


MEMORANDUM

State of Alaska

Department of Transportation & Public Facilities
Program Development and Statewide Planning

TO: Ryan Anderson, P.E.
Commissioner

DATE: August 10, 2022

THRU: James Marks, Director
Program Development &  Adam Moser for James Marks
Statewide Planning

TELEPHONE NO: (907) 465-6981

FROM: Maren Brantner 
STIP Manager, Program Development
& Statewide Planning

SUBJECT: 2020-2023 Administrative
Modification #14

This is Administrative Modification #14 to the 2020-2023 Alaska Statewide Transportation Improvement Program (STIP). This revision requests a funding increase for Need ID 27690 Traffic Data to cover unanticipated expenses. According to the STIP Revisions Procedures, these financial changes qualify as an Administrative Modification, as the increases fall within the cost threshold guidance.

These revisions are effective immediately upon approval by the Commissioner. This Administrative Modification will be posted to the STIP web page and the changes will be incorporated into the approved STIP document in the form of this approved memo.

The public notice and comment provisions of the regulations were addressed for these projects during their inclusion in prior approved STIPs. Fiscal constraint is maintained because the increase in programmed funds is minimal, and the funding request will move forward only with available obligation limitation.

This STIP revision was developed in compliance with Title 23 Code of Federal Regulations Section 450 and the State planning regulations (17 AAC 05.195). This project is not in a maintenance or non-attainment area, as such no conformity analysis is required.

As specified in 23 CFR §450.218, the State certifies that the transportation planning process is being carried out in accordance with all applicable requirements of:

- (1) 23 U.S.C. 134 and 135, 49 U.S.C. 5303 and 5304, and this part;
- (2) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 200d-1) and 49 CFR part 21;
- (3) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (4) Section 1101(b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;

- (5) 23 CFR part 230, regarding implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (6) 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);
- (7) 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;
- (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.

Attachments: Admin Mod 14 Spreadsheet
 Admin Mod 14 Request Email

Approved:



Ryan Anderson, Commissioner

8/11/2022

Date

Cc: Ned Conroy, Transportation Planner, FTA
James Marks, Director, DOT&PF
Kathryn Wenger, Statewide Program Team Lead, FHWA

MEMORANDUM

State of Alaska

Department of Transportation & Public Facilities
Division of Program Development & Statewide Planning

TO: Rob Carpenter
Deputy Commissioner

DATE: 08/05/2022

PHONE NO: (907) 465-4070

FROM: James Marks
Division Director,
Program Development and
Statewide Planning



SUBJECT: Standing Delegation of
Authority

When I am out of the office, or otherwise unavailable, Adam Moser, Transportation Planner 2, is delegated authority to assume all the powers and duties of the Division Director which may be deemed necessary for the uninterrupted conduct of the affairs of the division and department.

If Adam Moser is out of the office, or otherwise unavailable, then full delegation resides with Judy Chapman, Acting Division Director.

If Adam Moser & Judy Chapman are out of the office, or otherwise unavailable, then full delegation resides with Jill Melcher, Transportation Planner 3.

If Adam Moser, Judy Chapman, and Jill Melcher are out of the office, or otherwise unavailable, then full delegation resides with Eric Taylor, Transportation Planner 2.

Cc: Headquarters/Regional Directors
Caro Rosier-Polley, Commissioner's Office
Program Development Section Chiefs

Brantner, Maren H (DOT)

From: Idell-Sassi, Lisa D (DOT)
Sent: Thursday, July 21, 2022 2:11 PM
To: Brantner, Maren H (DOT); Kreis, Courtney E (DOT)
Cc: Melcher, Jill (DOT)
Subject: Need ID 27690 - increase request
Attachments: STIP_27690 - Inc Req.xlsx

Good afternoon Maren and Courtney,

When is the next time I can request an increase to a project in the STIP? For 27690, our maintenance and upgrade costs for our annual contract is higher than we had planned for in the STIP. The current amount in the STIP for FFY21/22/23 is \$125,00 and \$100k for after FFY23. Our projected annual contract costs starting on 10/1/22 is estimated to be \$215,000 per year (including ICAP). I submitted an ePID for a new project for \$215k per year to start on 10/1/22.

Please see attached with the increase request in red. I don't know if this can be submitted right now, or if I need to wait and send it the next time we have an amendment open. I see Amendment 4 is out for public comment until 8/14.

Thank you!
Lisa

Lisa Idell-Sassi
[Alaska DOT&PF - Trans Data Programs](#)
3132 Channel Drive, Suite 200
Juneau, AK 99801
O. 907-465-4109

2020 - 2023 STIP Administrative Modification #14

Project										Approved Amendment 3				Pending Admin Mod #14			
Need ID: 27690	Name: Traffic Data Management and Reporting System	Region	Place Name	Highway	Primary Work	Bridge #s	Ph	Fund	FFY22	FFY23	After 2023	Ph	Fund	FFY22	FFY23	After 2023	
Program	2013 Election District	H	Statewide	N/A	ITS		9	NHPP	113,713	113,713		9	NHPP	113,713	195,586		
REQD	99 - Statewide						9	SM	11,287	11,287		9	SM	11,287	19,415		
Description: This project will fund maintenance and operations of the current traffic data system. C2 Cloud. Scope of work includes: integration with the GIS linear referenced network; system upgrades (hardware & software); ongoing operational support and data migration; training, technical support; and system integration with with other department applications in order to meet federal reporting requirements.																	
IRIS#: HFHWY00035. (Status: PLANNING). ALASKA TRAVEL MONITORING SYSTEM FOR HIGHWAYS REPLACEMENT - Mbr.: IDELL-SASSI, LISA D																	
Totals:										125,000	125,000	100,000	Totals:		125,000	215,000	215,000

Certificate Of Completion

Envelope Id: 389C259D73214EB39C427C9DE83E24EA	Status: Completed
Subject: Please DocuSign: 2020-2023 STIP Admin Mod 14 Memo.docx	
Source Envelope:	
Document Pages: 5	Signatures: 0
Certificate Pages: 4	Initials: 4
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Disabled	Deborah Jones
Time Zone: (UTC-09:00) Alaska	PO Box 110206
	Juneau, AK 99811
	deborah.jones@alaska.gov
	IP Address: 136.226.56.251

Record Tracking

Status: Original	Holder: Deborah Jones	Location: DocuSign
8/10/2022 9:15:49 PM	deborah.jones@alaska.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: State of Alaska	Location: DocuSign

Signer Events

Maren Brantner
Maren.Brantner@alaska.gov
Security Level: Email, Account Authentication (None)

Signature



Signature Adoption: Pre-selected Style
Using IP Address: 10.6.72.7

Timestamp

Sent: 8/10/2022 9:20:36 PM
Viewed: 8/11/2022 8:57:05 AM
Signed: 8/11/2022 8:57:33 AM

Electronic Record and Signature Disclosure:

Accepted: 7/13/2022 4:11:47 PM
ID: 3ed4ca99-c7c0-42c4-9d2b-da00ef24c39f
Company Name: State of Alaska

Adam Moser
Adam.Moser@alaska.gov
TP2
Security Level: Email, Account Authentication (None)



Signature Adoption: Pre-selected Style
Using IP Address: 10.6.72.32

Sent: 8/11/2022 8:57:34 AM
Viewed: 8/11/2022 8:58:59 AM
Signed: 8/11/2022 9:04:44 AM

Electronic Record and Signature Disclosure:

Accepted: 8/10/2022 12:21:06 PM
ID: 05ed778f-696a-4fcb-9938-4b83c5a98aef
Company Name: State of Alaska

In Person Signer Events Signature Timestamp

Editor Delivery Events Status Timestamp

Agent Delivery Events Status Timestamp

Intermediary Delivery Events Status Timestamp

Certified Delivery Events Status Timestamp

Carbon Copy Events Status Timestamp

Admin Email
dot.planning.admin@alaska.gov
Security Level: Email, Account Authentication (None)



Sent: 8/11/2022 9:04:46 AM

Electronic Record and Signature Disclosure:

Carbon Copy Events	Status	Timestamp
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Not Offered via DocuSign

Kara Epperly
Kara.Epperly@alaska.gov
Security Level: Email, Account Authentication
(None)



Sent: 8/11/2022 9:04:46 AM
Viewed: 8/11/2022 9:39:22 AM

Electronic Record and Signature Disclosure:
Accepted: 8/8/2022 3:26:18 PM
ID: 500502cc-eade-4267-ad7d-2d479238327f
Company Name: State of Alaska

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	8/10/2022 9:20:36 PM
Certified Delivered	Security Checked	8/11/2022 8:58:59 AM
Signing Complete	Security Checked	8/11/2022 9:04:44 AM
Completed	Security Checked	8/11/2022 9:04:46 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

Please read this Electronic Records and Signature Disclosure (ERSD). It concerns your rights regarding electronically undertaking, and the conditions under which you and the State of Alaska agree to electronically undertake, the transaction to which it relates (the “TRANSACTION”).

Consent to Electronically Undertake the TRANSACTION

You can electronically undertake the TRANSACTION only if you confirm that you meet the following requirements by selecting the box next to “I agree to use electronic records and signature” (the “AGREE BOX”):

1. you can fully access and have read this ERSD;
2. you can fully access all of the information in the other TRANSACTION records;
3. you can retain all of the TRANSACTION records in a form that you will be able to fully access for later reference;
4. you consent to undertake the TRANSACTION electronically; and
5. you are authorized to undertake the TRANSACTION. (Please note that falsely undertaking the TRANSACTION may subject you to civil liabilities and penalties and/or to criminal penalties.)

If you cannot or are not willing to confirm each of these five things, do not select the AGREE BOX.

Withdrawing Consent

If you select the AGREE BOX, you can withdraw your consent to electronically undertake the TRANSACTION at any time before you complete the TRANSACTION: simply do not finalize it. The only consequence of withdrawing your consent is that you will not finalize the TRANSACTION.

If you select the AGREE BOX, your consent will apply only to this TRANSACTION. You must separately consent to electronically undertake any other transaction with the State of Alaska.

Paper Option for Undertaking the TRANSACTION

You may undertake the TRANSACTION with the State of Alaska using paper records. (State of Alaska employees who want to undertake the TRANSACTION in paper should contact the agency responsible for the TRANSACTION.) Print the paper records on the website of the State of Alaska agency responsible for the TRANSACTION, or request them from the agency. The State of Alaska homepage is at <http://alaska.gov/>.

Copies of TRANSACTION Records

After completing the TRANSACTION but before closing your web browser, you should download the TRANSACTION records. Or you can download the records within 30 days after

completing the TRANSACTION using the link in the DocuSign email sent to the email address you used to complete the TRANSACTION. The State of Alaska will not provide a paper copy of the TRANSACTION records as part of the TRANSACTION. Under the Alaska Public Records Act (APRA), AS 40.25.100–.295, you can request a copy from the agency responsible for the TRANSACTION, but if too much time has passed, the agency may no longer have the records when you make your request. If required under the APRA, the agency will charge a fee.

Required Hardware and Software

For the minimum system requirements to electronically undertake the TRANSACTION, including accessing and thereby retaining the TRANSACTION records, visit <https://support.docusign.com/guides/signer-guide-signing-system-requirements>. These requirements may change. In addition, you need access to an email account.

How to Contact the State of Alaska

To ask a question on this ERSD or the DocuSign document generated after you complete the TRANSACTION or on using DocuSign to electronically undertake the TRANSACTION, contact the Alaska Department of Administration at either of the following addresses:

State of Alaska
Department of Administration
550 West 7th Avenue
Suite 1970
Anchorage, AK 99501
Reference: DocuSign

doa.commissioner@alaska.gov
Subject: DocuSign

To ask any other question on the TRANSACTION records or to update the information for contacting you electronically, contact the State of Alaska agency responsible for the TRANSACTION using the contact information in the TRANSACTION records or, if those records contain no contact information, using the contact information on the agency's website. Again, the State of Alaska homepage is at <http://alaska.gov/>.