

i. **Suffolk – FY 2024-2027 TIP Amendment – Ungroup Project and CMAQ Transfer Request**

UPC 111086 – City of Suffolk Signal System Upgrade
UPC 108982 – Suffolk Transportation Operations Schedule

Attached is a request from the City of Suffolk to amend the FY 2024-2027 HRTPO Transportation Improvement Program (TIP) to ungroup UPC 111086 and add it back into the TIP as an individual project as the HRTPO individually tracks all Congestion Management and Air Quality (CMAQ) Improvement Program funds. The City also requests to transfer a total of \$1,056,000 in CMAQ funds from UPC 111086 to UPC 108982, another active Suffolk CMAQ project. The transfer is necessary as UPC 108982, the recipient project, has twice come in over the engineer's estimate.

The specifics of the request are described below:

- **UPC 111086 – City of Suffolk Signal System Upgrade**
 - Ungroup and add project back into the TIP as an individual project
 - Description: Provides an efficient traffic system coordination between various signals in the City.
 - System: Urban
 - Scope: Safety
 - Oversight: Non-Federal Oversight
 - Administered BY: Locality
 - Regionally Significant: No
 - CMAQ: Yes
 - RSTP: No
 - Cost Estimate as follows:
 - Preliminary Engineering (PE): \$120,000
 - Right of Way (RW): \$0
 - Construction (CN): \$1,444,000
 - Total Cost Estimate: \$1,569,900
 - Schedule as follows:
 - PE Start: 10/10/2023; End: 9/5/2025
 - RW: N/A
 - CN Start: 9/25/2025; End: 3/22/2027
 - Allocations as follows:
 - Add FY 2023 CMAQ allocation of \$36,646, plus \$9,162 CMAQ match
 - Add FY 2024 CMAQ allocation of \$1,520,000, plus \$380,000 CMAQ match
 - Add FY 2028 Out-Year CMAQ allocation of \$563,354, plus \$140,838 CMAQ match
 - Once the project is ungrouped and added back into the TIP as an individual project – Transfer FY 2024 CMAQ allocation of \$844,800, plus \$211,200 CMAQ match to UPC 108982

- **UPC 108982 – Suffolk Transportation Operation Center**
 - Revise Cost Estimate as follows:
 - Preliminary Engineering (PE): \$120,000
 - Right of Way (RW): 0
 - Construction (CN): \$3,122,839
 - Total Cost Estimate: \$3,122,839
 - Revise Allocations as follows:
 - Receive FY 2024 CMAQ allocation of \$844,800, plus \$211,200 CMAQ match from UPC 111086

Important Notes:

- The Cost estimate on the previous page is the current cost estimate for UPC 111086 after the CMAQ transfer.
- The FY 2028 CMAQ allocation on UPC 111086 is an out-year allocation that cannot be reflected in the FY 2024-2027 TIP. It will be reflected in the HRTPO CMAQ Tracking Table.

UPC 111086 is being ungrouped and added back into the Hampton Roads FY 2024-2027 TIP as an individual project. UPC 108982 is being revised in the Hampton Roads FY 2024-2027 TIP. Both are consistent with the HRTPO 2045 Long-Range Transportation Plan (LRTP) and fiscally constrained as required by Federal Code 40 CFR 93.108. This proposed amendment qualifies for an FHWA/FTA programmatic conformity finding since it meets the fiscal constraint criteria, and the projects are non-exempt and not regionally significant. The programmatic conformity finding is effective with HRTPO Board approval of the proposed amendment per the [Procedures for Inter-Agency Consultation for Conformity for Hampton Roads.](#)

This request is being made available for public review and comment from September 30, 2024 through October 14, 2024. This agenda note serves as the Inter-Agency Consultation for Conformity with any comments submitted to John Mihaly (jmihaly@hrtpo.org) before COB October 14, 2024.

Attachment

A representative from the City of Suffolk will be available to answer questions on this item.

RECOMMENDED ACTION:

Recommend HRTPO Board approval of the TIP amendment.



CITY OF SUFFOLK

P.O. BOX 1858, SUFFOLK, VA 23439-1858 PH: (757) 514-4355/FAX: (757) 514-7727

Department of Public Works
Administration

September 30, 2024

Mr. Robert A Crum
Executive Director
Hampton Roads Transportation Planning Organization
723 Woodlake Drive
Chesapeake, VA 23320

RE: HRTPO Transportation Improvement Program (TIP) Amendment – Ungroup project and
CMAQ Transfer Request
UPC 111086 – City of Suffolk Signal System Upgrade
UPC 108982 – Suffolk Transportation Operations Center

Dear Mr. Crum,

The City of Suffolk requests a TIP Amendment from the Hampton Roads Transportation Planning Organization (HRTPO) to ungroup UPC 111086 and add it back into the TIP as an individual project as the HRTPO individually tracks all CMAQ funds. The City also requests to transfer a total of \$1,056,000 in CMAQ funds from UPC 111086 to UPC 108982, another active Suffolk CMAQ project. The transfer is necessary as UPC 108982, the recipient project, has twice come in over the engineer's estimate.

The specific details for the request are as follows:

- **UPC 111086 – City of Suffolk Signal System Upgrade**
 - Ungroup and add project back into the TIP as an individual project
 - Description: Provides an efficient traffic system coordination between various signals in the City.
 - System: Urban
 - Scope: Safety
 - Oversight: Non-Federal Oversight
 - Administered BY: Locality
 - Regionally Significant: No
 - CMAQ: Yes
 - RSTP: No

Mr. Robert A. Crum, Jr.

September 30, 2024

Page 2

- Cost Estimate as follows:
 - Preliminary Engineering (PE): \$125,900
 - Right of Way (RW): \$0
 - Construction (CN): \$1,444,000
 - Total Cost Estimate: \$1,569,900
- Schedule as follows:
 - PE Start: 10/10/2023; End: 9/5/2025
 - RW: N/A
 - CN Start: 9/25/2025; End: 3/22/2027
- Allocations as follows in the below table:

UPC 111086 Citywide Signal System Upgrade

	FY23	FY24	FY28
CMAQ Federal	\$ 36,646.00	\$ 1,520,000.00	\$ 563,354.00
CMAQ Match	\$ 9,162.00	\$ 380,000.00	\$ 140,838.00
	\$ 45,808.00	\$ 1,900,000.00	\$ 704,192.00
Total Allocations	\$ 2,650,000.00		

The City acknowledges that the FY 2028 CMAQ allocation is an out-year allocation that currently can only be reflected in the HRTPO CMAQ Tracking Table.

The City of Suffolk would like to transfer the following CMAQ allocation after the project has been ungrouped and added back into the TIP as an individual project.

Donor Project		Funding Details			Recipient Project	
UPC	Description	Fiscal Year	Federal	State	UPC	Description
111086	Citywide Signal System Upgrade	2024	\$844,800	\$211,200	108982	Suffolk transportation Operation Center

The cost estimate listed on the previous page reflects the cost of the project (UPC 111086) after the above CMAQ transfer.

Mr. Robert A. Crum, Jr.
September 30, 2024
Page 3

- UPC 108982 – Suffolk Transit Operations Center
 - Revise Cost Estimate as follows after receiving the CMAQ funds listed in the previous page table:
 - Preliminary Engineering (PE): \$120,000
 - Right of Way (RW): 0
 - Construction (CN): \$3,002,839
 - Total Cost Estimate: \$3,122,839

Current cost estimates, allocations, obligations, expenditures, and funds available for transfer associated with the subject projects have been confirmed with the Virginia Department of Transportation (VDOT). Also confirmed by VDOT is that the subject projects are fiscally constrained. We therefore request the HRTPO consider this TIP Amendment request at its next HRTPO Board meeting.

Thank you for your attention to this matter. If you have any questions, please contact Darryll Lewis at 757-514-7683.

Regards,

A handwritten signature in blue ink that reads "Darryll Lewis for Robert E. Lewis".

Robert E. Lewis, P.E.
Director of Public Works

CC: Darryll Lewis, P.E. Assistant Director of Public Works
G Allan Mushett, P.E., CIP Manager
Natoya Nelson, MAFM, Fund Manager
Wanda Moore, VDOT District Urban Program Manager