

TO: Mayor Blad
City Council

FROM: Christine Howe, Grants Manager – Planning & Development Services Department
Becky Babb, Planning Manager – Planning & Development Services Department

DATE: Meeting of April 17, 2025

RE: US DOT Rural and Tribal Assistance Pilot Program Grant Application Ratification

The Planning & Development Services Department is requesting ratification of the submission of a grant application for the US Department of Transportation's Rural and Tribal Assistance (RTA) Pilot Program. This grant application would provide necessary funding for completion of a municipal services impact analysis from the proposed CREST - Commercial, Retail, Entertainment, Sports, and Travel - development.

The 3200-acre CREST development is proposed to be developed on Pocatello Regional Airport land that currently sits vacant. This development includes commercial, retail, sports, hotels, and other similar industry that will bring in major economic development opportunities for the City and surrounding Power and Bannock counties. However, along with the major new development will come demands on the municipal services provided to the area. This RTA project will be comprised of a municipal services impact analysis to determine future capital buildout required to support the CREST development. Possible municipal infrastructure needs include multifaceted public infrastructure such as public roads, new sewer and water infrastructure, public transit expansion, and public safety facilities to support the proposed development.

The RTA grant would fund project planning and feasibility analysis, an evaluation of costs for the municipal infrastructure, and preliminary engineering plans. Total project costs are estimated to be \$500,000 and would be fully funded by the grant.

The RTA application will be submitted April 17th, 2025 at 3PM MT; therefore, Council may wish to approve ratification of the application submission.

If you have questions or would like more information about the RTA grant application, please do not hesitate to contact Christine Howe at chowe@pocatello.gov or Becky Babb at becky.babb@pocatello.gov.

MEMORANDUM

TO: City Council and Mayor
FROM: Brian Trammell, Deputy City Attorney
DATE: April 4, 2025
RE: DOT Grant Application

I have reviewed the grant application for the DOT Rural and Tribal Assistance Pilot Program. I have no legal concerns with the Council approving the grant application and authorizing the Mayor to sign the grant application.

Please let me know if you have any questions or concerns.

Rural and Tribal Assistance Pilot Program
Review copy of Online Application
questions for
Single Project grants

**All fields must be completed.*

Additional information on eligibility and the application questions can be found in the NOFO.

- 1. Grant type*:** Confirm you are applying for the following grant type:

☐ Single project

- 2. Name and contact information of person for matters involving this application:**

First and last name*: Christine Howe

Title*: Grants Manager

Phone*: 208-234-1686

Email*: chowe@pocatello.gov

- 3. Entity name, address, and website:**

Organization/Entity Name*: City of Pocatello

Address (#, street- no P.O. Box numbers)*: 911 N. 7th Avenue

City*: Pocatello

State*: ID

Zip Code*: 83201

Website address, if applicable: Pocatello.gov

- 4. Employer/Taxpayer Identification Number (EIN/TIN)*:** 82-6000244

- 5. Organization/entity Unique Entity Identifier (UEI) assigned by SAM.gov*:** *(Ensure that the UEI provided is correct. An incorrect or expired UEI will disqualify the application.)*

C1H5KKGYA7F8

02

6. Entity/Organization headquarters is in this congressional district(s)*: 02

Project is in this congressional district(s)*: 02

7. Is the applicant delinquent on any federal debt?*

Yes

No

If yes, explain: n/a

8. Below is a list of eligible entities for this program. Please select the one option that describes your eligibility*: *(For local governments, political subdivisions, or states: Refer to NOFO Section II. A. Eligible Applicants and Section II. E. Definition of Rural Areas for qualification.)*

- ☒ A unit of local government or political subdivision that is located outside of an urbanized area that has a population of more than 150,000 residents.
- ☐ A State seeking to advance a project located outside of an urbanized area with a population of more than 150,000 residents
- ☐ A federally recognized Indian Tribe
- ☐ The Department of Hawaiian Home Lands

9. Qualifying Funding or Financing Program*: **Select which funding or financing program you expect your project to qualify for:** *(Information on these programs can be found in the NOFO Appendix.)*

- ☐ TIFIA
- ☐ RRIF
- ☐ INFRA
- ☐ Mega
- ☒ **BUILD**
- ☐ National Culvert Removal, Replacement, and Restoration Grant Program

10. Project title*: *(Descriptive title of project for which you seek funding):* City of Pocatello Municipal Services Impact Analysis

11. Project location*: Must be described as either a street address complete with city and state, or latitude/longitude coordinates. As an example, coordinates can be obtained by right-clicking on the project location in Google Maps.

Pocatello Regional Airport, 1950 Airport Way, Pocatello ID 83204

12. Briefly describe the overall project (no more than 300 words)*: Include:

- project type (i.e., bridge, new roadway, transit service),

- features to be constructed,
- project limits/length,
- project need, and
- project schedule.

The City of Pocatello's Municipal Services Impact Analysis is a planning, feasibility study, and preliminary engineering project that will address the impact of a large-scale development on municipal services provided by the City of Pocatello. The 3200-acre development called CREST – Commercial, Retail, Entertainment, Sports, and Travel – is proposed to be developed on Pocatello Regional Airport land that currently sits vacant. This development includes commercial, retail, sports, hotels, and other similar industry that will bring in major economic development opportunities for the City and surrounding Power and Bannock counties. However, along with the major new development will come demands on the municipal services provided to the area. This RTA project will be comprised of a municipal services impact analysis to determine future capital buildout required to support the CREST development. Features to be constructed include multifaceted public infrastructure such as public roads, new sewer and water infrastructure, public transit expansion, and public safety facilities to support the proposed development.

The project area includes 3200 acres near Pocatello Regional Airport, along Terminal Way and Frontage Road.

As the CREST development is entering the preliminary design phase and preparing to move forward from a feasibility analysis, there is an immediate need to understand the impacts of the development on municipal services. This RTA project will provide the City with necessary data to understand the potential for financing the capital improvements or the need for special revenue mechanisms such as a TIF district.

The Municipal Services Impact Analysis would begin upon award and be completed in 8 months to align with the proposed schedule for the CREST development.

13. Project advancement*: *(See Section VI. B. Criterion #1 of the NOFO for review and evaluation information.)*

- a. Describe, in detail, the activities to be completed with this program funding, stating how these activities will materially advance the overall project and address an identified transportation challenge. (no more than 400 words)***

Activities to be completed with the program funding will include:

- All elements of a development impact analysis including: feasibility analysis and evaluation of costs to complete the municipal infrastructure build-out necessary to support the CREST development;
- Water/sewer demand analysis;
- Public safety demand analysis; and
- Preliminary engineering for the required roadwork, sewer, water, and transit facilities.

By completing this demand analysis and the preliminary engineering for the build-out of municipal infrastructure, the City will have preliminary engineering plans and documents that can inform construction costs for the infrastructure needs. This will allow Pocatello to find revenue sources for the construction phase of this project including potential BUILD grant funding. The CREST development will require an expansion of the noted municipal services and without the improved roads and transit access, it will be challenging to move forward. Additionally, without identifying the impact on sewer and water

infrastructure, decisions regarding the size and type of these additions cannot be made.

Future cost projections to sustain the project (including maintenance and operations costs) will also be included in the development impact analysis. This will provide the City with necessary budget information to ensure future upkeep of the expanded transportation and other municipal facilities. IN particular, the City will be well positioned to expand roadways for the development's transportation needs as well as identify the best locations for Pocatello Regional Transit stops and amenities.

- b. Requested funds from this program*:** **\$500,000**
- c. Estimated cost of proposed activities*:** **\$500,000**
- d. Provide evidence of project readiness, including any project-related development activities that have already been completed.** Examples would include data or information that has been collected or activities conducted that are necessary for completing the activities funded through this Program. **(no more than 200 words)***

The CREST development has completed a two-phase conceptual plan and is scheduled to complete a feasibility analysis for the development in Summer 2025. The City has reviewed preliminary plans and identified municipal facilities that will need to be analyzed and updated. The City's Water and Sewer infrastructure plans (rate studies) have not accounted for this development and will need to be updated. City staff have completed a review of the conceptual plans for the CREST development and identified major municipal infrastructure needs for the area that will need to be included in the impact analysis. This includes: roadways (access and egress), the highway interchange, traffic flow and traffic management, water infrastructure, sewer infrastructure expansion and demand, transit facilities, and public safety demand. This initial review of the conceptual plans has provided a basis for the RTA scope of work and will be continued to develop the scopes of work for the impact analysis.

14. Demonstrated experience and confidence in estimated costs*: (See Section VI. B. Criterion #2 of the NOFO for review and evaluation information.)

a. State if you intend to either procure advisory services or hire staff to complete the proposed activities, and discuss your procurement or hiring experience and process. (no more than 250 words)*

The City intends to procure these services in accordance with federal, state, and local procurement requirements. Idaho Code requires use of a Request for Qualifications (RFQ) process which would also comply with 2 CFR 200 and any other US DOT grant requirements. The qualifying firm would have requisite experience and technical knowledge to complete the development impact analysis, with particular experience in transportation needs and work on similar development projects that have required transportation facility upgrades.

Funding breakdown*: State the overall project budget and a breakdown by activity, with each funding source shown in dollars and percentages. If applicable, identify other Federal funds your organization is applying for, has been awarded, or intends to use. Group funding sources into three categories:

- non-Federal
- current application (RTA Program), and
- other Federal funding

The RTA application will fund the project planning and feasibility analysis, an evaluation of costs of the municipal infrastructure needs, and preliminary engineering for the proposed infrastructure build-out. The City has not applied for, received, nor intends to use any other federal funds for this project.

Current Application (RTA Program): \$500,000

Activity	Funding Source	\$	%
Project Planning and Feasibility Analysis	Current application (RTA Program)	\$65,000	13%
Evaluation of Costs	Current application (RTA Program)	\$35,000	7%
Preliminary Engineering	Current application (RTA Program)	\$400,000	80%

b. Applicants are encouraged to seek bids or quotes, or to estimate the amount of dedicated staff time for the proposed activities to demonstrate the reasonableness of the requested funding in this application. Have you obtained a bid or quote, or estimated the staff time needed for the activities proposed in this application?*

- ☐ Yes (to be submitted later if awarded grant)
- ☐ No (provide statement of how you determined estimated cost of proposed activities)

Estimates were based off of the City's recently procured services and contracts

for similar work, including feasibility analyses, market studies, and preliminary engineering work up to 30% design.

15. Mobility access*: DOT prioritizes projects that help advance mobility access by increasing reliable transportation for people to get to where they need to go to meet the needs of their daily lives regularly, reliably, and safely either through lowering the cost of transportation, increasing access, or increasing safe transportation options. **Explain how the proposed activities will advance at least one of the following aspects of mobility access:**

- **increase safety,**
- **lower transportation costs, or**
- **increase the availability of transportation options.**

From the list above, identify the area of mobility access the project is advancing and how the proposed activities will accomplish this. (no more than 400 words)

(See Section VI. B. Criterion #3 of the NOFO for review and evaluation information.)

The project will increase safety by developing roadway infrastructure for a large-scale development including proper width roads (public roads), signals, crosswalks, and road re-alignment as needed. It will also increase availability of transportation options by including transit amenities at the CREST development. The City's Pocatello Regional Transit (PRT) public transportation bus system has a dedicated bus route to the adjacent community of American Falls. With the proposed CREST development, additional transit routes will be needed to allow patrons, visitors, and employees to reach the area. This proposal will review the PRT system and additional routes as well as locate bus stops at the CREST development to increase transportation options. Finally, improved services near the Pocatello Regional Airport will likely increase availability of flights and reduce the overall cost of flights through the Pocatello Regional Airport.

16. Performance goals and metrics*: Identify, at minimum, 2 metrics for each of the following performance goals:

- **Goal 1: Provide benefits to the community through transportation projects.**

Metric 1: Increased access to CREST development

Outputs: amount of road, sidewalk, curb, gutter, and pedestrian facilities (crosswalks, signage, RRFBs, etc)

Metric 2: Improved public transit amenities

Outputs: Bus stops added, bus stop amenities added (bench, shelter)

- **Goal 2: Increase grant recipient's capacity, knowledge, and skills to execute transportation projects.**

Metric 1: Capacity Increased by having Preliminary Design plans and Construction Cost Estimates

Output: 30% Design Plans and Construction Cost Estimate

Metric 2: Skills increased by working through planning phase on large scale development that requires a public-private partnership with multiple entities (public agencies and the developer)

Output: Project Steering Committee with Staff Experts and key Stakeholders

- **Goal 3: Engage, educate, and listen to the community throughout the project planning process.**

Metric 1 – Engage and Listen to the Community

Output: Public workshop soliciting feedback on City proposed development

Output: Presentation at Public meeting

Metric 2 – Educate Community

Output: Project website with project and contact information

- **Goal 4: Advance the transformational project(s) closer to delivery.**

Metric 1: Identify infrastructure needs and mechanisms based on preliminary design plans and engagement.

Output: Updated Water and Water Treatment Facility Master Plan and Rate Study

Metric 2: Identify major project components and prepare preliminary designs determine initial project elements.

Output: Cost Estimates

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17. ☒ By checking this box and submitting this application, I certify that the statements contained herein are true, complete, and accurate to the best of my knowledge. I also provide the required assurances and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)*

Signature (e-signature is sufficient)*

Date*