



POLICY COMMITTEE

June 11, 2010; 1:30 – 3:00 p.m.

McCloskey Room (#135)

- I. Call to Order
- II. Approval of Minutes:
 - A. May 14, 2010
- III. Communications from the Chair
- IV. Reports from Officers and/or Committees
 - A. Citizens Advisory Committee
 - B. Technical Advisory Committee
- V. Reports from the MPO Staff
 - A. Progress Report (FY2010 3rd Quarter)
 - B. Project Tracking
- VI. Old Business
 - A. FY2011-2012 Unified Planning Work Program
*Action Requested**
- VII. New Business
 - A. Long Range Transportation Plan Task Force
*Nominees Requested**
 - B. Highway Safety Improvement Program Procedures Amendment
*Action Requested**
 - C. Transportation Improvement Program Amendment
 - 1. IU Campus Transit Hybrid Buses
*Action Requested**
- VIII. Communications from Committee Members (*non-agenda items*)
 - A. Topic Suggestions for future agendas
- IX. Upcoming Meetings
 - A. Technical Advisory Committee – June 23, 2010 at 10:00 a.m. (McCloskey Room)
 - B. Citizens Advisory Committee – June 23, 2010 at 6:30 p.m. (McCloskey Room)
 - C. Policy Committee – September 10, 2010 at 1:30 p.m. (McCloskey Room)

Adjournment

**Public comment prior to vote (limited to five minutes per speaker)*



Policy Committee Meeting Minutes
May 14, 2010 McCloskey Conference Room 135, City Hall

Policy Committee minutes are transcribed in a summarized outline manner. Audio recordings are on file with the City of Bloomington Planning Department.

Attendance

Policy Committee: Jack Baker (Bloomington Plan Commission), Mike Bivens (proxy for Lynn Coyne IU Real Estate), Mike Farmer (proxy for Ellettsville Town Council), Susie Johnson (City Public Works), Iris Kiesling (Monroe County Commissioner), Mark Kruzan (Mayor COB), Richard Martin (Monroe County Plan Commission), Kent McDaniel (Bloomington Public Transportation Corp.), Andy Ruff (Bloomington City Council), Julie Thomas (Monroe County Council), Jim Stark (INDOT), and Bill Williams (Monroe County Highway Department).

Others: Kurt Babcock (County GIS), Adrian Reid (City Engineer), Larry Jacobs (Chamber of Commerce).

MPO Staff: Josh Desmond, Raymond Hess, Scott Robinson and Jane Weiser.

- I. **Call to Order**—Mr. McDaniel called the meeting to order at 1:35pm
- II. **Approval of Minutes:**
 - A. **March 12, 2010**—Ms. Johnson moved approval. Mr. Williams seconded and the minutes passed unanimously.
- III. **Communications from the Chair**—There was no report.
- IV. **Reports from Officers and/or Committees**
 - A. **Citizens Advisory Committee**—There was no report
 - B. **Technical Advisory Committee**—There was no report.
- V. **Reports from the MPO Staff**
 - A. **2008 Crash Report**—Mr. Hess presented the report. The total number of crashes has been slightly increasing. In the report, crashes are broken down by location, time of day, fatalities, and the number/type of vehicles and/or bicycle/pedestrians involved. Mr. Martin noted a discrepancy in numbers between the table and text. Mr. Hess made the distinction that fatalities may be a different number than fatal crashes if there were more than one fatality in a crash. Mr. McDaniel said that a permanent committee has been formed to address bicycle and pedestrian safety on campus. Mrs. Kiesling suggested putting an article in the paper about bicycle safety. There was some discussion about mid-block crashes. Also included in the report was the Highway Safety Improvement Program (HSIP) Eligibility List. This list excludes State facilities. Mr. Martin said it would be helpful if they knew which of these problem areas we are addressing with the funding that we have already programmed. Mr. Hess concurred and explained that recent safety improvement projects are too new to compare the data 3 years before and 3 years after the project.

Mr. Desmond noted that the BMCMPPO was given the 2009 Outstanding Project award from the American Planning Association Indiana Chapter for the Complete Streets Policy.

VI. Old Business

A. Readoption of the 2030 Long Range Transportation Plan (*Action Requested**)—Mr.

Desmond reviewed staff's reasons to readopt the existing 2030 LRTP. Those reasons were discussed in detail during the last Policy Committee meeting. Basically, the BMCMPPO is short on time, short on funding and short on data. A vote to readopt the 2030 plan without any changes would reaffirm the goals and objectives that are the foundation of the plan and reaffirm the plan itself including the group of projects. There was a 30-day public comment period and no comments were received.

Mr. Hess said there is a lot of interest to develop a travel demand model that it is more dynamic, captures more multimodalism, and is more useful. He presented the time-line proposed by staff to develop a new travel demand model and long range transportation plan. The first step is to form a Task Force or Steering Committee made up of representatives of all 3 MPO Committees. Staff wants to research existing and possible federal requirements and network with other progressive MPOs with dynamic models. Then a gap analysis would be performed to determine what deficiencies there are locally and how to fill those gaps. He pointed out significant areas on the time line. This was presented to the TAC and the CAC. The TAC recommended readoption of the LRTP unanimously. The CAC recommended readoption by a vote of 11:2. Any feedback on the timeline or what has been presented here would be appreciated by staff.

Ms. Thomas asked if a blanket acceptance of the LRTP has happened before. Mr. Hess said that he didn't think it has been done before. The federal regulations state that the MPO has to update its LRTP 5 years. The LRTP was adopted originally in 2006 and would lapse by 2011. Staff believes that extra time would result in a better updated plan. Ms. Thomas was not comfortable doing this. Ms. Kiesling asked what the other two committees' comments were. Mr. Baker said the 2 people on CAC who voted against readoption felt that we have enough data and should move forward. The other members supported the readoption. Mr. Reid said that the TAC voted unanimously in support of readoption. Ms. Johnson said she supports giving the MPO the time needed to develop a good model. She didn't think the MPO could develop the kind of model and do the kind of public participation necessary between now and March. Mr. Desmond said that while the Unified Planning Work Program (UPWP) has programmed funds for this project, 100% of that money must be spent up front. We don't have the money budgeted locally to develop the plan. Mr. Martin asked if the money is included in the next budget. Mr. Desmond said yes. Mr. Martin said this is a 30-month project that we would have to do in 9 months. That is an impossible compression. He had tried to use the model for some work that he was doing for the County and found that that the whole concept of the model is wrong. There was more discussion about the pros and cons of readopting the LRTP with the existing travel demand model. Ms. Thomas wondered if there was a way to do an abbreviated timeline/process to use in the immediate future and then start this process moving forward to the next 5-year update. Mr. Martin said that accurate census numbers gives us population statistics for much smaller areas than the entire county. Mr. Ruff said that population numbers are constantly changing.

**Bloomington/Monroe County Metropolitan Planning Organization
Policy Committee**

Mr. Hess said that the reason that staff wants to build a good model at one time is that staff doesn't have the capabilities in-house to tinker with the model. This is a consultant-developed model. Anytime new information should be entered into the model we would have to hire a consultant again. Mr. Hess said that the Federal Highway Administration suggested this approach of readoption to another MPO in Indiana. Mr. Ruff said that he was uncomfortable with the wording of some of the justifications such as under the heading of Financial Forecasts. He asked Mr. Stark if there had been any changes since 2005 in funding plans or projections considering cost increases for I-69. Mr. Stark said that their most recent STIP shows the illustrative dollars that INDOT plans on spending in the next 3 years. Mr. Ruff said he was concerned that the STIP didn't have to be fiscally constrained like our local TIP has to be. In readopting the present LRTP we could be making assumptions that are no longer valid at the local level more than they would at the state level. Mr. Ruff asked if Mr. Stark had anything new to report from the STIP regarding I-69. Mr. Stark said that there is a lot happening from Crane down to Evansville. The State intends that by the end of this year the majority of the projects will have been let and construction underway by 2011. If something changes, he will bring that information to this committee. INDOT agrees with the proposed readoption of the LRTP. INDOT is interested in the MPO's strategy to develop a progressive model and the inclusion of multimodal planning. *****Ms. Kiesling moved readoption of the 2030 Long Range Transportation Plan. Ms. Johnson seconded.**

Mr. Martin asked to amend the motion **to indicate that the Policy Committee endorses and would like to pursue the outlined project plan for the creation of a new 2035 Long Range Transportation Plan.** The amendment was accepted. Mr. Hess wanted to clarify that the **assumption as part of the motion is that it reaffirms the goals and objectives and acknowledges that the planning assumptions are still valid.** That was accepted by Ms. Kiesling and Ms. Johnson. Mr. Ruff asked if the goals and objectives are consistent with Secretary LaHood's new direction for the Department of Transportation. Mr. Hess said yes and reviewed the goals and objectives from the LRTP.

There was no public comment.

*****The motion was approved by a vote of 11:1.**

VII. New Business**A. FY2009-2010 Unified Planning Work Program Amendment****1. Update County-wide Aerial and Elevation GIS Layers (*Action Requested**)—**

Mr. Hess said that this issue did not arise until after the readoption of the LRTP had been discussed. The UPWP had \$100,000 programmed to update the LRTP. However, the MPO will now hold off on the update at this time. There was also other money programmed in the UPWP that will likely not be spent by June 30th, the end of the fiscal year. Consequently, the bulk of this money goes back to the State. Staff has become aware of a statewide effort to do statewide aerial flyovers and update to the GIS for elevations and aerials. The State would like the MPOs to help fund that in the future. The County had issued a request for proposals earlier this year for consulting agencies do these updates to the GIS layers. The bids came in about \$100,000 higher than expected. The MPO could help fund this update. It would require adding an eligible

expense into the Unified Planning Work Program (UPWP) to update county-wide aerial and elevation GIS layers. The MPO would draw down some of the surplus funding from the 2035 LRTP and put that toward the county-wide area elevation GIS layers. The total funding would be \$130,625. Both the CAC and TAC recommended approval of this amendment. Mr. Williams and Mr. Babcock reported on the progress to date. Ms. Kiesling thanked the City.
*****Mr. Williams moved to approve the amendment. Ms. Johnson seconded.**

There was no public comment.

*****The motion was approved by unanimous voice vote.**

B. FY2011-2012 Unified Planning Work Program—Mr. Desmond presented the report. A 2-year Work Program seems to be working well. There will not be any funding carryover with this new program. The budget will likely be 30% smaller for the next two years. This will be presented to the TAC and CAC in May and then back to the Policy Committee in June. Mr. Martin asked about future funding. Mr. Desmond explained.

VIII. Communications from Committee Members (*non-agenda items*)

A. Topic Suggestions for future agendas—Mr. McDaniel asked if the LRTP Task Force would be on the June agenda. Mr. Hess said yes. Mr. Johnson and Mr. Williams volunteered.

IX. Upcoming Meetings

A. Technical Advisory Committee – May 26, 2010 at 10:00 a.m. (McCloskey Room)

B. Citizens Advisory Committee – May 26, 2010 at 6:30 p.m. (McCloskey Room)

C. Policy Committee – June 11, 2010 at 1:30 p.m. (McCloskey Room)

Adjournment

*These minutes were adopted by the Policy Committee at their meeting held on _
(JFW)*

F.Y. 2010 Unified Planning Work Program Third Quarter Progress Report January 1, 2010 – March 31, 2010

Executive Summary

The Bloomington/Monroe County Metropolitan Planning Organization (BMCMPPO) is charged with implementation of the Fiscal Year 2009-2010 Unified Planning Work Program (UPWP). The UPWP describes all planning activities that are anticipated in the BMCMPPO study area over the next programming year and documents the work that will be performed with federal highway and transit planning funds. This progress report is for the third quarter of the 2010 fiscal year and covers activities accomplished between January 1 and March 31, 2010.

The Bloomington/Monroe County Metropolitan Planning Organization had several notable accomplishments this quarter as it relates to Complete Streets. First, the BMCMPPO's Complete Streets Policy was awarded the 2010 Outstanding Project by the American Planning Association, Indiana Chapter. Additionally, BMCMPPO staff testified on the importance of statewide Complete Streets legislation before the Indiana Legislature's Committee on Roads and Transportation. BMCMPPO also gave a presentation on Complete Streets at the statewide Road School held in Lafayette.

The BMCMPPO continued its commitment to a comprehensive, cooperative and continuous transportation planning and programming process. The BMCMPPO facilitated communication between all levels of government, including local public agencies (LPAs), the Indiana Department of Transportation (INDOT), and the Federal Highway Administration (FHWA). Specifically, the BMCMPPO coordinated with INDOT extensively on the 2010-2013 Transportation Improvement Program. This coordination led to the approval of the TIP by the State in March. Additionally, the BMCMPPO engaged the community through various committees and through the dissemination of information. BMCMPPO staff coordinated meetings of the Policy Committee, the Technical Advisory Committee, the Citizens Advisory Committee, and the Safe Routes to School Task Force. Additionally, BMCMPPO staff regularly participated in meetings of the Bloomington Bicycle and Pedestrian Safety Committee, the Monroe County Alternative Transportation and Greenways System Plan Technical Advisory Committee, City of Bloomington Projects Team meetings, and various other committees that are concerned with transportation planning in the BMCMPPO urbanized area.

BMCMPPO staff also performed core functions to ensure the continued operation of the BMCMPPO. Such tasks involved maintaining the Transportation Improvement Program by processing necessary amendments. It also resulted in the preparation of quarterly billings as provided in the Unified Planning Work Program.

Contract service agencies of the BMCMPPO provided invaluable services as well. Indiana University, with the assistance of a consultant, completed the 10th Street Mobility Study (aka North Campus Area Study) and presented the findings at a public presentation and a Policy Committee meeting. Additionally, Bloomington's Engineering Department conducted routine traffic counts, and maintained permanent traffic count stations.

F.Y. 2010 Unified Planning Work Program Third Quarter Progress Report January 1, 2010 – March 31, 2010

Work Program Elements

#101 - Transportation Planning Coordination

This element includes activities associated with administering the BMCMPPO Policy Committee, the BMCMPPO Technical Advisory Committee, and daily BMCMPPO administrative activities with the Federal Highway Administration (FHWA) and the Indiana Department of Transportation (INDOT). Additionally, the BMCMPPO must develop and administer the Unified Planning Work Program (UPWP) which describes all planning activities and documents that which will be performed with federal planning monies and local matching funds over the course of the fiscal year. The BMCMPPO and its staff must also administer FHWA and Federal Transit Administration (FTA) grants associated with the FY 2009-2010 UPWP. BMCMPPO staff participates in monthly meetings of the statewide Indiana MPO Council. Lastly, BMCMPPO staff will play a local coordinating role for the upcoming 2010 Census.

During this quarter, the BMCMPPO accomplished the following tasks:

A. Intergovernmental Coordination:

- Coordinated Policy Committee meetings (minutes, packets, staff support at meetings):
 - January 8, 2010;
 - January 22, 2010 (special meeting);
 - March 12, 2010.
- Coordinated Technical Advisory Committees (TAC) meetings (minutes, packets, staff support at meetings):
 - January 27, 2010;
 - February 24, 2010;
 - March 24, 2010.
- Administered and managed BMCMPPO staff including year-end performance evaluations.
- Fostered interagency coordination with FHWA, INDOT, and local project partners.
 - Continued coordination with INDOT concerning the State projects (SR45, SR45/46);
 - Coordinated with INDOT on the State's Long Range Plan (3/23/10);
 - Grant coordination;
 - Surface Transportation Program (STP);
 - American Recovery and Reinvestment Act (ARRA);
 - Highway Safety Improvement Program (HSIP);
 - Transportation Enhancement (TE);
 - Safe Routes To School (SRTS).
 - Extensive coordination to identify eligible projects for Jobs Bill funds;
 - Teleconferences and meetings with INDOT and LPAs (1/15/10, 2/3/10 & 2/4/10).
 - Drafted responses to the Federal Highway Administration for the Certification Review to be held in September.
- Engaged in the state-wide discussion about Complete Streets;
 - Testified before Indiana Legislature's Committee on Roads and Transportation on House Bill No. 1182 which would establish state-wide Complete Streets legislation (1/20/10);
 - Gave a presentation about Complete Streets at Road School (3/9/10);
 - Completed an application and awarded the "Outstanding Project 2010" by the American Planning Association, Indiana Chapter (3/26/10).

B. Unified Planning Work Program:

- Began work on the FY2011-2012 Unified Planning Work Program.

C. Planning Grant Administration

- Tracked the BMCMPPO's fiscal activities:
 - Tracked expenditures and receipts for the 2nd and 3rd quarters of F.Y. 2010;
 - Produced F.Y. 2010 2nd Quarter Billings;
 - Provided input on the City's fiscal management software development as it relates to BMCMPPO funds;
 - Provided information to the Controller's Office to assist with the CTAR audit of the BMCMPPO's federal planning funds.

D. Indiana Metropolitan Planning Organization Council

- Attended Indiana MPO Council Meetings:
 - January 28, 2010;
 - February 25, 2010;
 - March 25, 2010.

E. Census 2010 Coordination and Support

- Assisted with the New Construction Program, Title 13 verification, the Complete Count Committee, and the PSAP verification process.

#102 - Training and Professional Development

This element includes activities to continue development of BMCMPPO staff expertise through the attendance and participation in transportation related courses, seminars, and conferences, as well as the purchase of educational/reference materials, professional periodical subscriptions, and technical software training.

During this quarter, the BMCMPPO accomplished the following tasks:

A. Staff Training, Education, and Technical Needs

- Attended the following trainings:
 - National Association of Regional Council's webinar "Seven trends that will transform local government through technology" (1/14/10);
 - Pedestrian & Bicycle Information Center's webinar "Selection of pedestrian treatments at unsignalized intersections" (1/21/10);
 - American Planning Association audio/web conferences:
 - Performance Measures in Transportation Planning (1/20/10);
 - Redevelopment and Revitalization for a new era (3/17/10);
 - FHWA web conference on ADA Transition Plans (3/17/10);
 - Annual Road School Conference (3/9-10/10);
 - Staff gave two presentations: "Complete Streets" and "Rogers Street Context Sensitive Street Design;"
 - Annual APA Indiana Chapter Spring Conference to receive award for the Complete Streets Policy (3/26/10).

#103 - Public Participation Coordination

This element includes activities to solicit citizen input into the transportation planning process through monthly meetings of the Citizens Advisory Committee (CAC). Additionally, the BMCMPPO is to maintain a website so that citizens, businesses, and other interested parties can download reports, data, updates, and other information related to the functions of the BMCMPPO. Lastly, the BMCMPPO must keep current its Public Participation Plan and the associated Citizens Guide to Transportation Planning so that citizens can become familiar with the workings of BMCMPPO activities, contacts, and resources.

During this quarter, the BMCMPPO accomplished the following tasks:

A. Citizens Advisory Committee:

- Coordinated Citizens Advisory Committee Meetings (minutes, packets, staff support at meetings):
 - January 27, 2010;

- February 24, 2010;
 - March 24, 2010.
 - Continued to work with a subcommittee of the CAC on preliminary project prioritization which incorporates the vision statement of the 2030 Long Range Transportation Plan;
 - Formed a new subcommittee of the CAC to strategize ADA compliance and accessibility of transportation projects.
- B. Web Site Administration
- Managed BMCMPPO web pages
 - Posted materials related to BMCMPPO Committees (PC, TAC, CAC) meetings, agendas, and packets;
 - Maintained the BMCMPPO, transportation planning, and bicycle & pedestrian planning webpages;
 - Posted plans and documents on the BMCMPPO's webpage as well as the documents clearinghouse webpage;
- C. Public Involvement Process
- Issued a 30 day written public comment period for the readoption of the 2030 Long Range Transportation Plan (3/27-4/26/10);
 - Posted the draft 2030 Long Range Transportation Plan for review online, at the Monroe County Public Library, and at City Hall.

#201 - Transportation Improvement Program

This element includes activities to develop a Transportation Improvement Program (TIP) pursuant to U.S. Department of Transportation requirements which details all federal-aid projects. The BMCMPPO is now responsible for administering a local Highway Safety Improvement Program. Staff also attends monthly meetings with representatives from various City of Bloomington departments for transportation project management coordination. The BMCMPPO is now responsible for administering a local allocation of Transportation Enhancement funds. Lastly, the BMCMPPO is charged with assisting local public agencies in the development of ADA Compliance Plans.

During this quarter, the BMCMPPO accomplished the following tasks:

- A. Transportation Improvement Program
- Amended the FY 2010-2013 TIP as follows:
 - Added two Transportation Enhancement funded projects and updated four other projects (1/8/10);
 - Updated six ARRA funded projects for Monroe County and Bloomington and removed four state projects (3/12/10) which resulted in approval of the 2010-2013 TIP by the State of Indiana;
 - Amended the FY 2009-2012 TIP as follows:
 - Updated eight ARRA funded projects for Monroe County, Bloomington, and Ellettsville (3/12/10);
 - Reviewed changes to Monroe County's Mt. Tabor Rd/Matthews Drive Bridge for Complete Streets compliance (1/22/10)
 - Received project updates from Local Public Agencies pursuant to the quarterly reporting requirements and shared the information with the MPO Committees;
- B. Highway Safety Improvement Program (HSIP)
- The State acknowledged that the local HSIP procedures were legitimate (2/17/10);
 - Worked on updating the local HSIP procedures to bring them in line with State procedures and broaden project eligibility.
- C. Project Coordination
- Attended monthly meetings of the City of Bloomington's Projects Team:
 - January 21, 2010;
 - February 18, 2010;
 - March 18, 2010.

- Participated in project coordination and public workshops:
 - Sare & Rogers Roundabout (1/22/10);
 - 17th & Arlington & Monroe Roundabout (1/25/10 & 3/31/10).
- D. TE Administration
 - Amended the TIP to include two TE funded projects (as mentioned above – 201.A.).
- E. ADA Compliance Plans
 - Hosted a webinar on ADA Transition Plans (as mentioned above – 102.A.);
 - Formed a CAC subcommittee to discuss accessibility (as mentioned above – 103.A);
 - Reported to the TAC on legal actions that can result from non-compliance with ADA (2/24/10).

#202 – Short-Range Transportation Studies

This element includes special studies to be conducted by the BMCMPPO and its project partners, often with the assistance of a consultant. Specifically, the BMCMPPO will work with IU and the City of Bloomington to conduct a North Campus Area Study to evaluate current and future transportation conditions for all modes of travel and make recommendations for improvements that would address mobility issues along the 10th Street corridor. The BMCMPPO will also work with the City to complete the West 2nd Street Feasibility Study to address traffic congestion, access management, and lack of alternative transportation facilities along this corridor. Lastly, the Citizens Advisory Committee will submit project ideas to a student design team from Rose-Hulman Institute of Technology or Ball State University to address a transportation issue.

During this quarter, the BMCMPPO with the help of its contract service agencies accomplished the following tasks:

- A. North Campus Area Study
 - Finished the 10th Street Mobility Study (aka N. Campus Area Study);
 - Presented the studies final findings at a public presentation (3/11/10) and to the Policy Committee (3/12/10);
 - Maintained a webpage and a Facebook page dedicated to the study.
- B. West 2nd Street Feasibility Study
 - No tasks were accomplished by the BMCMPPO this quarter with the 2nd Street Feasibility Study.
- C. CAC/Student Assisted Study
 - No tasks were accomplished by the BMCMPPO this quarter with the Student Assisted Study.

#301 – Long Range Transportation Plan

This element includes activities to update the Long Range Transportation Plan and the associated Travel Demand Model. Additionally, this element includes activities to maintain a Regional Intelligent Transportation Systems (ITS) Architecture in order to identify technological solutions to improve the safety and efficiency of the transportation network.

During this quarter, the BMCMPPO accomplished the following tasks:

- A. 2035 Long Range Transportation Plan (LRTP)
 - Presented strategies for readopting the LRTP;
 - Held a 30 day written public comment period on the LRTP re adoption (as mentioned above – 103.C).
- B. ITS Architecture Maintenance
 - No tasks were accomplished by the BMCMPPO this quarter with the ITS Architecture.

#401 - Vehicular Data Collection

This element includes activities to conduct vehicular volume counts within the Metropolitan Planning Area for arterial and collector streets on a rotational cycle. To standardize how this work will be done, the BMCMPPO plans to update its Traffic Counting Manual. Traffic counts will be conducted

with assistance from the Bloomington Public Works Department, and the Town of Ellettsville Planning Department so that the BMCMPPO's functionally classified roadway network is covered. Additionally, the BMCMPPO will produce an annual crash report in an effort to identify potentially hazardous intersections and corridors.

During this quarter, the BMCMPPO through the help of its contract service agencies accomplished the following tasks:

A. Traffic Volume Counting

- The City of Bloomington Engineering Department conducted 36 traffic counts and six turning movement counts;
- The BMCMPPO and City of Bloomington continued to support three permanent traffic volume counting stations, including utility and maintenance costs.

B. Annual Crash Report

- Performed data analysis for the Calendar Year 2008 Crash Report.

#402 - Infrastructure Management

This element includes activities to perform work necessary to develop and maintain a comprehensive infrastructure management plan, with particular emphasis on pavement management. Ongoing assessment of current conditions for existing and new infrastructure is performed and recorded with assistance from the Monroe County Highways Department, Bloomington Public Works Department, and the Town of Ellettsville Planning Department.

During this quarter, the BMCMPPO through the help of its contract service agencies accomplished the following tasks:

A. Infrastructure Management Plan

- No tasks were accomplished by the BMCMPPO this quarter with Infrastructure Management.

#501 - Transit, Bicycle, and Pedestrian Data Collection

This element includes activities to prepare transit ridership data and bicycle and pedestrian volume counts. This information will aid in establishing annual passenger mile estimates for mass transit, will aid in estimating facilities that are under- or over-utilized, and will aid in the prioritization of capital improvements.

During this quarter, the BMCMPPO with the help of its contract service partners accomplished the following tasks:

A. Transit Ridership and Bicycle/Pedestrian Data Collection

- Conducted bicycle and pedestrian counts at several locations in Bloomington and bike rack counts throughout Bloomington;
- Solicited the help of volunteers to conduct counts and expand the coverage of data collected;
- Worked with the Bloomington Council Sidewalk Committee on opportunities for new sidewalks in Bloomington.

#502 - Short Range Alternative Transportation Studies

This element includes activities to coordinate the Safe Routes to School Task (SRTS) Force so that local stakeholders can work cooperatively to generate project ideas and apply for SRTS funding. Additionally, BMCMPPO staff will promote and encourage bicycle and pedestrian activities as viable modes of transportation through continued cooperation with the Bicycle and Pedestrian Safety Commission. BMCMPPO staff will also host bicycle skills and safety training seminars for the public. Bloomington Transit, with the assistance of a private consultant, will continue work on a new Transit Development Program (TDP) which will comprehensively analyze the operations of Bloomington Transit and provide recommendations for future improvements to transit. Bloomington Transit will also embark upon a study to evaluate the capacity and expansion opportunities of the Grimes Lane Operations Facility. Lastly, BMCMPPO will work with the City and Indiana University to explore options of establishing a car sharing program in the community in an effort to promote a convenient and affordable alternative to personal vehicle ownership.

During this quarter, the BMCMPO with the help of its contract service partners accomplished the following tasks:

- A. Safe Routes to School (SRTS) Program
 - Coordinated SRTS Task Force and subcommittee meetings (minutes, packets, &/or staff support):
 - January 13, 2010;
 - April 8, 2010.
- B. Bicycle and Pedestrian Project Coordination
 - Attended meetings and workshops of the Bicycle and Pedestrian Safety Commission:
 - January 4, 2010 (workshop);
 - February 1, 2010 (workshop);
 - February 15, 2010 (meeting);
 - March 1, 2010 (workshop);
 - March 15, 2010 (meeting).
 - Attended meetings of the Monroe County's Alternative Transportation Technical Committee meeting:
 - Karst Farm Public Workshop (3/1/10).
- C. LCI Training Program
 - Strategized on how to implement a bicycle safety class at Batchelor Middle School;
 - Gave a presentation on "Bicycle Safety" at the Bloomington Bicycle Club's Annual Reception (3/6/10).
- D. Transit Development Program (TDP)
 - This task is complete.
- E. Grimes Lane Operations Facility Study
 - No tasks were accomplished by the BMCMPO this quarter with the Grimes Lane Operations Facility Study.
- F. Car Sharing Program Support
 - No tasks were accomplished by the BMCMPO this quarter with the Car Sharing Program Support.

#503 - Long Range Alternative Transportation Programs

This element includes activities to continue implementation of the SR37/I-69 Alternative Transportation Corridor Study which was produced in FY 2007 and provided design recommendations for bicycle and pedestrian facilities for interchanges and overpasses. Additionally, the BMCMPO must maintain the locally developed Coordinated Human Services Public Transportation Plan and evaluate how transit projects serve the needs of the elderly, persons with disabilities, and persons with low income.

During this quarter, the BMCMPO accomplished the following tasks:

- A. Alternative Transportation Corridor Study
 - Strategized on bicycle wayfinding measures and greenways projects.
- B. Coordinated Human Services Public Transit Plan
 - Coordinated with Bloomington Transit on long range policies, the possibility of "Small Starts" funding, group ridership agreements, and Google Transit.

First Quarter Summary			
Quarter	Q1 / FY 2010		
Period	07/01/2009 - 09/30/2009		
Element #	Local Share	PL/FTA Share	Total Amount
101	\$ 4,498.64	\$ 17,994.55	\$ 22,493.19
102	\$ 661.89	\$ 2,647.54	\$ 3,309.43
103	\$ 499.56	\$ 1,998.25	\$ 2,497.81
201	\$ 271.48	\$ 1,085.92	\$ 1,357.40
202	\$ 8,513.47	\$ 34,053.89	\$ 42,567.36
301	\$ 6.53	\$ 26.13	\$ 32.66
401	\$ 1,615.97	\$ 6,463.90	\$ 8,079.87
402	\$ 455.46	\$ 1,821.86	\$ 2,277.32
501	\$ 127.39	\$ 509.55	\$ 636.94
502	\$ 1,425.43	\$ 5,701.70	\$ 7,127.13
503	\$ -	\$ -	\$ -
Total	\$ 18,075.82	\$ 72,303.28	\$ 90,379.10

Second Quarter Summary			
Quarter	Q2 / FY 2010		
Period	10/01/2009 - 12/31/2009		
Element #	Local Share	PL/FTA Share	Total Amount
101	\$ 5,047.04	\$ 20,188.17	\$ 25,235.22
102	\$ 1,271.31	\$ 5,085.24	\$ 6,356.55
103	\$ 444.70	\$ 1,778.78	\$ 2,223.48
201	\$ 592.84	\$ 2,371.37	\$ 2,964.22
202	\$ 2,183.86	\$ 8,735.45	\$ 10,919.31
301	\$ 49.82	\$ 199.27	\$ 249.09
401	\$ 2,046.09	\$ 8,184.37	\$ 10,230.46
402	\$ 371.28	\$ 1,485.12	\$ 1,856.40
501	\$ 377.82	\$ 1,511.27	\$ 1,889.09
502	\$ 477.65	\$ 1,910.61	\$ 2,388.26
503	\$ -	\$ -	\$ -
Total	\$ 12,862.41	\$ 51,449.66	\$ 64,312.07

Third Quarter Summary			
Quarter	Q3 / FY 2010		
Period	01/01/2010 - 03/31/2010		
Element #	Local Share	PL/FTA Share	Total Amount
101	\$ 5,390.76	\$ 21,563.06	\$ 26,953.82
102	\$ 483.26	\$ 1,933.04	\$ 2,416.30
103	\$ 864.73	\$ 3,458.91	\$ 4,323.64
201	\$ 581.62	\$ 2,326.49	\$ 2,908.11
202	\$ 3,850.32	\$ 15,401.29	\$ 19,251.61
301	\$ 242.21	\$ 968.82	\$ 1,211.03
401	\$ 1,565.73	\$ 6,262.92	\$ 7,828.65
402	\$ -	\$ -	\$ -
501	\$ 153.76	\$ 615.04	\$ 768.80
502	\$ 411.21	\$ 1,644.85	\$ 2,056.06
503	\$ 60.46	\$ 241.83	\$ 302.29
Total	\$ 13,604.06	\$ 54,416.25	\$ 68,020.31

Fourth Quarter Summary			
Quarter	Q4 / FY 2010		
Period	04/01/2010 - 06/30/2010		
Element #	Local Share	PL/FTA Share	Total Amount
101	\$ -	\$ -	\$ -
102	\$ -	\$ -	\$ -
103	\$ -	\$ -	\$ -
201	\$ -	\$ -	\$ -
202	\$ -	\$ -	\$ -
301	\$ -	\$ -	\$ -
401	\$ -	\$ -	\$ -
402	\$ -	\$ -	\$ -
501	\$ -	\$ -	\$ -
502	\$ -	\$ -	\$ -
503	\$ -	\$ -	\$ -
Total	\$ -	\$ -	\$ -



Financial Status Report: Fiscal Year 2010

Quarterly Spending Summary												
Quarter	Q1 / FY 2010			Q2 / FY 2010			Q3 / FY 2010			Q4 / FY 2010		
Period	07/01/2009 - 09/30/2009			10/01/2009 - 12/31/2009			01/01/2010 - 03/31/2010			04/01/2010 - 06/30/2010		
Element #	Local	PL/FTA	Total	Local	PL/FTA	Total	Local	PL/FTA	Total	Local	PL/FTA	Total
101	\$ 4,498.64	\$ 17,994.55	\$ 22,493.19	\$ 5,047.04	\$ 20,188.17	\$ 25,235.22	\$ 5,390.76	\$ 21,563.06	\$ 26,953.82	\$ -	\$ -	\$ -
102	\$ 661.89	\$ 2,647.54	\$ 3,309.43	\$ 1,271.31	\$ 5,085.24	\$ 6,356.55	\$ 483.26	\$ 1,933.04	\$ 2,416.30	\$ -	\$ -	\$ -
103	\$ 499.56	\$ 1,998.25	\$ 2,497.81	\$ 444.70	\$ 1,778.78	\$ 2,223.48	\$ 864.73	\$ 3,458.91	\$ 4,323.64	\$ -	\$ -	\$ -
201	\$ 271.48	\$ 1,085.92	\$ 1,357.40	\$ 592.84	\$ 2,371.37	\$ 2,964.22	\$ 581.62	\$ 2,326.49	\$ 2,908.11	\$ -	\$ -	\$ -
202	\$ 8,513.47	\$ 34,053.89	\$ 42,567.36	\$ 2,183.86	\$ 8,735.45	\$ 10,919.31	\$ 3,850.32	\$ 15,401.29	\$ 19,251.61	\$ -	\$ -	\$ -
301	\$ 6.53	\$ 26.13	\$ 32.66	\$ 49.82	\$ 199.27	\$ 249.09	\$ 242.21	\$ 968.82	\$ 1,211.03	\$ -	\$ -	\$ -
401	\$ 1,615.97	\$ 6,463.90	\$ 8,079.87	\$ 2,046.09	\$ 8,184.37	\$ 10,230.46	\$ 1,565.73	\$ 6,262.92	\$ 7,828.65	\$ -	\$ -	\$ -
402	\$ 455.46	\$ 1,821.86	\$ 2,277.32	\$ 371.28	\$ 1,485.12	\$ 1,856.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
501	\$ 127.39	\$ 509.55	\$ 636.94	\$ 377.82	\$ 1,511.27	\$ 1,889.09	\$ 153.76	\$ 615.04	\$ 768.80	\$ -	\$ -	\$ -
502	\$ 1,425.43	\$ 5,701.70	\$ 7,127.13	\$ 477.65	\$ 1,910.61	\$ 2,388.26	\$ 411.21	\$ 1,644.85	\$ 2,056.06	\$ -	\$ -	\$ -
503	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60.46	\$ 241.83	\$ 302.29	\$ -	\$ -	\$ -
Total	\$ 18,075.82	\$ 72,303.28	\$ 90,379.10	\$ 12,862.41	\$ 51,449.66	\$ 64,312.07	\$ 13,604.06	\$ 54,416.25	\$ 68,020.31	\$ -	\$ -	\$ -

Fiscal Year Budget Summary											
Element #	Programmed Funds			Funds Expended To Date			Unspent Funds			Total Expenditures Ratio	
	Local	PL/FTA	Total	Local	PL/FTA	Total	Local	PL/FTA	Total	Expended	Unspent
101	\$ 15,554.34	\$ 62,217.38	\$ 77,771.72	\$ 14,936.44	\$ 59,745.78	\$ 74,682.22	\$ 617.90	\$ 2,471.60	\$ 3,089.50	96.0%	4.0%
102	\$ 2,608.55	\$ 10,434.19	\$ 13,042.74	\$ 2,416.45	\$ 9,665.82	\$ 12,082.27	\$ 192.09	\$ 768.38	\$ 960.47	92.6%	7.4%
103	\$ 7,494.03	\$ 29,976.11	\$ 37,470.14	\$ 1,808.99	\$ 7,235.95	\$ 9,044.94	\$ 5,685.04	\$ 22,740.16	\$ 28,425.20	24.1%	75.9%
201	\$ 16,286.54	\$ 65,146.14	\$ 81,432.68	\$ 1,445.95	\$ 5,783.78	\$ 7,229.73	\$ 14,840.59	\$ 59,362.36	\$ 74,202.95	8.9%	91.1%
202	\$ 23,146.68	\$ 92,586.72	\$ 115,733.40	\$ 14,547.66	\$ 58,190.62	\$ 72,738.28	\$ 8,599.02	\$ 34,396.10	\$ 42,995.12	62.8%	37.2%
301	\$ 26,961.24	\$ 107,844.96	\$ 134,806.20	\$ 298.56	\$ 1,194.22	\$ 1,492.78	\$ 26,662.68	\$ 106,650.74	\$ 133,313.42	1.1%	98.9%
401	\$ 10,246.69	\$ 40,986.75	\$ 51,233.44	\$ 5,227.80	\$ 20,911.19	\$ 26,138.99	\$ 5,018.89	\$ 20,075.56	\$ 25,094.45	51.0%	49.0%
402	\$ 3,375.34	\$ 13,501.37	\$ 16,876.71	\$ 826.74	\$ 3,306.98	\$ 4,133.72	\$ 2,548.60	\$ 10,194.39	\$ 12,742.99	24.5%	75.5%
501	\$ 3,041.71	\$ 12,166.82	\$ 15,208.53	\$ 658.96	\$ 2,635.86	\$ 3,294.82	\$ 2,382.74	\$ 9,530.97	\$ 11,913.71	21.7%	78.3%
502	\$ 20,912.68	\$ 83,650.72	\$ 104,563.40	\$ 2,314.29	\$ 9,257.16	\$ 11,571.45	\$ 18,598.39	\$ 74,393.56	\$ 92,991.95	11.1%	88.9%
503	\$ 3,732.40	\$ 14,929.59	\$ 18,661.99	\$ 60.46	\$ 241.83	\$ 302.29	\$ 3,671.94	\$ 14,687.76	\$ 18,359.70	1.6%	98.4%
Total	\$ 133,360.19	\$ 533,440.75	\$ 666,800.94	\$ 44,542.30	\$ 178,169.18	\$ 222,711.48	\$ 88,817.89	\$ 355,271.57	\$ 444,089.46	33.4%	66.6%

Monroe County

WORK ELEMENT	PROGRAMMED AMOUNT (2010)			SPENT AMOUNT (YTD)			REMAINING BALANCE			EXPENDITURES	
	PL/FTA	Local	Total	PL/FTA	Local	Total	PL/FTA	Local	Total	Spent	Unspent
402	\$ 10,760.38	\$ 2,690.09	\$ 13,450.47	\$ 3,306.98	\$ 826.74	\$ 4,133.72	\$ 7,453.40	\$ 1,863.35	\$ 9,316.75	30.7%	69.3%
TOTALS	\$ 10,760.38	\$ 2,690.09	\$ 13,450.47	\$ 3,306.98	\$ 826.74	\$ 4,133.72	\$ 7,453.40	\$ 1,863.35	\$ 9,316.75	30.7%	69.3%

Bloomington

WORK ELEMENT	PROGRAMMED AMOUNT (2010)			SPENT AMOUNT (YTD)			REMAINING BALANCE			EXPENDITURES	
	PL/FTA	Local	Total	PL/FTA	Local	Total	PL/FTA	Local	Total	Spent	Unspent
202	\$ 36,000.00	\$ 9,000.00	\$ 45,000.00	\$ -	\$ -	\$ -	\$ 36,000.00	\$ 9,000.00	\$ 45,000.00	0.0%	100.0%
401	\$ 32,068.21	\$ 8,017.05	\$ 40,085.26	\$ 15,213.61	\$ 3,803.40	\$ 19,017.01	\$ 16,854.60	\$ 4,213.65	\$ 21,068.25	47.4%	52.6%
402	\$ (563.57)	\$ (140.89)	\$ (704.46)	\$ -	\$ -	\$ -	\$ (563.57)	\$ (140.89)	\$ (704.46)	0.0%	100.0%
TOTALS	\$ 67,504.64	\$ 16,876.16	\$ 84,380.80	\$ 15,213.61	\$ 3,803.40	\$ 19,017.01	\$ 52,291.03	\$ 13,072.76	\$ 65,363.79	22.5%	77.5%

Ellettsville

WORK ELEMENT	PROGRAMMED AMOUNT (2010)			SPENT AMOUNT (YTD)			REMAINING BALANCE			EXPENDITURES	
	PL/FTA	Local	Total	PL/FTA	Local	Total	PL/FTA	Local	Total	Spent	Unspent
401	\$ 4,344.55	\$ 1,086.14	\$ 5,430.69	\$ -	\$ -	\$ -	\$ 4,344.55	\$ 1,086.14	\$ 5,430.69	0.0%	100.0%
402	\$ 3,304.56	\$ 826.14	\$ 4,130.70	\$ -	\$ -	\$ -	\$ 3,304.56	\$ 826.14	\$ 4,130.70	0.0%	100.0%
TOTALS	\$ 7,649.11	\$ 1,912.28	\$ 9,561.39	\$ -	\$ -	\$ -	\$ 7,649.11	\$ 1,912.28	\$ 9,561.39	0.0%	100.0%

Bloomington Transit

WORK ELEMENT	PROGRAMMED AMOUNT (2010)			SPENT AMOUNT (YTD)			REMAINING BALANCE			EXPENDITURES	
	PL/FTA	Local	Total	PL/FTA	Local	Total	PL/FTA	Local	Total	Spent	Unspent
501	\$ 1,600.00	\$ 400.00	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 1,600.00	\$ 400.00	\$ 2,000.00	0.0%	100.0%
502	\$ 60,457.21	\$ 15,114.30	\$ 75,571.51	\$ -	\$ -	\$ -	\$ 60,457.21	\$ 15,114.30	\$ 75,571.51	0.0%	100.0%
TOTALS	\$ 62,057.21	\$ 15,514.30	\$ 77,571.51	\$ -	\$ -	\$ -	\$ 62,057.21	\$ 15,514.30	\$ 77,571.51	0.0%	100.0%

Indiana University

WORK ELEMENT	PROGRAMMED AMOUNT (2010)			SPENT AMOUNT			REMAINING BALANCE			EXPENDITURES	
	PL/FTA	Local	Total	PL/FTA	Local	Total	PL/FTA	Local	Total	Spent	Unspent
202	\$ 38,216.00	\$ 9,554.00	\$ 47,770.00	\$ 51,148.00	\$ 12,787.00	\$ 63,935.00	\$ (12,932.00)	\$ (3,233.00)	\$ (16,165.00)	133.8%	-33.8%
TOTALS	\$ 38,216.00	\$ 9,554.00	\$ 47,770.00	\$ 51,148.00	\$ 12,787.00	\$ 63,935.00	\$ (12,932.00)	\$ (3,233.00)	\$ (16,165.00)	133.8%	-33.8%

MEMORANDUM



To: BMCMPO Committee Members
 From: Raymond Hess, Sr. Transportation Planner
 Date: June 4, 2010
 Re: Quarterly Project Tracking

Background

The BMCMPO Unified Planning Work Program includes project tracking as a task to be accomplished quarterly. Project updates are also warranted pursuant to the Complete Streets Policy adopted in January 2009. The rationale for these project updates is to keep the committees of the BMCMPO informed of project development in the hopes that projects stay on schedule and on budget. The 2010-2013 Transportation Improvement Program is referenced for each project by page number and should be consulted for further details (available online at: www.bloomington.in.gov/clearinghouse).

INDOT Projects

State Road 45/46 Bypass from Monroe St. to Kinser Pike (DES# 0600811) p. 11

- Current Status: This project was let in May 2010.
- Complete Streets: Not applicable

State Road 45/46 Bypass - Kinser Pike to Pete Ellis Dr. (DES# 0300585,9010075,9611470,0015830) p.12

- Current Status: This project was let in May 2010.
- Complete Streets: Not applicable

State Road 46 intersection improvement at Smith Road (DES# 0100773) p.13

- Current Status: This project is scheduled to be let in September 2011.
- Complete Streets: Not applicable

Monroe County Projects

Fullerton Pike road reconstruction from SR 37 to Sare Rd. (DES# 0801059) p. 15 of TIP

ROW Acquisition	Letting Date	Construction Begin	Construction End
100 parcels (est.)	01/2014 (est.)	05/2014 (est.)	9/2016 (est.)

- Current Status: TIGER grant to fund project was not awarded. Progress slow due to other duties related to existing projects. Will continue review of submitted Letters of Interest, select a consultant per INDOT regulations and proceed with design studies.
- Complete Streets: No changes in scope which affect CS compliance: bike, ped, and transit accommodations expected. Too early in process to detail preferred design solutions.

Karst Farm Greenway Phase I (DES# 0600370) p. 16

ROW Acquisition	Letting Date	Construction Begin	Construction End
18 parcels by late 2010 (est.)	12/2010 (est.)	1/2011	10/2011

- Current Status: ROW engineering is underway. Plans have been brought to Design Hearing Stage. Public input has been sought on the current plans which led to alteration of alignment. Public information meeting occurred on March 1, 2010. Petition to Indiana Rail Road Co. for pedestrian crossing submitted on March 30, 2010. Construction cost has increased with new alignment and added retaining wall on Loesch Rd.
- Complete Streets: Not applicable.

Bloomington/Monroe County Metropolitan Planning Organization

Karst Farm Greenways Phase IIa (DES# 09002263) p.17

ROW Acquisition	Letting Date	Construction Begin	Construction End
4 parcels by 10/2012 (est.)	06/2013 (est.)	07/2013(est.)	05/2014(est.)

- Current Status: Advertised for consulting services in March 2010. Received and currently scoring 7 Letters of Intent for consulting.
- Complete Streets: Not applicable

Mt. Tabor Road (Matthews Dr.) Bridge over Jack Defeat’s Creek (DES# 0801060) p. 18

ROW Acquisition	Letting Date	Construction Begin	Construction End
7 parcels by 10/2010 (est.)	06/2011 (est.)	07/2011(est.)	12/2011(est.)

- Current Status: Environmental and preliminary design are being developed
- Complete Streets: This project was determined to be exempt from the Complete Streets Policy by the Policy Committee (01/2010) at its northern end because of the constraints of the creek and the historic property. An 8ft shoulder will be provided along the entire alignment on the east side of the road and as far as possible on the west side of the road in the absence of environmental constraints.

Pavement Preservation (DES# 0901219, 0901220, 0901216, 0901540, 0901218)p. 19

ROW Acquisition	Letting Date	Construction Begin	Construction End
Not Applicable	12/2009 & 01/2010	04/2010	07/2010(est.)

- Current Status: Preconstruction conferences held with INDOT in March 2010. All projects were under construction by May 2010. (Business SR 37; That Rd.; Woodyard Rd.; and two segments of Old SR 37).
- Complete Streets: Not applicable

Vernal Pike Phase II from Curry Pike to Woodyard Rd. (DES# 9683080) p.20

ROW Acquisition	Letting Date	Construction Begin	Construction End
40 of 40 acquired	04/2010	05/2010(est.)	09/2011(est.)

- Current Status: This project was let in April 2010. The lowest bid (\$4.1 million) came in significantly lower than what is programmed in the TIP (\$6.9 million).
- Complete Streets: Not applicable.

City of Bloomington Projects

W. 3rd St. from SR 37 to Landmark (DES# 0300766) p. 22 of TIP

ROW Acquisition	Letting Date	Construction Begin	Construction End
12/2008	4/2009	5/2009	11/2010 (est.)

- Current Status: Utility relocation has taken longer than scheduled and will cause delays in the project. A change order (using the MPO’s change order reserve) was administratively approved to change traffic signal detection from inductive to optical at a total cost of \$70,208.07 (federal=\$56,166.45; local=\$14,041.62)
- Complete Streets: Not applicable.

17th St. roundabout at Arlington Rd. (DES# 0900216) p. 23

ROW Acquisition	Letting Date	Construction Begin	Construction End
15 parcels by 11/2011 (est.)	03/2012 (est.)	04/2012(est.)	04/2013(est.)

- Current Status: A public meeting was held in March 2010. There was overwhelming support for a roundabout at this intersection.
- Complete Streets: The project’s preferred design solutions include sidewalks, sidepaths, improved pedestrian crossings, and traffic calming.

Bloomington/Monroe County Metropolitan Planning Organization

17th St. intersection improvement at Jordan Ave. (DES#0901710) p. 24

ROW Acquisition	Letting Date	Construction Begin	Construction End
7 parcels by 9/2011 (est.)	03/2012 (est.)	05/2012(est.)	12/2012(est.)

- Current Status: Design is nearly complete on this project.
- Complete Streets: Not applicable. The project’s preferred design solutions include sidewalk, sidepath, improved pedestrian crossing, and improved sight distance.

Atwater Ave. intersection improvement at Henderson St. (DES#080043) p. 25

ROW Acquisition	Letting Date	Construction Begin	Construction End
3 parcels by 04/2010	07/2010 (est.)	08/2010 (est.)	12/2010 (est.)

- Current Status: ROW certification took longer than anticipated, resulting in a delay in letting date.
- Complete Streets: Not applicable.

B-Line Trail Phase II from 2nd St. Country Club Dr. and Rogers St. to Adams St. (DES# 0901422) p. 26

ROW Acquisition	Letting Date	Construction Begin	Construction End
Not applicable	02/2010	05/2010	06/2011 (est.)

- Current Status: The construction of this project was awarded to Tri-County (the same contractor responsible for B-Line Phase I). The contractor has mobilized and begun clearing the site.
- Complete Streets: Not applicable

Cascades Trail Phase I from Dunn St. to Club House Dr. p. 27

ROW Acquisition	Letting Date	Construction Begin	Construction End
Not applicable	TBD	TBD	TBD

- Complete Streets: Not applicable

Jackson Creek Trail Phase I from Rogers Rd. to Sherwood Oaks Park (DES# 0200987) p. 28

ROW Acquisition	Letting Date	Construction Begin	Construction End
Not applicable	01/2010	04/2010	07/2010

- Complete Streets: Not applicable

Old SR37 Intersection improvement at Dunn St. p. 29

ROW Acquisition	Letting Date	Construction Begin	Construction End
6 parcels by 11/2013 (est.)	03/2014 (est.)	04/2014 (est.)	07/2015 (est.)

- Current Status: The City may seek HSIP funding for this project in the future.
- Complete Streets: The preferred design solutions include sidewalk, sidepath, sight distance improvements, and intersection improvements.

Rogers Street road improvement from Rockport Rd. to Watson St. (DES# 0600496) p. 30

ROW Acquisition	Letting Date	Construction Begin	Construction End
63 parcels by 11/2010 (est.)	06/2011 (est.)	07/2011(est.)	11/2012(est.)

- Current Status: Right-of-way engineering for 30 of 63 parcels complete. Appraisals are underway for 15 parcels.
- Complete Streets: Not applicable. The preferred design solutions include sidewalk, sidepath, tree plot separation, and formalized on-street parking.

Sare Rd. roundabout at Rogers Road (DES# 0900213) p. 31

ROW Acquisition	Letting Date	Construction Begin	Construction End
8 parcels by 11/2010 (est.)	04/2011 (est.)	5/2011 (est.)	04/2012 (est.)

- Current Status: Initial plans were received and presented to the public. Project will require coordination/partnership with Bloomington Utilities to construct a new waterline.
- Complete Streets: Project includes connections for sidewalk and sidepath. Tree commission agreed to add sidewalk on east side of north leg of intersection despite tree impacts.

Bloomington/Monroe County Metropolitan Planning Organization

Tapp Rd. intersection improvement at Rockport Rd. (DES#0901730) p. 32

ROW Acquisition	Letting Date	Construction Begin	Construction End
19 parcels by 11/2013 (est.)	03/2014 (est.)	04/2014(est.)	07/2015(est.)

- Current Status: Topographic survey of project to be completed by April 2010.
- Complete Streets: The preferred design solutions include sidewalk, sidepath, improved pedestrian crossing, and traffic calming.

Traffic Signal upgrade at 4th/Walnut and 4th/College (DES# 0901808, 0901809) p. 33

ROW Acquisition	Letting Date	Construction Begin	Construction End
Not applicable	1/2010	04/2010	07/2010(est.)

- Current Status: Work began in April 2010. Curb ramp work will be followed by traffic signal installation. Bid letting overage was offset by other ARRA projects with lettings under their allotted amount. Further savings will be recognized because the project was inadvertently let with more costly decorative poles instead of INDOT standard poles.
- Complete Streets: Not applicable. The project will modernize the pedestrian signals and update curb ramps.

Walnut Street pavement preservation from 1st St. to Country Club Dr. (DES# 0901506) p. 34

ROW Acquisition	Letting Date	Construction Begin	Construction End
Not applicable	12/2009	03/2010	06/2010

- Current Status: Construction began in March 2010. The milling and repaving of this road is complete, including improvements to crosswalk ramps. Striping will proceed in the near future. One change order for temporary striping, arrow board, and extra curb work has been approved. The cost will be offset because of removing the ramp work at private driveways as advised by INDOT.
- Complete Streets: Not applicable.

Sidewalk Restoration at various locations in the City (DES# 0901685) p. 35

ROW Acquisition	Letting Date	Construction Begin	Construction End
Not applicable	01/2010	03/2010	05/2010

- Current Status: Project started in March 2010 and is on schedule for completion in May 2010. Overage in bid price was offset by other ARRA projects with lettings under their allotted amount.
- Complete Streets: Not applicable. The project includes new sidewalks and updated curb ramps.

Park Ave. Brick Street Restoration

ROW Acquisition	Letting Date	Construction Begin	Construction End
Not applicable	03/2013 (est.)	04/2013(est.)	07/2013(est.)

- Current Status: This project was awarded TE funds by the MPO in November 2009. The project was amended into the 2010-2013 TIP in January 2010
- Complete Streets: Not applicable

Town of Ellettsville Projects

Heritage Trail Phase I from Main St. to Depot Rd. (DES 0301167) p. 36 of TIP

ROW Acquisition	Letting Date	Construction Begin	Construction End
TBD	TBD	TBD	TBD

- Current Status: Consultant RFPs for design were reviewed in March 2010 and submitted to INDOT for review. The Town is working with Main Street, Inc. to raise local funds for the required match.
- Complete Streets: Not applicable

Community School Corporation Projects

RBBCSC Sidewalk Construction along Ridge Springs Ln. (DES# 0800021) p.38 of TIP

ROW Acquisition	Letting Date	Construction Begin	Construction End
4 parcels by 01/2011 (est.)	05/2011 (est.)	TBD	TBD

- Current Status: Eagle Ridge Civil Engineering has been hired to handle permitting and design. The preparation of environmental documents and coordination with utilities are underway. Field check was estimated for May 2010. Final design is anticipated by December 2010.
- Complete Streets: Not applicable

MCCSC Batchelor Middle Infrastructure (DES# 0710204) p. 39

ROW Acquisition	Letting Date	Construction Begin	Construction End
Not applicable	TBD	TBD	TBD

- Current Status: Eagle Ridge Civil Engineering has been hired to handle permitting and design.
- Complete Streets: Not applicable.

Change Orders

In 2007 the MPO adopted a Change Order Policy. The Policy sets aside 5% (or \$136,043) of the MPO's allocation of Surface Transportation Program (STP) funds into a Change Order Reserve. The Change Order Reserve can then be tapped by local public agencies for projects which have run into unforeseen costs once construction has begun. The following table provides a synopsis of the Change Order Reserve for fiscal year 2010.

Project – Nature of CO	Approval	Date	Local Match	CO Reserve	Other funding	Total
W. 3 rd St.–upgrade signals from loop to optical sensors	Administrative	2/3/10	\$14,041.62	\$56,166.45		\$70,208.07
Change Order Reserve Balance = \$79,876.55						

MEMORANDUM



To: BMCMPO Policy Committee
From: Josh Desmond, AICP
MPO Director
Date: June 4, 2010
Re: Fiscal Year 2011-2012 Unified Planning Work Program

Background

In accordance with our annual responsibilities, MPO Staff has developed the Fiscal Year 2011-2012 Unified Planning Work Program. A draft UPWP was submitted to INDOT and FHWA on May 1, 2010, and has since received requisite approvals from those authorities. Staff received recommendations from the TAC & CAC at their May 26 meetings, and is seeking final approval by the Policy Committee meeting on June 11, 2010.

FY2011-2012 UPWP Budget

The MPO previously adopted a two-year UPWP covering Fiscal Years 2009-2010. The budget for that work program initially included the standard allocation for those two fiscal years, plus carryover funds from FY 2007. Carryover funding from FY 2008 was later amended into the UPWP in the Spring of 2009. As a result, the total two-year budget for the FY 2009-2010 UPWP was \$961,037.50, representing \$768,830 in Federal funds and \$192,207.50 in local matching funds.

The funding for FY 2011-2012 will be noticeably reduced from the previous budget. One significant change is the lack of carryover funding from FY 2009. Since the previous work program covered two fiscal years, any unspent funds from FY 2009 were simply expended in FY 2010 prior to tapping in to FY 2010 funds. Final carryover funds from FY 2010 will be available to amend into the budget at a later time (by the end of FY 2011), as was the case with FY 2008 carryover. The budget for FY 2011-2012 is \$666,280, representing \$533,024 in Federal funds and \$133,256 in local matching funds. This is approximately 30% smaller than the FY 2009-10 budget.

Planning Emphasis Areas

The Federal Highway Administration (FHWA) provides the MPO with Planning Emphasis Areas (PEAs) that must be addressed for each new work program. These are key areas that FHWA wants the MPO to focus its energy on during that time period. The PEAs for FY 2011-2012 remain that same as those for the last UPWP, so no new additions to the UPWP are required to address these issues. Please review the UPWP Executive Summary for more information on the existing PEAs.

UPWP Outline Highlights

As part of the development of the new UPWP, staff has taken the opportunity to do some reorganization of work program elements and tasks to better reflect the current operations and responsibilities of the MPO. The following is an overview of the revised UPWP structure. Please review the full UPWP document for detailed descriptions of the tasks and projects proposed under each section.

Comprehensive Planning Coordination & Outreach

101 Transportation Planning Coordination

- A. Intergovernmental Coordination
- B. Unified Planning Work Program
- C. Planning Grant Administration
- D. Indiana MPO Council
- E. Staff Training & Education
- F. Web Site Administration
- G. Public Participation Process

- 102 Transportation Improvement Program**
 - A. Transportation Improvement Program
 - B. HSIP Administration
 - C. TE Program Administration
 - D. Safe Routes to School Program Administration

Transportation Planning

- 201 Long Range Planning**
 - A. 2035 Long Range Transportation Plan
- 202 Short Range Transportation Studies & Activities**
 - A. CAC/Student-assisted Study
 - B. ADA Transition Plans
- 203 Data Collection & Analysis**
 - A. Traffic Volume Counting
 - B. Infrastructure Management Plan
 - C. ITS Architecture Maintenance
 - D. Annual Crash Report

Alternative Transportation Planning

- 301 Long Range Planning**
 - A. BT Grimes Lane Facility Study
- 302 Short Range Alternative Transportation Studies & Activities**
 - A. Coordinated Human Services Public Transit Plan
 - B. Bicycle & Pedestrian Safety and Project Coordination
- 303 Transit, Bicycle & Pedestrian Data Collection & Analysis**
 - A. Transit Ridership & Bicycle/Pedestrian Counts

Action Requested

MPO staff received recommendations for approval of the new UPWP from the TAC and CAC at their May 26 meetings. MPO staff is requesting that the Policy Committee adopt the FY 2011-2012 UPWP at the June 11 meeting. This approval will complete our work on the UPWP and allow INDOT to finalize our funding contract for FY2011-2012.

Unified Planning Work Program

Fiscal Years 2011-2012

[July 1, 2010 through June 30, 2012]

Adopted:

0X/XX/10



Executive Summary

The following is the Executive Summary of the Fiscal Year (FY) 2011-2012 Unified Planning Work Program for the Bloomington/Monroe County Metropolitan Planning Organization. One of the federal requirements of the urban transportation planning process involves the development of an annual Unified Planning Work Program (UPWP). The UPWP describes all planning activities that are anticipated in the MPO study area over the next programming year, and documents the work that will be performed with federal highway and transit planning funds.

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have several Planning Emphasis Areas (PEAs) for special consideration in F.Y. 2011-2012 under the federal legislative provisions established with the passage of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). In addition to the SAFETEA-LU requirements, FHWA recommends two additional areas and FTA recommends five additional areas that warrant further attention for the Bloomington/Monroe County MPO FY 2011-2012 UPWP. Unless specifically noted, the following Planning Emphasis Areas are outlined to highlight efforts that the Bloomington/Monroe County MPO will conduct to help fulfill these requirements in the forthcoming fiscal year:

ACKNOWLEDGEMENT AND DISCLAIMER

The preparation of this report has been financed in part through grant[s] from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104(f) of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

METROPOLITAN AND STATEWIDE PLANS – ENVIRONMENTAL MITIGATION

This PEA focuses on the coordination of transportation plan efforts so that a discussion of potential environmental mitigation activities is developed with Federal, State and Tribal, land management, and regulatory agencies.

The coordination of all transportation plans will be undertaken through Work Element #101. Environmental issues will be addressed in accordance with National Environmental Policy Act (NEPA) guidelines and locally established environmental planning policies and programs for the Bloomington/Monroe County MPO. Such coordination will also occur under Work Element #201 as a component of the 2035 Long Range Transportation Plan.

NEW CONSULTATIONS

Similar to the previous PEA, State and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation shall be consulted in the development of long-range transportation plans.

The MPO will continue to fully coordinate all planning activities and NEPA decision-making with appropriate federal, state, and local agencies, regardless of responsibilities, through Work Element #101. In addition, the 2035 Long Range Transportation Plan will incorporate such consultations under Work Element #201.

CONSISTENCY OF TRANSPORTATION PLAN WITH PLANNED GROWTH AND DEVELOPMENT PLANS

Revises the previous PEA related to environment and adds the promotion of consistency between transportation improvements and State and local planned growth and economic development patterns.

The 2030 Long Range Transportation Plan adopted by the MPO in April 2006 (amended June 2007 and reaffirmed in May 14, 2010), and the annual Transportation Improvement Program are consistent with comprehensive plans, alternative transportation plans, and other relevant land use and transportation

policy documents adopted by the City of Bloomington, Monroe County, and the Town of Ellettsville. The FY 2011-2012 UPWP will focus on this planning emphasis area with Work Element #101.

TRANSPORTATION SYSTEM SECURITY

This PEA calls for the security of the transportation system as a stand-alone planning factor thereby signaling an increase in importance from prior legislation, in which security was coupled with safety in the same planning factor.

The MPO is committed to the development of an Intelligent Transportation System (ITS) Architecture in partnership with the Indiana Department of Transportation (INDOT), the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA) that will improve transportation system efficiency, safety and security. Work Element #203 will result in a complete ITS Architecture for the Bloomington/Monroe County MPO as well as its on-going maintenance.

OPERATIONAL AND MANAGEMENT STRATEGIES

This PEA is designed to ensure that metropolitan transportation plans shall include operational and management strategies to improve the performance of the existing transportation facilities to relieve vehicular congestion and maximize the safety and mobility of people and goods.

Multi-modal operational and management strategies for the Bloomington/Monroe County MPO transportation system will be addressed in the FY 2011-2012 UPWP with Work Elements #102, #201, #202, #203, #301, #302, and #303.

PARTICIPATION PLAN

This PEA requires MPOs to develop and utilize a "Participation Plan" that provides reasonable opportunities for interested parties to comment on the content of the metropolitan transportation plan and metropolitan TIP.

The MPO recognizes the importance of public participation and embraces it with an extensive outreach and involvement program. The Citizens' Guide to Transportation Planning, the Citizens Advisory Committee webpage, and the MPO Citizens Advisory Committee Fact Sheet with contact information are accessible to the community, as are public meeting notifications for all MPO meetings and the 2030 Long Range Transportation Plan and the annual Transportation Improvement Program. In addition to Work Element #101, the FY 2011-2012 UPWP will use Work Elements #301 and #302 to expand public participation in alternative transportation planning initiatives.

VISUALIZATION TECHNIQUES IN PLANS AND METROPOLITAN TIP DEVELOPMENT

This PEA requires MPOs to develop and utilize visualization techniques as part of the Transportation Plan and TIP development.

The MPO currently publishes maps online and both the City of Bloomington and Monroe County have interactive mapping capabilities. The MPO intends to expand upon visualization techniques for all public documents including the 2030 Long Range Transportation Plan, the annual Transportation Improvement Program, and alternative transportation with enhanced website capabilities including the availability of aerial photo overlays through the City of Bloomington's geographic information system (GIS). This initiative to improve web based content and public contact is already underway through the City of Bloomington's Information Technology Department. Work Element #101 will be used to coordinate this effort, and it will also be integrated into any MPO activity where visualizations would prove beneficial to public users.

PUBLICATION OF PLANS AND TIP/STIP

This PEA requires MPOs to publish or otherwise make available for public review transportation plans and TIPs including (to the maximum extent practicable) in electronically accessible formats and means, such as the World Wide Web.

The MPO currently publishes and will continue to publish under Work Element #101 all meeting notices, agendas, minutes, draft plans and final documents, including the annual Transportation Improvement Plan and the 2030 Long Range Transportation Plan. All information is made available for downloading in a standard Adobe Acrobat file format.

ANNUAL LISTING OF OBLIGATED PROJECTS

This PEA requires MPOs to develop a cooperative effort of the State, transit operator, and MPO to provide an annual listing of investments in pedestrian walkways and bicycle transportation facilities for which Federal funds have been obligated in the preceding year as well as all other obligated projects.

The MPO will include an annual listing of all obligated federal transportation funded projects in the development of the annual Transportation Improvement Program (Work Element #102) and maintain publication of the document on its website (Work Element #101).

CONGESTION MANAGEMENT PROCESS IN TRANSPORTATION MANAGEMENT AREAS (TMAs)

Within a metropolitan planning area serving a TMA, there must be "a process that provides for effective management and operation" to address congestion management. This provision is similar to the ISTEA/TEA-21 requirement for a Congestion Management System (CMS) to be developed and implemented in TMAs. Each TMA (with input from the FHWA Division Offices and FTA Regional Offices) should assess the extent that the TMA's existing CMS meets the new statutory requirements for a congestion management process under amended 23 U.S.C. 134(k)(3) and 49 U.S.C. 5303(k)(3) and define a plan and schedule to implement this process. Consistent with previous FHWA/FTA guidance, the phase-in schedule for this provision in newly designated TMAs is 18 months after the identification of a TMA.

The Bloomington/Monroe County MPO is not currently defined as a Transportation Management Area nor is it likely to be so identified within the near future. Regardless, the MPO will employ a variety of Work Elements (#102, #201, #202, #203, #301, #302, and #303) to address congestion issues in the urbanized area.

COORDINATED HUMAN SERVICES PUBLIC TRANSIT TRANSPORTATION PLAN

As a condition for receiving formula funding under the following 3 FTA programs, proposed projects must be derived from a locally developed human services public transit transportation plan: (1) Special Needs of Elderly Individuals and Individuals with Disabilities [49 U.S.C. 5310(d)(2)(B)(i) and (ii)]; (2) Job Access and Reverse Commute [49 U.S.C. 5316(g)(3)(A) and (B)]; and (3) New Freedom [49 U.S.C. 5317(f)(3)(A) and (B)]. The plan must have been developed through a process that included representatives of public, private, and non profit transportation and human services providers, as well as the public. This new requirement reinforces the broadened list of entities to be involved in the MPO's Participation Plan (23 U.S.C. 134 (i)(5)(A) and 49 U.S.C. 5303 (i)(5)(A)), as described above. In preparing the local public transit-human service transportation plans, service providers seeking assistance under these programs should ensure full coordination with the applicable metropolitan and statewide planning processes.

The Bloomington/Monroe County MPO has completed and adopted a Coordinated Human Services Public Transit Transportation Plan for the Metropolitan Planning Area. Under Work Element #302 of the FY 2011-2012 UPWP, the MPO will continue to maintain and update the Plan as needed, and will provide assistance to transportation and service providers that are pursuing grant funds to implement projects listed in the Plan.

FISCAL CONSTRAINT

This PEA requires that revenues in transportation planning and programming (Federal, State, local, and private) are identified and are reasonably expected to be available to implement the metropolitan long range transportation plan and STIP/TIP, while providing for the operation and maintenance of the existing highway and transit systems.

The adopted Year 2030 Long Range Transportation Plan lists a comprehensive set of multi-modal transportation projects that are fiscally constrained with projected revenue receipts from federal, state, local and private sources. The Plan also highlights a forecast for local highway operating and maintenance costs for the existing transportation system. The 2035 Long Range Transportation Plan to be initiated under Work Element #201 will maintain fiscal constraint as required. The annual MPO TIP to be completed under Work Element #102 will continue to identify a fiscally constrained program of projects for the urbanized area.

HIGHWAY PERFORMANCE MONITORING SYSTEMS (HPMS)

In cooperation with Indiana MPO Council, all MPOs will participate in the collection, analysis, and reporting of HPMS data to assist FHWA and INDOT in maintaining traffic data that is reported in the annual INDOT HPMS database submittal.

The Bloomington/Monroe County MPO will count one-third of all local HPMS locations in FY 2011 and FY 2012 along with 150 coverage counts as noted in Work Element #203. The MPO has a long-standing cooperative partnership program with the Indiana Department of Transportation to collect, analyze, and report HPMS data for the urbanized area. This effort will continue and will be further refined in FY 2011-2012 with additional quality assurance verifications recommended by the FHWA as noted in Work Element #203.

AIR QUALITY CONFORMITY

MPOs located in non-attainment/maintenance areas must continue working with the Indiana Department of Environmental Management (IDEM) as State Implementation Plans are developed and mobile budgets are established.

The Bloomington urbanized area is designated as an “attainment” area for air quality and is therefore not subject to the stipulations of this planning emphasis area. Nevertheless, the MPO will continue to work with IDEM as required under Work Element #101.

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Bloomington/Monroe County MPO Structure and Administration For Fiscal Years 2011-2012 (July 1, 2010 through June 30, 2012)

INTRODUCTION

In March 1982, the Governor of the State of Indiana designated the City of Bloomington Plan Commission as the Metropolitan Planning Organization (MPO) for the Bloomington urbanized area. The MPO is responsible for ensuring that the Bloomington urbanized area has a continuing, cooperative, and comprehensive (3-C) transportation planning process. The 3-C planning process is outlined in the urban planning regulations jointly issued in the Federal Register by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) on September 17, 1975, as amended on June 30, 1983.

Federal transportation policy and programs relating to MPO's are guided by the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A legacy for Users (SAFETEA – LU), which was signed into law in 2005. This legislation updates Titles 23 and 49 of the United States Code (U.S.C.) and builds on the major changes made to Federal transportation policy and programs addressed in the Transportation Equity Act for the 21st Century (TEA-21). Federal certification of the 3-C planning process is a prerequisite for obtaining approval of any subsequent transportation improvement projects, which are to be funded by the FHWA and/or FTA.

One of the requirements of the urban transportation planning process for an MPO involves the development of a Unified Planning Work Program (UPWP), which describes all planning activities that are anticipated in the urbanized area over the next programming year. The UPWP also documents the work that will be performed with federal planning funds.

The FY 2011-2012 UPWP is intended to satisfy the Bloomington metropolitan planning area's work program requirement for the Fiscal Years 2011 and 2012 (July 1, 2010 to June 30, 2012). It is entitled, and shall hereafter be referred to as the FY 2011-2012 Unified Planning Work Program.

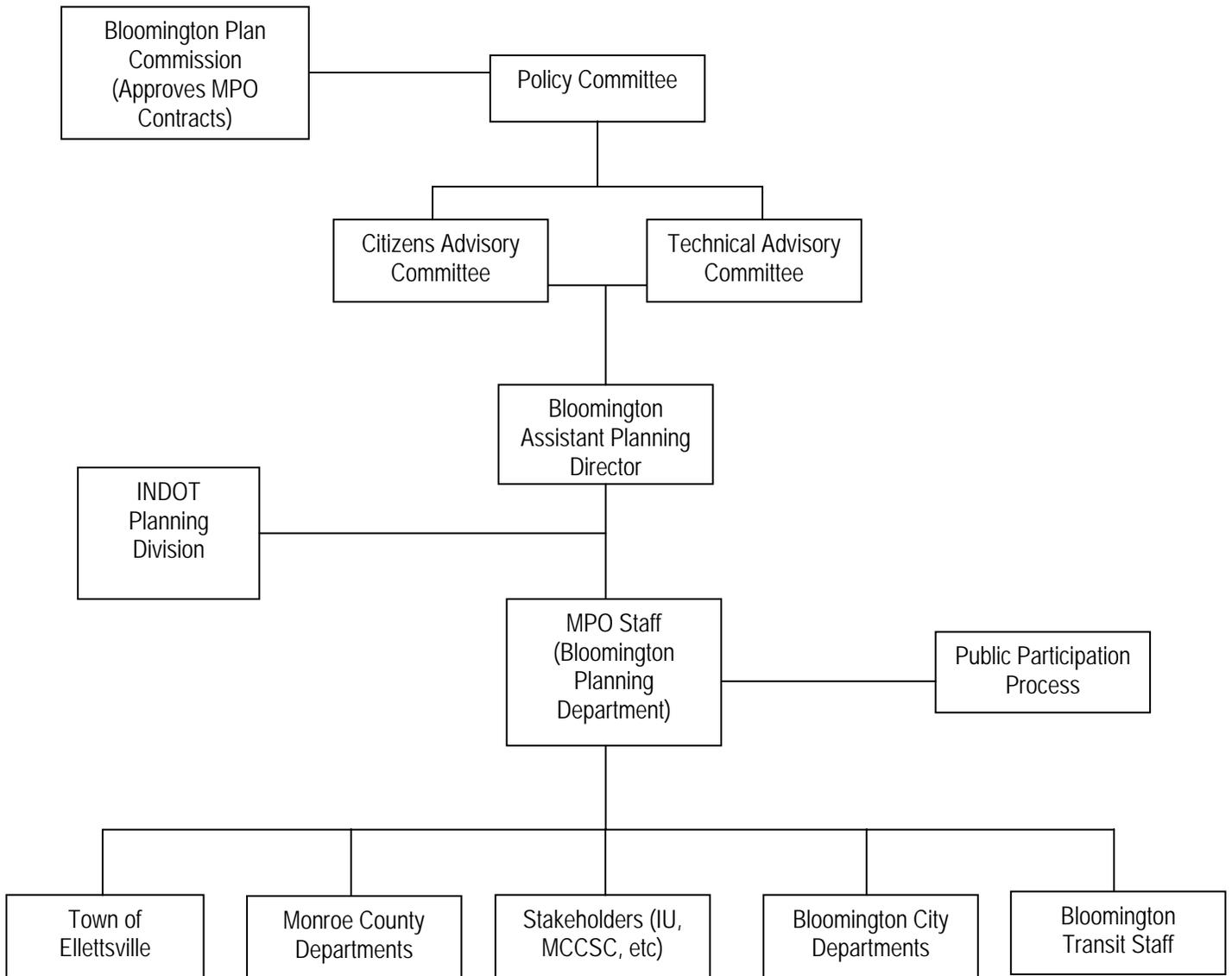
MPO STRUCTURE

The Bloomington/Monroe County MPO is an organization consisting of a three-part intergovernmental steering committee, the City of Bloomington Plan Commission as the contracting entity, and the City of Bloomington Planning Department as the lead staff agency.

The three-part intergovernmental steering committee is made up of a Policy Committee (PC) which acts as the decision-making body for the MPO, a Technical Advisory Committee (TAC), and a Citizens Advisory Committee (CAC). This arrangement effectively provides for close communication between key policy/decision makers, the technical planning staff, and citizen representatives. In addition, the MPO Staff maintains close working relationships with City of Bloomington, Monroe County, and the Town of Ellettsville departments and agencies, Bloomington Public Transportation Corporation, Indiana University, Monroe County and Richland Bean Blossom Community School Corporations, the Indiana Department of Transportation (INDOT), the Federal Transit Administration (FTA), and the Federal Highway Administration (FHWA).

The following pages document the MPO Committee organization structure and the composition of the three MPO committees.

Bloomington/Monroe County MPO Organizational Chart



Bloomington/Monroe County MPO Committee Composition

POLICY COMMITTEE

Name	Title	Representing
Kent McDaniel (<i>Chair</i>)	Board of Directors Member	Bloomington Public Transportation Corporation
Jack Baker (<i>Vice Chair</i>)	President, Plan Commission	City of Bloomington
Mark Kruzan	Mayor	City of Bloomington
Andy Ruff	Common Council Member	City of Bloomington
Susie Johnson	Director, Public Works Department	City of Bloomington
Lynn Coyne	Director, Real Estate Department	Indiana University
Pat Stoffers	President, County Commissioners	Monroe County
Julie Thomas	County Council Member	Monroe County
Richard Martin	President, Plan Commission	Monroe County
Bill Williams	Director, Highway Department	Monroe County
Dianna Bastin	Town Council President	Town of Ellettsville
Patrick Murray	Chair, Citizens Advisory Committee	Citizens Advisory Committee
Jim Stark	Deputy Commissioner, Seymour District	Indiana Department of Transportation
Marisol Simon	Administrator, Region V	Federal Transit Administration (non-voting)
Bob Tally	Administrator, Indiana Division	Federal Highway Administration (non-voting)

TECHNICAL ADVISORY COMMITTEE

Name	Title	Representing
Adrian Reid (<i>Chair</i>)	City Engineer	City of Bloomington
Jane Fleig (<i>Vice Chair</i>)	Assistant Engineer, Utilities Department	City of Bloomington
Lew May	General Manager	Bloomington Transit
Patrick Murray	Vice Chair, Citizens Advisory Committee	Citizens Advisory Committee
Andrea Roberts	Deputy Director, Public Works Department	City of Bloomington
Dave Williams	Director of Operations, Parks & Recreation Dept.	City of Bloomington
Tom Micuda	Director, Planning Department	City of Bloomington
Michael Trexler	Controller	City of Bloomington
Laura Haley	GIS Coordinator	City of Bloomington
Bobby Chesnut	Street Commissioner	City of Bloomington
Amy Gerstman	Auditor	Monroe County
Chuck Stephenson	Administrator, Parks & Recreation Dept.	Monroe County
Gregg Zody	Director, Planning Department	Monroe County
Kurt Babcock	GIS Coordinator	Monroe County
S. Bruce Payton	Executive Director, Monroe County Airport	Monroe County Airport
John Carter	Transportation Director	Monroe County Community Schools Corp.
Steven Kain	Superintendent	Richland-Bean Blossom Community Schools Corp.
Doug Norton	Manager	Rural Transit
Mike Cornman	Street Department	Town of Ellettsville
Connie Griffin	Director, Planning Services	Town of Ellettsville
Perry Maull	Operations Director, IU Transportation	Indiana University
John Collison	Highway Department Assistant Director	Monroe County
Jim Ude	District Planning & Programming Director	Indiana Department of Transportation (non-voting)
Emanuel Nsonwu	Urban and MPO Planning Representative	Indiana Department of Transportation (non-voting)
Brian Jones	Project Manager	Indiana Department of Transportation (non-voting)
Janice Osadcuk	Indiana Division	Federal Highway Administration (non-voting)

CITIZENS ADVISORY COMMITTEE

Name	Representing
Patrick Murray (<i>Chair</i>)	Prospect Hill Neighborhood
Laurel Cornell (<i>Vice-Chair</i>)	Prospect Hill Neighborhood
Joanne Henriot	Bryan Park Neighborhood
Buff Brown	Traffic Commission/BTOP
Barbara Salisbury	Southern Indiana Center for Independent Living
Elizabeth Cox-Ash	McDoel Gardens Neighborhood
Larry Jacobs	Greater Bloomington Chamber of Commerce
John Kehrberg	County Citizen
John McCrary	Indiana Department of Transportation
Bill Milroy	Old Northeast Neighborhood Assoc.
Ted Miller	Citizen
Jack Baker	McDoel Gardens Neighborhood
Randy Paul	Citizen
Sarah Ryterband	Prospect Hill Neighborhood
Jerry Stasny	Old Northeast Neighborhood Assoc.
David Walter	Sixth & Ritter Neighborhood Association/BRI/CONA
Natalie Wrubel	League of Women Voters

MPO STAFF

Name	Position
Joshua Desmond, AICP	MPO Director
Scott Robinson, AICP	Long Range/Transportation Manager
Raymond Hess, AICP	Senior Transportation Planner
Joe Fish	Transportation Planner
Jane Weiser	Planning Assistant

Fiscal Year 2011-2012 UPWP Funding Summary

FISCAL YEAR 2011-2012 MPO BUDGET

The Bloomington/Monroe County MPO has an estimated \$533,024 available from the Federal Highway Administration and Federal Transit Administration for programming in Fiscal Years 2011 through 2012. These funds are available on a 20% local match basis, thereby requiring a total local match assurance of \$133,256 should all funds be used. The combined total of federal assistance and local match that may be used for programming in the FY 2011-2012 UPWP is \$666,280. This budget is split between the two Fiscal Years, with \$337,895 allocated to FY 2011 and \$328,385 allocated to FY 2012.

FUND USE BY MATCHING AGENCY

The table below provides a breakdown of FY 2011-2012 funding allocations based on the agency using the programmed funds. The figures in the MPO column represent MPO staff time spent per work element, including fringe and indirect costs. The Bloomington Transit and Consultant columns identify funds set aside for consultant services, purchase of equipment, and other direct MPO expenses (separate from staff costs). More detailed breakdowns of each work element are provided in later sections of this document.

Work Element	MPO	Bloomington Transit	Consultants/Supplies	Total
Comprehensive Planning Coordination & Outreach				
101	\$ 278,180.00	\$ -	\$ 8,200.00	\$ 286,380.00
102	\$ 82,000.00	\$ -	\$ -	\$ 82,000.00
Transportation Planning				
201	\$ 27,000.00	\$ -	\$ 37,000.00	\$ 64,000.00
202	\$ 9,000.00	\$ -	\$ 22,500.00	\$ 31,500.00
203	\$ 12,000.00	\$ -	\$ 126,000.00	\$ 138,000.00
Alternative Transportation Planning				
301	\$ 1,000.00	\$ 30,000.00	\$ -	\$ 31,000.00
302	\$ 19,000.00	\$ -	\$ 400.00	\$ 19,400.00
303	\$ 10,000.00	\$ 4,000.00	\$ -	\$ 14,000.00
TOTAL	\$ 438,180.00	\$ 34,000.00	\$ 194,100.00	\$ 666,280.00

OBJECT CLASS BUDGET BY FUNDING SOURCE

The table below provides a breakdown of FY 2011-2012 funding allocations by object class and funding source. Fringe and Indirect expenses are calculated based on the rates provided in the FY 2011-2012 Cost Allocation Plan. As with the previous table, funding allocations for MPO Staff, Bloomington Transit, and Consultants/Other are separated for illustrative purposes. Please refer to the individual work element sections later in this document for further details on each category.

Object Class	Federal Funds	Local Match	Total
Direct Chargeable Salary	\$ 195,966.01	\$ 48,991.50	\$ 244,957.51
Fringe Expenses (63.05%)	\$ 123,556.57	\$ 30,889.14	\$ 154,445.71
Indirect Expenses (15.83%)	\$ 31,021.42	\$ 7,755.35	\$ 38,776.77
Bloomington Transit	\$ 27,200.00	\$ 6,800.00	\$ 34,000.00
Consultants/Supplies	\$ 155,280.00	\$ 38,820.00	\$ 194,100.00
TOTAL	\$ 533,024.00	\$ 133,256.00	\$ 666,280.00

SUMMARY BUDGET BY FUNDING SOURCE

The table below provides a summary of the FY 2011-2012 budget for each of the work elements in the Unified Planning Work Program. The federal funding/local match split for each work element is highlighted here. As illustrated in this summary table, the FY 2011-2012 funding allocations fall within the total available funding noted previously.

Work Element	Federal Funds	Local Match	Total
Comprehensive Planning Coordination & Outreach			
101	\$ 229,104.00	\$ 57,276.00	\$ 286,380.00
102	\$ 65,600.00	\$ 16,400.00	\$ 82,000.00
Transportation Planning			
201	\$ 51,200.00	\$ 12,800.00	\$ 64,000.00
202	\$ 25,200.00	\$ 6,300.00	\$ 31,500.00
203	\$ 110,400.00	\$ 27,600.00	\$ 138,000.00
Alternative Transportation Planning			
301	\$ 24,800.00	\$ 6,200.00	\$ 31,000.00
302	\$ 15,520.00	\$ 3,880.00	\$ 19,400.00
303	\$ 11,200.00	\$ 2,800.00	\$ 14,000.00
TOTAL	\$ 533,024.00	\$ 133,256.00	\$ 666,280.00

CONTRACT SERVICE AGREEMENTS

The Bloomington/Monroe County Metropolitan Planning Organization will enter into Contract Service Agreements (CSA) with the City of Bloomington Public Works Department (and all of its divisions), the Town of Ellettsville, and the Monroe County Planning and Highway Departments in order to assist with several of the work elements outlined in this UPWP. Each CSA will provide a mechanism for coordination and ensure that the duplication of transportation planning services is minimized. Each CSA will follow the scope of work detailed within this Unified Planning Work Program and will be approved by the Policy Committee. Each non-MPO government entity entering into a CSA with the MPO is responsible for providing all costs detailed within a CSA and will be reimbursed up to a maximum of 80% of federal aid eligible costs.

Comprehensive Planning Coordination & Outreach

101 TRANSPORTATION PLANNING COORDINATION

A) Intergovernmental Coordination

Work to be conducted under this element will include all activities associated with administering the MPO Policy Committee, the MPO Technical Advisory Committee, the Citizen Advisory Committee, and daily MPO administrative activities with FHWA and INDOT. Meetings of the MPO Committees occur on a monthly basis. Activities that can be anticipated in association with these committees include the preparation of information packets for each meeting, clerical support activities, and documentation of such meetings. All meetings will be open to attendance from the public and the preparation of proper meeting notifications will be included under this work element.

The 1982 charter of the Bloomington/Monroe County MPO established a Citizens Advisory Committee (CAC) to solicit citizen input into the transportation planning process. Monthly meetings with the CAC provide an avenue for obtaining public input for Policy Committee deliberation on transportation issues. The CAC membership for the Bloomington/Monroe County MPO consists of volunteer representatives from community organizations, professional associations, neighborhood associations, and the private sector.

Responsible Agency and End Product(s):

- (1) MPO Staff to conduct at least 6 MPO Policy Committee meetings, 10 MPO Technical Advisory Committee meetings, and 10 Citizen Advisory Committee meetings per fiscal year.
 - (a) Publish and distribute agendas, minutes, and support material
- (2) MPO Staff to attend Program Development Progress (PDP) meetings and other intergovernmental coordination meetings as needed with the INDOT Seymour District Office per fiscal year.
 - (a) Attend at least 2 PDP meetings

(B) Unified Planning Work Program

The development and administration of a Unified Planning Work Program (UPWP) is a requirement of the urban transportation planning process. The UPWP describes all planning activities that are anticipated in the MPO study area over the next two fiscal years, and documents the work that will be performed with federal planning monies and local matching funds. This element also includes the preparation of a Cost Allocation Plan/Indirect Cost Proposal to be used in determining billing rates for MPO staff.

Responsible Agency and End Product(s):

- (1) MPO Staff to conduct coordination technical review meetings with FHWA, INDOT, and local stakeholders to develop the annual Fiscal Year Unified Planning Work Program.
 - (a) Amendment(s) to FY 2011-2012 Unified Planning Work Program (UPWP)
 - (b) FY 2013-2014 Unified Planning Work Program (UPWP)
- (2) MPO Staff to develop and update the Cost Allocation Plan as part of the UPWP.
 - (a) FY 2013-2014 Cost Allocation Plan (CAP)
- (3) MPO Staff to prepare and submit an Annual Completion Report to INDOT.
 - (a) FY 2010 Annual Completion Report
 - (b) FY 2011 Annual Completion Report

- (4) MPO Staff to prepare and submit an annual Self Certification Review Statement to INDOT/FHWA/FTA representatives.
 - (a) FY 2011 Annual Self Certification Statement
 - (b) FY 2012 Annual Self Certification Statement

(C) Planning Grant Administration

MPO Staff will administer the FHWA and FTA planning grants associated with the FY 2011-2012 UPWP. Quarterly progress reports, billing statements, and the financial status of the FY 2011-2012 UPWP will be provided to the Policy Committee and to the member agencies to update the progress of all MPO activities that have occurred towards completion of the UPWP.

Responsible Agency and End Product(s):

- (1) MPO Staff to prepare and submit quarterly progress reports to INDOT for review.
 - (a) Quarterly Progress Report
- (2) MPO Staff to prepare and submit quarterly billing statements to INDOT for reimbursement processing.
 - (a) Quarterly Billing Statements

(D) Indiana MPO Council

The fourteen (14) Metropolitan Planning Organizations in the State of Indiana have a statewide MPO association (MPO Council) that meets monthly to discuss and act on matters of mutual interest. The monthly Indiana MPO Council meetings provide an opportunity for the MPOs to coordinate their transportation planning activities and to work collectively with INDOT and FHWA.

Responsible Agency and End Product(s):

- (1) MPO Staff to attend 12 MPO Council monthly meetings per fiscal year.

(E) Staff Training and Education

The continuous development of MPO staff expertise will occur through attendance and participation in transportation related courses, seminars, and conferences, as well as the purchase of educational/reference materials, professional periodical subscriptions, and technical software training, including TransCAD. These educational tools are essential for the professional development of all MPO staff and to bring about knowledge of regional and national best practice transportation planning topics.

Responsible Agency and End Product(s):

- (1) MPO Staff to attend the annual Indiana MPO Conference, the annual Purdue Road School meeting, and TransCAD training or other technical training opportunities.
- (2) MPO to renew annual professional membership dues to the American Planning Association and other relevant professional organizations.
- (3) MPO Staff to attend webinars, classes, and/or conferences and utilize educational materials for professional development from national associations such as the American Planning Association, the Association of Pedestrian and Bicycle Professionals, and Urban Land Institute, and Institute of Transportation Engineers.

(F) Web Site Administration

The MPO web site is a subsection of the City of Bloomington web site and provides the MPO with a significant point of public communication and interaction. Citizens, businesses, and other local community members can access and download reports, data, updates, and other information related to the functions of the MPO in addition to the traditional forms of correspondence that are offered by the staff.

Responsible Agency and End Product(s):

- (1) On-going development and maintenance of the MPO Web Site.
 - (a) MPO Staff to post MPO Policy/Technical Advisory/Citizen Advisory Committee agendas, minutes, and draft MPO documents on-line
 - (b) MPO Staff to post adopted MPO documents

(G) Public Participation Process

The MPO adopted a revised Public Participation Process in 2007 that is SAFETEA-LU compliant, including maintaining compliance with the Environmental Justice considerations initiated under Executive Order 12898 on February 11, 1994. In addition, staff and the CAC have jointly produced a brochure that provides citizens with an overview of the MPO and methods of participating in its work. This brochure and the policies of the PPP will be used to recruit, retain, and involve interested citizens within the MPO area.

Responsible Agency and End Product(s):

- (1) MPO Staff to implement all procedures required to ensure compliance with the MPO's Public Participation Process.
 - (a) Public posting of MPO meeting agendas and proposed plans and documents, including printing of legal notices for public comment periods in the local newspaper.
- (2) MPO Staff continue development of recruitment tools to increase public participation in the MPO
 - (a) Further development and distribution of new MPO informational brochure.
 - (b) MPO Staff to employ alternative methods of outreach (e.g. Facebook, online surveys) to convey information

101					
Task	Responsible Agency	FY 2011	FY 2012	Total Cost	
(A) Intergovernmental Coordination					
Policy, TAC, and CAC Committee	MPO	\$88,595.00	\$82,585.00	\$171,180.00	
Coord. Mtgs. w/Seymour District	MPO				
(B) Unified Planning Work Program					
UPWP	MPO	\$20,000.00	\$20,000.00	\$40,000.00	
CAP	MPO				
Annual Completion Report	MPO				
Annual Self-Certification Statement	MPO				
(C) Planning Grant Administration					
Quarterly Progress Reports	MPO	\$7,500.00	\$7,500.00	\$15,000.00	
Quarterly Billing Statements	MPO				
(D) Indiana MPO Council					
MPO Council Meetings	MPO	\$6,000.00	\$6,000.00	\$12,000.00	
(E) Staff Training and Education					
Conferences and Technical Training	MPO	\$12,000.00	\$12,000.00	\$24,000.00	
Membership Dues and Fees	MPO				
Other educational resources	MPO				
(F) Web Site Administration					
On-going Development and Maintenance	MPO	\$4,500.00	\$4,500.00	\$9,000.00	
(G) Public Participation Process					
Public Participation Process	MPO	\$7,600.00	\$7,600.00	\$15,200.00	
Outreach Activities	MPO				
TOTAL		\$146,195.00	\$140,185.00	\$286,380.00	

102 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

(A) Transportation Improvement Program

The development of a Transportation Improvement Program (TIP) is a U.S. Department of Transportation requirement for MPOs that intend to implement projects with funds from the Federal Highway Administration and the Federal Transit Administration. All federal-aid projects must be included in the TIP, and the adopted program of projects must be fiscally constrained for inclusion within the Indiana Statewide Transportation Improvement Program (INSTIP) prepared by the Indiana Department of Transportation (INDOT).

The MPO staff will also attend monthly meetings with the City of Bloomington Projects Team, made up of representatives from various City of Bloomington departments, for the purposes of transportation project management and coordination. All current projects are to be examined for action to date, current status summary, next action steps, timelines, and public involvement/coordination issues.

Responsible Agency and End Product(s):

- (1) MPO Staff to review project requests from local entities for inclusion in the TIP for consistency with the 2030 Long Range Transportation Plan and other MPO policy documents. Interagency coordination will result in the development and production of the annual TIP document.
 - (a) FY 2012 – 2015 Transportation Improvement Program
 - (b) FY 2013 – 2016 Transportation Improvement Program
- (2) MPO Staff to administer the on-going implementation of TIP projects through coordination with LPAs, management of the local Change Order Process, and management of the TIP amendment process as needed.
- (3) MPO Staff to provide assistance and coordination for Federal-aid application submissions by local planning agencies.
- (4) MPO Staff to administer the Quarterly Project Tracking Program for the management of local projects in the TIP.
- (5) MPO Administrative Staff to attend monthly City Projects Team meetings for interagency coordination and participation.

(B) Highway Safety Improvement Program Administration

The Bloomington/Monroe County MPO has established a local Highway Safety Improvement Program (HSIP) in compliance with SAFETEA-LU and the directives of INDOT. Going forward, staff will administer procedures whereby appropriate projects will be solicited from LPAs and HSIP funding will be awarded depending on project compliance with HSIP selection criteria.

Responsible Agency and End Product(s):

- (1) MPO Staff to coordinate with local agencies on the annual solicitation and selection of candidate projects eligible for HSIP grant funds and for inclusion in the Transportation Improvement Program.

(C) TE Program Administration

The Bloomington/Monroe County MPO has established a local Transportation Enhancement (TE) program in compliance with SAFETEA-LU and the directives of INDOT. Going forward, staff will administer procedures whereby appropriate projects will be solicited from LPAs and TE funding will be awarded depending on project compliance with TE selection criteria.

Responsible Agency and End Product(s):

- (1) MPO Staff to coordinate with local agencies on the annual solicitation and selection of candidate projects eligible for TE grant funds and for inclusion in the Transportation Improvement Program.

(D) Safe Routes to School (SRTS) Program Administration

The Bloomington/Monroe County MPO has taken a lead role in implementing the Safe Routes to School Program on the local level. A Safe Routes to School Task Force featuring representatives of local community school corporations, local governments, community groups, and other key stakeholders guides the local process. The task force works cooperatively to generate project ideas and coordinate the production of SRTS grant applications. As a result, multiple grants have been secured for local SRTS projects, and the task force has begun to focus on implementation of the grant-funded projects. MPO staff will continue to play a lead role in the local implementation of the SRTS program by coordinating SRTS Task Force meetings, assisting with the production of grant applications, and helping local jurisdictions implement any SRTS grants that are awarded.

Responsible Agency and End Product(s):

- (1) MPO Staff to manage the Safe Routes to School Task Force that will be responsible for annual project identification and implementation of Safe Routes to School grant proposals and awards. Staff will coordinate regular meetings of the Task Force or its subcommittees as needed and provide logistical support to the Task Force or its subcommittees for project implementation.
 - (a) Safe Routes to School grant submittals for infrastructure and non-infrastructure projects

102					
Task	Responsible Agency	FY 2011	FY 2012	Total Cost	
(A) Transportation Improvement Program (TIP)					
<i>FY 2011-2012 TIP</i>	MPO	\$24,000.00	\$24,000.00	\$48,000.00	
<i>TIP Administration/Amendments</i>	MPO				
<i>Federal Aid Application Coordination</i>	MPO				
<i>Quarterly Project Tracking Program</i>	MPO				
<i>City Projects Team</i>	MPO				
(B) HSIP Administration					
<i>Project Solicitation & Selection</i>	MPO	\$4,000.00	\$4,000.00	\$8,000.00	
(C) TE Program Administration					
<i>Project Solicitation & Selection</i>	MPO	\$4,000.00	\$4,000.00	\$8,000.00	
(D) Safe Routes To School (SRTS)					
<i>Project Solicitation & Selection</i>	MPO	\$9,000.00	\$9,000.00	\$18,000.00	
TOTAL		\$41,000.00	\$41,000.00	\$82,000.00	

Transportation Planning

201 LONG RANGE PLANNING

(A) 2035 Long Range Transportation Plan

Federal requirements mandate that the Long Range Transportation Plan maintain a 20 year time horizon. The MPO will take several years to develop a completely overhauled 2035 Long Range Transportation Plan (LRTP). Due to the scope and significance of such a project, MPO staff intends to begin the update process during FY 2011 and complete it in FY 2014. The update procedure will include a complete update of the Travel Demand Model using transportation modeling software together with thorough public involvement processes and other planning techniques to complete the 2035 LRTP. The plan will look beyond automobile travel needs to encompass all modes of travel in its evaluation of long-term transportation needs for the MPO. Funding has been allocated to provide for both staff support and initial consultant services in the development of the overall Plan. Annual technical support for transportation modeling software (TransCAD) is also programmed.

Responsible Agency and End Product(s):

- (1) MPO Staff, with consultant assistance for Travel Demand Model updates, to develop the 2035 Long Range Transportation Plan (completion by end of FY 2014).
 - (a) Annual TransCAD License and technical support
 - (b) 2035 Long Range Transportation Plan

201					
Task		Responsible Agency	FY 2011	FY 2012	Total Cost
(A) 2035 Long Range Transportation Plan					
	2035 Long Range Transportation Plan	MPO	\$13,500.00	\$13,500.00	\$27,000.00
		MPO (TransCAD)	\$1,000.00	\$1,000.00	\$2,000.00
		Consultant	\$0.00	\$35,000.00	\$35,000.00
TOTAL			\$14,500.00	\$49,500.00	\$64,000.00

202 SHORT RANGE TRANSPORTATION STUDIES AND ACTIVITIES

(A) CAC/Student Assisted Study

In previous years, the MPO Citizens Advisory Committee has worked with student groups from the Rose-Hulman Institute of Technology to complete studies of the Rogers Street Corridor as well as the 10th/14th Street Corridor through the Indiana University Campus. These studies provided the students with real-world project experience while assisting the MPO in addressing key transportation challenges in the community. The CAC wishes to undertake a similar such project during the coming fiscal year, and would like to seek student assistance from either RHIT or Ball State University. The specific study area for this project will be determined in conjunction with the CAC membership.

Responsible Agency and End Product(s):

- (1) MPO Staff, Citizens Advisory Committee, and college student group to produce a transportation study for a selected corridor in the MPO area.

(B) ADA Transition Plans

The Americans with Disabilities Act (ADA) provides standards that ensure the accessibility of public services and facilities for people with disabilities. FHWA has made compliance with ADA a priority, specifically as it relates to the MPOs role in allocating Federal funding to local agencies. The MPO must ensure that LPAs have complied with ADA, or that LPAs have a plan for compliance in place, as a condition for allocating federal funding. The MPO will assist in the development of such plans for LPAs that do not have them.

Responsible Agency and End Product(s):

- (1) MPO Staff to review LPAs for compliance with ADA as part of TIP development process, and assist LPAs in the development of ADA Transition Plans as needed.

202					
Task	Responsible Agency	FY 2011	FY 2012	Total Cost	
(A) CAC/Student-Assisted Study					
CAC/Student-Assisted Study	MPO	\$2,000.00	\$2,000.00	\$4,000.00	
(B) ADA Transition Plans					
Administration	MPO	\$2,500.00	\$2,500.00	\$5,000.00	
Plan Development	COB	\$5,000.00	\$2,500.00	\$7,500.00	
Plan Development	MC	\$5,000.00	\$2,500.00	\$7,500.00	
Plan Development	EV	\$5,000.00	\$2,500.00	\$7,500.00	
TOTAL		\$19,500.00	\$12,000.00	\$31,500.00	

203 DATA COLLECTION AND ANALYSIS

(A) Traffic Volume Counting

The MPO staff, in conjunction with Bloomington Engineering, Monroe County Engineering, and the Town of Ellettsville, will conduct vehicular volume counts within the Metropolitan Planning Area (MPA) for arterial and collector streets/roads on a rotational cycle that will provide complete coverage of the MPO's functionally classified roadway network. In addition to the above-mentioned counts, provisions need to be made to allow for special counts to be conducted upon the request of local entities to assist with engineering alternatives analysis and design decisions. Specifically, information may be needed to conduct traffic control warrant studies, traffic calming requests, safety examinations, development petition reviews, and corridor studies.

Responsible Agency and End Product(s):

- (1) MPO Staff and the Bloomington Engineering Department will conduct annual traffic volume counts. Traffic volume link and segment counts will be conducted throughout the MPO urbanized area on a rotating basis of once every three (3) years, or as requested. The traffic volume sampling program will also be used to support INDOT's HPMS data collection efforts and to continuously refine link volumes, capacities, and speeds for calibration of the MPO's travel demand forecast model.
 - (a) MPO FY 2011-12 Traffic Volume Report
 - (i) City of Bloomington will perform approximately 150 coverage counts
 - (ii) Town of Ellettsville will perform approximately 80 coverage counts
- (2) MPO Staff and the Bloomington Engineering Department to work toward the establishment of three-year traffic count data cycle for the functionally classified roadway network and to provide INDOT with the necessary Highway Performance Monitoring System (HPMS) data. This task will be a focus area for FY 2011 and 2012.
 - (a) Perform data quality control with INDOT's HPMS software against field survey findings
 - (b) Complete approximately one-third of the defined HPMS traffic samples for INDOT data management requests
- (3) MPO Staff and Bloomington Engineering Department to purchase traffic counting equipment, software and supplies to support annual traffic counting program needs.
 - (a) Bloomington Engineering Department to purchase new counting equipment, software and supplies including but not limited to battery replacements, Hi-Star portable traffic analyzer, replacement tubing, nails, padlocks, and other related materials necessary for the maintenance and capital replacement of traffic counting equipment.

(B) Infrastructure Management Plan

The City of Bloomington Public Works Department and the Monroe County Engineering Department will perform work necessary to develop and maintain a comprehensive infrastructure management plan, with particular emphasis on pavement management. The infrastructure inventory will be continuously updated using an asset management software package (Cartegraph). Data on the various physical parameters such as location and the physical condition for each infrastructure module (pavement, signs, street markings, signals,) is managed by an infrastructure management software package to aid in the development of long term management plans.

Responsible Agency and End Product(s):

- (1) MPO Staff, City of Bloomington Public Works Department, Monroe County, and the Town of Ellettsville will analyze the initial assessment of current roadway pavement conditions in the urbanized area to develop the initial phase of the infrastructure management plan. Regular collection of data on existing infrastructure modules to manage and update the database used for the asset management software used to develop and produce the infrastructure management plan. Future phases of the long term management plan will include other infrastructure modules and may require the purchase of geographic positioning technology and software to assist with field data collection.
 - (a) Phase I: Long Term Management Plan/Ten-Year Pavement Management Plan
 - (b) Quarterly status report submitted with billings

(C) ITS Architecture Maintenance

A group of technologies, known collectively as Intelligent Transportation Systems (ITS), is being developed in urban areas throughout the world to improve transportation system efficiency, safety, and security. ITS uses a number of technologies, including information processing and communications to achieve transportation network operating efficiencies. Through an evaluation and integration process with the transportation system, the Bloomington/Monroe County Urban Area can improve safety, reduce congestion, improve mobility, enhance economic productivity, and save public investment dollars without negatively affecting the environment. The Bloomington/Monroe County MPO completed its Regional ITS Architecture in 2008. Administrative modifications to the ITS Architecture are warranted when an LPA wishes to include a new technology into a transportation project. In Fiscal Years 2011 and 2012, continued updates and revisions will be made to ensure that the Architecture remains current and accounts for changes and improvements in the transportation network. Staff will also assist local entities with the implementation of ITS projects as detailed in the ITS Architecture.

Responsible Agency and End Product(s):

- (1) MPO Staff to maintain and update the established Intelligent Transportation Systems (ITS) architecture. The assessment will target and implement specific ITS architecture improvements for future roadway improvements within the TIP.
 - (a) Maintain the Regional ITS Architecture

(D) Annual Crash Report

The Bloomington/Monroe County MPO will complete an Annual Crash Report. The crash data helps to identify potentially hazardous intersections and corridors within the MPO study area. The identification of accident locations allows local and state jurisdictions to undertake roadway safety improvements and to establish longitudinal measures of effectiveness for the evaluation of alternative actions over time. The Annual Crash Report will also be used to determine project locations that may be eligible for funding through the MPO Highway Safety Improvement Program (HSIP).

Responsible Agency and End Product(s):

- (1) MPO Staff to analyze state accident data for the development and production of an Annual Accident Report which includes vehicle, bicycle, and pedestrian accidents.
 - (a) Calendar Year 2009 Crash Report.
 - (b) Calendar Year 2010 Crash Report

203					
Task		Responsible Agency	FY 2011	FY 2012	Total Cost
(A) Traffic Volume Counting					
	<i>Traffic Data Collection</i>	COB	\$20,000.00	\$20,000.00	\$40,000.00
		EV	\$4,000.00	\$4,000.00	\$8,000.00
	<i>HPMS Counts for INDOT</i>	COB	\$8,000.00	\$8,000.00	\$16,000.00
	<i>Purchase Traffic Counting Equipment</i>	COB	\$5,000.00	\$5,000.00	\$10,000.00
(B) Infrastructure Management Plan					
	<i>Infrastructure Management Plan</i>	COB	\$11,000.00	\$11,000.00	\$22,000.00
		MC	\$11,000.00	\$11,000.00	\$22,000.00
		EV	\$4,000.00	\$4,000.00	\$8,000.00
(C) ITS Architecture Maintenance					
	<i>ITS Architecture Maintenance</i>	MPO	\$1,500.00	\$1,500.00	\$3,000.00
(D) Annual Crash Report					
	<i>C. Y. 2009 & 2010 Crash Reports</i>	MPO	\$4,500.00	\$4,500.00	\$9,000.00
TOTAL			\$69,000.00	\$69,000.00	\$138,000.00

Alternative Transportation Planning

301 LONG RANGE PLANNING

(A) Grimes Lane Operations Facility Study

Bloomington Transit and Indiana University Transit have shared a common administrative, maintenance and storage facility, known as the Grimes Lane Operations facility, for over twelve years. With the steady growth of both transit systems during that time period, the facility is approaching its capacity limits. Expansion of the capacity of this facility will be essential to the continued growth of both systems, particularly as the number and type of buses used in the fleets increase. Bloomington Transit seeks to undertake a study that would identify future Operations Facility needs and provide a strategy for meeting those needs.

Responsible Agency and End Product(s):

- (1) Bloomington Transit and independent consultant to complete a Grimes Lane Operations Facility Study, to include recommendations for expanding the physical plant in order to accommodate growth of Bloomington and IU transit systems.
 - (a) Grimes Lane Operations Facility Study

301					
Task	Responsible Agency	FY 2011	FY 2012	Total Cost	
(A) Grimes Lane Operations Facility Study					
Facility Study	MPO	\$1,000.00	\$0.00	\$1,000.00	
	Consultant	\$30,000.00	\$0.00	\$30,000.00	
TOTAL		\$31,000.00	\$0.00	\$31,000.00	

302 SHORT RANGE ALTERNATIVE TRANSPORTATION STUDIES AND ACTIVITIES

(A) Coordinated Human Services Public Transit Plan

SAFETEA-LU created new funding opportunities for public transportation programs, including the Jobs Access Reverse Commute (JARC) program and the New Freedom program. In order for local transit operators to use these funding sources, any project proposed to be funded must be included in a locally developed Coordinated Human Services Public Transit Plan, which the MPO in 2007. In Fiscal Years 2011 and 2012, MPO staff will continue to assist local transportation providers with the implementation of key projects outlined in the local Plan.

Responsible Agency and End Product(s):

- (1) MPO Staff, to assist local transit and human services providers with the implementation of projects specified in the Coordinated Human Services Public Transit Plan.

(B) Bicycle and Pedestrian Safety and Project Coordination

In conjunction with the Bloomington Bicycle and Pedestrian Safety Commission (BBPSC), MPO staff will continue to build upon safety/awareness efforts that will promote and encourage bicycle and pedestrian activities as viable modes of transportation. Two MPO Staff members have been certified to teach bicycle safety curricula developed by the League of American Bicyclists. The MPO will utilize this skill set to host bicycle skills and safety training seminars that are open to the public. Educational outreach activities may include structured classes developed by the League of American Bicyclists or may be informal presentations to target populations on the subject of bicycle and pedestrian safety.

Responsible Agency and End Product(s):

- (1) MPO Staff to attend regular monthly meetings of the Bloomington Bicycle and Pedestrian Safety Commission, including the formal business meetings and the interim work sessions. Staff will assist the BBPSC in reviewing local development proposals for bicycle and pedestrian issues, and will develop policy recommendations for education and safety programs for bicyclists and pedestrians.
- (2) MPO Staff to conduct bicycle and pedestrian outreach, education, workshops, and other events such as, but not limited to, League of American Bicyclists training programs, informational booths at special events, and presentations to targeted groups. This element includes the purchase of supplies and materials.

302					
Task	Responsible Agency	FY 2011	FY 2012	Total Cost	
(A) Coordinated Human Services Public Transit Plan					
Program Administration	MPO	\$1,500.00	\$1,500.00	\$3,000.00	
(B) Bicycle Pedestrian Safety and Project Coordination					
Bike Pedestrian Outreach	MPO	\$8,200.00	\$8,200.00	\$16,400.00	
BBPSC Meetings	MPO				
TOTAL		\$9,700.00	\$9,700.00	\$19,400.00	

303 TRANSIT, BICYCLE AND PEDESTRIAN DATA COLLECTION

(A) Transit Ridership and Bicycle/Pedestrian Volume Counts

This work element will include the preparation of a ridership data and bicycle and pedestrian volume counts. This information, among other things, will aid in establishing annual passenger mile estimates for mass transit, will aid in estimating facilities that are under or over utilized, and will aid in the prioritization of capital improvements. In summary, the method consists of counting boarding and alighting passengers and measuring distances between stops on randomly selected bus trips each week, throughout the fiscal year. Counts to determine usage of bicycle and pedestrian facilities will also be conducted on a regular basis to gauge and determine needs.

Responsible Agency and End Product(s):

- (1) Bloomington Transit to collect operating data required for estimates of annual passenger miles. Procedures will follow FTA guidelines which describe the methodology to estimate annual passenger miles based on data from a sample of randomly selected bus trips for Bloomington Transit fixed route and demand response service.
 - (a) Annual passenger mile data estimates for Bloomington Transit fixed route and demand response service.

- (2) MPO Staff to conduct seven (7) day seasonal baseline counts (spring, summer, and fall) on multi-use trails and bike lane facilities to establish baseline data for bicycle and pedestrian volume counts. This is currently a pilot program. As the bicycle and pedestrian network continues to be built, expectations for this pilot are to mirror the #203 Traffic Volume Counting element of the UPWP.
 - (a) MPO staff report on the results of seasonal coverage counts for 3-6 facilities

- (3) MPO Staff and Bloomington Public Works Department to annually maintain, update, and develop the GIS sidewalk inventory. This inventory has been developed to identify missing sidewalk segments and to prioritize sidewalk improvement projects. Integration of a robust inventory and infrastructure management are to be implemented for a future phase of the Infrastructure Management Plan. The sidewalk inventory will incorporate sidewalk data on condition, width, and ADA compliance for integration into the asset management software.
 - (a) Sidewalk Project Prioritization Report
 - (b) Status report with integration of GIS and asset management software for sidewalk inventory data
 - (c) Status report on phase two of long term management plan: Sidewalk Condition and Assessment Inventory

303					
Task		Responsible Agency	FY 2011	FY 2012	Total Cost
(A) Transit Ridership/Bike & Ped Counts					
	<i>Annual Passenger Trip Estimates</i>	BT	\$2,000.00	\$2,000.00	\$4,000.00
	<i>Bike/Ped Count Staff Report</i>	MPO	\$5,000.00	\$5,000.00	\$10,000.00
	<i>Sidewalk Inventory & Assessment</i>	MPO			
TOTAL			\$7,000.00	\$7,000.00	\$14,000.00

FY 2011-2012 UPWP
Draft 4/30/2010

Appendix A

Transit Operator Local Match Assurance

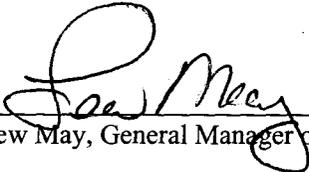
FY 2011-2012 Federal Highway Administration (FHWA) Planning Funds (PL) and Federal Transit Administration (FTA) Section 5303 Planning Funds:

The City of Bloomington Public Transportation Corporation hereinafter referred to as the "Transit Provider", HEREBY GIVES ITS ASSURANCES THAT the local matching requirements for its FY 2011-2012 FHWA and FTA grants shall be met. The MPO is requesting FHWA and FTA Planning grant funds totaling \$666,280.00 requiring \$133,256.00 local match. As specified in the FY 2011-2012 Unified Planning Work Program (UPWP), the Transit Provider shall be responsible for \$34,000.00 of the total grant, requiring \$6,800.00 in local match for the following UPWP elements:

- 1) 301 (A) – Grimes Lane Operations Facility Study (consultant product)
- 2) 303 (A) – Annual unlinked passenger trip estimates

5/26/10
Date

Bloomington Public Transportation Corporation
Legal Name of Applicant

By: 
Lew May, General Manager of Bloomington Transit

Appendix B

Abbreviations

3-C	Continuing, Comprehensive, and Cooperative Planning Process
ADA	American Disabilities Act
BBPSC	Bloomington Bicycle and Pedestrian Safety Commission
CAC	Citizens Advisory Committee
EJ	Environmental Justice
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year (July 1 through June 30)
HPMS	Highway Performance Monitoring System
INDOT	Indiana Department of Transportation
INSTIP	Indiana State Transportation Improvement Program
IPA	Indiana Planning Association
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
ITS	Intelligent Transportation System
IU	Indiana University
LPA	Local Public Agency
MCCSC	Monroe County Community School Corporation
MPO	Metropolitan Planning Organization
MTP	Master Thoroughfare Plan
PDP	Program development Process
PL	Planning
SAFETEA-LU	Safe, Affordable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
SCP	Safety-Conscious Planning
SRTS	Safe Routes To School
STP	Surface Transportation Program
TAC	Technical Advisory Committee
TDF	Travel Demand Forecast
TEA-21	Transportation Efficiency Act for the 21 st Century
TIP	Transportation Improvement Program
TIS	Traffic Impact Study
TRB	Transportation Research Board
UPWP	Unified Planning Work Program
VMT	Vehicle Miles of Travel

Appendix C

TRANSPORTATION PLANNING PROCESS CERTIFICATION

In accordance with 23 CFR 450.334, the Indiana Department of Transportation, and the Bloomington/Monroe County Metropolitan Planning Organization for the Bloomington urbanized area(s) hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and 23 CFR part 450.300;
2. 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;
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
4. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. 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;
6. 23 C.F.R. part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. 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;
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.

FY 2011-2012 Transportation Planning Process Certification

MPO DIRECTOR


Joshua Desmond, MPO Director
Date 5/26/10

POLICY BOARD


Jack Baker (Vice Chair)
Date 5/26/10

INDOT DIRECTOR OF LONG RANGE PLANNING AND MODELING

Roy Nunnally Date

Appendix D **BCMPO Certification Review Statement**

Certification Review Overview

On May 11 and 12, 2006, the Indiana Division of the Federal Highway Administration (FHWA) conducted a planning review of the Bloomington Metropolitan Planning Organization. The MPO was provided with a complete list of review questions in advance of the review session and provided a thorough and comprehensive response to all questions. There were no corrective actions identified during this review.

The final 2006 Certification Review Report is available for review at the City of Bloomington Planning Department, on line at http://bloomington.in.gov/sections/viewSection.php?section_id=191, or by request at mpo@bloomington.in.gov.

Certification Review Statement

Date of Review: May 11, 2006

Review Conducted By: FHWA and Indiana Department of Transportation (INDOT)

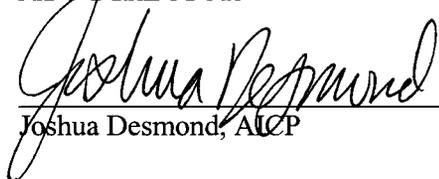
Finding: Based upon this Planning Review, the Bloomington transportation planning process is found to substantially comply with section 134 of Title 23 of the United States Code, Section 8 of the Federal Transit Act, Sections 174 and 176 (c) and (d) of the Clean Air Act.

Corrective Actions: No corrective actions were identified during this review.

Date of Next Review: Currently scheduled for September 8-9, 2010

ATTEST:

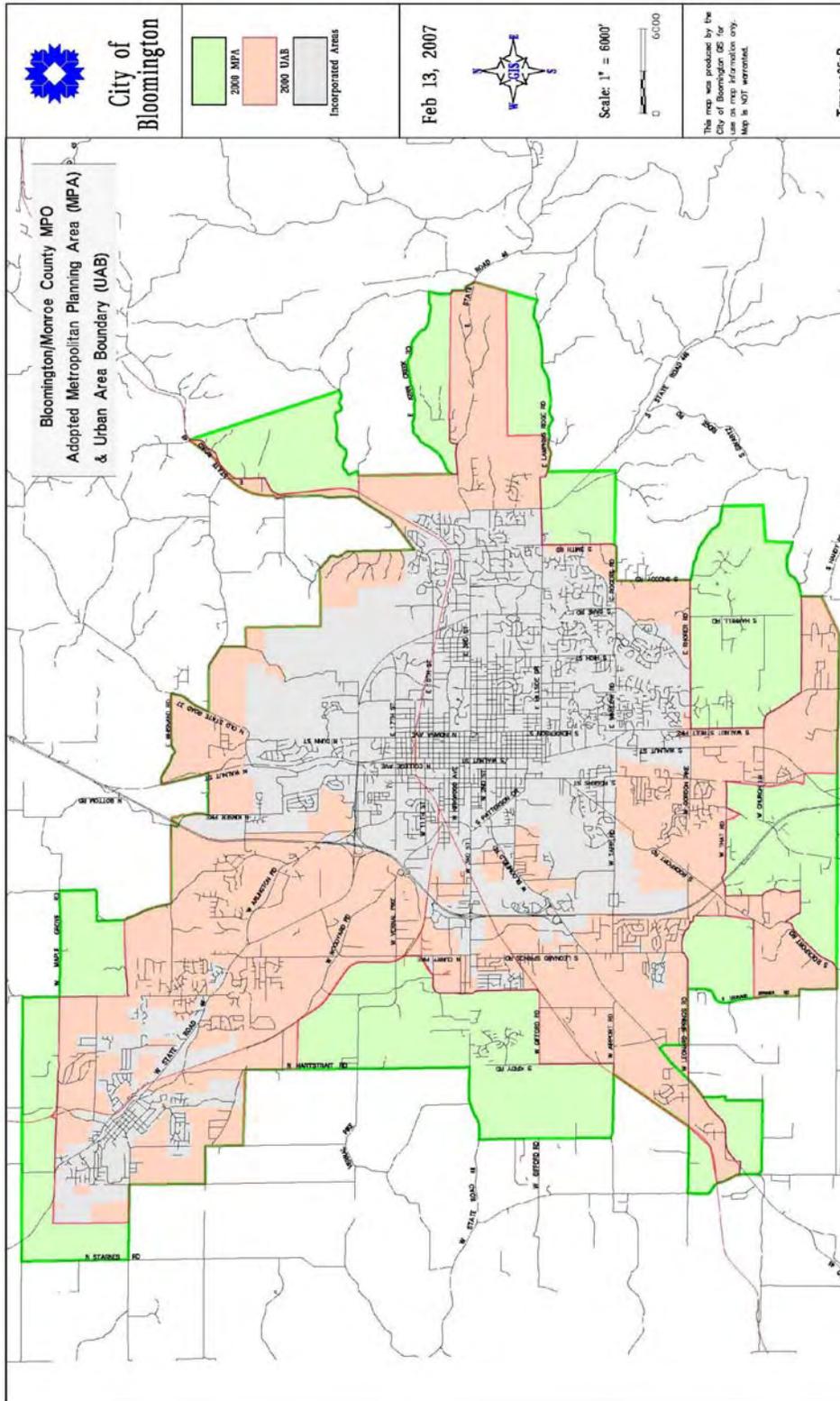
MPO DIRECTOR


Joshua Desmond, AICP
Date 5/26/10

POLICY BOARD


Jack Baker (Vice-Chair)
Date 5/24/10

Appendix E BMCMPO Metropolitan Planning Area Map



<http://bloomington.in.gov/media/media/application/pdf/1960.pdf>

MEMORANDUM



To: BMCMPO Policy Committee
From: Josh Desmond, AICP
MPO Director
Date: June 4, 2010
Re: 2035 Long Range Transportation Plan Task Force

Background

As part of the re-adoption of the 2030 Long Range Transportation Plan, MPO Staff prepared a scope of work for the eventual creation of the 2035 Long Range Transportation Plan. A key component of that process is the creation of a Task Force to guide the development of the new LRTP. This memo will provide an overview of the expectations and responsibilities of that committee.

2035 LRTP Task Force

MPO Staff envisions a group of leaders spanning all three MPO Committees to guide the development of the new Long Range Transportation Plan. This group would meet on a monthly basis (although meetings could become more or less frequent as the plan development process demands). It is important that the committee reflect both technical and policy influences so that all perspectives can be represented. While all final decisions with regard to the Plan would rest with the Policy Committee, this group can have a strong influence on the process as well as ensure constant coordination with their respective committees. The responsibilities of the Task Force would include (but not be limited to) the following:

- Background Research: The initial stages of the 2035 LRTP require significant research into best practices from around the country. The Task Force would assist staff in gathering and evaluating these practices.
- Public Input: Task Force members would be asked to help devise the strategy for collecting public input during the development plan, and would be encouraged to participate in special public events during the process.
- Data Collection: The Task Force would assist staff in identifying key data needs and strategies for collecting and evaluating such data.
- Consultant Selection: The Task Force would play a role in developing the RFP/RFQ for consultant services, and may also be asked to participate in the consultant interview/selection process (with final selection approved by the Policy Committee).
- Model Validation: Once a model is created by the consultant, it will need to be reviewed by the Task Force to ensure that it accurately reflects local conditions.
- Project Selection: The Task Force will play a key role in evaluating the many alternative project scenarios that are developed during the planning process.
- Plan Review: As staff develops drafts of the complete plan, the Task Force will be asked to review and comment on those documents.

Action Requested

MPO staff is requesting that the Policy Committee appoint members to serve on the 2035 Long Range Transportation Plan Task Force. Staff is asking that each of the MPO Committees appoint at least two members, but no more than four members. Once the full Task Force is appointed, MPO Staff will coordinate with members to establish an initial meeting schedule and list of tasks.

MEMORANDUM



To: Policy Committee

From: Joe Fish, *Transportation Planner*

Date: June 4, 2010

Re: Highway Safety Improvement Program

Background

Since adoption of the BMCMPPO's Highway Safety Improvement Program Guidelines (HSIP) in 2008, the Indiana Department of Transportation has released additional guidance and supporting materials regarding this program. Additionally, MPO staff recently attended an FHWA-sponsored HSIP Peer Exchange, which shed light on Indiana and FHWA HSIP requirements. As a result, MPO staff is proposing revisions to the guidelines. Within the meeting packet you will find these revised guidelines, which include some significant changes. This memo outlines the most significant changes and reiterates the most important aspects of the program.

Significant Changes

The core focus of the BMCMPPO's HSIP program – fatal and severe crash reduction – remains unchanged. However, the available means by which LPAs can accomplish this goal have been broadened. At the same time, the procedures have been altered to ensure the BMCMPPO's program meets state and federal requirements. The most significant changes to the HSIP program are as follows:

- All projects must address one of seven infrastructure emphasis areas identified in the Indiana Strategic Highway Safety Plan. These emphasis areas are included in the BMCMPPO's guidelines.
- Proposed site-specific project locations must undergo a Road Safety Audit (RSA), conducted by a team of independent, non-biased experts. Applicants must include a detailed response to the recommendations of the RSA report in their application.
- Site-specific projects must demonstrate a benefit/cost ratio greater than 2.0 (previously a b/c ratio greater than 1.0 was sufficient).
- A list of low-cost programmatic countermeasures has been included. Projects falling into these categories are excluded from several application requirements, and may also benefit from streamlined implementation. It is anticipated that such improvements will have a system-wide net benefit, and thus they do not need to be justified on a case-by-case basis.
- Final project award decisions are made by the Indiana Highway Safety Advisory Committee.

Additional Procedures/Requirements

The HSIP guidelines contained in this packet provide a detailed explanation of the process that will be used by the BMCMPPO to distribute HSIP funds. In addition to those discussed above, the most important considerations are:

- Proposed projects must be capable of eliminating or reducing fatal and incapacitating injury crashes.
- Site-specific project locations must be listed in the BMCMPPO's top 50 fatal/incapacitating crash locations.
- LPAs will be required to evaluate the effectiveness of the project using six years of before/after data (three years before treatment compared to three years after treatment).
- The local match is 10%.

Recommendations

The CAC and TAC both recommended approval of the proposed changes at their 5/26/10 meetings.

Action Requested

The Policy Committee is requested to take action on the proposed changes to the HSIP guidelines.



Bloomington/Monroe County Metropolitan Planning Organization Highway Safety Improvement Program Guidelines

Overview of Procedures/Requirements

The Bloomington/Monroe County Metropolitan Planning Organization (BMCMPPO) is responsible for administering the local Highway Safety Improvement Program (HSIP) process within the urbanized area, including establishing project selection procedures, soliciting projects from LPAs, evaluating project applications, and awarding funding to projects. The Indiana Department of Transportation (INDOT) retains final authority regarding which projects are funded.

There are six general provisions guiding the Indiana HSIP program:¹

- 1) *The candidate project shall demonstrate that it will address one of the infrastructure emphasis areas outlined in the Indiana Strategic Highway Safety Plan:*²
 - a. Emphasis Area 4: Improve motorcycle safety
 - b. Emphasis Area 5: Reduce large truck crashes
 - c. Emphasis Area 6: Reduce bicycle and pedestrian crashes
 - d. Emphasis Area 7: Reduce “High Risk” rural road crashes
 - e. Emphasis Area 8: Minimize the possibility and consequences of leaving the roadway
 - f. Emphasis Area 9: Improve safety at intersections
 - g. Emphasis Area 10: Reduce crashes at highway railroad crossings
- 2) *The candidate project must demonstrate a workable plan to address the identified safety problem.*
- 3) *The candidate project must demonstrate a financially sound design concept.* For site-specific projects, a benefit/cost ratio at or above 2.0 is the minimum standard for eligibility. Other low-cost, programmatic countermeasures may be better suited to a program-based benefit/cost analysis.
- 4) *All project documentation is subject to review and eligibility determination by the multi-agency Highway Safety Advisory Committee.* INDOT and FHWA retain the right to refuse federal safety funding for projects that can not document eligibility (justification of need) and cost effectiveness.
- 5) *Where new devices are installed, the owner agency agrees to fund all future maintenance.*
- 6) *Post-construction analysis is a requirement for all completed projects.* For site-specific projects, the normal standard is comparison of crash history for three continuous years before the start and end of project construction. Other programmatic improvements not based on crash history may have post-construction reporting periods of different length.

All phases of project implementation (Preliminary Engineering, Right-of-Way, Construction, and Construction Engineering/Inspection) are eligible under the HSIP program; however, HSIP funds may not be used as a component of a larger project. Local Public Agencies will be required to provide a local match in the amount of 10% of the project cost.

¹ Indiana Department of Transportation. Local Highway Safety Improvement Program Project Selection Guidance. July 2009.

² Indiana Department of Transportation. Strategic Highway Safety Plan. September 2006



Project Selection

There are two project categories for HSIP funding: low-cost programmatic improvements (e.g., sign replacement, backing plates on signal heads, pedestrian countdown signals, etc.), and high-cost site-specific improvements (e.g., roadway realignment/reconfiguration, new signals, etc.). In keeping with statewide and federal goals, low-cost strategies are preferred over high-cost strategies. High-cost projects, such as intersection reconstruction, would rapidly expend the funds and could tie up multiple years of funding. In addition, such projects would likely involve right-of-way acquisition, which would cause a significant lag in project implementation. Smaller projects can be implemented more quickly.

Project selection procedures differ for programmatic and site-specific projects. Generally, site-specific projects require a greater burden of proof on the applicant to demonstrate the cost-effectiveness of the proposed strategy. The specific project selection procedures are detailed below.

Low-Cost Programmatic Improvements

The low-cost project types listed below are eligible for BMCMPPO HSIP funding. It is not necessary to demonstrate a particular cost/benefit ratio for these types of projects; however, LPAs should prioritize improvements based on the greatest anticipated safety benefit. The project application requires the LPA to discuss its prioritization method.

- 1) *Conduct replacement of outdated regulatory, warning and guide signs to meet Manual of Uniform Traffic Control Devices (MUTCD) retroreflectivity requirements.* The basis for this project type is to assist LPAs in meeting the federally mandated requirements to upgrade warning, regulatory, and guide signs to current standards of the MUTCD.³ Regulatory and warning signs are eligible for replacement based on the following criteria:
 - a. Signs that are known to be in place longer than 10 years
 - b. Signs that do not have prismatic sheeting
 - c. Signs that are damaged to the extent that their nighttime retroreflectivity is inadequate.
 - d. Signs that fail to meet minimum retroreflectivity requirements
 - e. If the cost estimate exceeds available funding, replacement of signs will be prioritized on the basis that warning and stop signs are highest priority followed by other regulatory and guide signs.
- 2) *Upgrade traffic signals to a minimum of one signal head per travel lane.* The basis for this project type is a well established crash reduction factor associated with this countermeasure. Proposed locations can be prioritized based on crash history and traffic volume.
- 3) *Install black backing plates on all signal heads at a traffic signal.* The basis for this project type is a well established crash reduction factor associated with this countermeasure. Proposed locations should be prioritized based on crash history and traffic volume.
- 4) *Install pedestrian push button and countdown heads at traffic signals.* This countermeasure is described in INDOT Design Standards and is eligible at public road crosswalks. Prioritization of locations should be made according to crash history, pedestrian volume, traffic volume, and pedestrian conflicts.
- 5) *Install new pedestrian crosswalk warning signs, flashing beacons, special pavement markings and refuge areas.* Justification of locations should be according to a documented pedestrian plan that identifies corridors serving pedestrian traffic generators such as multimodal trails, schools, libraries, retail and Central Business District (CBD). Proposed locations should be prioritized based on traffic volume, and pedestrian conflicts.
- 6) *Make changes to signal timing to improve safety.* The basis for this project type is a well established crash reduction factor associated with this countermeasure. Proposed locations can be prioritized based on crash history and traffic volume.

³ http://safety.fhwa.dot.gov/roadway_dept/night_visib/policy_guide/



- 7) *Install new lighting at intersections and at trail crossings.* The basis for this project type is a well established crash reduction factor associated with this countermeasure. Proposed locations should be prioritized based on crash history, traffic volume, and pedestrian conflicts.
- 8) *Install new guardrail end sections upgraded to current standards.* This activity is considered preventative maintenance under HSIP guidance that allows for the replacement of substandard guardrail end sections (such as buried ends) with current guardrail end sections contained in INDOT Standards and Specifications. In order to provide the proper transition to existing guardrail, not more than 100 feet of the existing guardrail may also be replaced at each end section. Proposed locations should be prioritized based on crash history and traffic volume.
- 9) *Install new guardrail at approved locations where none existed before.* New runs of guardrail may be placed according to INDOT Standards and Specifications where the need is determined, according to Chapter 49 of the INDOT Design Manual. Proposed locations should be prioritized based on crash history and traffic volume.
- 10) *Install new stop signs at railroad crossings that lack active warning devices.* The basis for this project type is a well established crash reduction factor associated with this countermeasure. The LPA may install new stop signs at any public road crossing of an active railroad line that currently lacks active warning devices such as railroad activated lights and gates. If existing stop signs are present but are in poor condition they may be replaced under the basis of item 1 above. Proposed locations should be prioritized based on crash history and traffic volume.

High-Cost Site-Specific Projects

The selection process for high-cost projects entails a greater level of analysis than is required for low-cost projects. In particular, a benefit/cost ratio greater than 2.0 is required for all high-cost projects. Additionally, projects must be located at one of the top 50 crash locations in the County, or another location formally approved by the Policy Committee. Road Safety Audits (RSA) are also required for site-specific projects. The RSA report should define the safety issues and identify alternatives and recommended crash countermeasures.⁴ The RSA team must consist of independent un-biased experts. The LPA application must include a formal written response to the findings of the RSA team.

The benefit/cost ratio is based on the relationship of the type and number of crashes to the specific countermeasures proposed. Therefore, the proposed treatment must be capable of reducing the types of crashes associated with the site. In order to facilitate benefit/cost analysis, the BMCMPPO will provide a benefit/cost spreadsheet to the Local Public Agencies (LPAs). To complete the worksheet, it will be necessary for the LPAs to consult the police reports for the crashes under consideration. At the request of the LPA, the BMCMPPO can provide a list of the crash record numbers for any particular location so that the crash reports can be more easily obtained. Relationships between crash type and countermeasures are detailed in FHWA's "Desktop Reference for Crash Reduction Factors."

In order to be eligible for HSIP funding, proposed high-cost project locations must be:

1. Within the BMCMPPO urbanized area; and
2. Exclusive of INDOT facilities, including intersections where a non-INDOT facility intersects or adjoins an INDOT facility; and
3. Identified in the list of the top 50 fatal/incapacitating injury crash locations, as included in the HSIP Call for Applications. LPAs may appeal to the Policy Committee to allow a project location that is not on the list of eligible project locations. Such appeals may be made concurrent to or prior to applying for HSIP funding. If the appeal is successful, the proposed location will be added to the list of eligible project locations.

⁴ Information regarding the RSA process can be found at: <http://safety.fhwa.dot.gov/rsa>



Project Application Requirements

LPAs will be required to include the following materials in their applications:

- 1) A cover letter signed by the highest elected official of the local public agency that owns or maintains the public road(s) where the proposed infrastructure project will be constructed. The letter shall address all of the following:
 - a) Project intent, including the project location and type of work.
 - b) Explanation of how it was determined that this is one of the worst problems in the area.
 - c) Discussion of the relationship between the type and number of crashes and the treatments proposed.
 - d) Discussion of other treatments that were considered and why were they rejected.
- 2) A completed Benefit/Cost worksheet or, in the case of low-cost programmatic projects, discussion of the prioritization method used.
- 3) A map of the location(s) to be improved. For some programmatic projects involving multiple locations (e.g., sign replacement), a simple dot map is sufficient.
- 4) A data collection plan for pre/post treatment comparison (some low-cost programmatic improvements may not be amenable to evaluation). The data collection plan should clearly indicate the LPA's ability to evaluate the effectiveness of the project, using three years of pre-treatment data and three years of post-treatment data. The analysis should include a breakdown of the type and number of crashes in each of the six years, and the estimated benefits of the project, based on the number of crashes reduced in the three year post-treatment period. Standard crash cost estimates are incorporated into the Benefit/Cost worksheet. Crash data collection and analysis will be the responsibility of the LPA.
- 5) Preliminary cost estimates for each phase of the proposed project (e.g. PE, ROW, Construction, and Inspection Services).
- 6) A proposed timeline for completion of each phase.
- 7) *For site-specific projects only:*
 - a) *Road Safety Audit report, including RSA team member list, description of safety problems, and recommended crash countermeasures.*
 - b) *LPA response to RSA recommendations.*

HSIP Fund Distribution Process

The process for allocating and distributing BMCMPPO HSIP funds shall be as follows:

1. The BMCMPPO issues a call for projects.
2. LPAs submit project applications with appropriate supporting materials.
3. BMCMPPO staff evaluates project applications and works with LPAs to refine their applications, if necessary.
4. LPAs present project applications to the Citizens Advisory Committee (CAC) and Technical Advisory Committee (TAC) for feedback. The CAC and TAC make recommendations as to whether the project should receive HSIP funding.
5. The Policy Committee recommends HSIP funding awards.
6. BMCMPPO submits funding recommendations to INDOT for evaluation by Highway Safety Advisory Council (HSAC).
7. HSAC makes a final determination regarding BMCMPPO HSIP funding.
8. Approved projects are added to the Transportation Improvement Program (TIP), following public notice requirements.

MEMORANDUM



To: Policy Committee Members
 From: Raymond Hess, Sr. *Transportation Planner*
 Date: June 4, 2010
 Re: Transportation Improvement Program Amendment

2010-2013 Transportation Improvement Program

Indiana University Campus Transit has requested that the MPO amend the 2010-2013 Transportation Improvement Program to add a new project. The Campus Transit wishes to apply for discretionary grant funds to acquire five new 35' hybrid buses at a cost of \$2.8 million. The project needs to be reflected in the TIP before the June 18th application deadline. The following project table would be added to the TIP on page 46:

Indiana University Transit Projects		Fiscal Year			
		2010	2011	2012	2013
Project: Hybrid Buses	FTA 5309	\$ 2,800,000			
Description: Purchase of five 35' hybrid buses	Local				
DES#: n/a					
Support: n/a	TOTAL	\$ 2,800,000	\$ -	\$ -	\$ -

Note: discretionary funds are being sought for the funding highlighted in bold on this chart.

The timing of this request did not allow for review by the CAC or TAC. However, since the project does not involve acquisition of right-of-way or does not add capacity to the road network, it can be acted on directly by the Policy Committee.

Action Requested

- The Policy Committee of the BMCMPPO is requested to take action on an amendment to the FY2010-2013 Transportation Improvement Program to include the purchase of new hybrid buses for Indiana University Campus Transit.