To: Cognizant Agencies  
From: Luke Champa, Metro COG  
Date: March 5, 2020  
Re: Metro COG 2020-2023 TIP Administrative Adjustment #1

Please consider this memorandum as a formal request from the Fargo-Moorhead Metropolitan Council of Governments (Metro COG) to modify the projects below in the 2020-2023 Transportation Improvement Program (TIP). No formal MPO action is required for Administrative Adjustments; this memo is to summarize the changes made to the Metro COG 2020-2023 TIP. The attached project table shows the updated projects included in this Administrative Adjustment.

1. Adjustment of Moorhead Transit Project 5170005: Moorhead Transit capital purchase of one (1) <30 ft. replacement bus and bus related equipment (replaces unit #1231). Project year moved from 2020 to 2021, total project cost increased from $87,000 to $91,000 or an increase of 4.6%. Federal Surface Transportation Block Grant Program (STBGP) funds increased from $69,600 to $72,800 or an increase of 4.6%. New State funding match of $9,100 or 10% of the total cost. City of Moorhead funding match decreased from $17,400 (20% of the total project cost originally) to $9,100 or 10% of the total project cost.

2. Adjustment of Moorhead Transit Project 5170006: Moorhead Transit capital purchase of one (1) <30 ft. replacement bus and bus related equipment (replaces unit #1232). Project year moved from 2020 to 2021, total project cost increased from $87,000 to $91,000 or an increase of 4.6%. Federal Surface Transportation Block Grant Program (STBGP) funds increased from $69,600 to $72,800 or an increase of 4.6%. New State funding match of $9,100 or 10% of the total cost. City of Moorhead funding match decreased from $17,400 (20% of the total project cost originally) to $9,100 or 10% of the total project cost.

3. Adjustment of Fargo Transit Project 4162672: Fargo Transit operating assistance, paratransit operating assistance funded as capital, and preventative maintenance. Total project cost increased from $4,288,000 to $4,803,891 or an increase of 12%. Federal Transit Administration (FTA) Section 5307 funds increased from $2,787,000 to $2,807,164 or an increase of 0.7%. City of Fargo funding match increased from $1,501,000 (35% of the total project cost originally) to $1,996,727 or 42% of the total project cost.

This Administrative Adjustment is pursuant to Section 11 of the Metro COG 2020-2023 TIP which states the following applicable reasons to perform an administrative adjustment:

- Change in TIP year
• Increase or decrease in cost estimate that meets FHWA/FTA administrative adjustment thresholds

  a. FHWA threshold is not applicable, as no formal amendment is needed for a change in cost if the project is under $1,000,000

  b. FTA change in project cost threshold for formal amendment is 20%

• The addition of state funds to a project in the TIP, which is not regionally significant.

Thank you for your attention to this matter. Please contact me at (701) 532-5107 if you have any questions.

Attached: Administrative Adjustment #1 Project Sheet

[Signature]

Luke Champa
Assistant Planner
Fargo-Moorhead Metro COG
<table>
<thead>
<tr>
<th>Lead Agency</th>
<th>COG ID Number</th>
<th>Project Year</th>
<th>Project Location</th>
<th>Length</th>
<th>Project Limits</th>
<th>Project Description</th>
<th>Improvement Type</th>
<th>Total Project Cost</th>
<th>Federal Revenue Source</th>
<th>Other Revenue Source</th>
<th>Revenue</th>
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<tbody>
<tr>
<td>Moorhead Transit</td>
<td>5170005</td>
<td>2021</td>
<td>Transit</td>
<td></td>
<td></td>
<td>Purchase of one (1) &lt;30 ft replacement bus and bus related equipment (replaces unit #1231)</td>
<td>Transit Capital</td>
<td>$ 91,000</td>
<td>STBGP $72,800</td>
<td>State $9,100</td>
<td>$ 9,100</td>
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<td>State $9,100</td>
<td>$ 9,100</td>
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<tr>
<td>Fargo Transit</td>
<td>4162672</td>
<td>2020</td>
<td>Transit</td>
<td></td>
<td></td>
<td>Operating Assistance, Paratransit Operating Assistance Funded as Capital, and Preventative Maintenance</td>
<td>Transit Operations</td>
<td>$ 4,803,891</td>
<td>FTA 5307 $2,807,164</td>
<td>State $1,996,727</td>
<td>Local</td>
</tr>
</tbody>
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City of Fargo

City of Moorhead

City of West Fargo

North Dakota Department of Transportation

Cass County

Minnesota Department of Transportation

Clay County