



TECHNICAL ADVISORY COMMITTEE

February 23, 2022

10:00 – 11:30 am

Virtual Location via Zoom

Join Zoom Meeting

<https://bloomington.zoom.us/j/85612677132?pwd=N3RSazcwOER0M1VQeFJESFJQb2E1UT09>

Meeting ID: 856 1267 7132

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Clicking on the link will take you to the meeting. You will automatically receive a dial-in number if you want to use your phone for audio and not your computer microphone.

- I. Call to Order and Introductions
- II. Approval of Meeting Agenda*
- III. Approval of Minutes*
 - a. January 26, 2022
- IV. Communications from the Chair and Vice Chair
- V. Reports from Officers and/or Committees
- VI. Reports from the MPO Staff
 - a. INDOT FY 2022 - 2026 Statewide Transportation Improvement Program (STIP)
- VII. Old Business
 - a. None.
- VIII. New Business
 - a. Draft FY2023-2024 Unified Planning Work Program (UPWP)
 - b. FY 2020 - 2024 TIP Amendments/FY 2022 - 2026 TIP Amendment*
 - (1) DES# 2100055 - SR46 ADA Ramps at 17th Street
- IX. Public Comment on Matters Not Included on the Agenda (*non-voting items*)
Limited to five minutes per speaker, and may be reduced by the committee if numerous people wish to speak
- X. Communications from Committee Members on Matters Not Included on the Agenda (*non-voting items*)
 - a. Communications
 - b. Topic Suggestions for Future Agendas

XI. Upcoming Meetings

- a. Policy Committee - March 11, 2022 at 1:30 p.m. (Virtual or Hybrid)
- b. Technical Advisory Committee - March 23, 2022 at 10:00 a.m. (Virtual or Hybrid)
- c. Citizens Advisory Committee - March , 2022 at 6:30 p.m. (Virtual or Hybrid)

XII. Adjournment

**Action Requested / Public comment prior to vote (limited to five minutes per speaker).*

Auxiliary aids for people with disabilities are available upon request with adequate notice. Please call [812-349-3429](tel:812-349-3429) or e-mail human.rights@bloomington.in.gov.



TECHNICAL ADVISORY COMMITTEE

January 26, 2022

10:00 – 11:30 am

Virtual Location via Zoom

Minutes

Members Present: Nate Nickel, Jane Fleig, Paul Satterly, John Connell, Jared Eichmiller, Neil Kopper, Jackie Nester Jelen (proxy), Scott Robinson, Patrick Ellis, Laura Haley

Staff Present: Ryan Clemens, Pat Martin

- I. Call to Order and Introductions
 - a. Fleig called the meeting to order.

- II. Approval of Meeting Agenda*
 - a. *Nickel motioned to approve the agenda. Robinson seconded. Motion passed unanimously by voice vote (10-0).*

- III. Election of Calendar Year (CY) 2022 Technical Advisory Committee Officers*
 - a. Chair
 - (1) Nickel nominated himself to be the TAC Chair. No other nominations were made.
 - b. Vice-Chair
 - (1) Satterly nominated himself to be the TAC Vice Chair. No other nominations were made.

The nominations were unanimously approved by voice vote (10-0).

- IV. Approval of Minutes*
 - a. November 17, 2021
 - (1) *Fleig motioned to approve the Minutes. Kopper seconded. Motion passed unanimously by voice vote (10-0).*

- V. Communications from the Chair and Vice Chair
 - a. Nickel mentioned that there have not been any major snow events so far, but that City crews are ready to respond if and whenever necessary.
 - b. Satterly reported that the Curry Pike Roundabout will start construction in March.

- VI. Reports from Officers and/or Committees
 - a. City of Bloomington
 - (1) Kopper reported that the City has no active MPO projects at the moment, but that there will be a several projects coming up for bidding soon.

VII. Reports from the MPO Staff

- a. CY 2022 BMCMPPO Committee Meeting Schedules
 - (1) Staff presented the CY 2022 Committee Schedule for each BMCMPPO Committee.
- b. MPO 101 Overview
 - (1) Staff went over “MPO 101” with members. Staff mentioned that, as always, TAC members may ask MPO staff for individual meetings to further discuss “MPO 101.”
- c. Fiscal Year (FY) 2022 - 2026 TIP Approval Letter
 - (1) Staff reported that the BMCMPPO’s FY 2022-2026 TIP has been approved by the Indiana Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration, and staff presented the TIP Approval Letter. Staff discussed, however, that the BMCMPPO is still operating under its FY 2020-2024 TIP until INDOT’s Statewide Transportation Improvement Program (STIP) is approved.
- d. INDOT FY 2022 - 2026 Statewide Transportation Improvement Program (STIP)
 - (1) Staff reported on the status of the STIP and went over the STIP Public Primer. Staff advised members that STIP development is currently undergoing public review.
- e. Bloomington Transit – Route #2 Service Change
 - (1) Connell reported on the Route #2 Service Change. He mentioned that this project was a result of the Route Optimization Study that started in 2018, and that the purpose was to improve recovery time on the route to ensure that transfers can be made efficiently. Connell reported that the goal of this project has been accomplished and that there is plenty of recovery time on the newly revised route now. He mentioned that if additional changes are needed there will be additional public outreach. Discussion ensued.
- f. Transportation Planning <https://www.ite.org/technical-resources/topics/transportation-planning/>; Transportation Engineering (<https://www.ite.org/>); Traffic Engineering (<https://www.ite.org/technical-resources/topics/traffic-engineering/>)
 - (1) Staff presented the broad and comprehensive topic of traffic studies, as desired by some concerned Policy Committee members at a previous meeting, including transportation planning, transportation engineering, and traffic engineering.

VIII. Old Business

- a. BMCMPPO Public Participation Plan*
 - (1) Staff went over the Draft Public Participation Plan. Clemens mentioned that only very minor updates and modernization of the document has changed within this draft. Discussion ensued. *Connell motioned to recommend approval of the Public Participation Plan to the Policy Committee. Fleig seconded. Motion passed unanimously by voice vote (10-0).*

IX. New Business

- a. INDOT 2022 PM1 Safety Target Declaration - Adoption by February 28, 2022*
 - (1) Staff presented the INDOT 2022 PM1 Safety Targets. After discussion, and with MPO staff approval, TAC members desired and agreed upon a more appropriate wording to include with an upcoming motion: “The Technical Advisory Committee has concerns with the specific language that INDOT utilized to create its 5-year averages for performance targets. The Technical Advisory Committee believes that fatalities and serious injuries that result from crashes on public roadways can, and

should, be prevented. It is felt that zero fatalities and zero serious injuries are more appropriate performance targets for INDOT and all MPOs to pursue. However, the Technical Advisory Committee understands that INDOT's safety performance targets are intended to convey only an incremental change toward safer streets, and not an ultimate goal. With this background, the Technical Advisory Committee recommends that the Policy Committee adopt the INDOT 2022 PM1 Safety Target Declaration." *Connell motioned to accept the INDOT 2022 PM1 Safety Target Declaration with the TAC's agreed upon acceptance statement. Kopper seconded. Motion passed unanimously by voice vote (10-0).*

- b. FY 2020 - 2024 TIP Amendments/FY 2022 - 2026 TIP Amendment*
 - (1) DES# 2001522 - SR46 ADA Ramps at College Mall Road
 - (a) Staff presented INDOT's TIP Amendment. Discussion ensued. *Fleig motioned to recommend approval of the TIP Amendment to the Policy Committee. Kopper seconded. Motion passed unanimously by voice vote (10-0).*

Connell left the meeting.

- c. BMCMPPO Draft Coordinated Human Services Transportation Plan*
 - (1) Staff presented the Draft Coordinated Human Services Transportation Plan prepared by RLS & Associates, Inc. Discussion ensued. *Fleig motioned to recommend approval of the Draft Plan to the Policy Committee. Kopper seconded. Motion passed unanimously by voice vote (9-0).*

X. Public Comment on Matters Not Included on the Agenda (*non-voting items*)
Limited to five minutes per speaker, and may be reduced by the committee if numerous people wish to speak

- a. None

XI. Communications from Committee Members on Matters Not Included on the Agenda (*non-voting items*)

- a. Communications
 - (1) None
- b. Topic Suggestions for Future Agendas
 - (1) None

XII. Upcoming Meetings

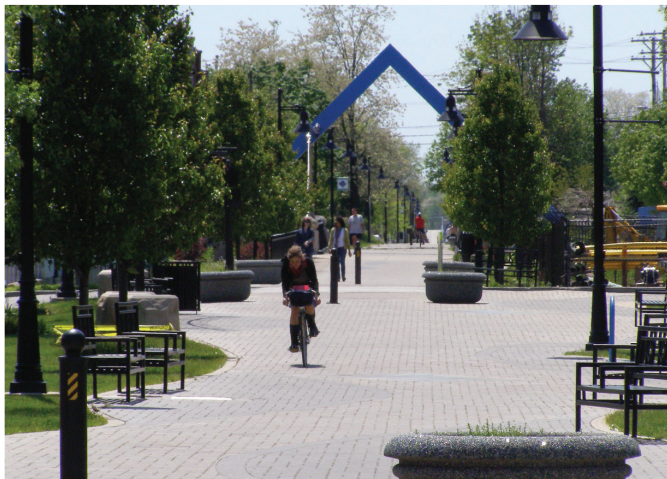
- a. Policy Committee - February 11, 2022 at 1:30 p.m. (Virtual)
- b. Technical Advisory Committee - February 23, 2022 at 10:00 a.m. (Virtual)
- c. Citizens Advisory Committee - February 23, 2022 at 6:30 p.m. (Virtual)

XIII. Adjournment

- a. Fleig motioned to adjourn. Kopper seconded.

**Action Requested / Public comment prior to vote (limited to five minutes per speaker).*

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BLOOMINGTON • MONROE COUNTY



Draft Unified Planning Work Program

Fiscal Years
2023 & 2024

*Bloomington-Monroe County
Metropolitan Planning Organization
Policy Committee
ANTICIPATED Final Adoption*

April 8, 2022

ACKNOWLEDGMENT & DISCLAIMER

The preparation of this report has been financed in part through grants 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.

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Introduction

OVERVIEW

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 in March 1982. The MPO is responsible for ensuring that the Bloomington urbanized area has a continuing, cooperative, and comprehensive (3-C) transportation planning process as mandated by Federal law. Federal certification of the 3-C planning process is a prerequisite for obtaining approval of any subsequent transportation improvement projects funded by the FHWA and/or FTA.

The Fixing America's Surface Transportation (FAST) Act (Pub. L. No. 114-94) signed into law on December 4, 2015, currently guides Federal transportation policy and programs related to MPOs. The FAST Act provides long-term funding certainty for surface transportation infrastructure planning and investment. Ten (10) national transportation planning factors that guide the programs and policies of all MPOs under current Federal legislation include:

- *Economic Vitality:* Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- *Safety:* Increase the safety of the transportation system for motorized and non-motorized users;
- *Security:* Increase the security of the transportation system for motorized and non-motorized users;
- *Mobility:* Increase accessibility and mobility of people and freight;
- *Environment:* Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- *System Integration:* Enhance the integration and connectivity of the transportation system across and between modes for people and freight;
- *System Management:* Promote efficient system management and operation;
- *System Preservation:* Emphasize the preservation of the existing transportation system;
- *System Resiliency and Reliability:* Improve the transportation system and reduce or mitigate storm water impacts of surface transportation; and
- *Travel and Tourism:* Increase travel and tourism.

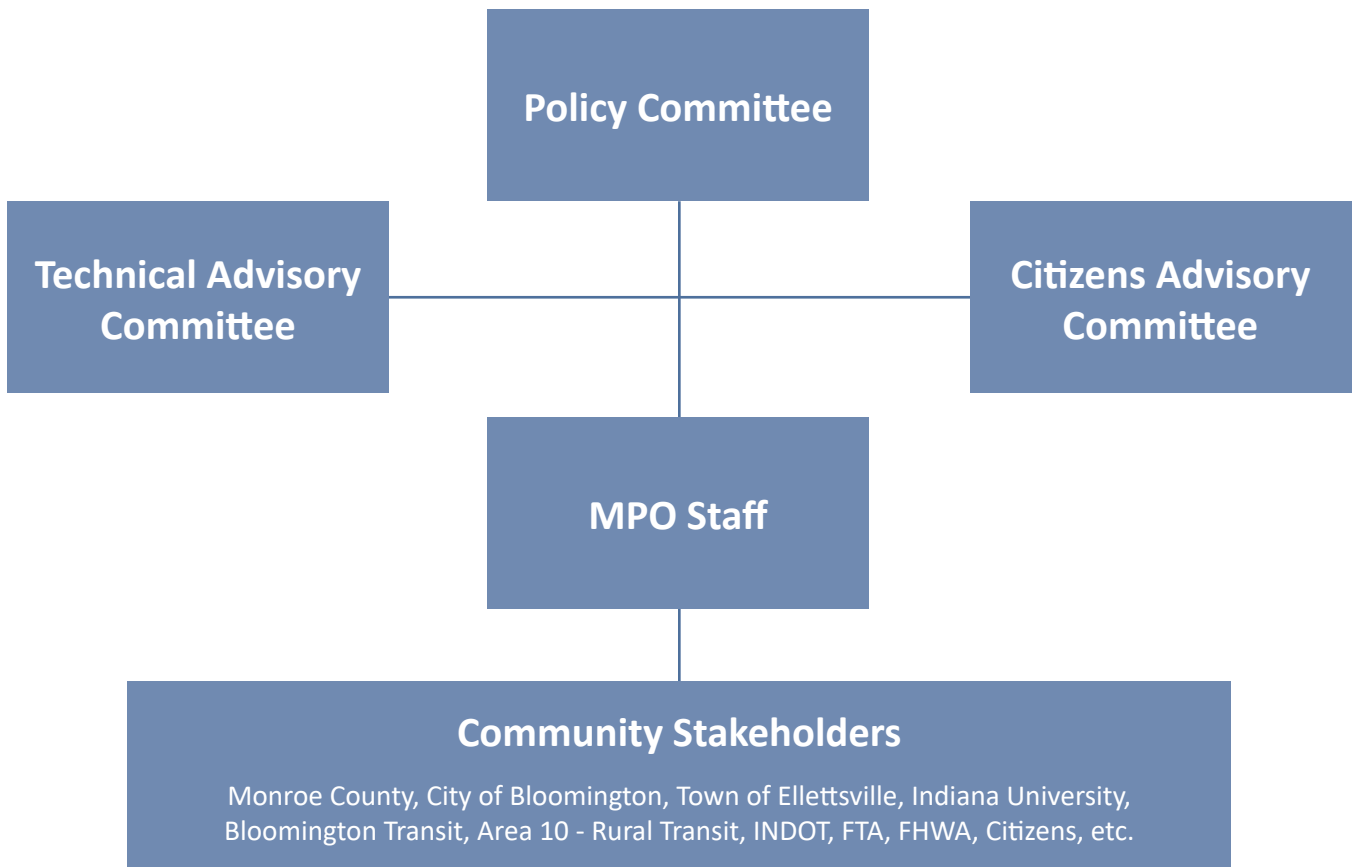
One of the requirements of the urban transportation planning process for an MPO involves the development of a Unified Planning Work Program (UPWP) that describes all planning activities anticipated in the urbanized area over the programming years, and documents the work performed with Federal planning funds. The FY 2023-2024 UPWP satisfies the Bloomington-Monroe County Metropolitan Planning Organization (BMCMPO) work program requirement for Fiscal Years 2023 and 2024 (July 1, 2022 to June 30, 2024).

BMCMPO ORGANIZATION & COMPOSITION

The Bloomington-Monroe County Metropolitan Planning Organization (BMCMPO) consists of a three-part intergovernmental steering committee with the City of Bloomington Plan Commission as the contracting entity, and the City of Bloomington Planning and Transportation Department as the lead staff agency.

The three-part intergovernmental steering committee consists 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 provides for close communication between key policy/decision makers, the representative technical planning staffs, and citizen representatives. Appendix A illustrates the representative BMCMPO committee membership.

The MPO Staff maintains close working relationships with Monroe County, the City of Bloomington, and the Town of Ellettsville departments and agencies, the Bloomington Public Transportation Corporation, Indiana University, Monroe County and Richland Bean Blossom Community School Corporations, the Indiana Department of Transportation (INDOT), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and all citizens.



FY 2023 PEA

See Appendix E for more information on Planning Emphasis Areas.

PLANNING EMPHASIS AREAS

The Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the Indiana Department of Transportation (INDOT) annually issue a set of Planning Emphasis Areas (PEAs) to Indiana MPOs in addition to the general planning factors discussed previously. The Indiana Division Office of Federal Highway Administration (FHWA) and Federal Transit Administration Region V (FTA) annual Planning Emphasis Areas (PEAs) for FY 2023 are:

- Tackling the Climate Crisis - Transition to a Clean Energy Resilient Future;
- Equity and Justice⁴⁰ in Transportation Planning;
- Complete Streets;
- Public Involvement;
- Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD);
- Federal Land Management Agency (FLMA) Coordination;
- Planning and Environmental Linkages (PEL);
- Data in Transportation Planning;
- TIP/STIP Process Review; and
- Metropolitan Planning Area and Urban Area Boundaries.

These PEAs prioritize key tasks and policies for implementation by MPOs in their Unified Planning Work Programs. The fulfillment of these tasks and policies implement the provisions of Fixing America's Surface Transportation Act (FAST Act). The following paragraphs detail the BMCMPO FY 2023-2024 UPWP Planning Emphasis Area elements.

FY 2021-2022 BMCMPPO Budget

FUND USE BY MATCHING AGENCY

The table below summarizes FY 2023-2024 funding allocations based on the agency using the programmed funds. The figures in the MPO column represent BMCMPO 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. The CSA column shows funds identified for use by partner agencies through Contract Service Agreements. Later sections of the BMCMPO FY 2023-2024 UPWP further identify cost breakdowns of each work element.

Work Element	MPO Staff	BT	Cons/Supp	CSA	Total	
100	Administration & Public Participation					
	FY 2023	\$150,071	\$0	\$5,600	\$0	\$155,671
	FY 2024	\$150,071	\$0	\$5,600	\$0	\$155,671
200	Data Collection & Analysis					
	FY 2023	\$15,037	\$0	\$8,234	\$2,000	\$25,271
	FY 2024	\$15,037	\$0	\$8,234	\$2,000	\$25,271
300	Short Range Planning & Management Systems					
	FY 2023	\$83,748	\$0	\$0	\$23,000	\$106,748
	FY 2024	\$83,748	\$0	\$0	\$23,000	\$106,748
400	Long Range Planning					
	FY 2023	\$63,113	\$0	\$1,870	\$0	\$64,983
	FY 2024	\$63,113	\$0	\$34,870	\$0	\$97,983
500	Transit & Active Transportation					
	FY 2023	\$8,913	\$37,000	\$1,280	\$0	\$47,193
	FY 2024	\$8,913	\$4,000	\$1,280	\$0	\$14,193
600	Other Planning Initiatives & Special Projects					
	FY 2023	\$2,496	\$0	\$0	\$0	\$2,496
	FY 2024	\$2,496	\$0	\$0	\$0	\$2,496
	TOTAL					
	FY 2023	\$323,379	\$37,000	\$16,984	\$25,000	\$402,362
	FY 2024	\$323,379	\$4,000	\$49,984	\$25,000	\$402,362
	TOTAL	\$646,758	\$41,000	\$66,967	\$50,000	\$804,725

OBJECT CLASS BUDGET BY FUNDING SOURCE

The Object Class Budget table shown below summarizes FY 2023-2024 UPWP funding allocations by object class and funding source. Fringe and Indirect expenses are calculated rates found in the FY 2021 Cost Allocation Plan. Funding allocations for BMCMPPO staff, Bloomington Transit, Consultants/Other, and Contract Service Agreements (CSAs) illustrate underlying object class budgeted expenses. Please refer to the individual work element sections later in this document for further details on each category.

Object Class	Federal	Local	Total
Direct Chargeable Salary			
FY 2023	\$91,009	\$22,752	\$113,762
FY 2024	\$91,009	\$22,752	\$113,762
Fringe Expenses			
FY 2023	\$77,959	\$19,490	\$97,448
FY 2024	\$77,959	\$19,490	\$97,448
Indirect Expenses			
FY 2023	\$89,735	\$22,434	\$112,169
FY 2024	\$89,735	\$22,434	\$112,169
Bloomington Transit			
FY 2023	\$29,600	\$7,400	\$37,000
FY 2024	\$3,200	\$800	\$4,000
Consultants/Supplies			
FY 2023	\$13,587	\$3,397	\$16,984
FY 2024	\$39,987	\$9,997	\$49,984
Contract Service Agreements			
FY 2023	\$20,000	\$5,000	\$25,000
FY 2024	\$20,000	\$5,000	\$25,000
TOTAL			
FY 2023	\$321,890	\$80,472	\$402,362
FY 2024	\$321,890	\$80,472	\$402,362
TOTAL	\$643,780	\$160,945	\$804,725

OBJECT CLASS BUDGET BY FUNDING SOURCE

The Object Class Budget table shown below summarizes FY 2023-2024 UPWP funding allocations by object class and funding source. Fringe and Indirect expenses are calculated rates found in the FY 2021 Cost Allocation Plan. Funding allocations for BMCMPPO staff, Bloomington Transit, Consultants/Other, and Contract Service Agreements (CSAs) illustrate underlying object class budgeted expenses. Please refer to the individual work element sections later in this document for further details on each category.

	Object Class	Federal	Local	Total
100	Administration & Public Participation			
	<i>FY 2023</i>	\$124,537	\$31,134	\$155,671
	<i>FY 2024</i>	\$124,537	\$31,134	\$155,671
200	Data Collection & Analysis			
	<i>FY 2023</i>	\$20,217	\$5,054	\$25,271
	<i>FY 2024</i>	\$20,217	\$5,054	\$25,271
300	Short Range Planning & Management Systems			
	<i>FY 2023</i>	\$85,398	\$21,350	\$106,748
	<i>FY 2024</i>	\$85,398	\$21,350	\$106,748
400	Long Range Planning			
	<i>FY 2023</i>	\$51,987	\$12,997	\$64,983
	<i>FY 2024</i>	\$78,387	\$19,597	\$97,983
500	Transit & Active Transportation			
	<i>FY 2023</i>	\$37,755	\$9,439	\$47,193
	<i>FY 2024</i>	\$11,355	\$2,839	\$14,193
600	Other Planning Initiatives & Special Projects			
	<i>FY 2023</i>	\$1,997	\$499	\$2,496
	<i>FY 2024</i>	\$1,997	\$499	\$2,496
	TOTAL			
	<i>FY 2023</i>	\$321,890	\$80,472	\$402,362
	<i>FY 2024</i>	\$321,890	\$80,472	\$402,362
	TOTAL	\$643,780	\$160,945	\$804,725

Summary Budget For Active Purchase Orders

The tables below summarize the FY 2023-2024 budget for prior BMCMPPO active and open purchase orders (P.O.). Purchase orders, when outstanding, will expire on June 30 of each Fiscal year. Funds will not be available after these dates.

Active Purchase Order Balances		
INDOT Purchase Orders	Expiration Date	Current P.O. Balance After Expenses (May 08, 2020)

CONTRACT SERVICE AGREEMENTS

The Bloomington-Monroe County Metropolitan Planning Organization (BMCMPPO) enters into annual Contract Service Agreements (CSAs) with the Monroe County Highway Department, the Town of Ellettsville, and the City of Bloomington Public Works Department in order to assist with the completion of specific UPWP work elements.

Each CSA provides a mechanism of coordination thereby avoiding the duplication of transportation planning services. Each CSA will follow the scope of work detailed within this Unified Planning Work Program and will have approval by the BMCMPPO Policy Committee. Each non-MPO government entity entering into a CSA with the BMCMPPO is responsible for all “up-front” costs detailed within a CSA. The table below summarizes the funding allocated to CSAs for each local agency within the BMCMPPO urbanized area boundary.

Agency	Federal	Local	Total
City of Bloomington Public Works			
<i>FY 2023</i>			
<i>Projected FY 2024</i>			
Monroe County Highway Dept.			
<i>FY 2023</i>			
<i>Projected FY 2024</i>			
Town of Ellettsville			
<i>FY 2023</i>			
<i>Projected FY 2024</i>			
TOTAL			
<i>FY 2023</i>			
<i>Projected FY 2024</i>			
<i>TOTAL</i>			

Work Elements

ADMINISTRATION & PUBLIC PARTICIPATION

100

COMMITTEES

See Appendix A for a list of BMCMPPO Committees.

101 Intergovernmental Coordination

The BMCMPPO staff will administer the MPO Policy Committee, the MPO Technical Advisory Committee, the Citizens Advisory Committee, and other routine MPO activities. Meetings of the MPO Committees generally occur on a monthly basis. Activities that occur in association with these committees include the preparation of information packets for each meeting, clerical support activities, and documentation of such meetings. All meetings are open to attendance by the public.

The fourteen (14) Metropolitan Planning Organizations in the State of Indiana have a statewide MPO association, known as the Indiana MPO Council that meets monthly to discuss and act on matters of mutual interest. The monthly meetings provide an opportunity for the MPOs to coordinate their transportation planning activities and to work collectively with INDOT and FHWA. The BMCMPPO staff will attend and/or participate in these meetings to represent the interests of BMCMPPO on the State and Federal levels.

Every four years, each MPO must undergo a certification review by the Federal Highway Administration. The last BMCMPPO certification review completed in May 2016, places the BMCMPPO on a Calendar Year 2020 review timetable.

Responsible Agency and End Products

- MPO Staff to conduct up to ten (10) Policy Committee meetings per fiscal year. [Estimated Completion: Monthly]
- MPO Staff to conduct up to ten (10) Technical Advisory Committee meetings per fiscal year. [Estimated Completion: Monthly]
- MPO Staff to conduct up to ten (10) Citizens Advisory Committee meetings per fiscal year. [Estimated Completion: Monthly]
- MPO Staff to attend up to twelve (12) MPO Council monthly meetings per fiscal year. [Estimated Completion: Monthly]
- MPO Staff to participate in Federal MPO Certification Review. [Estimated Completion: As Required]
- MPO staff to coordinate with INDOT central office staff regarding an update of INDOTs Planning Roles and Responsibilities Cooperating Operating Manual (PRRCOM) and in consultation with Indiana's Metropolitan Planning Organizations (MPOs) to facilitate open communication, adherence and maintenance of the established "3-C" planning process. [Nearly completed]

102 Unified Planning Work Program (UPWP)

The development and administration of a Unified Planning Work Program (UPWP) is a requirement of the metropolitan transportation planning process. The UPWP describes all planning activities anticipated in the BMCMPPO study area over the next two (2) Fiscal Years and documents anticipated end products with financial support from Federal planning and local matching funds. This element also includes the preparation of a Cost Allocation Plan/Indirect Cost Proposal that determines BMCMPPO staff billing rates.

MPO Staff will administer the FHWA and FTA planning grants associated with the FY 2023-2024 UPWP. The staff shall prepare and provide quarterly progress reports, billing statements, and the financial status of the FY 2023-2024 UPWP to the Policy Committee and to the member agencies for the measurement of MPO activity progress pursuant to the completion of the UPWP.

Responsible Agency and End Products

- MPO Staff to develop amendment(s) to FY 2023-2024 Unified Planning Work Program. [Estimated Completion: Q1/FY23 through Q3/FY24]
- MPO Staff to develop FY 2023-2024 UPWP. [Estimated Completion: Q4/FY22]
- MPO Staff to develop the FY 2023 & 2024 Cost Allocation Plan as part of the FY 2023-2024 UPWP. [Estimated Completion: Q3/FY23]
- MPO Staff to prepare and submit the FY 2022 Annual Completion Report to INDOT. [Estimated Completion: Q1/FY23]
- MPO Staff to prepare and submit the FY 2023 Annual Completion Report to INDOT. [Estimated Completion: Q1/FY24]
- MPO Staff to prepare and submit the FY 2023-2024 Self Certification Review Statement to INDOT/FHWA/FTA representatives. [Estimated Completion: Q4/FY23, with TIP]
- MPO Staff to prepare and submit eight (8) quarterly progress reports to INDOT for review. [Estimated Completion: FY23 & FY24 Quarterly]
- MPO Staff to prepare and submit eight (8) quarterly billing statements to INDOT for reimbursement. [Estimated Completion: FY23 & FY24 Quarterly]

COST ALLOCATION PLAN

See Appendix B for further details.

103 Staff Training and Education

The ongoing 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. These educational tools are essential for the professional development of all MPO staff and to enhance local knowledge of regional and national best practices in transportation planning.

Responsible Agency and End Products

- MPO Staff to attend the annual Indiana MPO Conference. [Estimated Completion: FY23 & FY24 Annually]
- MPO Staff to attend the annual Purdue Road School and/or other educational conference opportunities including (but not limited to) 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, the Urban Land Institute, and Institute of Transportation Engineers. [Estimated Completion: Ongoing]
- MPO Staff to renew professional membership dues to the American Planning Association and other relevant professional organizations. As part of its business practices, the BMCMPPO will verify that expenditures are compliant with the requirements of 2 CFR 200.403-405 Factors Affecting Allowability of Cost. [Estimated Completion: Ongoing]

104 Public Outreach

The BMCMPPO will continue to review and update the Public Participation Plan (PPP), procedures required by 23 CFR 450.210 and 450.316, and processes to (1) ensure that all community members potentially affected by a transportation decision are invited to engage in the decision making process, and (2) ensure continuous and equitable public engagement in the transportation planning and decision making process.

The BMCMPPO staff will post meeting notices, agendas, minutes and MPO documents on-line and in hard copy for access by interested citizens. Staff will assist the CAC with recruitment materials, such as a brochure and letter to local organizations, to provide diverse representation among CAC participants.

Staff will maintain the [MPO website](#) (a subsection of the City of Bloomington website) as a key point of public engagement. Citizens, businesses, and other 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 available. Staff will continue to explore new methods of communication, such as social media, in order to enhance public engagement with the MPO.

Responsible Agency and End Products

- MPO Staff to post MPO Committee agendas, minutes, and MPO documents on-line. [Estimated Completion: Ongoing]
- MPO Staff to implement all procedures required to ensure compliance with the MPO's Public Participation Plan. [Estimated Completion: Ongoing]
- MPO staff to ensure proper public posting of MPO meeting agendas and proposed plans and documents, including printing of legal notices for public comment periods in the local newspaper. [Estimated Completion: Ongoing]
- MPO to coordinate with INDOT and ensure new strategies and tools (e.g., social media and virtual public involvement (VPI) tools), are incorporated into public participation plans and procedures, and that plans include documented evaluation of progress toward plan goals. [Estimated Completion: Ongoing]

Work Element 100 Budget

	Task	FY 2023	Projected FY 2024	Total
101	Intergovernmental Coordination			
	<i>Federal Share</i>	\$63,586	\$63,586	\$127,171
	<i>Local Share</i>	\$15,896	\$15,896	\$31,793
	Total	\$79,482	\$79,482	\$158,964
102	Unified Planning Work Program			
	<i>Federal Share</i>	\$22,619	\$22,619	\$45,238
	<i>Local Share</i>	\$5,655	\$5,655	\$11,310
	Total	\$28,274	\$28,274	\$56,548
103	Staff Training & Education			
	<i>Federal Share</i>	\$18,486	\$18,486	\$36,972
	<i>Local Share</i>	\$4,621	\$4,621	\$9,243
	Total	\$23,107	\$23,107	\$46,215
104	Public Outreach			
	<i>Federal Share</i>	\$19,846	\$19,846	\$39,692
	<i>Local Share</i>	\$4,962	\$4,962	\$9,923
	Total	\$24,808	\$24,808	\$49,615
	TOTAL FEDERAL SHARE	\$124,537	\$124,537	\$249,074
	TOTAL LOCAL SHARE	\$31,134	\$31,134	\$62,268
	TOTAL	\$155,671	\$155,671	\$311,342

Work Elements

DATA COLLECTION & ANALYSIS

200

201 Traffic Volume Counting

The MPO staff, in conjunction 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.

The BMCMPPO will additionally conduct special counts upon the request of local entities to assist with engineering alternatives analysis and design decisions (e.g., traffic control warrant studies, traffic calming requests, safety examinations, development petition reviews, corridor studies, etc.). The BMCMPPO will conduct traffic volume link and segment counts throughout the urbanized area on a rotating basis of once every three (3) years, or as requested.

The traffic volume sampling program data will support INDOT's Highway Performance Monitoring System (HPMS) data collection efforts continuously refining link volumes, capacities, and speeds for calibration of the BMCMPPO travel demand forecast model. Bloomington Planning & Transportation Department will purchase new counting equipment, software and supplies including but not limited to battery replacements, a portable traffic analyzer, replacement tubing, nails, padlocks, and other related materials as necessary for the maintenance and capital replacement of traffic counting equipment.

Responsible Agency and End Products

- MPO staff to perform approximately 150 coverage counts on behalf of the City of Bloomington Planning & Transportation Department and Monroe County Highway Department. [Estimated Completion: Annually]
- Town of Ellettsville staff to perform approximately 80 coverage counts. [Estimated Completion: Annually]
- MPO Staff to perform one-third of the required HPMS traffic counts for INDOT. [Estimated Completion: Annually]
- MPO staff to purchase traffic and/or bicycle & pedestrian counting equipment, software (purchase and/or licenses renewals) and supplies to support annual traffic counting program needs. [Estimated Completion: As Needed]
- MPO staff shall purchase annual software licenses for Adobe Software and GIS Software. [Estimated Completion: Annually]

202 Annual Crash Report

The BMCMPPO produces an Annual Crash Report identifying hazardous intersections and corridors within the MPO study area and associated causal factors contributing to aggregate crash data. The analysis of crash data allows local 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 additionally assists the BMCMPPO with the identification of project locations that may have Highway Safety Improvement Program (HSIP) and/or Road Safety Audit (RSA) eligibility. The staff shall further assist with development of Local Road Safety Plans (LRSPs) and Traffic Incident Management (TIM) within the BMCMPPO area.

Responsible Agency and End Products

- MPO Staff to produce the Calendar Years 2017-2021 Crash Report. [Estimated Completion: Q1/FY23]
- MPO Staff to produce the Calendar Years 2018-2022 Crash Report. [Estimated Completion: Q1/FY24]
- MPO Staff to renew MS2 TCLS (Traffic Crash) - Pro Plus License software, TCLS Annual Support, and data migration reader for ARIES crash data and subsequent Crash Reports. [Estimated Completion: Q4/FY23]
- MPO Staff to assist local agencies in developing Local Road Safety Plans (LRSPs) as a tool for reducing roadway fatalities and serious injuries. Emphasis will focus on implementing systemic roadway/corridor improvements and/or selective spot locations determined by key data (e.g., fatalities, serious injury rates, roadway departures, intersections, bicycle, pedestrian, weather, lighting, construction zones, school zones, etc.). [Estimated Completion: Q4/FY21]
- MPO Staff to consider Traffic Incident Management (TIM) activities supporting multiple planning factors related to safety, mobility freight movement, air quality and transportation system reliability including the non-recurring congestion which causes delay that impacts all travelers and just in time freight haulers, reducing the likelihood of a secondary crash and responders being struck, and by reducing delay that impacts consumers resulting in wasted fuel and potential air quality impacts. MPO staff outreach support may include various activities (e.g., market TIM to elected officials, facilitate TIM responder training, facilitate working groups and activities, foster relationships, facilitate after-action reviews, fund ITS projects, and/or compile data for performance measures). [Estimated Completion: Q4/FY21]

Work Element 200 Budget

	Task	FY 2023	Projected FY 2024	Total
201	Traffic Volume Counting			
	<i>Federal Share</i>	\$11,585	\$11,585	\$23,170
	<i>Local Share</i>	\$2,896	\$2,896	\$5,793
	Total	\$14,481	\$14,481	\$28,963
202	Annual Crash Report			
	<i>Federal Share</i>	\$8,632	\$8,632	\$17,263
	<i>Local Share</i>	\$2,158	\$2,158	\$4,316
	Total	\$10,789	\$10,789	\$21,579
	TOTAL FEDERAL SHARE	\$20,217	\$20,217	\$40,433
	TOTAL LOCAL SHARE	\$5,054	\$5,054	\$10,108
	TOTAL	\$25,271	\$25,271	\$50,541

Work Elements

SHORT RANGE PLANNING & MANAGEMENT SYSTEMS

300

301 Transportation Improvement Program (TIP)

The development and maintenance of a Transportation Improvement Program (TIP) is a Federal requirement for MPOs that intend to implement projects with Federal funds. All Federal-aid projects must be included in the TIP, and the adopted program of projects must have “fiscal constraint” for inclusion within the Indiana Statewide Transportation Improvement Program (INSTIP) prepared by the Indiana Department of Transportation (INDOT). The BMCMPPO will coordinate with its Local Public Agencies (LPA) to develop and administer a valid TIP on an ongoing basis. This includes processing required amendments, managing a Quarterly Project Tracking program, assisting LPAs with Red Flag Investigations, and other activities as outlined below. The BMCMPPO will work with INDOT and the LPAs to develop best practices for project scheduling and cost estimation.

Responsible Agency and End Products

MPO Staff to administer the FY 2022-2026 TIP through coordination with LPAs and INDOT, management of the Change Order Policy, and processing of TIP amendments as needed. [Estimated Completion: Ongoing]

MPO Staff to assist LPAs with development of Red Flag Investigations for new transportation projects for addition to the TIP. [Estimated Completion: Ongoing]

MPO Staff to administer the Quarterly Project Tracking Program for local projects in the TIP, including quarterly meetings with LPAs, design consultants, INDOT and FHWA. [Estimated Completion: Quarterly]

MPO Staff to produce the Fiscal Year 2022 Annual List of Obligated Projects. [Estimated Completion: Q1/FY23]

MPO Staff to produce the Fiscal Year 2023 Annual List of Obligated Projects. [Estimated Completion: Q1/FY24]

MPO Staff to attend County/City projects team meetings for interagency coordination and participation. [Estimated Completion: Monthly]

MPO Staff, in concert with LPAs, will review the adopted Complete Streets Policy for the FY 2022-2026 Transportation Improvement Program. [Estimated Completion: Annually]

302 Highway Safety Improvement Program (HSIP)

The BMCMPPO has an established local Highway Safety Improvement Program (HSIP) in compliance with FAST Act legislation and INDOT/FHWA directives. Going forward, the BMCMPPO staff will administer procedures whereby appropriate projects solicited from LPAs and HSIP funding awards will depend upon project compliance with HSIP selection criteria. The MPO will encourage LPAs to implement low-cost systemic improvements to treat the factors contributing to severe crashes in the community. Opportunities will also seek the programming of HSIP funds for Road Safety Audits and other INDOT/FHWA approved planning purposes.

Responsible Agency and End Product

- MPO Staff to administer the FY 2022-2026 HSIP funding. [Estimated Completion: Q4/FY23 and Q4/FY24, as needed]

FY 2023 PEA

*See Appendix E
for any detailed
requirements.*

303 Transportation Alternatives (TA)

The Bloomington-Monroe County MPO has an established local Transportation Alternatives (TA) Program in compliance with FAST Act legislation and INDOT/FHWA directives. With the adoption of the new FAST Act legislation, program revisions will reflect the new Transportation Alternatives (TA). The BMCMPPO staff will administer procedures for the solicitation and funding of LPA projects in compliance with TA selection criteria.

Responsible Agency and End Product

- MPO Staff to administer the FY 2022-2026 TA funding. [Estimated Completion: Q4/FY23 and Q4/FY24, as needed]

304 Infrastructure Management Systems

The BMCMPPO has historically supported the efforts of its LPAs to establish and maintain robust asset management systems using Contract Service Agreements (CSAs). The City of Bloomington, Monroe County, and the Town of Ellettsville regularly collect asset condition data for infrastructure components such as pavement, signs, and street markings, and manage it using an appropriate software package. This methodology allows the respective jurisdictions to develop long term management plans for their infrastructure assets. These asset management systems will undergo continuous updating to ensure maintenance of data, quality and conditions.

Responsible Agency and End Products

- City of Bloomington to maintain Five-Year Pavement Management Plan and provide quarterly status reports to the BMCMPPO under a CSA. [Estimated Completion: Ongoing, Annually]
- Monroe County to maintain Five-Year Pavement Management Plan and provide quarterly status reports to the BMCMPPO under a CSA. [Estimated Completion: Ongoing, Annually]
- Town of Ellettsville to maintain Five-Year Pavement Management Plan and provide quarterly status reports to the BMCMPPO under a CSA. [Estimated Completion: Ongoing, Annually]

305 ITS Architecture Maintenance

Intelligent Transportation Systems (ITS) use a number of technologies, including information processing and communications to achieve transportation network operating efficiencies. ITS allows the Bloomington-Monroe County Urbanized Area to 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. Updates and revisions as needed shall 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

- MPO Staff to maintain the established Intelligent Transportation Systems (ITS) architecture. [Estimated Completion: As needed]

306 Performance Measures

Fixing America's Surface Transportation Act (FAST) Act signed into law on December 4, 2015, along with its predecessor, Moving Ahead for Progress in the 21st Century Act (MAP-21), establishes new requirements for performance management to ensure the most efficient investment of Federal transportation funds. States will invest resources in projects to achieve individual targets that collectively will make progress toward the national goals.

The national performance goals for Federal Highway programs include:

- Safety – to achieve a significant reduction in traffic fatalities and serious injuries on all public roads;
- Infrastructure Condition – To maintain the highway infrastructure asset system in a state of good repair;
- Congestion Reduction – To achieve a significant reduction in congestion on the National Highway System (NHS);
- System Reliability – To improve the efficiency of the surface transportation system;
- Freight Movement and Economic Vitality – To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development;
- Environmental Sustainability – To enhance the performance of the transportation system while protecting and enhancing the natural environment; and
- Reduced Project Delivery Delays – To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) issued new transportation planning rules on the statewide and metropolitan transportation planning processes to reflect the use of a performance based approach to decision-making in support of the national goals. These processes must document in writing how the Metropolitan Planning Organizations (MPOs), Indiana Department of Transportation (INDOT) and providers of public transportation shall jointly agree to cooperatively develop and share information related to transportation performance data, the selection of performance targets, the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO (see 23 CFR 450.306(d)) and the collection of data for the INDOT asset management plan for the National Highway System specified in 23 CFR 450.314(h).

FY 2021 PEA

See Appendix E for detailed requirements.

The Federal Transit Administration (FTA) additionally has performance measures for Transit Asset Management with published and effective final regulations. FHWA has performance measures and final regulations published for Safety, Bridge and Pavement Conditions, Congestion Reduction and System Reliability.

INDOT along with the MPOs and FHWA will continue to identify Performance Targets for each Performance Measure. Once Performance Targets are established, the Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP) modifications will reflect this information. Data collection and analysis evaluations shall determine the success of established targets.

For FHWA and FTA to approve any TIP amendments after May 27, 2018, the INDOT, MPOs and Public Transit Operators must reflect this information and describe how projects in the TIP/STIP, to the maximum extent practicable, achieve the Federally required performance targets identified in the Statewide and Metropolitan Transportation Plans, linking investment priorities to these performance targets.

Responsible Agency and End Product

- MPO Staff and the MPO Policy Committee shall support and adopt Performance Measures developed by INDOT in accordance with Federal Rules. [Estimated Completion: Q4/2023]

Work Element 300 Budget

SHORT RANGE PLANNING & MANAGEMENT SYSTEMS

	Task	FY 2023	Projected FY 2024	Total
301	Transportation Improvement Program			
	<i>Federal Share</i>	\$57,303	\$49,620	\$106,924
	<i>Local Share</i>	\$14,326	\$12,405	\$26,731
	Total	\$71,629	\$62,025	\$133,655
302	Highway Safety Improvement Program			
	<i>Federal Share</i>	\$2,401	\$2,401	\$4,802
	<i>Local Share</i>	\$600	\$600	\$1,200
	Total	\$3,001	\$3,001	\$6,002
303	Transportation Alternatives Program			
	<i>Federal Share</i>	\$2,401	\$2,401	\$4,802
	<i>Local Share</i>	\$600	\$600	\$1,200
	Total	\$3,001	\$3,001	\$6,002
304	Infrastructure Management Systems			
	<i>Federal Share</i>	\$18,400	\$18,400	\$36,800
	<i>Local Share</i>	\$4,600	\$4,600	\$9,200
	Total	\$23,000	\$23,000	\$46,000
305	ITS Architecture Maintenance			
	<i>Federal Share</i>	\$960	\$960	\$1,921
	<i>Local Share</i>	\$240	\$240	\$480
	Total	\$1,200	\$1,200	\$2,401
306	Performance Measures			
	<i>Federal Share</i>	\$3,933	\$3,933	\$7,865
	<i>Local Share</i>	\$983	\$983	\$1,966
	Total	\$4,916	\$4,916	\$9,832
	TOTAL FEDERAL SHARE	\$85,398	\$77,715	\$163,114
	TOTAL LOCAL SHARE	\$21,350	\$19,429	\$40,778
	TOTAL	\$106,748	\$97,144	\$203,892

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Work Elements

LONG RANGE PLANNING

400

FY 2021 PEA

See Appendix E for detailed requirements.

401 2050 Metropolitan Transportation Plan (MTP)

Federal requirements mandate that the Metropolitan Transportation Plan (MTP) shall maintain a minimum twenty-year time horizon. The BMCMPPO adopted a 2045 Metropolitan Transportation Plan in October 2020. The BMCMPPO staff initiated a non-technical 2045 Metropolitan Transportation Plan update process during FY 2020. The anticipated adoption of the BMCMPPO 2050 Metropolitan Transportation Plan will occur in 2024. The 2045 Metropolitan Transportation Plan will include new public outreach/input as the significant component of the plan's development. The 2050 MTP plan will continue to look beyond automobile travel needs to encompass all modes of travel in its evaluation of long-term transportation needs for the region.

The current BMCMPPO Travel Demand Model (TDM) requires TransCAD modeling software and an annual software license renewal fee for software support and periodic upgrades. The 2050 MTP will require a new TDM which will study the entirety of the Metropolitan Planning Area.

Responsible Agency and End Products

- MPO Staff to begin development of the 2050 Metropolitan Transportation Plan. [Estimated Completion: Q3/FY24]
- MPO to pay annual TransCAD license renewal fees. [Estimated Completion: Annually]

Work Element 400 Budget

LONG RANGE PLANNING

Task		FY 2023	Projected FY 2024	Total
401	2045 Metropolitan Transportation Plan			
	<i>Federal Share</i>	\$51,987	\$78,387	\$130,373
	<i>Local Share</i>	\$12,997	\$19,597	\$32,593
	Total	\$64,983	\$97,983	\$162,967
	TOTAL FEDERAL SHARE	\$51,987	\$78,387	\$130,373
	TOTAL LOCAL SHARE	\$12,997	\$19,597	\$32,593
	TOTAL	\$64,983	\$97,983	\$162,967

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Work Elements

TRANSIT & ACTIVE TRANSPORTATION

500

501 Bicycle & Pedestrian Coordination

The BMCMPPO staff in conjunction with the Bloomington Bicycle and Pedestrian Safety Commission (BPSC) will continue to build upon safety/awareness efforts that will promote and encourage bicycle and pedestrian activities as viable and necessary modes of transportation within our regional transportation network. One MPO staff member is a certified instructor of 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.

Staff will assist the BPSC in reviewing local development proposals for bicycle and pedestrian issues, and will develop policy recommendations for education and safety programs for bicyclists and pedestrians as needed.

Responsible Agency and End Products

- MPO Staff will attend regular monthly meetings of both County and City of Bloomington Bicycle and Pedestrian Safety Commissions, including the formal business meetings and the interim work sessions. [Estimated Completion: Monthly, As Needed]
- MPO Staff will 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. [Estimated Completion: Ongoing, As Needed]

502 Bicycle/Pedestrian Counts

Bicycle and pedestrian data collection is an important component of the overall data collection and analysis program for the MPO. Collecting this data aids LPAs in developing and prioritizing projects and programs that enhance the quality of these transportation modes. The MPO will conduct counts to determine usage of bicycle and pedestrian facilities within the MPO area in order to assist LPAs in this effort.

Responsible Agency and End Products

- MPO Staff to conduct seven-day seasonal baseline counts (spring, summer, and fall) on multiuse trails and bike lane facilities to establish baseline data for bicycle and pedestrian volume counts. [Estimated Completion: Q4/FY23, Q4/FY24]
- MPO Staff to report on the results of the seasonal coverage counts on multiuse trails and bike lane facilities. [Estimated Completion: Q4/FY23, Q4/FY24]
- MPO Staff will work in collaboration with INDOT to identify best practice opportunities for improved mid-block pedestrian crossings recognizing the State of Indiana's identification as a "Focus State". [Estimated Completion: Ongoing, As Needed]

503 Transit Agency Studies

Bloomington Transit shall undertake a Strategic Plan for the next six to ten years with the following expected outcomes:

- Prioritization of projects and guidance with the decision-making process.
- Present a better understanding of the consequences of the COVID-19 pandemic; outline the “new” needs and expectations of BPTC customers and employees.
- Provide recommendations for the implementation process of future fixed route service changes; revisit service changes developed through a Route Optimization Study 2019-2020, but postponed due to the uncertainties surrounding the COVID-19 pandemic.
- Incorporate the recommendations from the Alternative Fuels and Infrastructure Assessment Study to aid in the determination of the long-range transition to alternative fuels for the BPTC fleet.
- Incorporate the recommendations from the Alternative Fuels and Infrastructure Assessment Study to aid in the determination of the feasibility of renovating the Grimes Lane facility versus building a new facility.
- Assess the merits of acquisition and adoption of new technologies including CAD/AVL, next generation of fare collection equipment, and development of an internal IT department.
- Evaluate the costs, benefits and appropriate application of the deployment of micro-transit services to complement the BT fixed route network.
- Define BPTC’s role in public transit for development of contractual fixed route service to accommodate major new and existing high density housing apartment complexes.
- Provide recommendations for positioning the agency for a potential significant influx of funding from federal and local sources.
- Develop the roadmap for Bloomington Public Transit to transition to a period of long-term stability.
- Develop a plan that recognizes potential municipal growth through annexation, and the need for BPTC positioning to become an ever larger part of the social and economic engine that improves lives and offers excellent mobility freedom for all community residents.

Responsible Agency and End Products

- Bloomington Transit shall undertake a Strategic Plan defining a consensus vision, values, long-term goals, and action plans resulting from consequences of the COVID-19 Pandemic. [Estimated Completion: Q4/FY23]

504 Transit Ridership Counts

Bloomington Transit conducts annual transit ridership counts for all of its routes and services. This information aids in establishing annual passenger mile estimates for mass transit, in identifying facilities that are under or over utilized, and in the prioritization of capital improvements. The counts 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 (i.e., statistically stratified random sample methodology).

Responsible Agency and End Products

- Bloomington Transit to collect operating data required for estimates of annual passenger miles. [Estimated Completion: Annually]
- Bloomington Transit to report annual passenger mile data estimates for Bloomington Transit fixed route and demand response service. [Estimated Completion: Annually]

Work Element 500 Budget

TRANSIT & ACTIVE TRANSPORTATION

Task		FY 2023	Projected FY 2024	Total
501	Bicycle & Pedestrian Coordination			
	<i>Federal Share</i>	\$4,966	\$4,966	\$9,931
	<i>Local Share</i>	\$1,241	\$1,241	\$2,483
	Total	\$6,207	\$6,207	\$12,414
502	Bicycle & Pedestrian Counts			
	<i>Federal Share</i>	\$3,189	\$3,189	\$6,379
	<i>Local Share</i>	\$797	\$797	\$1,595
	Total	\$3,987	\$3,987	\$7,973
503	Transit Studies			
	<i>Federal Share</i>	\$26,400	\$0	\$26,400
	<i>Local Share</i>	\$6,600	\$0	\$6,600
	Total	\$33,000	\$0	\$33,000
504	Transit Ridership Counts			
	<i>Federal Share</i>	\$3,200	\$3,200	\$6,400
	<i>Local Share</i>	\$800	\$800	\$1,600
	Total	\$4,000	\$4,000	\$8,000
	TOTAL FEDERAL SHARE	\$37,755	\$11,355	\$49,110
	TOTAL LOCAL SHARE	\$9,439	\$2,839	\$12,277
	TOTAL	\$47,193	\$14,193	\$61,387

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Work Elements

OTHER PLANNING INITIATIVES & SPECIAL PROJECTS

600

FY 2021 PEA

See Appendix E for detailed requirements.

601 Title VI Plans

MPOs must ensure that jurisdictional local public agencies (LPAs) with projects in the Transportation Improvement Program (TIP) have complied with Title VI nondiscrimination requirements. MPOs should survey local governments to determine if they have a current Title VI Plan that identifies a person responsible for Title VI, Notification of Nondiscrimination, a complaint process and steps used to collect and evaluate data on the impacts of the LPA's programs and projects. The MPO should provide technical assistance to LPAs that do not have such plans in place. MPOs must monitor Title VI status going forward and move toward limiting funding to those entities not meeting their requirements as Federal-aid recipients.

Responsible Agency and End Product

- MPO Staff to assist LPAs in complying with Title VI as part of Transportation Improvement Program (TIP) development process and in the development of Title VI Plans as needed. [Estimated Completion: Q4/FY23]

Work Element 600 Budget

OTHER PLANNING INITIATIVES & SPECIAL PROJECTS

Task		FY 2023	Projected FY 2024	Total
601	Title VI Plans			
	<i>Federal Share</i>	\$1,997	\$1,997	\$3,994
	<i>Local Share</i>	\$499	\$499	\$998
	Total	\$2,496	\$2,496	\$4,992
602	Special Plans			
	<i>Federal Share</i>	\$0	\$0	\$0
	<i>Local Share</i>	\$0	\$0	\$0
	Total	\$0	\$0	\$0
603	Special Studies			
	<i>Federal Share</i>	\$0	\$0	\$0
	<i>Local Share</i>	\$0	\$0	\$0
	Total	\$0	\$0	\$0
	TOTAL FEDERAL SHARE	\$1,997	\$1,997	\$3,994
	TOTAL LOCAL SHARE	\$499	\$499	\$998
	TOTAL	\$2,496	\$2,496	\$4,992

Appendix A

BMCMPO COMMITTEE MEMBERSHIP

BMCMPO COMMITTEE MEMBERSHIP

Policy Committee

Member	Title	Representing
Steve Volan, <i>Chair</i>	Common Council Member	City of Bloomington
Lisa Ridge, <i>Vice Chair</i>	Director of Public Works	Monroe County
Jason Banach	Director of Real Estate	Indiana University
Alexandria Burns	Transportation Program Specialist, Region 5	Federal Transit Administration (<i>non-voting</i>)
Margaret Clements	Plan Commission Member	Monroe County
John Hamilton	Mayor	City of Bloomington
Jermaine R. Hannon	Division Administrator	Federal Highway Administration (<i>non-voting</i>)
Doug Horn	Board of Directors Member	Bloomington Public Transportation Corporation
Jillian Kinzie	Plan Commission Member	City of Bloomington
Tony McClellan	Deputy Commissioner	INDOT Seymour District
Sarah Ryterband	Citizens Advisory Committee Chair	Citizens Advisory Committee
Pamela Samples	Town Council Member (<i>Designee</i>)	Town of Ellettsville
Julie Thomas	County Commissioner	Monroe County
Adam Wason	Director of Public Works	City of Bloomington
Kate Wiltz	County Council Member	Monroe County

BMCMPO COMMITTEE MEMBERSHIP

Technical Advisory Committee

Member	Title	Representing
Nate Nickel, <i>Chair</i>	Data Analyst & Mgr., Public Works Dept.	City of Bloomington
Paul Satterly, <i>Vice Chair</i>	Monroe County Highway Engineer	Monroe County
Andrew Cibor	Director, Engineering Department	City of Bloomington
Chris Ciolli	Director of Building Operations	Monroe County Community School Corp.
John Connell	General Manager	Bloomington Transit
Jared Eichmiller	GIS Coordinator	Monroe County
Jane Fleig	Assistant Engineer, Utilities Department	City of Bloomington
Cecilia C. Godfrey	Community Planner, Region 5	Federal Transit Administration (<i>non-voting</i>)
Laura Haley	GIS Coordinator	City of Bloomington
Brian Jones	Project Manager, Transit	Indiana Department of Transportation
Carlos Laverty	Executive Director, Monroe County Airport	Monroe County
Steven Minor	Community Planner, Indiana Division	Federal Highway Administration (<i>non-voting</i>)
Audrey Myers	Transportation Director	Richland-Bean Blossom Community School Corp.
Chris Myers	Manager	Area 10 - Rural Transit
Brian Noojin	Director, Campus Bus Service	Indiana University
Emmanuel Nsonwu	Transportation Planner/MPO Liaison	Indiana Department of Transportation
Rebecca Packer	Director, Technical Services Division	Indiana Department of Transportation - Seymour
Scott Robinson	Director, Planning & Transportation Dept.	City of Bloomington
Catherine Smith	Auditor	Monroe County
Danny Stalcup	Street Commissioner, Street Department	Town of Ellettsville
Tim Street	Director of Operations, Parks & Rec. Dept.	City of Bloomington
Kevin Tolloty	Director, Planning Department	Town of Ellettsville
Jeff Underwood	Controller	City of Bloomington
Joe VanDeventer	Director of Street Operations	City of Bloomington
David Walter	Vice Chair, Citizens Advisory Committee	Citizens Advisory Committee (<i>non-voting</i>)
Larry Wilson	Director, Planning Department	Monroe County
Kelli Witmer	Director, Parks & Recreation Department	Monroe County

BMCMPO COMMITTEE MEMBERSHIP

Citizens Advisory Committee

Member	Representing
Sarah Ryterband, <i>Chair</i>	Citizen
David Walter, <i>Vice Chair</i>	Sixth & Ritter Neighborhood
Paul Ash	McDoel Gardens Neighborhood
Mary Jane Hall	Bloomington Board of Realtors
John Kennedy	Council of Neighborhood Associations

BMCMPO COMMITTEE

Metropolitan Planning Organization Staff

Name	Position
Beth Rosenbarger, AICP	Planning Services Manager
Pat Martin	Senior Transportation Planner
Ryan Clemens	Transportation Planner
Mallory Rickbeil	Bicycle & Pedestrian Coordinator
Michael Stewart	Planning Technician
Darla Frost	Administrative Assistant

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Appendix B

FY 2021 UPWP COST ALLOCATION PLAN

Appendix C

ABBREVIATIONS

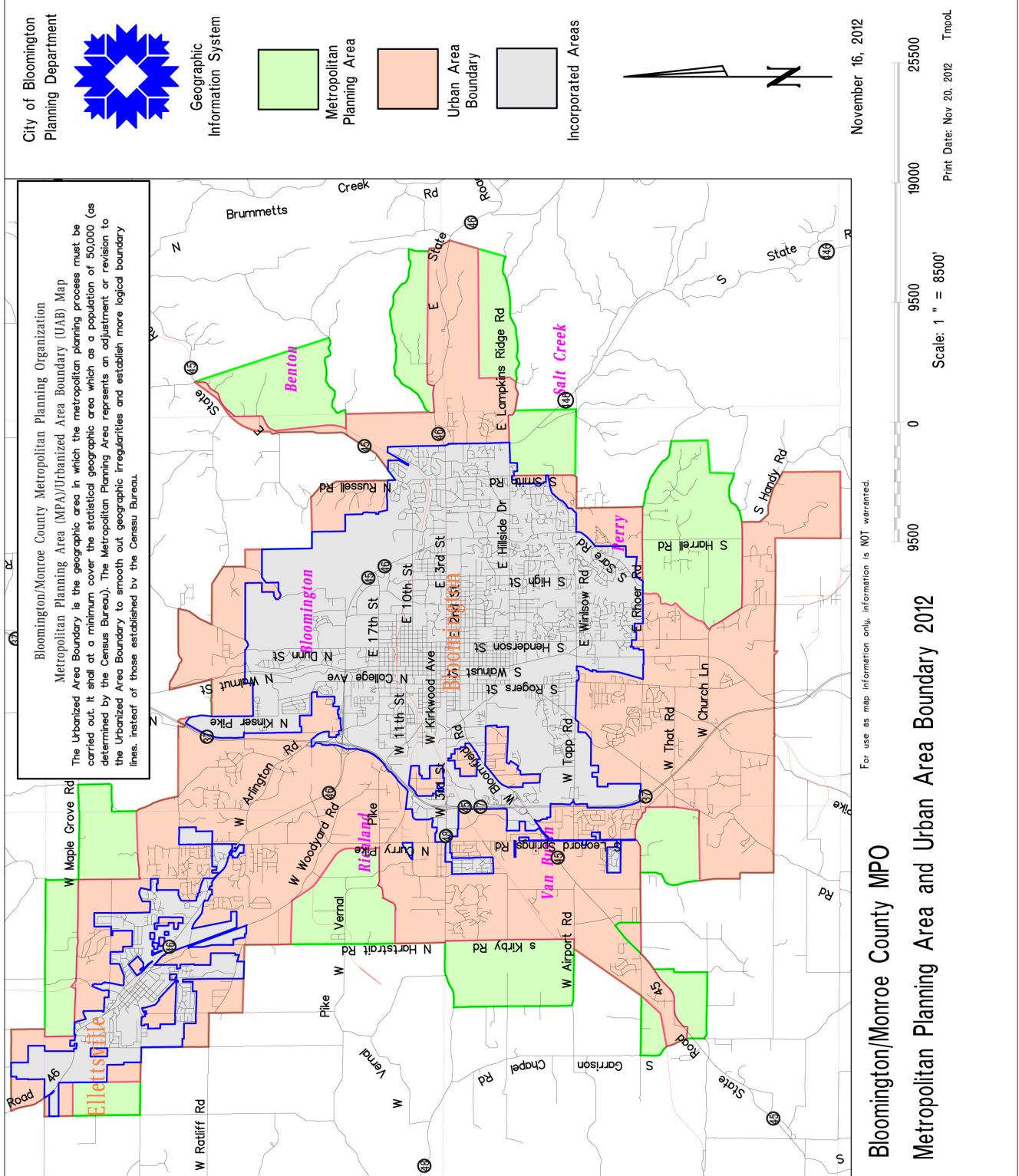
Abbreviations

3-C	Continuing, Comprehensive, and Cooperative Planning Process
ADA	Americans with Disabilities Act
BBPSC	Bloomington Bicycle and Pedestrian Safety Commission
BMCMPPO	Bloomington-Monroe County Metropolitan Planning Organization
BT	Bloomington Transit
CAC	Citizens Advisory Committee
EJ	Environmental Justice
FAST	Fixing America's Surface Transportation Act
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Indiana State Fiscal Year (July 1 through June 30)
GIS	Geographic Information Systems
HPMS	Highway Performance Monitoring System
HSIP	Highway Safety Improvement Program
INDOT	Indiana Department of Transportation
INSTIP/STIP	Indiana State Transportation Improvement Program
ITS	Intelligent Transportation System
IU	Indiana University
LPA	Local Public Agency
MAP-21	Moving Ahead for Progress in the 21st Century
MCCSC	Monroe County Community School Corporation
MPA	Metropolitan Planning Area
MPO	Metropolitan Planning Organization
MTP	Metropolitan Transportation Plan
PC	Policy Committee
PDP	Program Development Process
PL	Metropolitan Planning Funds
SAFETEA-LU	Safe, Affordable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
STBG	Surface Transportation Block Grant
TAP	Transportation Alternatives Program
TAC	Technical Advisory Committee
TEA-21	Transportation Equity Act for the 21st Century
TIP	Transportation Improvement Program
UPWP	Unified Planning Work Program
VMT	Vehicle Miles of Travel

Appendix D

BMCMPO METROPOLITAN PLANNING AREA MAP

BMCMPO Metropolitan Planning Area Map



Appendix E

PLANNING EMPHASIS AREAS

Planning Emphasis Areas



U.S. Department
of Transportation

Federal Transit Administration	Federal Highway Administration
Region V	Indiana Division
200 West Adams St., Suite 320	575 N. Pennsylvania St., Rm 254
Chicago, IL 60606-5253	Indianapolis, IN 46204-1576

In Reply Refer To: HAD-IN

January 20, 2022

Dear Indiana MPO Directors and INDOT:

The Indiana Division Office of Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) Region V Office are issuing annual planning emphasis areas (PEAs) for incorporation into the FY 2023 Unified Planning Work Programs, Statement of Works and the Statewide Planning & Research Part 1 program. Several of the emphasis areas listed below are jointly issued nationally by FHWA and FTA, while others are local areas of focus. They are outlined and summarized below.

• **National Areas of Focus:**

- o Tackling the Climate Crisis-Transition to a Clean Energy Resilient Future (National)
- o Equity and Justice⁴⁰ in Transportation Planning
- o Complete Streets
- o Public Involvement
- o Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination
- o Federal Land Management Agency (FLMA) Coordination
- o Planning and Environmental Linkages (PEL)
- o Data in Transportation Planning

- **Local Areas of Focus:**

- o TIP/STIP Process Review
- o Metropolitan Planning Area & Urbanized Area Boundaries

Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future

The Indiana FHWA Division and FTA Region V Office will work with INDOT, the MPOs, and providers of public transportation to ensure that our transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change. We encourage INDOT and the MPOs to use the transportation planning process to accelerate the transition toward electric and other alternative fueled vehicles, plan for a sustainable infrastructure system that works for all users, and undertake actions to prepare for and adapt to the impacts of climate change. Appropriate Unified Planning Work Program work tasks could include identifying the barriers to and opportunities for deployment of fueling and charging infrastructure; evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation, shift to lower emission modes of transportation; and identifying transportation system vulnerabilities to climate change impacts and evaluating potential solutions. We encourage you to visit [FHWA's Sustainable Transportation](#) or [FTA's Transit and Sustainability](#) webpages for more information.

Equity and Justice⁴⁰ in Transportation Planning

The FHWA Indiana Division and FTA Region V Office will work with INDOT, the MPOs, and providers of public transportation to advance racial equity and support for underserved and disadvantaged communities. This will help ensure public involvement in the planning process and that plans and strategies reflect various perspectives, concerns, and priorities from impacted areas. We encourage the use of strategies that: (1) improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities; (2) plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management; (3) reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors; (4) offer reduced public transportation fares as appropriate; (5) target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and (6) consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations. To support the initiatives outlined in [Executive Order 13985](#) and [Executive Order 14008](#) our joint planning processes should support State and MPO goals for economic opportunity in disadvantaged communities that have been historically marginalized and overburdened by pollution and underinvestment in housing, transportation, water and wastewater infrastructure, recreation, and health care. The FHWA Indiana Division and FTA Region V Office will maximize plan reviews to encourage the advancement of Federal investments to disadvantaged communities.

Complete Streets

A complete street is safe, and feels safe, for everyone using the street. FHWA and FTA seek to help Federal aid recipients plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment. This vision is not achieved through a one-size-fits-all solution – each complete street is unique and developed to best serve its community context and its primary role in the network. The FHWA Indiana Division and FTA Region V Office will work with INDOT, the MPOs, and providers of public transportation to review current policies, rules, and procedures to determine their impact on safety for all road users, and to ensure they include provisions for safety in future transportation infrastructure, particularly those outside automobiles. Per the National Highway Traffic Safety Administration’s 2019 data, 62 percent of the motor vehicle crashes that resulted in pedestrian fatalities took place on arterials. Arterials tend to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. They can function as barriers to a safe travel network for road users outside of vehicles. To be considered complete, these roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations. A safe and complete network for bicycles can also be achieved through a safe and comfortable bicycle facility located on the roadway, adjacent to the road, or on a nearby parallel corridor. Jurisdictions will be encouraged to prioritize safety improvements and speed management on arterials that are essential to creating complete travel networks for those without access to single-occupancy vehicles.

Public Involvement

Early, effective, and continuous public involvement brings diverse viewpoints into the decision-making process. The FHWA Indiana Division and FTA Region V Office will continue to encourage MPOs, INDOT, and providers of public transportation to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices. The use of VPI broadens the reach of information to the public and makes participation more convenient and affordable to greater numbers of people. Virtual tools provide increased transparency and access to transportation planning activities and decision-making processes. Many virtual tools also provide information in visual and interactive formats that enhance public and stakeholder understanding of proposed plans, programs, and projects. Increasing participation earlier in the process can reduce project delays and lower staff time and costs. More information on VPI is available [here](#).

Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination

According to the Declaration of Policy in 23 U.S.C. 101(b)(1), it is in the national interest to accelerate construction of the Federal-aid highway system, including the Dwight D. Eisenhower National System of Interstate and Defense Highways, because many of the highways (or portions of the highways) are

inadequate to meet the needs of national and civil defense. The DOD's facilities include military bases, ports, and depots. The road networks that provide access and connections to these facilities are essential to national security. The [64,200-mile STRAHNET system](#) consists of public highways that provide access, continuity, and emergency transportation of personnel and equipment in times of peace and war. It includes the entire 48,482 miles of the Dwight D. Eisenhower National System of Interstate and Defense Highways and 14,000 miles of other non-Interstate public highways on the National Highway System. The STRAHNET also contains approximately 1,800 miles of connector routes linking more than 200 military installations and ports to the primary highway system. The DOD's facilities are also often major employers in a region, generating substantial volumes of commuter and freight traffic on the transportation network and around entry points to the military facilities. Stakeholders are encouraged to review the STRAHNET maps and recent Power Project Platform (PPP) [studies](#). The FHWA Indiana Division and FTA Region V Office encourage the MPOs and INDOT to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities.

Federal Land Management Agency (FLMA) Coordination

The FHWA Indiana Division and FTA Region V Office encourage MPOs and INDOT to coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. Through joint coordination, the State DOTs, MPOs, Tribal Governments, FLMAs, and local agencies can focus on integration of their transportation planning activities and develop cross-cutting State and MPO long range transportation plans, programs, and corridor studies, as well as the Office of Federal Lands Highway's developed transportation plans and programs. Agencies should explore opportunities to leverage transportation funding to support access and transportation needs of FLMAs before transportation projects are programmed in the Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP). Each State must consider the concerns of FLMAs that have jurisdiction over land within the boundaries of the State (23 CFR 450.208(a)(3)). MPOs must appropriately involve FLMAs in the development of the metropolitan transportation plan and the TIP (23 CFR 450.316(d)). Additionally, the Tribal Transportation Program, Federal Lands Transportation Program, and the Federal Lands Access Program TIPs must be included in the STIP, directly or by reference, after FHWA approval in accordance with 23 U.S.C. 201(c) (23 CFR 450.218(e)).

Planning and Environment Linkages (PEL)

The use of PEL is a collaborative and integrated approach to transportation decision-making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process. PEL leads to interagency relationship building among planning, resource, and regulatory agencies in the early stages of planning to inform and improve project delivery timeframes, including minimizing duplication and creating one cohesive flow of information. This results in transportation programs and projects that serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources. The FHWA Indiana Division and FTA Region V Office

encourage INDOT, the MPOs, and Public Transportation Agencies to implement PEL as part of the transportation planning and environmental review processes. More information on PEL is available [here](#).

Data in Transportation Planning

To address the emerging topic areas of data sharing, needs, and analytics, the FHWA Indiana Division and FTA Region V Office encourage INDOT, MPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs. Data sharing principles and data management can be used for a variety of issues, such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient use of resources and improved policy and decision-making at the State, MPO, regional, and local levels for all parties.

TIP/STIP Development and Maintenance

There have been many documented discussions with INDOT and the MPOs over the last two years related to TIP/STIP development and maintenance (i.e. amendments and modifications). In order to reduce inconsistencies between the TIPs and STIP, and to expedite project programming and delivery, the FHWA Indiana Division Office and the FTA Region V Office highly recommend that INDOT and the MPOs coordinate and work together to jointly develop and implement a documented process for developing and making changes to the TIPs and STIP in accordance with 23 CFR 450.218(n) and 23 CFR 450.326 (p).

Metropolitan Planning Area & Urbanized Area Boundaries

INDOT and the MPOs should continue to work together to prepare updates to the Metropolitan Planning Area Boundaries as well as any adjusted Urbanized Area Boundaries as a result of the 2020 Census data.

Should you have any questions, please feel free to call Erica Tait, FHWA, at 317-226-7481/erica.tait@dot.gov or Cecilia C. Godfrey, FTA, at 317-705-1268/cecilia.crenshaw@dot.gov.

Sincerely,

**MICHELLE
B ALLEN** Digitally signed by
MICHELLE B ALLEN
Date: 2022.01.19
15:25:14 -05'00'

Michelle Allen
Team Leader, PEAR
FHWA Indiana Division

Sincerely,

**JASON M
CIAVARELLA** Digitally signed by
JASON M CIAVARELLA
Date: 2022.01.19
06:13:45 -06'00'

Jay Ciavarella
Director, Office of Planning & Program Development
FTA Region V

cc:

Indiana MPO Council
Roy Nunnally, INDOT
Larry Buckel, INDOT
Erin Hall, INDOT
Erica Tait, FHWA
Cecilia C. Godfrey, FTA

Appendix F

TRANSIT OPERATOR LOCAL MATCH ASSURANCE

Transit Operator Local Match Assurance

Appendix G

ADOPTION RESOLUTIONS & APPROVAL LETTER



FY 2022 - 2026 Transportation Improvement Program Project Request Form

Mail: Bloomington - Monroe County MPO
401 N Morton Street, Suite 130
Bloomington, Indiana 47402
Email: clemensr@bloomington.in.gov
Fax: (812) 349-3530

Section 1: Local Public Agency Information

- City of Bloomington
- Monroe County
- Town of Ellettsville
- Indiana University
- Bloomington Transit
- Rural Transit
- INDOT
- _____

Employee in Responsible Charge (ERC): Karlei Metcalf
Phone: 812-524-3792
Email: Kmetcalf1@indot.in.gov

Section 2: Verification

I hereby certify that the information submitted as part of this form is complete and accurate. Furthermore, if applicable, I certify that the project complies with the BMCMPPO Complete Streets Policy.

 Karlei Metcalf 2/1/2022
Employee in Responsible Charge (ERC) Date

Section 3: Project Information

- A. Project Name: ADA Sidewalk Ramp Construction on SR46 in Bartholomew County & Monroe County
- B. Is project already in the TIP?
 Yes No
- C. DES # (if assigned): 2100055
- D. Project Location (detailed description of project termini): Intersections of SR46 & Johnson Blvd and SR46 & Carr Hill Road in Columbus and SR46 & 17th Street in Bloomington

E. Please identify the primary project type (select only one):

- Bicycle & Pedestrian
- Bridge
- Road – Intersection
- Road – New/Expanded Roadway
- Road – Operations & Maintenance
- Road – Reconstruction/Rehabilitation/Resurfacing
- Sign
- Signal
- Transit

F. Project Support (local plans, LRTP, TDP, etc.):

G. Allied Projects: N/A

H. Does the Project have an Intelligent Transportation Systems (ITS) component?

- Yes No

If yes, is the project included in the MPO’s ITS Architecture?

- Yes No

I. Anticipated Letting Date: 1/19/2023

Section 4: Financial Plan

Identify all anticipated costs for all phases of the project, including any costs anticipated in years beyond the scope of this TIP. All phases must incorporate a four percent (4%) per year inflation factor per BMCMPO policy. All CN phases must include an appropriate amount of funding for construction inspection in addition to project construction costs.

Note: Fiscal Year 2022 begins on July 1, 2021 and ends on June 30, 2022.

Phase	Funding Source	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Outlying Years
PE		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
RW		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
CE		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
CN	STBG	\$	\$ 416,000.00	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$	\$
Totals:		\$	\$ 416,000.00	\$	\$	\$	\$

Section 5: Complete Streets Policy

A. Select one of the following:

- Compliant** - This project is subject to the Complete Streets Policy because it involves the new construction or reconstruction of local roadways that will use federal funds through the BMCMPPO for any phase of project implementation. *Additional Information items 1-8 (below) must be submitted for Compliant projects.*
- Not Applicable** - This project is not subject to the Complete Streets Policy because it is a transit project, a non-roadway project, a resurfacing activity that does not alter the current/existing geometric designs of the roadway, or is a project that uses federal funds for which the BMCMPPO does NOT have programming authority. *No Additional Information items (below) have to be provided for projects to which the Complete Streets Policy does not apply.*
- Exempt** – The LPA is requesting that this project be exempted from the Complete Streets Policy due to certain circumstances or special constraints, as detailed in Section IV of the Complete Streets Policy. Please provide a detailed explanation of why the project should be exempted. *Additional Information items 1, 4-8 (below) must be submitted for Exempt projects.*

Justification for Exemption: _____

B. Additional Information:

Attach to this application form the following information as required by the Complete Streets Policy. If any items are unknown at the time of application, the applicant may indicate that “specific information has not yet been determined.” Any required information not provided at the time of this application must be reported to the MPO as soon as it becomes available.

- 1) Detailed Scope of Work – Provide relevant details about the project that would be sufficient to use when seeking consulting services (detailed project description, vehicular elements, non-vehicular elements, new construction/reconstruction).
- 2) Performance Standards – List specific performance standards for multimodal transportation, including, but not limited to transit, pedestrian, bicycle, and automobile users, ADA and Universal Design, environmental, utilities, land use, right of way, historic preservation, maintenance of services plan, and any other pertinent design component in relation to current conditions, during implementation/construction, and upon project completion.
- 3) Measurable Outcomes – Identify measurable outcomes the project is seeking to attain (e.g. safety, congestion and/or access management, level-of-service, capacity expansion, utility services, etc.).
- 4) Project Timeline – Identify anticipated timelines for consultant selection, public participation, design, right-of-way acquisition, construction period, and completion date.
- 5) Key Milestones – identify key milestones (approvals, permits, agreements, design status, etc.).
- 6) Project Cost – Identify any anticipated cost limitations, additional funding sources, project timing, and other important cost considerations not included in the table above.
- 7) Public Participation Process – Describe the public participation process (types of outreach, number and type of meetings, etc.), and the benchmark goals for the project (participation rates, levels of outreach, levels of accountability and corresponding response methods to input received, etc.).

- 8) Stakeholder List – Identify the key parties/agencies/stakeholders/interest groups anticipated to be engaged during project development and their respective purpose for being on the list.

STIP AMENDMENT and/or MODIFICATION REQUEST

Date: 1-Feb

Amendment
Modification

Requestor: Karlei Metcalf

Sponsor	DES	Route	Work Type	Location	County	District	Miles	Federal Category	Asset Program - (State Projects Only)	Phase	Federal
---------	-----	-------	-----------	----------	--------	----------	-------	------------------	---------------------------------------	-------	---------

Match	2022	2023	2024	2025	2026	Remarks	Letting Date	MPO	Start Lat	Start Long	End Lat	End Long
-------	------	------	------	------	------	---------	--------------	-----	-----------	------------	---------	----------