

MEMORANDUM


State of Alaska

Department of Transportation & Public Facilities
Planning & Program Development


TO: Ryan Anderson, P.E. 
Commissioner

DATE: October 27, 2023

THRU: Katherine Keith 
Deputy Commissioner

THRU: James Marks, 
Director,
Planning & Program Development

TELEPHONE NO: (907) 465-6981

FROM: Liz Balstad 
Acting Capital Programs Manager,
Planning & Program Development

SUBJECT: 2020-2023 Administrative
Modification #20

Administrative Modification #20 to the 2020-2023 Alaska Statewide Transportation Improvement Program (STIP) requests a funding increase of 20% for Need ID 33339 Interior Alaska Transportation Plan to cover unanticipated expenses. According to the STIP revision procedures, these financial changes qualify as an Administrative Modification, as the increase falls 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 regulations' public notice and comment provisions 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:

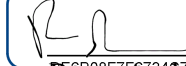
- (1) 23 U.S.C. 134 and 135, 49 U.S.C. 5303 and 5304, and this part.
- (2) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 200d-1) and 49 CFR part 21.
- (3) 49 U.S.C. 5332, prohibiting discrimination because of race, color, creed, national origin, sex, or age in employment or business 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 20 Spreadsheet
 Admin Mod 20 Email Request

Approved:

DocuSigned by:



FE6B08E7F673407
Ryan Anderson, P.E.
Commissioner

11/14/2023

Date

Cc: Liz Balstad, Acting Capital Programs Manager, Planning & Program Development, DOT&PF
Judy Chapman, Deputy Director, Planning & Program Development, DOT&PF
Ned Conroy, Transportation Planner, FTA
Julie Jenkins, Statewide Program Team Lead, FHWA
Sara Lucey, Transportation Planner, Planning & Program Development, DOT&PF
James Marks, Director, Planning & Program Development, DOT&PF
Karin McCoy, Acting STIP Manager, Planning & Program Development, DOT&PF
Adam Moser, Program Development Chief, Planning & Program Development, DOT&PF
Brett Nelson, Northern Region Planning Chief, Planning & Program Development, DOT&PF
Tabitha Williams, Administrative Officer, Planning & Program Development, DOT&PF

Alaska Statewide Transportation Improvement Program STIP: 2023 - 2026: Proposed Administrative Modification #20

Need ID: 33339

Region: Northern

MPO: ~~Fairbanks MPO~~

Place Name: Fairbanks

Project Title: Interior Alaska Area Transportation Plan

Description: Update the Interior Alaska Area Transportation Plan

Program: Required & Recurring

Performance Measures: Not Identified

Work Type: Planning

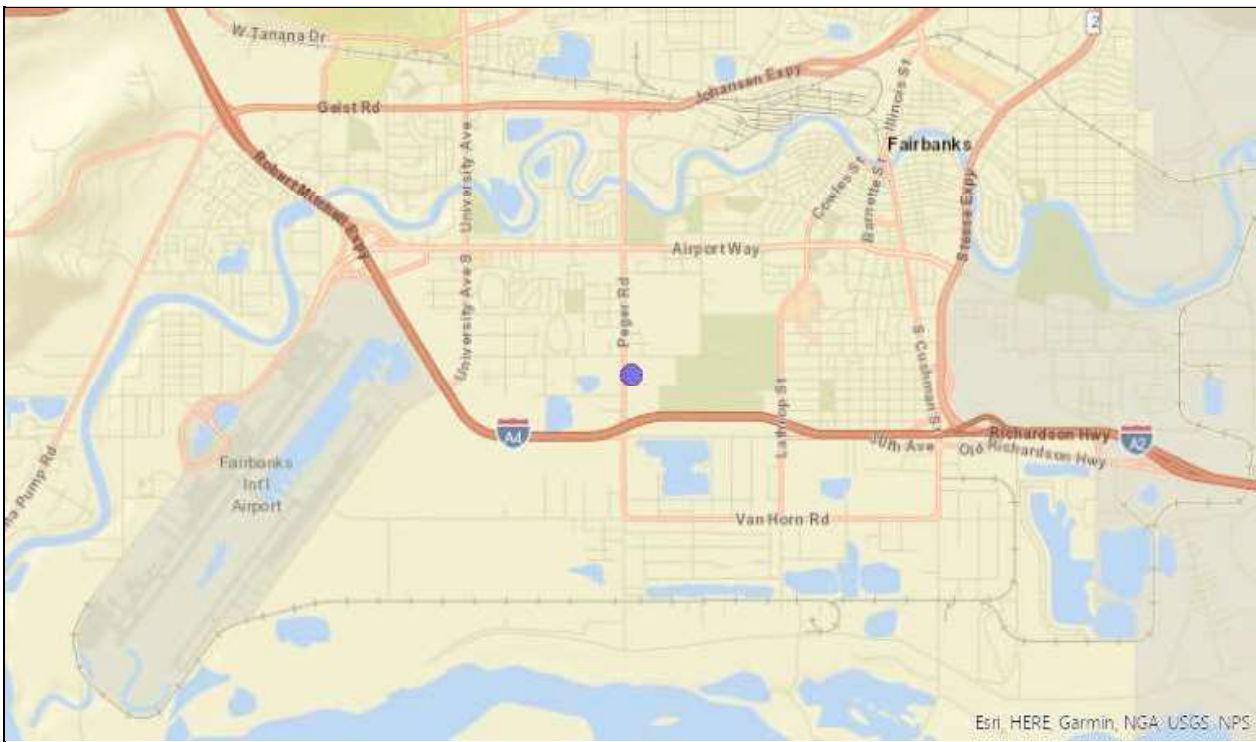
Election District: 31 - Downtown Fairbanks

Census County: FAIRBANKS NORTH STAR

Functional Class:

Phase	Prior	2020	2021	2022	2023	Remaining	Total
Misc				\$500,000	\$100,000		\$600,000
Total				\$500,000	\$100,000		\$600,000

Project Map:



Date: 9/11/2023

From: [Lucey, Sara A \(DOT\)](#)
To: [McCoy, Karin Rae \(DOT\)](#)
Cc: [Moser, Adam \(DOT\)](#); [Nelson, Brett D \(DOT\)](#)
Subject: Admin Mod Request, NID 33339
Date: Friday, October 13, 2023 3:38:17 PM
Attachments: [image001.png](#)
[NID 33339 Request for Admin Mod 10.11.23.xlsx](#)

Hi Karin,

We are in need of a budget increase to complete the last two tasks of the Interior Alaska Transportation Plan. The request is a 20% increase to an already established phase, so it qualifies for an administrative modification. Please see the attached grid.

Let me know if you need any other information!

Thanks,
Sara

Sara Lucey | Alaska Department of Transportation & Public Facilities | Fairbanks Field Office | Planning Manager
2301 Peger Road Fairbanks, AK 99709 | ☎: 907.451.2315 | ✉: sara.lucey@alaska.gov

"Keep Alaska Moving through service and infrastructure."



Certificate Of Completion

Envelope Id: 5BBF3D9747B04C7A9CB3313DCAE5DBF9

Status: Completed

Subject: Complete with DocuSign: Memo_2020-2023 STIP Admin Mod 20_2023.10.27.docx, Admin Mod 20 Email Re...

Source Envelope:

Document Pages: 4

Signatures: 0

Envelope Originator:

Certificate Pages: 4

Initials: 4

Annabelle Reed

AutoNav: Enabled

PO Box 110206

Enveloped Stamping: Disabled

Juneau, AK 99811

Time Zone: (UTC-09:00) Alaska

annabelle.reed@alaska.gov

IP Address: 158.145.14.24

Record Tracking

Status: Original

Holder: Annabelle Reed

Location: DocuSign

10/27/2023 10:17:17 AM

annabelle.reed@alaska.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: State of Alaska

Location: DocuSign

Signer Events**Signature****Timestamp**

Liz Balstad



Sent: 10/27/2023 10:25:04 AM

liz.balstad@alaska.gov

Viewed: 10/30/2023 7:48:04 AM

Security Level: Email, Account Authentication
(None)

Signed: 10/30/2023 7:48:54 AM

Signature Adoption: Pre-selected Style

Using IP Address: 10.6.72.64

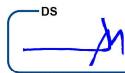
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Accepted: 12/27/2022 8:21:35 AM

ID: ef39c91a-6667-42f3-b9c4-2e4c6c379e10

Company Name: State of Alaska

James Marks



Sent: 10/30/2023 7:48:56 AM

james.marks@alaska.gov

Viewed: 10/30/2023 12:39:06 PM

Director

Signed: 10/30/2023 12:39:25 PM

James Marks

Signature Adoption: Drawn on Device

Security Level: Email, Account Authentication
(None)

Using IP Address: 24.237.1.226

Electronic Record and Signature Disclosure:

Accepted: 8/2/2023 8:36:40 AM

ID: 5cbb86f3-2152-4ebc-a864-61ae78d2e1f0

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**

Adam Moser



Sent: 10/30/2023 12:39:26 PM

adam.moser@alaska.gov

Viewed: 10/30/2023 12:41:18 PM

TP3

Security Level: Email, Account Authentication
(None)

Carbon Copy Events	Status	Timestamp
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Electronic Record and Signature Disclosure:
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ID: 05ed778f-696a-4fcb-9938-4b83c5a98aef
Company Name: State of Alaska

Tabitha Williams
tabitha.williams@alaska.gov
Security Level: Email, Account Authentication
(None)

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Sent: 10/30/2023 12:39:27 PM

Electronic Record and Signature Disclosure:
Accepted: 2/24/2023 9:50:56 AM
ID: af4eb426-58e9-4e57-b97e-328766885b37
Company Name: State of Alaska

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

COPIED

Sent: 10/30/2023 12:39:27 PM

Electronic Record and Signature Disclosure:
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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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Signing Complete	Security Checked	10/30/2023 12:39:25 PM
Completed	Security Checked	10/30/2023 12:39:27 PM

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/>.

Certificate Of Completion

Envelope Id: BEDCBE5D2CBA41668CA96E16DEB2FCEC	Status: Completed
Subject: Complete with DocuSign: Memo_2020-2023_STIP Admin Mod20 Request.pdf	
Source Envelope:	
Document Pages: 8	Signatures: 1
Certificate Pages: 4	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Disabled	Erika Fergin
Time Zone: (UTC-09:00) Alaska	PO Box 110206
	Juneau, AK 99811
	erika.fergin@alaska.gov
	IP Address: 158.145.15.23

Record Tracking

Status: Original	Holder: Erika Fergin	Location: DocuSign
11/14/2023 1:35:43 PM	erika.fergin@alaska.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: State of Alaska	Location: DocuSign

Signer Events

Ryan Anderson
 ryan.anderson@alaska.gov
 Alaska DOT&PF Commissioner
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

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 Signature Adoption: Drawn on Device
 Using IP Address: 158.145.14.23

Timestamp

Sent: 11/14/2023 1:36:47 PM
 Viewed: 11/14/2023 2:09:24 PM
 Signed: 11/14/2023 2:09:34 PM

Electronic Record and Signature Disclosure:
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 ID: a1ba87da-a309-406c-861d-5f2b637b79c1
 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

Katherine Keith
 katherine.keith@alaska.gov
 Deputy Commissioner, DOT&PF
 DOT&PF
 Security Level: Email, Account Authentication (None)

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Sent: 11/14/2023 2:09:35 PM

Electronic Record and Signature Disclosure:
 Accepted: 8/18/2023 11:52:29 PM
 ID: 17022707-c573-453d-b444-ba24d5dedc88
 Company Name: State of Alaska

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Summary Events	Status	Timestamps
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Completed	Security Checked	11/14/2023 2:09:35 PM

Payment Events	Status	Timestamps
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Subject: DocuSign

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