Proposed Work:

Projects that are expected to received funding in 2026 and 2027 are listed in the tables below. The proposed work will be completed by consultants, vendors, or under the Master Agreement contract with the Advanced Traffic Analysis Center (ATAC) at North Dakota State University and addendums to said contract.

2026 Task 102 Projects, Description and Schedule (updated as of 7/10/2025)					
Project	Description	Total Project Cost	2026 Budget Allocation (100%)	Targeted Start or Contract Date	Date Complete
ATAC Annual Master Agreement Fee	Master Agreement Contract, which includes all ND MPOs. Established for a three-year period with an annual fee paid at the beginning of each calendar year. Allows MPO and local jurisdictions access to limited ad-hoc model runs, access to ATAC staff for technical questions, maintenance and hosting of the MPO's travel demand model, and coordination of 2-3 partnership meetings during the calendar year.	\$10,000	\$10,000	September 2024	12/31/2027
Study Associated Modeling and Ad Hoc Activities Performed by ATAC	Funding set-aside to cover the development of the Travel Demand Model and/or ad-hoc requests which are above and beyond the allowances of the Annual Fee. Ad hoc projects resulting from MPO or local jurisdiction special requests may arise throughout the year and are managed through addendums to the Master Agreement.	\$26,295	\$26,295	Varies by Need	12/31/2026 or otherwise defined by addendums

2026 Task 102 Projects, Description and Schedule (updated as of 7/10/2025)					
2025 Fringe Area Road Master Plan Update (FARMP)	Comprehensive update of the Fringe Area Road Master Plan would create new GIS files with all approved amendments since previous adoption in 2014 and allow for 4-6 hot spot analyses, to re-evaluate alignments, future connections and interior roadway networks, and intersection recommendations in specific areas of the MPO planning area, along with an evaluation of the beltway concept included in the 2014 FARMP.	\$181,000	\$133,705	Sept/Oct 2025	12/31/2026
Transit Development Plan (TDP) Update*	Comprehensive review of transit services to ensure the bus network keeps up with demand, addresses the diversity of needs, and is sustainable. This includes, but is not limited to, potential improvements to the para-transit and fixed route service and operations. The study will focus on community need, perception, capacity, and transit operations.	\$180,000	\$99,338	January 2026	5/31/2027
Mandan Signalized Intersection Analysis	ATAC will use existing detection technologies to set up automated traffic and pedestrian data collection on up to 5 signalized intersections. The collection provides 15-minute turning movement count and average stop bar speeds 24/7/365. The collected data can then be used for generating reports using the Traffic Analysis Tool website which can be used for transportation planning, traffic operations, to calibrate and validate regional travel demand model or to design traffic signal phasing and splits.	\$45,000	\$32,000	January 2026	6/30/2027
Passenger Rail Station Siting Study*	Evaluate feasibility of potential passenger rail terminal facility locations in MPO region. Restoration of passenger rail service on the BNSF mainline through North Dakota has been identified by Federal Rail Administration and has been awarded funding through the FRA Corridor ID project sponsored by BSPRA. The study will consider factors relating to transportation connectivity and accessibility such as integration with other modes of transportation (ie, transit), car access and parking, walkability and bikeability, and convenient transfer points. Recommendations will be presented to BSPRA when they are in the Service Development Plan phase of their project.	\$225,000	\$112,500	June 2026	7/31/2027
Parking Constrained Areas Study*	Evaluation of specific areas in Bismarck and Mandan with limited parking availability such as downtown areas, state capitol complex and educational campus areas to identify a broad set of options to address parking challenges in these and other areas. Will examine existing and projected demand and alternatives to address including, but not limited to public transportation use, micromobility options, on-street parking demand management, scheduling, pedestrian and bicycle improvements.	\$180,000	\$180,000	January 2026	12/31/2026

*These activities may contribute toward the 2.5% spending requirement for the Safe and Accessible Transportation Option set aside. Total spending will be ~\$15,655 as determined by study efforts and staff time dedicated to this task.

Proposed Work (Cont.):

2027 Task 102 Projects, Description and Schedule (updated as of 7/10/2025)					
Project	Description	Total Project Cost	2027 Budget Allocation (100%)	Targeted Start or Contract Date	Date Complete
ATAC Annual Master Agreement Fee	Master Agreement Contract, which includes all ND MPOs. Established for a three-year period with an annual fee paid at the beginning of each calendar year. Allows MPO and local jurisdictions access to limited ad-hoc model runs, access to ATAC staff for technical questions, maintenance and hosting of the MPO's travel demand model, and coordination of 2-3 partnership meetings during the year.	\$10,000	\$10,000	September 2024	12/31/2027
Study Associated Modeling and Ad Hoc Activities Performed by ATAC	Funding set-aside to cover the development of the Travel Demand Model and/or ad-hoc requests which are above and beyond the allowances of the Annual Fee. Ad hoc projects resulting from MPO or local jurisdiction special requests may arise and are managed through addendums to the Master Agreement.	\$20,000	\$20,000	Varies by Need	12/31/2027 or otherwise defined by addendums
Transit Development Plan (TDP) Update*	Comprehensive review of transit services to ensure the bus network keeps up with demand, addresses the diversity of needs, and is sustainable. This includes, but is not limited to, potential improvements to the para-transit and fixed route service and operations. The study will focus on community need, perception, capacity, and transit operations.	\$180,000	\$81,000	January 2026	5/31/2027
Mandan Signalized Intersection Analysis	ATAC will use existing detection technologies to set up automated traffic and pedestrian data collection on up to 5 signalized intersections. The collection provides 15-minute turning movement count and average stop bar speeds 24/7/365. The collected data can then be used for generating reports using the Traffic Analysis Tool website which can be used for traffic operations, transportation planning, to calibrate and validate regional travel demand model or to design traffic signal phasing and splits.	\$45,000	\$13,000	January 2026	6/30/2027
Passenger Rail Station Siting Study*	Evaluate feasibility of potential passenger rail terminal facility locations in MPO region. The study will consider factors relating to transportation connectivity and accessibility such as integration with other modes of transportation (ie, transit), car access and parking, walkability and bikeability, and convenient transfer points.	\$225,000	\$112,500	June 2026	7/31/2027
Socio-Economic Data Purchase	SE data, including household and employment data, will be purchased and refined by MPO staff for use in the update of the Travel Demand Model.	\$5,000	\$5,000	January 2027	October 2027
Travel Demand Model Update (ATAC)*	ATAC will update and refine the Bismarck-Mandan MPO Travel Demand Model for use in the TDMSE. Addendums to the ATAC Master Agreement will outline scope and fees.	\$60,000	\$60,000	February 2027	January 2028

2027 Task 102 Projects, Description and Schedule (updated as of 7/10/2025)					
Morton County Future Land Use Plan/Map*	Key land use components (i.e. development density, topography, and location influence) can strongly impact essential transportation planning factors such as street access, design, traffic patterns, and traffic volumes. These factors determine future traffic modes and will be evaluated to produce a future land use map that will guide decision making at the County and regional levels regarding future growth and development and to refine existing zoning districts and create a map that will better lend themselves to orderly growth, development and future transportation planning. For example, the resulting Future Land Use Plan will be used for future updates of the metropolitan travel demand forecasting model and Bismarck-Mandan Metropolitan Transportation Plan.	\$150,000	\$76,700	June 2027	June 2028
Travel Demand Model and Socio-Economic Update and 2030-2055 Metropolitan Transportation Plan (combined)*	Standard update of the Travel Demand Model and Socio-Economic Update and subsequent 2030-2055 Metropolitan Transportation Plan. Update and discuss the MPO's projections for future households and businesses, transportation goals and objectives, and current state of transportation systems. Identifies a fiscally constrained list of improvements to the target year of 2055.	\$550,000	\$45,000	TDMSE March 2027 MTP April 2028	TDMSE April 2028 MTP December 2029

*These activities may contribute toward the 2.5% spending requirement for the Safe and Accessible Transportation Option set aside. Total spending will be ~\$15,970 as determined by study efforts and staff time dedicated to this task.

Final Products:

Funding for Task 102 is exclusive to contractual obligations, and final products for Task 102 are determined by each project's contract. Final products will be a final report and presentation on the following:

- 2025 Fringe Area Road Master Plan (2026)
- Parking Constrained Areas Study (2026)
- Mandan Signalized Intersection Analysis Study (2027)
- Transit Development Plan (2027)
- Passenger Rail Station Siting Study (2027)
- Morton County Future Land Use Plan/Map (2028)
- TDMSE (2028)
- Final Report/Presentations/Adoption of MTP (2029)

Additional final products will include the final files and/or presentation for any modeling service provided by ATAC, including the Travel Demand Model update in 2028. Receipt of final files for the 2027 Socio-Economic Data Purchase serve as final deliverables when provided according to contract specifications.

Schedule and Completion Date:

See tables: "2026 Task 102 Projects, Description and Schedule" for start and completion dates of each project identified for funding in 2026, and the table titled "2027 Task 102 Projects, Description and Schedule" for start and completion dates of each project identified for funding in 2027.

TASK 103: CAPITAL, OPERATIONAL AND TRAVEL EXPENSES**Purpose:**

Provide for the operational expenses and capital investments necessary to carry out the transportation planning process. Expenses will ensure the MPO staff have a secure worksite, adequate resources to perform the work, and opportunity to increase or maintain proficiency within their positions.

Present Status:

The MPO rents office space from the City of Bismarck who is the MPO's host agency. The building rental expense also covers utilities, snow removal, janitorial, water, etc. The MPO pays a rental fee for parking which comes under an arrangement between the City of Bismarck and the Bismarck Parking Authority. Both rental expenses are billed monthly.

The MPO reserves funding for special operational expenses that improve the professionalism and knowledge of its staff. Training opportunities typically require lodging, meal, airfare, fuel or mileage reimbursement, car rentals or taxis, conference registration, or other travel related expenses. The MPO typically budgets for between two and three out-of-state training opportunities a year. Such opportunities include the Transportation Research Board (TRB) Annual Conference, American Planning Association National Conference, Western Planner Conference, TRB Tools of the Trade Annual Meeting, and Association of Metropolitan Planning Organization Annual Conference. Also, FTA offers a Triennial Review Workshop for recipients preparing for upcoming reviews and site visits. Additionally, there are several in-state travel opportunities and conferences including NDDOT's Transportation Conference, ND Main Street Conference, Western Planner Conference, and the MN & ND MPO Conference, and ATAC Partners Meetings. Routine in-state trips occur within the immediate metro area or to a partner agency within the state. Travel within the community occurs monthly; travel out of the area may occur quarterly.

Since the MPO is housed within the host agency, some operational expenses are provided by the City of Bismarck on a prorated basis. Prorated expenses may be based on number of staff, as in phone lines, software upgrades, VPN, etc., while other expenses are prorated on usage, as in the use of the printer/copier. Select operational expenses are expensed to the MPO directly by an outside agency. These expenses may include membership dues/subscriptions, drug testing, and/or position testing for new employees. The MPO recently secured a membership, on behalf of all 5 member jurisdictions, to Big Sky Passenger Rail's Government Partner Program to promote and assist with coordinated planning efforts related to the restoration of passenger rail service in the MPO region.

Select operating expense are more public facing, such as printing expenses and advertising expenses. The MPO advertises public hearing, public meetings, or the release of required MPO products nearly every month. Although less commonly used, the MPO also reserves funds for educational opportunities, where staff may be able to educate the public on transportation issues.

The MPO budgets for its own small capital, which include staff office equipment, staff computers, office supplies, copying/printing supplies, and postage.

The City of Bismarck does not have an Indirect Cost Allocation Plan, so they do not charge the MPO for indirect costs.

Proposed Work:

Task 103 is divided into four categories which align with the City of Bismarck's accounting system. Expected Capital, Operational, and Travel Expense will fall within one of the following:

- 1) Rental Space
- 2) Lodging and Associated Travel Expenses
- 3) Office Operations
- 4) Office Supplies and Subscriptions

Please see the 2026 and 2027 UPWP Budget Table for a breakdown of expenses assigned to these four categories for both 2026 and 2027.

Final Products:

Products of Task 103 include maintaining a worksite for MPO staff, ensuring the operations of the office, the purchase of capital items, office supplies, office subscriptions/memberships, and securing training opportunities to ensure staff are proficient in their work.

Schedule and Completion Date:

The MPO will process bills for Capital, Operational, and Travel Expenses regularly every month. Certain months may have higher expenses due to the purchase of capital items or the occurrence of a training or conference. All expenses will be expensed in their respective calendar year.

Note: All capital purchases will be conducted in accordance with the procurement policies set forth by the City of Bismarck and NDDOT.

TASK 104: COMPLETE STREETS (TRACKING ONLY)**Purpose:**

To note the anticipated allocation of the Safe and Accessible Transportation Option set aside (Complete Streets funds) during the calendar years of 2026 and 2027. Complete Streets funds will be expended under Task 101 and Task 102, and so the budgets for those tasks include Complete Streets funds. Task 104 is intended to describe the use of the Complete Streets funds and provide a way to track the spending.

Present Status:

The Bipartisan Infrastructure Law (BIL), also known as the Infrastructure Investment and Jobs Act (IIJA) of 2021 includes a set-aside for "Increasing Safe and Accessible Transportation Options". This set-aside requires states and Metropolitan Planning Organizations (MPOs) to dedicate a minimum of 2.5% of their Metropolitan Planning (PL) funds to activities that improve transportation options for people of all ages and abilities. These activities, often referred to as "Complete Streets" planning, focus on creating safer and more accessible transportation for various modes of travel. For the purpose of this requirement, the term "Complete Streets standards or policies" means standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles.

The BIL includes requirements which serve to promote studies that gather travel data and travel demand forecasts and to use this information to develop best practices or guidance for future investments in transportation improvements and to improve the quality of transportation plans, models, and travel demand forecasts.

The BIL continues the Metropolitan Planning Program, which establishes a cooperative, continuous, and comprehensive framework for making transportation investment decisions in metropolitan areas, continues all funding features that applied to Metropolitan Planning (PL) funding under the FAST Act. While the BIL expires on September 30, 2026, the date marking the end of the five-year funding period authorized by the law, which began in fiscal year 2022, this biennial assumes an extension of the Complete Streets funding set aside in year 2027, either by Continuing Resolution of the current infrastructure legislation or by the potential extension of the funding set aside as an inclusion in new infrastructure legislation passed prior to 2027.

The MPO intends to expend these funds through monthly staff wages assigned to the coordination of the MPO's Bike-Ped Subcommittee and through consultant planning studies in each year of the work program.

All funds estimated for each year of the budget and work program are expected to be completely exhausted by the end of each respective calendar year.

2026 Complete Streets Funding:

Federal: \$15,654.72
Local: \$3,913.68
Total: \$19,568.40

2027 Complete Streets Funding (*estimate - subject to change*)

Federal: \$15,970.00
Local: \$3,992.50
Total: \$19,962.50

Proposed Work:**2026 Complete Streets Activities**

Complete Streets activities occur in Task 101 and Task 102 in 2026. Collective funding expenditure from the two tasks is estimated to total \$19,568.40. Complete Streets funding allocated to Task 101 in 2026 equals \$4,000 and will reflect MPO staff time for coordinating the Bike-Ped Subcommittee for at least 7 hours each month. Complete Streets funds estimated for Task 102 equals \$15,568.40 and will be utilized by the Transit Development Plan, the Passenger Rail Station Study, and the Parking Constrained Areas Study. Each of these studies will contain varying components of standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles.

2027 Complete Streets Activities

Complete Streets activities occur in Task 101 and Task 102 in 2027. Collective funding expenditure from the two tasks is estimated to total \$19,962.50. Complete Streets funding allocated to Task 101 in 2027 equals \$4,000 and will reflect MPO staff time for coordinating the Bike-Ped Subcommittee for at least 7 hours each month. Complete Streets funds estimated for Task 102 equals \$15,962.50 and will be utilized by the Transit Development Plan, the Passenger Rail Station Study, the Travel Demand Model Update, the Morton County Future Land Use Plan and the TDMS/MTP update. Each of these studies will contain varying components of standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles or elements that gather travel data and travel demand forecasts and to use this information to develop best practices or guidance for future investments in transportation improvements and to improve the quality of transportation plans, models, and travel demand forecasts.

Final Products:

Complete Streets products resulting from staff time allocated to the Subcommittee may include review and critique of Transportation Alternatives applications, annual walk audits and reports, meeting minutes, public announcement of bike or walk celebration weeks, and/or other activities conducted by MPO staff in the facilitating of the subcommittee. These products will lead to enhancements in the region's bicycle and pedestrian network and encourage public awareness of non-motorized travel.

Complete Streets products resulting from Task 102 will include final reports with recommendations for policies, strategies, safety improvements, and service plans that ensure safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, and individuals with disabilities. Additionally, the final data products (files) will be used to provide a final updated Travel Demand Model for use in developing best practices or guidance for future investments in transportation improvements through the TDMSE/MTP.

Schedule and Completion Date:

Funds will begin to be used after the authorization of Complete Streets fund by NDDOT for each respective year of the 2026 and 2027 work program and budget. All 2026 Complete Streets funds are expected to be exhausted by December 31, 2026, while all Complete Streets funds, if applicable in 2027, are expected to be exhausted by December 31, 2027.

2026 UPWP Budget	Total Budget	Federal Share	Local Share	Bismarck	Mandan	Burleigh	Morton	Lincoln	Other	Total	Notes	Uses Complete Streets Funds?
	999,624	799,699	199,925	139,777	28,740	8,655	1,443	1442	19,868	999,624		
AMENDMENT SUMMMARY: Net Change												
	100%	80%	20%	20%	No Share Provided					100%		
TASK 101: ADMINISTRATION	348,854	279,083	69,771	69,771						348,854		
Staff Wages and Benefits	348,854	279,083	69,771	69,771						348,854		Yes
		-	-	-						-		
AMENDMENTS:												
		-	-	-						-		
		-	-	-						-		
	100%	80%	20%	12.0%	4.0%	3.0%	0.5%	0.5%	Variable	100%		
TASK 102: PROFESSIONAL SERVICES/ VENDORS/ CONSULTANTS	593,838	475,070	118,768	59,100	28,500	8,475	1413	1412	19,868	593,838	Notes: Local Share	
ATAC Annual Master Agreement Fee	10,000	8,000	2,000	1,200	400	300	50	50		10,000		
ATAC Study Associated Modeling	26,295	21,036	5,259	3,155	1,052	789	131	131		26,295		
Fringe Area Road Master Plan Update	133,705	106,964	26,741	16,045	5,348	4,011	669	668.5		133,705	Began in 2025, complete 12/31/26	
Mandan Signalized Intersection Analysis-ATAC Addendum	32,000	25,600	6,400		6,400					32,000	18-month study, complete 6/30/27	
Transit Development Plan	99,338	79,470	19,868						19,868	99,338	17 month study begins 1/1/2026	Yes
Passenger Rail Station Study	112,500	90,000	22,500	13,500	4,500	3,375	563	563		112,500	\$225K total cost; 6/1/2026-7/31/2027	Yes
Parking Constrained Areas Study	180,000	144,000	36,000	25,200	10,800					180,000	70% Bismarck, 30% Mandan	Yes
		-	-	-	-	-	-	-		-		
AMENDMENTS:												
		-	-	-	-	-	-	-		-		
		-	-	-	-	-	-	-		-		
		-	-	-	-	-	-	-		-		
	100%	80%	20%	20%	Share for Government Partners Membership					100%		
TASK 103: CAPITAL, OPERATIONAL AND TRAVEL EXPENSES	56,933	45,546	11,387	10,907	240	180	30	30	-	56,933		
Rental Space	24,745	19,796	4,949	4,949						24,745		
Lodging and Associated Travel Expenses	8,350	6,680	1,670	1,670						8,350		
Office Operations	19,938	15,950	3,988	3,508	240	180	30	30		19,938		
Office Supplies and Subscriptions	3,900	3,120	780	780						3,900		
AMENDMENTS:												
		-	-	-						-		
		-	-	-						-		
	100%	80%	20%	20%	Variable					100%		
TASK 104: COMPLETE STREETS (TRACKING ONLY)	19,569	15,655	3,914	800	-	-	-	-	-	19,569		
Safe and Accessible Transportation	4,000	3,200	800	800						4,000		Yes
Optional Set-Aside -- Task 101 Associated												
Safe and Accessible Transportation	15,569	12,455	3,114		Variable					15,569		Yes
Optional Set-Aside -- Task 102 Associated												
AMENDMENTS:												

2027 UPWP Budget	Total Budget	Federal Share	Local Share	Bismarck	Mandan	Burleigh	Morton	Lincoln	Other	Total	Notes	Uses Complete Streets Funds?
	889,616	711,693	177,923	123,103	12,940	7,755	16,633	1,293	16,200	889,616		
AMENDMENT SUMMMARY: Net Change												
	100%	80%	20%	20%	No Share Provided					100%		
TASK 101: ADMINISTRATION	410,498	328,398	82,100	82,100						410,498		
Staff Wages and Benefits	410,498	328,398	82,100	82,100						410,498		Yes
		-	-	-						-		
AMENDMENTS:												
		-	-	-						-		
		-	-	-						-		
	100%	80%	20%	12.0%	4.0%	3.0%	0.5%	0.5%	Variable	100%		
TASK 102: PROFESSIONAL SERVICES/ VENDORS/ CONSULTANTS	423,200	338,560	84,640	30,300	12,700	7,575	16,603	1,263	16,200	423,200	Notes: Local Share	
ATAC Annual Master Agreement Fee	10,000	8,000	2,000	1,200	400	300	50	50		10,000		
ATAC Study Associated Modeling	20,000	16,000	4,000	2,400	800	600	100	100		20,000		
SE Data Purchase for TDM	5,000	4,000	1,000	600	200	150	25	25		5,000		
Mandan Signalized Intersection Analysis-ATAC Addendum	13,000	10,400	2,600		2,600					13,000		
Transit Development Plan	81,000	64,800	16,200						16,200	81,000		Yes
Passenger Rail Station Study	112,500	90,000	22,500	13,500	4,500	3,375	563	563		112,500		Yes
ATAC Modeling - Travel Demand Model Update	60,000	48,000	12,000	7,200	2,400	1,800	300	300		60,000		Yes
Morton County Future Land Use Plan/Map Update	76,700	61,360	15,340				15,340			76,700		Yes
TDMSE/MTP 2055 Update	45,000	36,000	9,000	5,400	1,800	1,350	225	225		45,000		Yes
		-	-	-	-	-	-	-		-		
		-	-	-	-	-	-	-		-		
		-	-	-	-	-	-	-		-		
AMENDMENTS:												
		-	-	-	-	-	-	-		-		
		-	-	-	-	-	-	-		-		
		-	-	-	-	-	-	-		-		
	100%	80%	20%	20%	Share for Government Partners Membership					100%		
TASK 103: CAPITAL, OPERATIONAL AND TRAVEL EXPENSES	55,919	44,735	11,184	10,704	240	180	30	30	-	55,919		
Rental Space	25,231	20,185	5,046	5,046						25,231		
Lodging and Associated Travel Expenses	8,350	6,680	1,670	1,670						8,350		
Office Operations	19,938	15,950	3,988	3,508	240	180	30	30		19,938		
Office Supplies and Subscriptions	2,400	1,920	480	480						2,400		
AMENDMENTS:												
		-	-	-						-		
		-	-	-						-		
	100%	80%	20%	20%	Variable					100%		
TASK 104: COMPLETE STREETS (TRACKING ONLY)	15,970	12,776	3,194	800	-	-	-	-	-	15,970		
Safe and Accessible Transportation	4,000	3,200	800	800						4,000		Yes
Optional Set-Aside -- Task 101 Associated												
Safe and Accessible Transportation	11,970	9,576	2,394							11,970		Yes
Optional Set-Aside -- Task 102 Associated												
AMENDMENTS:												

Bismarck-Mandan MPO Boundaries

- Adjusted Approved UZA 2023
- MPO Planning Area Boundary
- County Boundaries
- City of Bismarck
- City of Lincoln
- City of Mandan

